



CITY COMMISSION

NOVEMBER 14, 2023

City Commission Meeting Agenda

Mayor Mapes will ask City Commissioners for additions and deletions to the agenda. Commissioners will be given an opportunity to review late arriving supporting materials prior to roll call.

Roll Call

Pledge of Allegiance

Approval of Minutes of the October 24, 2023, [regular meeting](#).

Requested Action

A. Petitions:

B. Communications:

C. Hearings:

1. Hold a public hearing at 6:00 p.m., or as soon thereafter as the agenda allows, for the purpose of determining whether the following described premises shall be designated and established as a Commercial Rehabilitation District under PA 210 of 2005: 127 East Superior Street (also known as 29-51-344-582-00). **6:00 p.m.**

- a. Consideration of a resolution authorizing the establishment of a Commercial Rehabilitation District for the property located at 127 E. Superior Street, also known as 29-51-344-582-00.

Adopt

2. Consideration of a resolution to set a public hearing for Tuesday, December 12, 2023, at 6:00 p.m., or as soon thereafter as the agenda allows, to consider finalization of Special Assessment District Roll #1 of 2020 for the construction of sanitary sewer leads and Special Assessment District Roll #2 of 2020 for the construction of sidewalks on Iowa Street.

Set Hearing

3. Consideration of a resolution to set a public hearing for Tuesday, December 12, 2023, at 6:00 p.m., or as soon thereafter as the agenda allows, to consider finalization of Special Assessment District Roll #1 of 2023 for the construction of sanitary sewer leads and Special Assessment District Roll #2 of 2023 for the construction of sidewalks on Harvard Street.

Set Hearing

D. Consent Agenda:

E. Requests for Purchase:

1. Consideration of a resolution to approve a request for purchase to Rowe Professional Services, in the amount of \$315,500.00, for professional engineering services on the Pine Avenue Road and Utility Reconstruction Project. ***Approve***

2. Consideration of a resolution to approve a request for purchase to Baker Tilly US, LLP, in the amount of \$20,500, for financial advisory services related to the issuance of bonds for the purpose of financing improvements to the City's water supply system in conjunction with the DWSRF loan, also to authorize the City Manager to execute the related agreement. ***Adopt***

3. Consideration of a resolution to approve a request for purchase to Dickinson Wright, PLLC, in the amount of \$22,500, for bond counsel services related to the issuance of bonds for the purpose of financing improvements to the City's water supply system, in conjunction with the DWSRF loan, as junior lien revenue bonds through the State of Michigan's drinking water revolving fund program also to authorize the City Manager to execute the related agreement. ***Adopt***

4. Consideration of a resolution to approve a request for purchase to Dickinson Wright, PLLC, in the amount of \$33,750, for bond counsel services related to the issuance of bonds for the purpose of financing improvements to the City’s water supply system, in conjunction with the DWSRF loan, as senior lien revenue bonds sold on the public capital market, also to authorize the City Manager to execute the related agreement. **Adopt**

F. Recommendation on Bids:

1. Consideration of a resolution to receive a bid for Maintenance Garage Column Repairs and Wastewater Treatment Plant Pump Hoist Beam Upgrades and award the repair contract to the sole bidder, also to approve the related request for purchase, in the amount of \$79,987.00, and authorize the Mayor and Clerk to execute the related agreement. The following bid was received November 3, 2023:

<u>Bidder</u>	<u>Project</u>	<u>Amount</u>
Oak Construction, Swartz Creek, MI	Column Repairs	\$17,900.00
Oak Construction, Swartz Creek, MI	Hoist Beam Upgrades	\$62,087.00

Approve

2. Consideration of a resolution to receive bids for Sewer Inspection Services for upcoming sanitary sewer system improvements, and award the project contract to the recommended bidder, also to approve the corresponding request for purchase and authorize the Mayor and Clerk to execute the related agreement. The following bids were received on November 8, 2023:

<u>Bidder</u>	<u>Amount</u>
<i>Plummer’s Environmental Services, Byron Center, MI ***</i>	<i>\$10,562.50</i>
GFL Environmental/Northern A-1 Industrial Services, Kalkaska, MI	\$11,618.75
Advanced Underground Inspection, Westland, MI	\$14,218.75
Pipeline Management Company, Milford, MI	\$20,312.50
Greenscape General Contracting, Lake, MI	\$20,312.50
Duke’s Root Control/Pipetec, Plymouth, MI	\$29,656.25
M.L. Chartier Excavating, Fair Haven, MI	\$31,400.00

*****Recommended bidder** **Approve**

G. Resolutions:

1. Consideration of a resolution to approve a budget amendment related to change orders for the downtown parking lot improvements project. **Adopt**

H. Ordinances:

1. Consideration of a resolution to introduce Ordinance No. 841, an ordinance addressing floodplain management provisions of the State Construction Code. **Introduce Ordinance**

I. Agreements:

1. Consideration of a resolution to adopt the Intergovernmental Agreement to Manage Floodplain Development for the National Flood Insurance Program, also to authorize the City Manager and City Clerk to sign the agreement on behalf of the City of Alma. **Adopt**

2. Consideration of a resolution to rescind July 11, 2023 Resolution #2023-0187 and approve a professional services agreement with Fishbeck for security upgrades at the wastewater treatment and water treatment plant, in the amount of \$21,213, also to approve the corresponding request for purchase and authorize the Public Services Director to execute the related agreement for services.

Adopt

(**Subject:** Resolution #2023-0187 granted approval of additional services in the amount of \$10,600.00 but did not incorporate the full scope of the project. The total balance due for the project is \$42,426.00. One-half of the total due will be paid by the Gratiot Area Water Authority.)

3. Consideration of a resolution to ratify an easement agreement with Consumers Energy, which was an emergency requirement for movement of utilities as part of the Washington Avenue Sanitary Sewer Reconstruction Project, and signed November 1, 2023.

Adopt

J. Reports of Officers, Boards, Committees:

The City Commission may receive the following reports by one resolution. A City Commissioner may remove any item within this section for individual discussion and vote.

1. Alma District Fire Board October 25, 2023 Draft Meeting Minutes
2. Downtown Development Authority October 25, 2023 Draft Meeting Minutes
3. Planning Commission November 6, 2023 Draft Meeting Minutes
4. Alma Police Department October 2023 Report
5. Alma Transit October 2023 Ridership Report
6. Building Permit Report for October 2023
7. Alma Fire District 3rd Quarter 2023 Report
8. Finance Department October 2023 Report
9. City Manager's Newsletter

Receive

K. Appointments:

L. Unfinished Business:

M. New Business:

Appropriations

Commissioner's Comments and Reports

Invitation to Public

(**Subject:** Pursuant to Article II of the City Code, individuals requesting to address the City Commission may do so by moving to the podium and being recognized by the Mayor, following which they should state their name and address for the record. Individuals should address their comments to the Mayor. Comments are limited to a maximum of five (5) minutes per person unless the Commission grants further time.)

Adjournment

Mayor Mapes called a regular meeting of the Alma City Commission to order at 6:00 p.m. in the Alma Municipal Building. A quorum of the Commission was present.

Roll Call

Present: Roger Allman, Andrew Bare, Laurie Harrison, Greg Mapes, Michelle Pitts, and Danny Wernick.
Absent: Roxann Harrington.

2023-176 Motion by Commissioner Allman, seconded by Commissioner Harrison, to adopt the agenda as presented. Motion carried.
Yes: Allman, Bare, Harrison, Mapes, Pitts, and Wernick.
No: none.
Absent: Harrington.

Mayor Mapes led those present in a recitation of the Pledge of Allegiance to the United States of America.

Minutes

2023-0177 Motion by Commissioner Allman, seconded by Commissioner Pitts, to approve minutes of the June 13, 2023, regular meeting, as presented. Motion carried.
Yes: Allman, Bare, Harrison, Mapes, Pitts, and Wernick.
No: none.
Absent: Harrington.

Requests for Purchase

2023-0178 Motion by Commissioner Pitts, seconded by Commissioner Bare, to approve a request for purchase to DBI Interiors, in the amount of \$33,897.44, for purchase, delivery, and installation of office furniture for 3 offices, lobby, and common area at Alma Transit.
Yes: Allman, Bare, Harrison, Mapes, Pitts, and Wernick.
No: none.
Absent: Harrington.
Resolution declared adopted.

Resolutions

2023-0179 Motion by Commissioner Allman, seconded by Commissioner Wernick, to approve the following FY 2023 budget amendments.

- a. To increase the Human Resources Expenditure Budget \$5,000 to cover the projected increased costs in fringe benefits in the current year.
- b. To increase the Police Expenditure Budget \$10,000 to cover the projected increased costs in fringe benefits in the current year.
- c. To increase the Engineering Expenditure Budget \$5,500 to cover the projected increased costs in fringe benefits in the current year.
- d. To increase the Downtown Maintenance Expenditure Budget \$5,000 to cover the projected increased costs in equipment rental ISF charges in the current year.
- e. To increase the Riverside Cemetery Expenditure Budget \$45,000 to cover the projected increased costs in salaries/wages, fringe benefits, and equipment rental ISF charges in the current year.
- f. To increase the Planning & Zoning Expenditure Budget \$15,000 to cover the projected increased costs in contract fees related to contractual building permits services from Gratiot County due to increased permit volume in the current year compared to previous fiscal years.
- g. To increase the Parks & Recreation Expenditure Budget \$14,500 to cover projected increased costs in equipment rental ISF charges in the current year.
- h. To increase Intergovernmental Revenue \$100,000 for increased state shared revenue received through the Local Community Stabilization Act (LCSA) payments in the current fiscal year.

Yes: Allman, Bare, Harrison, Mapes, Pitts, and Wernick.
No: none.

Absent: Harrington.
Resolution declared adopted.

Reports

2023-0180 **Motion by Commissioner Pitts, seconded by Commissioner Bare, to receive the following reports: Planning Commission June 5, 2023 Draft Meeting Minutes and Gratiot Community Airport Authority June 22, 2023 Draft Meeting Minutes. Motion carried.**
Yes: Allman, Bare, Harrison, Mapes, Pitts, and Wernick.
No: none.
Absent: Harrington.

2023-0181 **Motion by Commissioner Pitts, seconded by Commissioner Allman, to receive the City Manager's Newsletter.**

City Manager Aeris Ripley reviewed items in his newsletter. He noted the downtown parking lot construction project will begin July 10th. He also provided a status update on the airport operations transition, the Parks master planning process, and Parks Spark Grant applications. He reminded the Commission of the transit needs study presented at the previous meeting and asked if the Commission wished to pursue a county-wide transit system. Discussion followed. A general consensus of members directed staff to provide the information to other municipalities and agencies and wait to hear if there was enough interest to pursue the expansion.

Motion to receive the City Manager's Newsletter carried.
Yes: Allman, Bare, Harrison, Mapes, Pitts, and Wernick.
No: none.
Absent: Harrington.

New Business

2023-0182 **Motion by Commissioner Pitts, seconded by Commissioner Allman, to adopt a resolution ratifying the investment of the following City funds:**

Investment Date	Maturity Date	Amount	Duration	Interest Rate	Bank	Type
6/21/2023	1/21/2024	\$250,000	7 months	4.25%	Commerical Bank	CD

Yes: Allman, Bare, Harrison, Mapes, Pitts, and Wernick.
No: none.
Absent: Harrington.
Resolution declared adopted.

Appropriations

2023-0183 **Motion by Commissioner Allman, seconded by Commissioner Bare, to adopt a resolution approving Warrant No. 23-24, and authorizing the City Treasurer to issue checks in payment of all claims.**

Yes: Allman, Bare, Harrison, Mapes, Pitts, and Wernick.
No: none.
Absent: Harrington.
Resolution declared adopted.

Commissioner Comments

Commissioner Pitts thanked the Library for their summer programming. She also offered thanks to the group "To Serve" for their community service in town. Commissioner Bare offered compliments on the new mural behind the Block House and spoke of the upcoming "Evening in the Park" events at Wright Park. Commissioner Allman spoke about the county parks millage, and brief conversation followed with audience member, Jan Bunting. He also mentioned the upcoming production of Lion King Jr. Mayor Mapes also spoke regarding the county parks millage.

Invitation to Public

Jan Bunting asked the Commission to consider creating a listing of available rentals for people seeking such information.

Adjournment

Motion by Commissioner Allman, seconded by Commissioner Bare, to adjourn the meeting at 6:45 p.m. Motion carried.

Yes: Allman, Bare, Harrison, Mapes, Pitts, and Wernick.

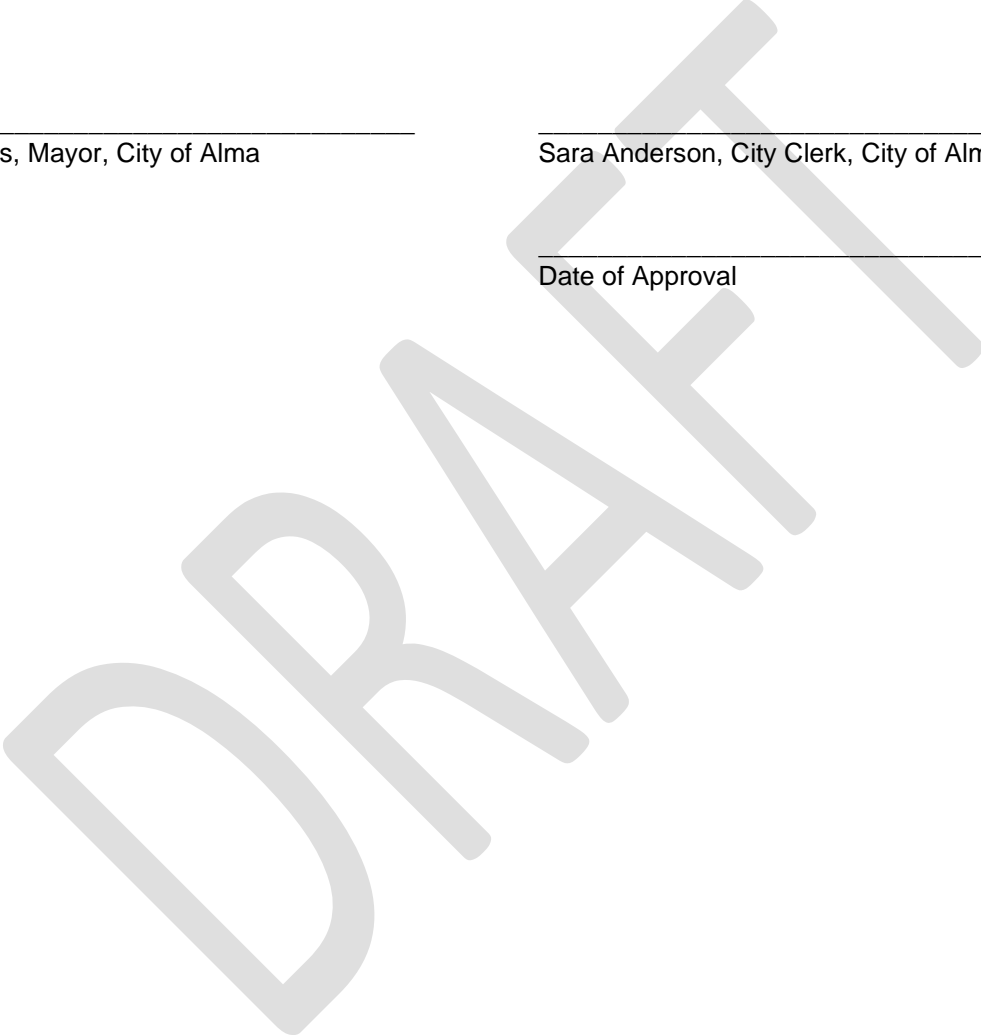
No: none.

Absent: Harrington.

Greg Mapes, Mayor, City of Alma

Sara Anderson, City Clerk, City of Alma

Date of Approval



NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Alma proposes a Commercial Rehabilitation District. A Public Hearing will be held during a regular meeting of the Alma City Commission, in the Alma Municipal Building, 525 E. Superior Street, on Tuesday, November 14, 2023, at 6:00 p.m., or as soon thereafter as the agenda allows. The purpose of the hearing is determining whether the following described premises shall be designated and established as a Commercial Rehabilitation District under P.A. 210 of 2005:

127 East Superior Street
Property ID #29-51-344-582-00
ORIGINAL TOWN E 26 ½ FT OF LOT 5 AND 6, BLOCK 21,
City of Alma, County of Gratiot, Michigan

The owners of all real property within the Commercial Rehabilitation District and any other resident or taxpayer of the City of Alma shall have the right to appear and be heard.

Sara Anderson, City Clerk
Alma Municipal Building
525 E. Superior Street
Alma, MI 48801
Phone: 989-463-8336

Publish 10/31/2023
1 Affidavit



October 10, 2023

City of Alma
525 East Superior Street
Attn: Mr. Aeric Ripley & Ms. Katherine Roslund
Alma MI 48801

Re: Commercial Rehabilitation Act Application – 127 East Superior Street, Alma MI

Dear Mr. Ripley & Ms. Katherine Roslund,

Please find enclosed an Application for Commercial Facilities Exemption Form 4757 related to the commercial project at 127 East Superior Street in Alma.

In order to process the application, the City of Alma needs to hold a public hearing and establish a commercial rehabilitation district at the site. Please accept this letter as a formal request to hold such a meeting.

Additional information can be found at the State's Treasury website:

https://www.michigan.gov/taxes/0,1607,7-238-43535_53197_69542-222422--,00.html

Enclosed with my application are all of the required documents.

In conjunction with this project the following has been or will be accomplished:

1. A district has been established.
2. The property will be rehabilitated in conformance with the rules of the act and within the districts.
3. After completion, the following should be achieved as a result of this project:
 - a. Increased business activity flowing from the commercial renovations.
 - b. Creation of employment with respect to the construction and renovation of the site.
 - c. Creation of employment with respect to the expansion of the retail store.
 - d. Revitalization of an urban location directly adjoining business and residential districts.
4. The general description of the facility is a commercial building that was originally built in 1924 and it has had many commercial/retail uses since its construction. The building is a total of 3,000 square feet and is a single story structure.
5. The general description of the proposed use is two commercial units. One will be used as an office space and the second will be a food service use.
 - a. The general description of the rehabilitation is a reconstruction of the interior of the space reusing as many of the original architectural features as possible, the demolition of some existing partitions, the restoration/replacement of exterior windows & doors, and the installation of modern HVAC, plumbing, electrical systems.
 - b. Fixed building equipment will be:
 - i. New HVAC Systems

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*****Recommended bidder** **Approve**

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Adjournment



- ii. New plumbing and plumbing fixtures
- iii. New electrical and electrical fixtures
- iv. New major appliances
- c. The time schedule for the project is November 2023 – December 2023.
- d. The economic advantages flowing from the requested exemption include improved downtown appearance, and increased downtown retail traffic along with the creation of new jobs.
- e. The legal description of the property is:

ORIGINAL TOWN E 26 1/2 FT OF LOT 5 AND 6 BLOCK 21. 127 E SUPERIOR (*127 East Superior Street Alma MI 48801*). Parcel Number 51-344-582-00

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Smith".

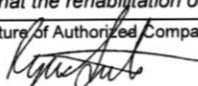
Ryan Smith
Blair Capital, LLC
Its: Member

Application for Commercial Rehabilitation Exemption Certificate

Issued under authority of Public Act 210 of 2005, as amended.

LOCAL GOVERNMENT UNIT USE ONLY	
▶ Application No.	▶ Date Received
STATE USE ONLY	
▶ Application No.	▶ Date Received

Read the instructions page before completing the form. **This application should be filed after the commercial rehabilitation district is established.** The applicant must complete Parts 1, 2 and 3 and file the application form (with required attachments) with the clerk of the local governmental unit (LGU). Attach the legal description of property on a separate sheet. This project will not receive tax benefits until approved by the State Tax Commission (STC). Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the STC.

PART 1: OWNER / APPLICANT INFORMATION (applicant must complete all fields)			
Applicant (Company) Name (applicant must be the owner of the facility) Blair Capital, LLC		NAICS or SIC Code	
Facility's Street Address 127 EAST SUPERIOR STREET	City ALMA	State MI	ZIP Code 48801
Name of City, Township or Village (taxing authority) CITY OF ALMA	County GRATIOT	School District Where Facility is Located 2901	
<input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village			
Date of Rehabilitation Commencement (mm/dd/yyyy) 11/15/2023	Planned Date of Rehabilitation Completion (mm/dd/yyyy) 12/31/2023		
Estimated Cost of Rehabilitation \$168,000	Number of Years Exemption Requested (1-10) 10		
Expected Project Outcomes (check all that apply)			
<input checked="" type="checkbox"/> Increase Commercial Activity <input checked="" type="checkbox"/> Retain Employment <input checked="" type="checkbox"/> Revitalize Urban Areas <input checked="" type="checkbox"/> Create Employment <input type="checkbox"/> Prevent Loss of Employment <input type="checkbox"/> Increase Number of Residents in Facility's Community			
No. of jobs to be created due to facility's rehabilitation 3	No. of jobs to be retained due to facility's rehabilitation 9	No. of construction jobs to be created during rehabilitation 15	
PART 2: APPLICATION DOCUMENTS			
Prepare and attach the following items:			
<input checked="" type="checkbox"/> General description of the facility (year built, original use, most recent use, number of stories, square footage)		<input checked="" type="checkbox"/> Statement of the economic advantages expected from the exemption	
<input checked="" type="checkbox"/> Description of the qualified facility's proposed use		<input checked="" type="checkbox"/> Legal description	
<input checked="" type="checkbox"/> Description of the general nature and extent of the rehabilitation to be undertaken		<input type="checkbox"/> Description of the "underserved area" (Qualified Retail Food Establishments only)	
<input checked="" type="checkbox"/> Descriptive list of the fixed building equipment that will be a part of the qualified facility		<input type="checkbox"/> Commercial Rehabilitation Exemption Certificate for Qualified Retail Food Establishments (Form 4753) (Qualified Retail Food Establishments only)	
<input checked="" type="checkbox"/> Time schedule for undertaking and completing the facility's rehabilitation			
PART 3: APPLICANT CERTIFICATION			
Name of Authorized Company Officer (no authorized agents)		Telephone Number (989) 708-6850	
Fax Number		E-mail Address ryan@gemicapitalmgt.com	
Street Address 325 Enterprise Drive	City Breckenridge	State MI	ZIP Code 48615
<i>I certify that, to the best of my knowledge, the information contained herein and in the attachments is truly descriptive of the property for which this application is being submitted. Further, I am familiar with the provisions of Public Act 210 of 2005, as amended, and to the best of my knowledge the company has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local governmental unit and the issuance of a Commercial Rehabilitation Exemption Certificate by the State Tax Commission.</i>			
<i>I further certify that this rehabilitation program, when completed, will constitute a rehabilitated facility, as defined by Public Act 210 of 2005, as amended, and that the rehabilitation of this facility would not have been undertaken without my receipt of the exemption certificate.</i>			
Signature of Authorized Company Officer (no authorized agents) 		Title Member	Date 12/31/2023

PART 4: ASSESSOR RECOMMENDATIONS (assessor of LGU must complete Part 4)			
Provide the Taxable Value and State Equalized Value of Commercial Property, as provided in Public Act 210 of 2005, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC).			
	Taxable Value	State Equalized Value (SEV)	
Land			
Building(s)			
The property to be covered by this exemption may not be included on any other specific tax roll while receiving the Commercial Rehabilitation Exemption. For example, property on the Eligible Tax Reverted Property (Land Bank) specific tax roll cannot be granted a Commercial Rehabilitation Exemption that would also put the same property on the Commercial Rehabilitation specific tax roll.			
<input type="checkbox"/> By checking this box I certify that, if approved, the property to be covered by this exemption will be on the Commercial Rehabilitation Exemption specific tax roll and not on any other specific tax roll.			
Name of Local Government Body			
Name of Assessor (first and last name)		Telephone Number	
Fax Number		E-mail Address	
<i>I certify that, to the best of my knowledge, the information contained in Part 4 of this application is complete and accurate.</i>			
Assessor's Signature			Date
PART 5: LOCAL GOVERNMENT ACTION (clerk of LGU must complete Part 5)			
Action Taken By LGU (attach a certified copy of the resolution):			
<input type="checkbox"/> Exemption approved for _____ years, ending December 30, _____ (not to exceed 10 years)			
<input type="checkbox"/> Exemption Denied			
Date District Established (attach resolution for district)	Local Unit Classification Identification (LUCI) Code	School Code	
PART 6: LOCAL GOVERNMENT CLERK CERTIFICATION (clerk of LGU must complete Part 6)			
Clerk's Name (first and last)		Telephone Number	
Fax Number		E-mail Address	
Mailing Address		City	State ZIP Code
LGU Contact Person for Additional Information		LGU Contact Person Telephone Number	Fax Number
<i>I certify that, to the best of my knowledge, the information contained in this application and attachments is complete and accurate and hereby request the State Tax Commission issue a Commercial Rehabilitation Exemption Certificate, as provided by Public Act 210 of 2005, as amended.</i>			
Clerk's Signature			Date

For faster service, the LGU should email the completed application and required documents to PTE@michigan.gov.

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury, State Tax Commission
 P.O. Box 30471
 Lansing, MI 48909

Instructions for Completing Form 4507

Application for Commercial Rehabilitation Exemption Certificate

The Commercial Rehabilitation Exemption Certificate was created by Public Act 210 of 2005, as amended. The application is initially filed, reviewed, and approved by the LGU and then reviewed and approved by the State Tax Commission. According to Section 3 of Public Act 210 of 2005, as amended, the LGU must establish a Commercial Rehabilitation District. **Rehabilitation may commence after establishment of the Commercial Rehabilitation District.**

Owner / Applicant Instructions

1. Complete Parts 1, 2 and 3 of application
2. Prepare and attach all documents required under Part 2 of the application:
 - a. General description of the facility (year built, original use, most recent use, number of stories, square footage)
 - b. Description of the qualified facility's proposed use
 - c. Description of the general nature and extent of the rehabilitation to be undertaken
 - d. Descriptive list of the fixed building equipment that will be a part of the qualified facility
 - e. Time schedule for undertaking and completing the facility's rehabilitation
 - f. Statement of the economic advantages expected from the exemption
 - g. Legal description of the facility
 - h. Description of the "underserved area" (Qualified Retail Food Establishments only)
3. Qualified Retail Food Establishments:
 - a. Complete Part 1 of the *Commercial Rehabilitation Exemption Certification for Qualified Retail Food Establishments* (Form 4753). Submit to LGU clerk along with application.
 - b. Describe the "underserved area" and provide supporting documentation to show how the project area meets one or more of the following requirements:
 - i. An area that contains a low to moderate income census tract(s) which, based on per capita income, are tracts below the 66.67 percentile (\$23,643 in 1999 dollars) and a below average supermarket density
 - ii. An area that has a supermarket customer base with more than 50% living in a low income census tract(s) which based on the per capita income, are tracts below the 66.67 percentile (\$23,643 in 1999 dollars)
 - iii. An area that has demonstrated significant access limitations due to travel distance and has no Qualified Retail Food Establishments within two miles of the geo-center for an urban area or has no Qualified Retail Food Establishments within nine miles of the geo-center for a rural area.

For assistance in determining the project area's eligibility, visit www.michigan.gov/propertytaxexemptions and click on Commercial Rehabilitation Act.
4. Submit the application and all attachments to the clerk of the LGU where the property is located.

LGU Assessor Instructions

Complete and sign Part 4 of the application.

LGU Clerk Instructions

1. After LGU action, complete Part 5 of the application.
2. After reviewing the application for complete and accurate information, complete Part 6 and sign the application to certify the application meets the requirements as outlined by Public Act 210 of 2005, as amended.
3. Assemble the following for a complete application:
 - a. Completed *Application for Commercial Rehabilitation Exemption Certificate* (Form 4507)
 - b. All required attachments listed under Part 2
 - c. A copy of the resolution by the LGU establishing the district
 - d. A certified copy of the resolution by the LGU approving the application
 - e. Complete Form 4753 (Qualified Retail Food Establishments only)
4. **For faster service, email the completed application and additional required documentation to PTE@michigan.gov.** An additional submission option is to mail the completed application and required documents to: Michigan Department of Treasury, State Tax Commission, P.O. Box 30471, Lansing, MI 48909

Application Deadline

The State Tax Commission must receive complete applications on or before October 31 to ensure processing and certificate issuance for the following tax year. Applications received after October 31 may not be processed in time for certificate issuance for the following tax year.

If you have questions or need additional information or sample documents, visit www.michigan.gov/propertytaxexemptions or call 517-335-7491.



*General Contractor
Commercial Construction*

*PO Box 370
Mt. Pleasant, MI 48804-0370
PH: (989) 773-0770
FAX: (989) 772-9272*

September 14, 2023

Ryan Smith
Gemini Capital Management, LLC
Ph: 989-708-6850
Email: ryan@gemini-capitalmgt.com

Dear Mr. Smith,

JBS Contracting, Inc. is pleased to quote the following work at 127 E Superior St, Alma, MI. The following proposal and specifications are to insure which materials; labor and services are included to complete your project.

General:

- Drawings for construction with a registered profession Michigan engineer.
- JBS Contracting, Inc. will be responsible to provide Worker's Compensation Insurance in addition to Public Liability and Property Damage Insurance.
- Safety requirements per MIOSHA.
- The building project is guaranteed for product quality and workmanship for one (1) year including subcontract specialties.
- The Owner will be required to provide Builder's Risk Insurance insuring the construction of the building and materials during construction.
- Job site clean-up of your work.
- Supervision of our work.
- An allowance of \$2,500 is included for the building permit.
- It is assumed that no gas or electric utilities will need to be upgraded for this project.
- Dumpsters and construction toilet for use of this project.
- Security and IT is by owner.

Demo:

- Demo two (2) furnaces and one (1) water heater in basement.
- Selective demo of walls and drop ceiling.
- Demo all lighting in new tenant space.
- Demo carpet tile.
- Demo aluminum storefront and built-up floor system.
- Demo soffit at entry awning.
- Selective demo of 1x1 ceiling tile as need for new storefront system.
- Demo wood accent on walls.

Sewer Main:

- Reline sewer pipe from where drain comes into basement out to where sewer ties onto main. Hook up main drain for building back to new relined sewer and add clean out. No exterior concrete or roadwork.

Carpentry:

- One (1) hour fire separation wall to be metal studs at 16" O.C. with sound batt insulation and 5/8" type "x" drywall both sides.
- Restroom and office walls to be metal studs 16" O.C. with sound batt insulation and 5/8" drywall both sides.
- 5/8" drywall over existing plaster ceiling.
- Patch and repair all existing drywall.
- Rework acoustical ceiling at new separation wall.
- Aluminum Soffit, and trims at entry awning.

Doors:

- Two (2) wood doors with hardware.

Aluminum:

- One (1) exterior aluminum framed storefront with insulated clear glass windows and full glass entry door with transoms.

Flooring:

- New tenant area to receive Shaw wood flooring and wood base. Bathroom to receive LVT flooring with PVC base.

Casework & Countertops:

- 8 lineal feet of kitchenette cabinets to be Georgetown Shaker (or equivalent) with soft close and cabinet pulls.
- Solid surface countertop.

Painting:

- Painting of drywall walls, drywall ceilings, wood trims, doors and frames.

Specialties:

- Three (3) grab bars consisting of (1) 42", (1) 36", and (1) 18".
- Two (2) soap dispensers.
- One (1) toilet paper holders.
- One (1) mirror.
- One (1) barrier free restroom signs.
- Two (2) paper towel holders.

Plumbing:

- Permits
- Include trip for plumbing demo and review.
- All work from existing water and sewer leads
 - Furnish and install plumbing fixtures including:
 - Relocate water heater
 - One (1) lavatory sinks
 - One (1) ADA toilet
 - One (1) stainless steel kitchen sink.

- Includes all piping, venting, faucets, drains, pipe insulation, etc.. for complete installation per code. Pex water lines and PVC drains.

HVAC:

- Permits
- Two (2) maytag furnace & A/C systems. Furnaces to be relocated out of lower portion of the basement.
- Includes all duck work, controls, diffusers, registers and grilles for complete installation.
- Removal and disposal of old furnace & A/C is included.
- One (1) exhaust fan and ductwork.
- Gas piping from existing meter.

Electrical:

- Permit
- Demo of existing circuits as needed for selective building demo.
- Twelve (12) duplex receptacles. All receptacles in existing walls to be surface mounted.
- Two (2) GFI duplex receptacles.
- Seven (7) surface mounted 2x2 LED lights with lighting controls.
- Two (2) LED can light to be installed in existing soffit.
- Wire all HVAC equipment.

Items Not Included:

- Telephone system, security, and data wiring.
- Fire Protection
- Fire Alarm system.
- Road signage.
- Building Signage.
- Temporary heat, tenting or winter conditions.
- Soil Borings
- Snow removal
- Security
- Utility fees including gas, water, and sewer.
- Roof Patching
- Lawn or landscaping irrigation.
- Epoxy paint concrete apron at entry.

Bid Summary:

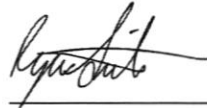
Drawings	\$ 5,000.00
Supervision	\$ 12,000.00
Building Permit Allowance	\$ 1,000.00
Construction Dumpster	\$ 2,400.00
Final Cleaning	\$ 1,000.00
Demo	\$ 6,680.00
Sewer Main	\$ 13,500.00
Metal Stud, Drywall, Insulation	\$ 13,000.00
Soffit Materials	\$ 789.00
Trim Materials	\$ 950.00
Labor for Trim, Soffit	\$ 2,340.00
Doors & Hardware	\$ 1,295.00
Aluminum doors and windows	\$ 19,700.00

Caulking	\$	1,500.00
Flooring	\$	13,340.00
Painting	\$	5,288.00
Specialties with labor to install	\$	1,035.00
Casework & Countertop	\$	5,050.00
Plumbing	\$	6,575.00
HVAC	\$	27,410.00
Electrical	\$	8,300.00
		<u>Subtotal....</u>
	\$	148,152.00
		<u>OH&P 10%..</u>
	\$	14,815.00
Total projected Cost	\$	162,967.00

Terms of payment are as follows: (1) A charge of \$15,000 will be due and payable upon the signing of this contract to cover a portion of the design fees. Cancellation of this contract in whole or part shall be subject to actual cancellation expenses incurred in addition to the \$15,000 deposit. (2) Payment shall be made on progress of work completed as billed. Payments shall be made by the tenth of the month following the month for which work is billed. One hundred percent of the balance of the contract will become due at the completion of the project. (3) Interest will be added to all past due balances. Balances not paid within 30 days of the invoice date are considered to be past due. Interest will be calculated at 12% annually or 1% per month.

Your signature below signifies your acceptance of this proposal and allows JBS contracting to proceed with the construction of your project.

Hunter Nivison
 JBS Contracting, Inc.


 Accepted By:

9-14-23
 Date:

09.26.2023
 Date:

GEMINI

127 E SUPERIOR ST.

ALMA, MI 48801

SHEET INDEX:

<u>PAGE</u>	<u>CONTENT</u>
	TITLE SHEET
ADA	ADA SHEET
A1	DEMO PLAN/ FLOOR PLAN
A2	SECTIONS/ CABINETS
A3	SCHEDULE
ME1	MECHANICAL/ ELECTRICAL
P1	PLUMBING/ SANITARY PLAN

CODE REVIEW:

BASED ON MICHIGAN BUILDING CODE 2015

1. USE GROUP - (B) BUSINESS BASED ON SECTION 304.1
2. CONSTRUCTION TYPE - 2B BASED ON SECTION 602.5
- 2.1. 1 HOUR FIRE SEPARATION WILL BE PROVIDED.
3. TOTAL AREA OF WORK = 1,019 S.F.
TOTAL AREA OF REMODEL = 1,019 S.F.
* NO PROPOSED CHANGES TO EXISTING BUILDING AREA
4. ACCESSIBLE MEANS OF EGRESS SHALL BE PROVIDED PER TABLE 1006.2.1
5. AUTOMATIC SPRINKLER SYSTEM IS NOT REQUIRED PER SECTION 903.
6. OCCUPANT LOAD = 10 PEOPLE BASED ON TABLE 1004.1.2
EXISTING BUILDING 1,019 S.F./ 100 = 10 PEOPLE
7. GROUND SNOW LOAD = 35 PSF PER FIGURE 1608.2
GROUND SNOW LOAD EXPOSURE FACTOR - 1.0
GROUND SNOW LOAD IMPORTANCE FACTOR - 1.0
GROUND SNOW LOAD THERMAL FACTOR - 1.0
8. WIND LOAD = 115 MPH PER FIGURE 1609.3(1)
EXPOSURE CATEGORY - B
IMPORTANCE FACTOR - 1.0
TOPOGRAPHICAL FACTOR - 1.0
9. SEISMIC USE GROUP -1
10. SEISMIC SITE CLASS - D
IMPORTANCE FACTOR - 1.0



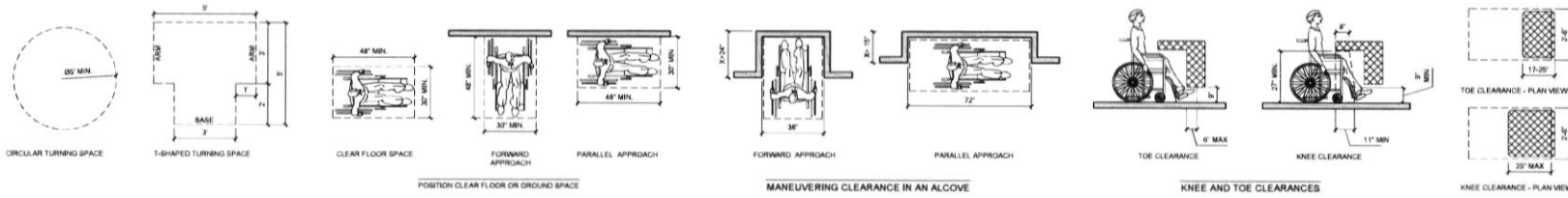
Todd Oakley
10/13/24

COMMERCIAL / INDUSTRIAL
CONSTRUCTION

JBS Contracting Inc.
P.O. BOX 370
MT. PLEASANT, MI 48804
(800) 775-1152

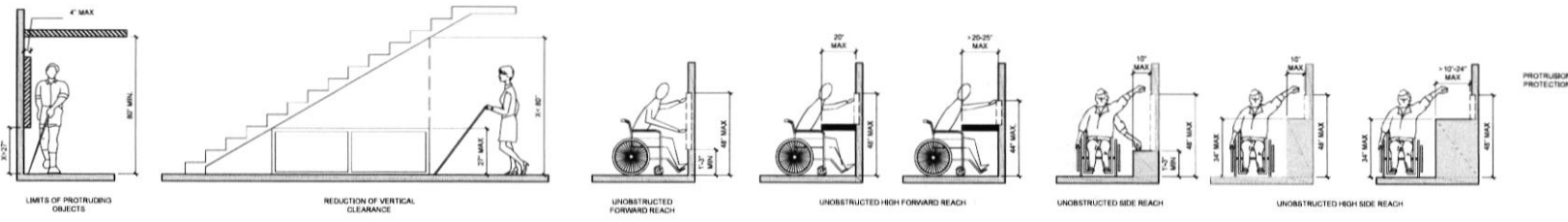
DATE: 10/6/2023

GEMINI
127 E. SUPERIOR ST.

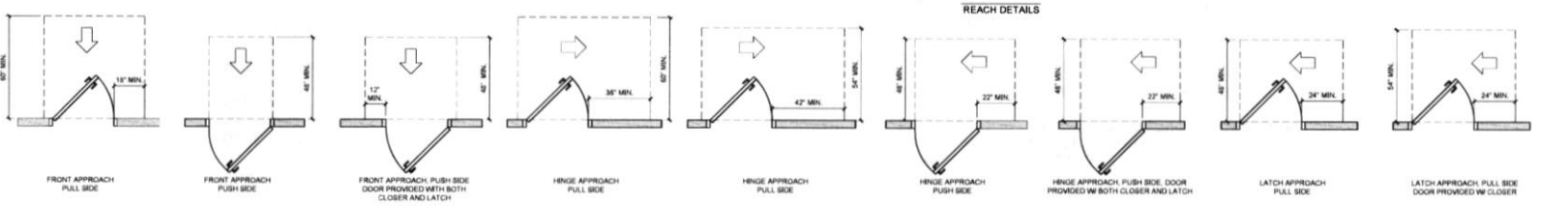
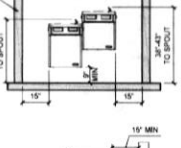


FOR REFERENCE ONLY
 THIS SHEET IS FOR REFERENCE ONLY AND IS INTENDED ONLY TO ILLUSTRATE VARIOUS BARRIER FREE CONDITIONS PER MICRISAN BARRIER FREE CODES. IT IS NOT INTENDED TO REPRESENT ALL AND/OR ANY OF THE CONDITIONS THAT ARE A PART OF THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY AND ALL LIABILITY RESULTING FROM OR CONNECTED WITH THE USE OF THIS SHEET FOR ANY PURPOSE OTHER THAN GENERAL REFERENCE.

JBS JOB NUMBER:
 DRAWING NAME: ADA SHEET
 DRAWN BY: DKG
 REVIEWED BY: [blank]
 DATE: 10-2-2023

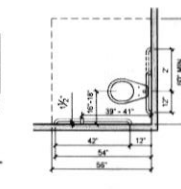
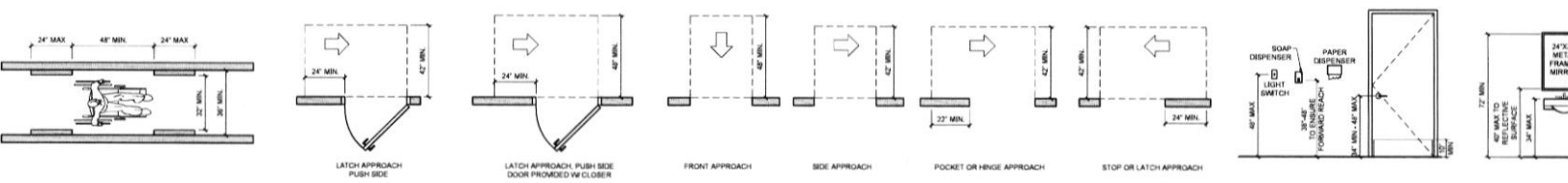


NOTE
 A MINIMUM OF 50% OF ALL DRINKING FOUNTAINS, BUT NOT LESS THAN ONE, PROVIDED ON EVERY FLOOR IS REQUIRED TO BE ACCESSIBLE.

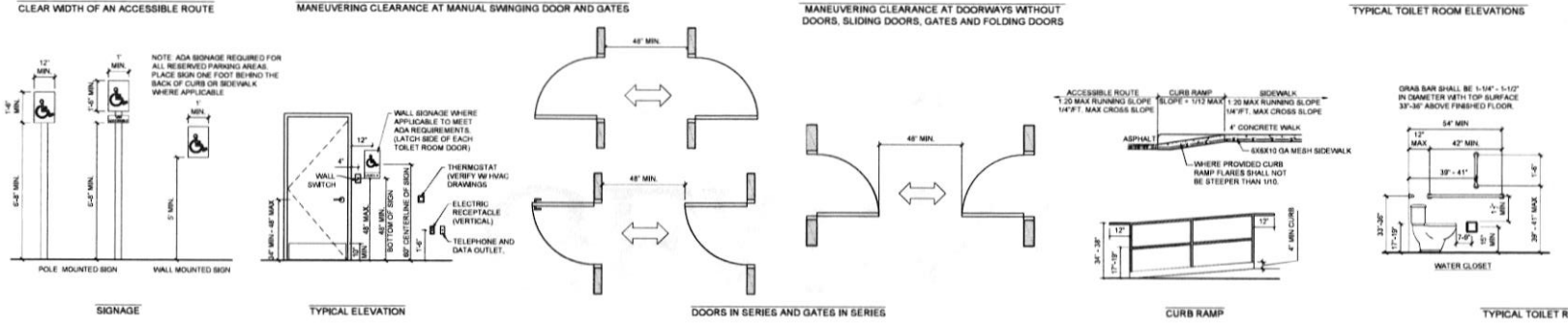


REQUIRED MOUNTING - REFER TO THE WATER CRICKE NOT THE FOUNTAIN BOM.

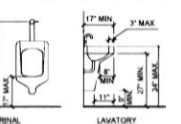
DRINKING FOUNTAIN DETAILS



TYPICAL WATER CLOSET ACCESSIBLE DIMENSIONS



NOTE EXPOSED PIPING (SUPPLY AND DRAIN LINES) MUST BE INSULATED OR POSITIONED TO PROTECT AGAINST CONTACT. MAXIMUM OUTLET WATER TEMP. SHALL BE 120°F.



TYPICAL TOILET ROOM ELEVATIONS

10-2023-1-24

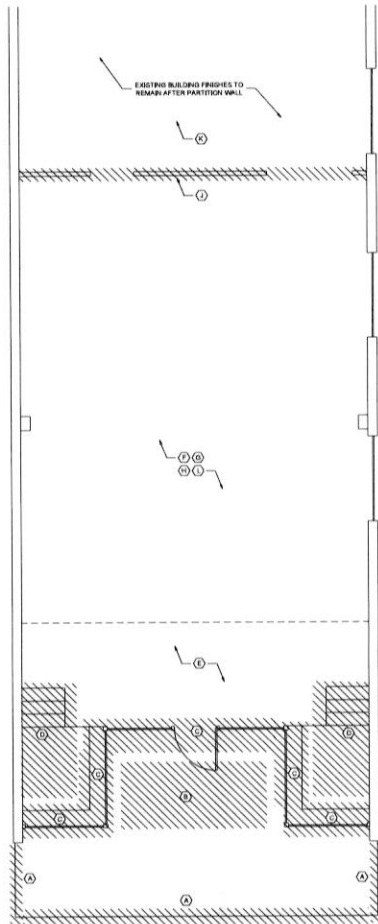
GEMINI
 127 E. SUPERIOR ST.
 ALMA, MI 48801

COMMERCIAL/INDUSTRIAL CONSTRUCTION

JBS Contracting Inc.
 10000 W. FERRYWAY
 MTC PLAZA - SUITE 101
 FAYETTEVILLE, MI 48306
 TEL: 810-699-1122
 FAX: 810-699-1122

SCALE:
 3/8" = 1'-0"

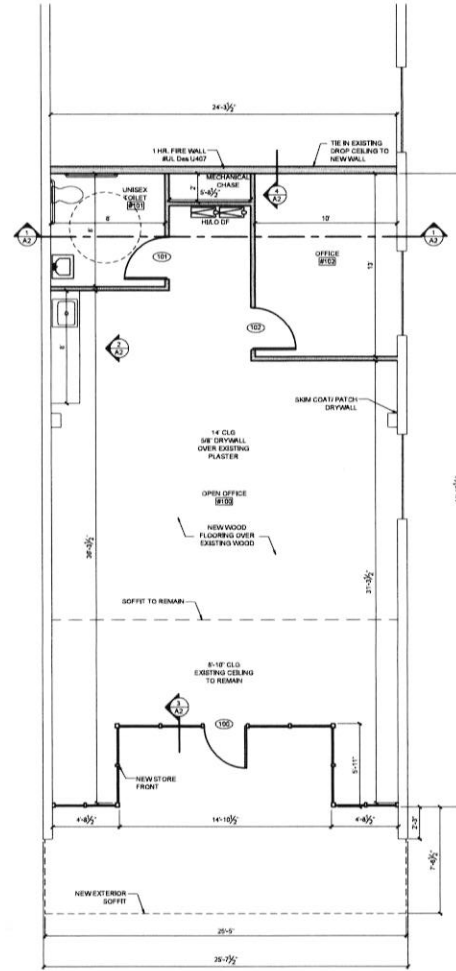
ADA
 GEMINI
 127 E. SUPERIOR ST.



DEMOLITION PLAN
SCALE: 1/4"=1'-0"

DEMOLITION LEGEND

- (A) DEMO EXTENSOR SOFFIT
- (B) DEMO EXTENSOR CARPET
- (C) DEMO STONE FRONT
- (D) DEMO BUILT UP FLOOR/STAIR
- (E) DEMO CARPET
- (F) DEMO ALL ACCENT WOOD TRIMS ON WALLS
- (G) DEMO DRIP CEILING
- (H) DEMO CEILING LIGHTS
- (I) DEMO PARTITION WALL
- (J) DEMO FURNACE/AC, WATER HEATER IN BASEMENT
- (K) DEMO ALL LIGHTING



FLOOR PLAN
SCALE: 1/4"=1'-0"



3 WORKING DAYS
BEFORE YOU DIG
CALL MISS DIG
-800-482-7171
FOR THE LOCATION OF
UNDERGROUND FACILITIES

REVISIONS		
NO.	DATE	CHANGE

PROJECT NO.	100
CONTRACT NO.	100
DRAWN BY:	DWG
REVIEWED BY:	
FIELD SUPERVISOR:	
DATE:	10/26/23

GEMINI
127 E. SUPERIOR ST.
ALMA, MI 48801

JBS Contracting Inc.
COMMERCIAL/INDUSTRIAL
CONSTRUCTION
1680 COVER PARKWAY
M. PLEASANT, MI 48859
91999 773-0770

SCALE:
1/4" = 1'-0"
A1
GEMINI
127 E. SUPERIOR ST.

13.V.A.C. DIVISION (1994) (2015 MICHIGAN MECHANICAL CODE)

01.00 HEATING, COOLING AND VENTING IS TO BE INSTALLED TO MEET MICHIGAN MECHANICAL CODE AND LOCAL CODES AS ENFORCED BY THE GOVERNING AUTHORITY. MECHANICAL PERMITS REQUIRED TO COMPLETE THE JOB ARE INCLUDED.

02.00 DUCT WORK AND CEILING DIFFUSERS ARE TO BE SIZED AND INSTALLED FOR A BALANCED SYSTEM. ALL UNISEX AND MATERIALS SHALL COMPLY WITH CODE REQUIREMENTS. FIRE DAMPERS SHALL BE PROVIDED AT LOCATIONS REQUIRED BY THE BUILDING CODE WHERE AIR DISTRIBUTION SYSTEM PENETRATES ASSEMBLIES THAT ARE REQUIRED TO BE FIRE RESISTANCE RATED. ACCESS SHALL BE PROVIDED TO FIRE DAMPERS FOR INSPECTION AND SERVICE.

03.00 OUTSIDE COMBUSTION AIR SHALL BE REQUIRED WHERE ANY FUEL BURNING APPLIANCE ARE PRESENT. FUEL BURNING APPLIANCES THAT HAVE BEEN TESTED FOR CORRECT COMBUSTION AIR CONNECTION TO THE OUTDOORS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S INSTALLATION INSTRUCTIONS.

04.00 ALL EXHAUST VENTS AND STACKS SHALL TERMINATE AT EXTERIOR AWAY FROM INTAKE PIPES AND TERMINATE WITH AN APPROVED CAP.

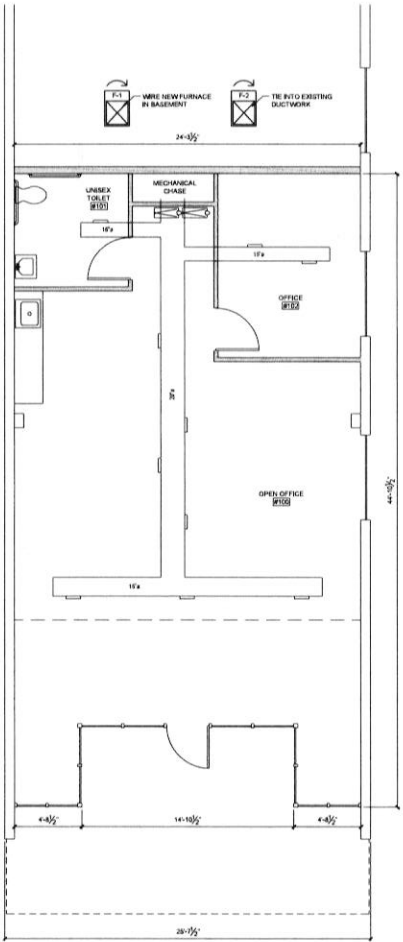
05.00 INSTALL NECESSARY PIPING AND VENTING REQUIRED FOR THE INSTALLATION OF THE FOLLOWING FEATURES:
 (1) FURNACES
 (2) FURNACES
 (3) 80 CFM EXHAUST FAN (FAN TO TURN ON WITH LIGHTS)
 (4) THERMOSTAT WIRING

ASSOCIATED GAS, FUEL AND COMBUSTION AIR PIPING
 (ALL) THERMOSTAT WIRING

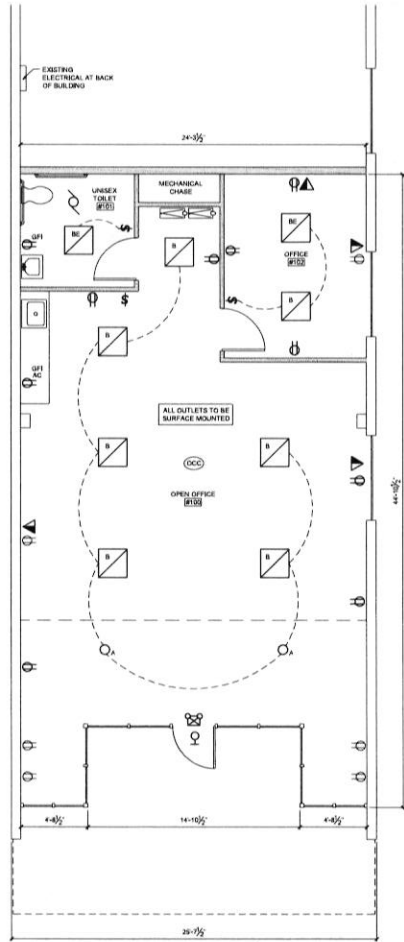
NOTE: ALL VENTING PENETRATIONS TO BE APPROVED BY G.C. PRIOR TO PLACEMENT.
 NO VENTING PENETRATIONS ALLOWED WITHIN 5' OF EAVE
 NO WALL LINES OR EXTERIOR OF BUILDING ALLOWED.

NOTES (2015 MICHIGAN MECHANICAL CODE)

- ALL WORK SHALL COMPLY WITH ALL STATE, FEDERAL, AND LOCAL CODES.
- CONTRACTOR SHALL OBTAIN AND PAY FOR ALL NECESSARY PERMITS, FEES, AND INSPECTIONS REQUIRED BY GOVERNING AUTHORITIES.
- ALL MATERIALS AND EQUIPMENT PROVIDED AND/OR INSTALLED SHALL BE GUARANTEED FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF FINAL ACCEPTANCE. ANY DEFECTIVE MATERIALS OR INFERIOR WORKMANSHIP SHALL BE CORRECTED TO THE ENTIRE SATISFACTION OF THE OWNER.
- REGULATE DUCTWORK AS REQUIRED BY CODE.
- FLEXIBLE DUCTWORK SHALL HAVE A MINIMUM LENGTH OF 3'-0".
- ALL SHEET METAL DUCTWORK SHALL BE INSTALLED IN ACCORDANCE WITH SMACNA STANDARDS. ALL DUCTWORK SHALL BE GALVANIZED STEEL, UNLESS OTHERWISE NOTED ON ORIGINAL RISES.
- ALL DUCTWORK TRANSVERSE AND LONGITUDINAL SEAMS SHALL BE SEALED AIR TIGHT WITH HANDCAPE GUNE GREY #4 OR EQUAL. ALL EXPOSED DUCTWORK SHALL BE SEALED ON THE INSIDE.
- COORDINATE LOCATION AND INSTALLATION OF ALL GRILLES, REGISTERS AND DIFFUSERS WITH ARCHITECTURAL CEILING PLANS WITH GENERAL CONTRACTOR.
- INSTALL TURNING VANES IN ALL 90° CORNER DUCT ELBOWS.
- INSTALL VOLUME DAMPERS AT ALL BRANCH TAKE-OFFS.
- ALL BRONZE/STAINLESS SHALL BE SAME SIZE AS SHIP USER NECK UNLESS NOTED OTHERWISE.
- PROVIDE AND INSTALL ONE (1) COMPLETE SET OF AIR FILTERS UPON TURN-OVER OF BUILDING TO OWNER. PROVIDE ONE (1) COMPLETE SET OF SPARE FILTERS TO OWNER.
- PROVIDE AND INSTALL TEMPERATURE CONTROLS AS REQUIRED FOR A COMPLETE AND OPERATING SYSTEM.
- ALL SYSTEMS SHALL BE THOROUGHLY CLEANED, TESTED AND BALANCED. ALL SYSTEMS SHALL BE AIR BALANCED WITHIN ± 10% OF DESIGN CAPACITIES.
- TEST ALL AIR REFRIGERANT SYSTEMS. ALL REFRIGERANT PIPING SYSTEMS SHALL BE DEHYDRATED AND PRESSURIZED WITH R-422 AND GIVEN A HALIDE TORCH LEAK TEST. UNITS DETERMINED TO BE LEAK-FREE. PIPING SHALL BE FILLUED WITH NITROGEN WHILE BRAZING AND REPAIRING LEAKS. THEN EVACUATED BEFORE CHARGING FOR NEXT TEST.



MECHANICAL PLAN
 SCALE: 1/4" = 1'-0"



ELECTRICAL PLAN
 SCALE: 1/4" = 1'-0"

ELECTRICAL DIVISION (18000)

01.00 ELECTRICAL INSTALLATION IS TO MEET ALL STATE AND LOCAL CODES AS ENFORCED BY THE LOCAL GOVERNING AUTHORITY. ELECTRICAL PERMITS REQUIRED TO COMPLETE THE JOB ARE INCLUDED.

02.00 FURNISH & INSTALL ALL NECESSARY WIRING, SERVICE PANELS, DESIGNED TO ADEQUATELY SUPPLY ALL FIXTURES INSTALLED. THE FOLLOWING FEATURES ARE TO BE INSTALLED:

LEGEND:

SYM DESCRIPTION

- 0/1 REC DUPLEX RECEPTACLE ABOVE COUNTER
- 0/1 REC DUPLEX RECEPTACLE
- REC DUPLEX RECEPTACLE
- EXISTING TO REMAIN REC DUPLEX RECEPTACLE
- ELECTRICAL SWITCH
- OCCUPANCY SENSOR
- VOKED DATA OUTLET
- 80 CFM FAN
- LED CAN LIGHT
- 2X2 LED SURFACE MOUNT LIGHT - EMERGENCY
- 2X2 LED SURFACE MOUNT LIGHT - EMERGENCY
- EMERGENCY EXIT
- EXIT DISCHARGE LIGHT
- HAND WIRED

50.00 THE ELECTRICIAN WILL INSTALL 34" x 14" WOOD RACKER FOR THE SERVICE PANEL AND ANY SPECIALTY BACKERS REQUIRED FOR THE INSTALLATION OF THE ELECTRICAL.



3 WORKING DAYS BEFORE YOU DIG
 CALL MISS DIG
 1-800-482-7171
 FOR THE LOCATION OF UNDERGROUND FACILITIES

NO.	DATE	CHANGE

JOB NUMBER: 18000
 DRAWING: MECHANICAL/ELECTRICAL
 DRAWN BY: DWG
 CHECKED BY: BAUCOR
 DATE: 10/20/23

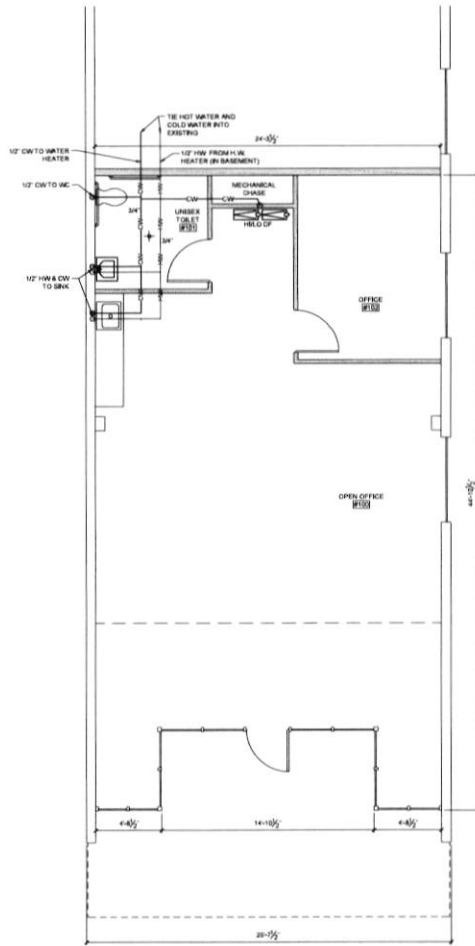
GEMINI
 127 E. SUPERIOR ST.
 ALMA, MI 48801

COMMERCIAL INDUSTRIAL
 CONSTRUCTION

JBS Contracting Inc.
 1630 GOWER PARKWAY
 ALMA, MI 48801
 (989) 773-0710

SCALE:
 1/4" = 1'-0"

ME1
 GEMINI
 127 E. SUPERIOR ST.



PLUMBING PLAN
SCALE: 1/4"=1'-0"

NOTE:
*HOT/COLD AND SANITARY PIPING IS SHOWN DIMENSIONAL ONLY. ACTUAL PIPING LOCATIONS TO BE ADJUSTED IN FIELD AS REQUIRED.

PLUMBING DIVISION (114-10) (2015 MICHIGAN PLUMBING CODE)

01.00 INSTALLATION AND FEATURES ARE TO MEET MICHIGAN PLUMBING CODE AND LOCAL CODES AS ENFORCED BY THE GOVERNING AUTHORITY. PLUMBING PERMITS REQUIRED TO COMPLETE THE JOB ARE INCLUDED.

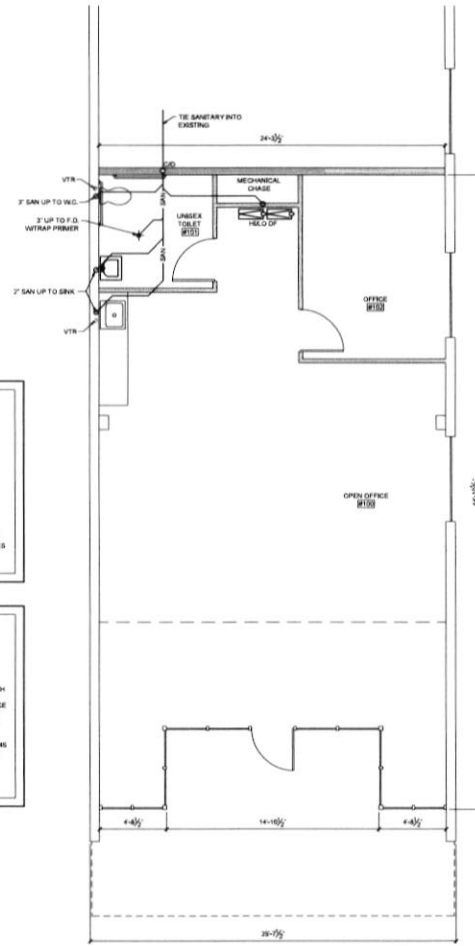
02.00 THE FOLLOWING FIXTURES ARE INCLUDED:

- (1) WATER CLOSET
- (1) SINGLE BOWL SINK W/ FAUCET
- (1) SINK BASKET TOP MOUNT STAINLESS STEEL SINK W/ FAUCET
- (1) WATER HEATER

03.00 WATER - ALL UNDERGROUND WATER SUPPLY LINES ARE TO BE PEX. ALL ABOVE GROUND WATER SUPPLY LINES ARE TO BE PEX. A SHUTOFF VALVE IS REQUIRED FOR EACH FIXTURE. PROVIDE HAMMER RELIEF TEMPERATURE VALVES AND PRESSURE RELIEF VALVES AS REQUIRED.

PLUMBING NOTES (2015 MICHIGAN PLUMBING CODE)

1. ALL WORK SHALL COMPLY WITH ALL STATE, FEDERAL AND LOCAL CODES.
2. PROVIDE SERVICE VALVES AT ALL FIXTURES.
3. PROVIDE ACCESS DOORS TO ALL VALVES AND EQUIPMENT.
4. UNDERGROUND SANITARY SEWER SHALL BE MINIMUM OF 2" DIAMETER.
5. PATCH ALL UNDERGROUND SANITARY SEWER AT 1/4" PER 1/4".
6. VERIFY ALL PLUMBING FIXTURE LOCATIONS AND BARRIER FREE FIXTURES WITH ARCHITECTURAL PLANS.
7. PROVIDE AND INSTALL ALL VENTS AND CLEAN OUTS REQUIRED IN ACCORDANCE WITH ALL APPLICABLE CODES.
8. PLUMBING CONTRACTOR SHALL PROVIDE DEEP SEAL TRAPS AND PRIMERS IN LOCATIONS WHERE TRAP SEAL MAY BE LOST DUE TO VIBRATION.
9. MECHANICAL AND PLUMBING PLANS ARE DIMENSIONAL IN NATURE. CONTRACTOR IS RESPONSIBLE TO CORRECTLY SPECIFIC LOCATIONS OF ITEMS AND ADJUST AS REQUIRED TO ACCOMMODATE CONSTRUCTION CONDITIONS, CODE REQUIREMENTS AND THE WORK OF OTHER TRADES.



SANITARY PLAN
SCALE: 1/4"=1'-0"



3 WORKING DAYS | BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171
FOR THE LOCATION OF UNDERGROUND FACILITIES

NO.	DATE	CHANGE	REVISION

JOB NUMBER: 16-001
DRAWING: PLUMBING SANITARY
DRAWN BY: DAG
REVIEWED BY: JBS
DATE: 08/20/23

SUBJECT: SEAL

GEMINI
127 E. SUPERIOR ST.
A-MA, MI 48901

JBS Contracting Inc.
COMMERCIAL/INDUSTRIAL CONSTRUCTION
1680 LEVEE PARKWAY
MT. PLEASANT, MI 48859
(989) 779-0770

SCALE:
1/4" = 1'-0"

P1
GEMINI
127 E. SUPERIOR ST.



CITY OF ALMA, MICHIGAN

525 E. Superior, Alma, MI 48801

www.myalma.org

City Clerk
989-463-8336
Fax
989-463-5574

Resolution No. 2023-_____ **Resolution Establishing Commercial Rehabilitation** **District for 127 E. Superior Street**

At a regular meeting of the City Commission of the City of Alma, Gratiot County, Michigan, held in the Commission Chambers of said City on the 14th day of November 2023:

PRESENT:

ABSENT:

The following preamble and resolution were offered by Commissioner _____ and seconded by Commissioner _____.

WHEREAS, pursuant to PA 210 of 2005, the Alma City Commission has the authority to establish "Commercial Rehabilitation Districts" within the City of Alma at request of a commercial business enterprise; and

WHEREAS, Blair Capital, LLC has filed a written request with the clerk of the City of Alma requesting the establishment of the Commercial Rehabilitation District for an area in the vicinity of 127 East Superior Street, located in the City of Alma hereinafter described; and

WHEREAS, the City Commission of the City of Alma determined that the district meets the requirements set forth in sections 2(b) and 3 of PA 210 of 2005; and

WHEREAS, written notice has been given by certified mail to the county and all owners of real property located within the proposed district as required by section 3(3) of PA 210 of 2005; and

WHEREAS, on November 14, 2023, a public hearing was held, and all residents and taxpayers of the City of Alma were afforded an opportunity to be heard thereon; and

WHEREAS, the City Commission deems it to be in the public interest of the City of Alma to establish the Commercial Rehabilitation District as proposed;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Alma that the following described parcel(s) of land situated in the City of Alma, County of Gratiot, and State of Michigan, to wit:

ORIGINAL TOWN E 26 ½ FT OF LOT 5 AND 6, BLOCK 21,
City of Alma, County of Gratiot, Michigan

Property ID #29-51-344-582-00



CITY OF ALMA, MICHIGAN

525 E. Superior, Alma, MI 48801

www.myalma.org

be and hereby is established as a Commercial Rehabilitation District pursuant to the provisions of PA 210 of 2005 to be known as 127 East Superior Street Commercial Rehabilitation District.

AYES:

NAYS:

ABSENT:

Resolution declared adopted.

Certificate

I, Sara Anderson, City Clerk of the City of Alma, do hereby certify that the above resolution is a true and exact copy of a resolution adopted at a regular meeting of the Alma City Commission held on Tuesday, November 14, 2023, at 6:00 p.m.

Sara Anderson, City Clerk, City of Alma

Purchase Requisition

11/09/2023
04:58 PM

Purchase Requisition No 23-1562

Requested Date 11/09/2023
Required Date
Requested By

Department ENG

Preferred Vendor 6521
ROWE, INC
Address 540 S SAGINAW
STE 200
FLINT, MI 48502

Req. Description PINE AVENUE ROAD AND UTILITY RECONSTRUCTION

Qty.	Description	GL Number 1	Unit Price	Amount
1	PROFESSIONAL ENGINEERING SEI	590-527.552-970.000-S168	105,166.66	105,166.66
1	PROFESSIONAL ENGINEERING SEI	591-536.552-970.000-W162	105,166.67	105,166.67
1	PROFESSIONAL ENGINEERING SEI	202-901.000-970.000-SI331	105,166.67	105,166.67
			Total:	315,500.00



November 08, 2023

Mr. Dave Ringle, Director of Public Services
City of Alma
525 East Superior Street
Alma, Michigan 48801

RE: Pine Avenue Road and Utility Reconstruction
Professional Engineering Services Proposal

Dear Mr. Ringle:

ROWE Professional Services Company is pleased to submit this proposal for the above referenced project. This project consists of reconstruction of approximately 2,000 feet of Pine Avenue between Washington Avenue and E. Warrick Drive including the replacement of the water and sanitary sewer mains and limited storm sewer upgrades. As you are aware, the Pine Avenue project has been programmed to receive Small Urban funding for FY25 and needs to follow the Michigan Department of Transportation's (MDOT) Local Agency Program (LAP) process. Also, based on recent discussions with the city and the Michigan Department of Environment, Great Lakes, and Energy (EGLE) staff, we understand that the city received notice that the water main portion of the Pine Avenue project will be funded through the DWSRF program for FY24.

In order to maximize the available funds, the city could receive, we have reached out to MDOT to see if there was a community that would be willing to switch funding years (FY25 to FY24) and allow the city to pull the Pine Avenue project forward to match the available funding of the DWSRF program. Based on our preliminary information, MDOT indicated that this is feasible and the process to switch fiscal years is underway.

By moving this project forward, the milestone schedules to meet both the MDOT LAP and DWSRF funding requirements are very aggressive. As a result, we are moving forward prior to formal approval of our proposal with obtaining the field survey for this project which is one of the first steps in the design process.

We propose the following scope of services for this project.

SCOPE OF SERVICES

Design Phase:

1. Administer a project kick-off meeting with city staff to review scope of project and timeline.
2. Request utility (both private and public) information through a MISS DIG design ticket to incorporate into project drawings. The existing unground utilities will be plotted on the drawings based on the information received from the utility owners.

SINCE 1962

3. Obtain topographic survey data within the project limits. Our topographic survey scope consists of the following:
 - Establish horizontal and vertical control for the design survey and construction.
 - Perform topographic survey from back of curb to back of curb.
 - Map existing visible improvements.
 - Locate visible utilities.
 - Inventory existing manholes and drainage structures to determine pipe inverts, pipe materials and pipe diameters.
 - Field verify design survey.
 - Determine the location of the existing right-of-way within the project limits.
4. Obtain four geotechnical borings to verify depth of existing HMA pavement and aggregate base and groundwater conditions.
5. Develop project drawings that meet the requirements of MDOT LAP.
6. Using MDOT format, prepare special provisions for all non-typical pay items that meet the City of Alma standards.
7. Assist the city in the preparation of the MDOT Programming Application and submit it by the required deadline. Included in this will be submittal for National Environmental Policy Act (NEPA) clearances including submittal to SHPO.
8. Throughout the project, we will develop an Engineer's Opinion of Construction Costs to verify that the project is still within the anticipated budget. If overruns are identified, we will work with the city to review reductions in scope.
9. Attend coordination and design meetings with project stakeholders. We have budgeted four meetings into our proposed budget.
10. Assist the city in the preparation and submittal of all agency's reviews. Based on our understanding of the project funding (MDOT and DWSRF), we anticipate submitting the following permit applications:
 - EGLE for Water Main Part 399
 - EGLE for Sanitary Sewer Part 41
11. With this project having funding from both MDOT and EGLE there are other reviews/submittals that have to be made at intermediate milestones. ROWE will work with the city and your other consultants to provide the data required from the Pine Avenue project to be incorporated into the overall submittal documents.
12. We will submit the required documentation to MDOT through ProjectWise software for Preliminary Plan (GI) review. We will schedule and participate in the GI meeting along with the other stakeholders to receive comments.
13. The documents will be revised based on comments received at the GI meeting and the final plans will be submitted to MDOT using the ProjectWise software for approval and bid letting.
14. If requested by MDOT, we will respond to comments during bidding that would require clarification and/or an addendum to the bid documents.

Construction Phase:

1. Obtain documents from MDOT once contract is awarded to set up the Field Book/Field Manager files.
2. Administer the pre-construction meeting with all stakeholders. The following is a list of stakeholders that we anticipate inviting to this meeting:
 - City of Alma
 - Contractor
 - MDOT TSC
 - EGLE Staff
 - Private Utilities
3. Review material source lists for compliance with contract documents.
4. Perform construction staking. We have budgeted for one trip to the site to provide construction staking for ADA ramp upgrades. We do not anticipate staking will be required for the road improvements.
5. Perform on-site construction observation based on sixteen (16) 60-hour average work weeks.
6. Perform construction testing in accordance with MDOT LAP requirements including density, concrete, and asphalt tests.
7. Provide construction administration that conforms to MDOT LAP requirements including reviewing certified payrolls and completing wage rate interviews.
8. Attend final walk-thru with City of Alma, MDOT (and contractor if they wish to attend) to complete the MDOT Form 1120.

SCHEDULE

The intent is to have construction to occur during the 2024 construction season. We have prepared the following schedule to complete the design phase using the 2024 MDOT LAP Project Planning Guide. The actual construction window will be discussed with the city during the design phase of the project.

<u>Task</u>	<u>Date</u>
City Council Award Design Phase	November 21, 2023
Project Kick-Off Meeting	November 27, 2023
Submit NEPA Application	December 2023
MDOT GI Package Submittal	February 12, 2024
Approximate GI Meeting	March 13, 2024
MDOT Final Plan Submittal	April 26, 2024
MDOT Letting Date	July 12, 2024
Construction Begins	TBD

This schedule is based on a July 12, 2024, MDOT letting which would allow for bid amounts to be reported to EGLE by mid-July to meet the draft milestone schedule that has been discussed with the city.

COMPENSATION

Compensation for our services will be based on our billable rates for the staff assigned to this project. We propose the following engineering services budgets for this project. Our construction phase budget is based on 16 weeks of effort at 60 hours per week plus office support.

Mr. Dave Ringle, Director of Public Services
November 8, 2023
Page 4

Once the actual Progress Schedule is submitted by the Contractor, we will review our budget with the city to determine if any adjustments are required.

<u>Description</u>	<u>Budget</u>
Design/Bidding Phase	\$112,000
Geotechnical Borings	\$ 3,500
Construction Phase (Budget Number)	\$200,000
Total Engineering Services Budget	\$315,500

The projected total construction costs for this project is approximately \$2,295,000.

We appreciate the opportunity to provide continued engineering services to the City of Alma for your infrastructure improvement projects. Once our proposal is approved, we will submit an engineering services contract for your execution. If you have any questions or concerns, please contact us at (989) 772-2138.

Sincerely,
ROWE Professional Services Company

Jeff Markstrom

Digitally signed by Jeff Markstrom
DN: cn=US,
e=jmarkstrom@rowepsc.com,
cn=Jeff Markstrom
Date: 2023.11.08 15:29:20-0500

Jeffrey B. Markstrom, P.E.
Design Services Division Manager

r:\projects\2300740\docs\proposal and contract\alma pine ave road improvements proposal.docx

Purchase Requisition

11/10/2023
03:45 PM

Purchase Requisition No 23-1564

Requested Date 11/10/2023
Required Date
Requested By CDANCER

Department WAT

Preferred Vendor 99573
BAKER TILLY US, LLP
Address 2852 EYDE PKWY STE. 150
EAST LANSING, MI 48823

Req. Description DWSRF LOAN - FINANCIAL ADVISORY SERVICES

Qty.	Description	GL Number 1	Unit Price	Amount
1	DWSRF LOAN - FINANCIAL ADVIS	591-536.552-970.000	20,500.00	20,500.00
			Total:	20,500.00

October 17, 2023

City of Alma
525 East Superior Street
Alma, MI 48801

RE: Engagement Letter Agreement Related to Services

This letter agreement (the "Engagement Letter") is to confirm our understanding of the basis upon which Baker Tilly US, LLP ("Baker Tilly") and its affiliates are being engaged by the City of Alma (the "Client") to assist the Client with advisory services.

Scope, Objectives and Approach

It is anticipated that projects undertaken in accordance with this Engagement Letter will be at the request of the Client. The scope of services, additional terms and associated fee for individual engagements will be contained in a Scope Appendix or Appendices to this Engagement Letter. Authorization to provide services will commence upon execution and return of this Engagement Letter and one or more Appendices.

Management's Responsibilities

It is understood that Baker Tilly will serve in an advisory capacity with the Client. The Client is responsible for management decisions and functions, and for designating an individual with suitable skill, knowledge, or experience to oversee the services we provide. The Client is responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services. The Client is responsible for establishing and maintaining internal controls, including monitoring ongoing activities.

The procedures we perform in our engagement will be heavily influenced by the representations that we receive from Client personnel. Accordingly, false representations could cause material errors to go undetected. The Client, therefore, agrees that Baker Tilly will have no liability in connection with claims based upon our failure to detect material errors resulting from false representations made to us by any Client personnel and our failure to provide an acceptable level of service due to those false representations.

The ability to provide service according to timelines established and at fees indicated will rely in part on receiving timely responses from the Client. The Client will provide information and responses to deliverables within the timeframes established in a Scope Appendix unless subsequently agreed otherwise in writing.

The responsibility for auditing the records of the Client rests with the Client's separately retained auditor and the work performed by Baker Tilly shall not include an audit or review of the records or the expression of an opinion on financial data.

Ownership of Intellectual Property

Unless otherwise stated in a specific Scope Appendix, subject to Baker Tilly's rights in Baker Tilly's Knowledge (as defined below), Client shall own all intellectual property rights in the deliverables developed under the applicable Scope Appendix or Appendices ("Deliverables"). Notwithstanding the foregoing, Baker Tilly will maintain all ownership right, title and interest to all Baker Tilly's

Knowledge. For purposes of this Agreement “Baker Tilly’s Knowledge” means Baker Tilly’s proprietary programs, modules, products, inventions, designs, data, or other information, including all copyright, patent, trademark and other intellectual property rights related thereto, that are (1) owned or developed by Baker Tilly prior to the Effective Date of this Agreement or the applicable Scope Appendix or Appendices (“Baker Tilly’s Preexisting Knowledge”) (2) developed or obtained by Baker Tilly after the Effective Date, that are reusable from client to client and project to project, where Client has not paid for such development; and (3) extensions, enhancements, or modifications of Baker Tilly’s Preexisting Knowledge which do not include or incorporate Client’s confidential information. To the extent that any Baker Tilly Knowledge is incorporated into the Deliverables, Baker Tilly grants to Client a non-exclusive, paid up, perpetual royalty-free worldwide license to use such Baker Tilly Knowledge in connection with the Deliverables, and for no other purpose without the prior written consent of Baker Tilly. Additionally, Baker Tilly may maintain copies of its work papers for a period of time and for use in a manner sufficient to satisfy any applicable legal or regulatory requirements for records retention.

The supporting documentation for this engagement, including, but not limited to work papers, is the property of Baker Tilly and constitutes confidential information. We may have a responsibility to retain the documentation for a period of time sufficient to satisfy any applicable legal or regulatory requirements for records retention. If we are required by law, regulation or professional standards to make certain documentation available to required third parties, the Client hereby authorizes us to do so.

Timing and Fees

Specific services will commence upon execution and return of a Scope Appendix to this Engagement Letter and our professional fees will be based on the rates outlined in such Scope Appendix.

Professional fees provided according to the Scope Appendix are due within 30 days of being invoiced, regardless of project status. If necessary, monthly payment plan arrangements may be negotiated upon request.

Unless otherwise stated, in addition to the fees described in a Scope Appendix the Client will pay all of Baker Tilly’s reasonable out-of-pocket expenses incurred in connection with the engagement. All out of pocket costs will be passed through at cost and will be in addition to the professional fee.

Dispute Resolution

Except for disputes related to confidentiality or intellectual property rights, all disputes and controversies between the parties hereto of every kind and nature arising out of or in connection with this Engagement Letter or the applicable Scope Appendix or Appendices as to the existence, construction, validity, interpretation or meaning, performance, nonperformance, enforcement, operation, breach, continuation, or termination of this Agreement or the applicable Scope Appendix or Appendices as shall be resolved as set forth in this section using the following procedure: In the unlikely event that differences concerning the services or fees provided by Baker Tilly should arise that are not resolved by mutual agreement, both parties agree to attempt in good faith to settle the dispute by engaging in mediation administered by the American Arbitration Association under its mediation rules for professional accounting and related services disputes before resorting to litigation or any other dispute resolution procedure. Each party shall bear their own expenses from mediation and the fees and expenses of the mediator shall be shared equally by the parties. If the dispute is not resolved by mediation, then the parties agree to expressly waive trial by jury in any judicial proceeding involving directly or indirectly, any matter (whether sounding in tort, contract, or otherwise) in any way arising out of, related to, or connected with this Agreement or the applicable Scope Appendix or Appendices as or the relationship of the parties established hereunder.

Because a breach of any the provisions of this Engagement Letter or the applicable Scope Appendix or Appendices as concerning confidentiality or intellectual property rights will irreparably harm the non-breaching party, Client and Baker Tilly agree that if a party breaches any of its obligations thereunder, the non-breaching party shall, without limiting its other rights or remedies, be entitled to seek equitable relief (including, but not limited to, injunctive relief) to enforce its rights thereunder,

including without limitation protection of its proprietary rights. The parties agree that the parties need not invoke the mediation procedures set forth in this section in order to seek injunctive or declaratory relief.

Limitation on Damages

To the extent allowed under applicable law, the aggregate liability (including attorney's fees and all other costs) of either party and its present or former partners, principals, agents or employees to the other party related to the services performed under an applicable Scope Appendix or Appendices shall not exceed the fees paid to Baker Tilly under the applicable Scope Appendix or Appendices to which the claim relates, except to the extent finally determined to have resulted from the gross negligence, willful misconduct or fraudulent behavior of the at-fault party. Additionally, in no event shall either party be liable for any lost profits, lost business opportunity, lost data, consequential, special, incidental, exemplary, or punitive damages, delays or interruptions arising out of or related to this Engagement Letter or the applicable Scope Appendix or Appendices as even if the other party has been advised of the possibility of such damages.

Each party recognizes and agrees that the warranty disclaimers and liability and remedy limitations in this Engagement Letter are material bargained for bases of this Engagement Letter and that they have been taken into account and reflected in determining the consideration to be given by each party under this Engagement Letter and in the decision by each party to enter into this Engagement Letter.

The terms of this section shall apply regardless of the nature of any claim asserted (including, but not limited to, contract, tort, or any form of negligence, whether of you, Baker Tilly or others), but these terms shall not apply to the extent finally determined to be contrary to the applicable law or regulation. These terms shall also continue to apply after any termination of this Engagement Letter.

You accept and acknowledge that any legal proceedings arising from or in conjunction with the services provided under this Engagement Letter must be commenced within twelve (12) months after the performance of the services for which the action is brought, without consideration as to the time of discovery of any claim.

Other Matters

E-Verify Program

Baker Tilly participates in the E-Verify program. For the purpose of this paragraph, the E-Verify program means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigration Responsibility Act of 1996 (P.L. 104-208), Division C, Title IV, s.401(a), as amended, operated by the United States Department of Homeland Security or a successor work authorization program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work authorization status of newly hired employees under the Immigration Reform and Control Act of 1986 (P.L. 99-603). Baker Tilly does not employ any "unauthorized aliens" as that term is defined in 8 U.S.C. 1324a(h)(3).

In the event Baker Tilly is requested by the Client; or required by government regulation, subpoena, or other legal process to produce our engagement working papers or its personnel as witnesses with respect to its Services rendered for the Client, so long as Baker Tilly is not a party to the proceeding in which the information is sought, Client will reimburse Baker Tilly for its professional time and expenses, as well as the fees and legal expenses incurred in responding to such a request.

Neither this Engagement Letter, any claim, nor any rights or licenses granted hereunder may be assigned, delegated, or subcontracted by either party without the 'written consent of the other party. Either party may assign and transfer this Engagement Letter to any successor that acquires all or substantially all of the business or assets of such party by way of merger, consolidation, other business reorganization, or the sale of interest or assets, provided that the party notifies the other party in writing of such assignment and the successor agrees in writing to be bound by the terms and conditions of this Engagement Letter.

In the event that any provision of this Engagement Letter or statement of work contained in a Scope Appendix hereto is held by a court of competent jurisdiction to be unenforceable because it is invalid or in conflict with any law of any relevant jurisdiction, the validity of the remaining provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Engagement Letter or statement of work did not contain the particular provisions held to be unenforceable. The unenforceable provisions shall be replaced by mutually acceptable provisions which, being valid, legal and enforceable, come closest to the intention of the parties underlying the invalid or unenforceable provision. If the Services should become subject to the independence rules of the U.S. Securities and Exchange Commission with respect to Client, such that any provision of this Engagement Letter would impair Baker Tilly's independence under its rules, such provision(s) shall be of no effect.

Termination

Both the Client and Baker Tilly have the right to terminate this Engagement Letter, or any work being done under an individual Scope Appendix at any time after reasonable advance written notice. On termination, all fees and charges incurred prior to termination shall be paid promptly. Unless otherwise agreed to by the Client and Baker Tilly, the scope of services provided in a Scope Appendix will terminate 60 days after completion of the services in such Appendix.

Important Disclosures

Incorporated as Attachment A and part of this Engagement Letter are important disclosures. These include disclosures that apply generally and those that are applicable in the event Baker Tilly is engaged to provide municipal advisory services.

This Engagement Letter, including the attached Disclosures as updated from time to time, comprises the complete and exclusive statement of the agreement between the parties, superseding all proposals, oral or written, and all other communications between the parties. Both parties acknowledge that work performed pursuant to the Engagement Letter will be done through Scope Appendices executed and made a part of this document.

Any rights and duties of the parties that by their nature extend beyond the expiration or termination of this Engagement Letter shall survive the expiration or termination of this Engagement Letter or any statement of work contained in a Scope Appendix hereto.

If this Engagement Letter is acceptable, please sign below and return one copy to us for our files.

Sincerely,



Andy Campbell, CPA, Director

Signature Section:

The terms as set forth in this Engagement Letter are agreed to on behalf of the Client by:

Name: _____

Title: _____

Date: _____

Attachment A

Important Disclosures

Non-Exclusive Services

Client acknowledges and agrees that Baker Tilly, including but not limited to Baker Tilly US, LLP, Baker Tilly Municipal Advisors, LLC, Baker Tilly Capital, LLC, and Baker Tilly Investment Services, LLC, is free to render municipal advisory and other services to the Client or others and that Baker Tilly does not make its services available exclusively to the Client.

Affiliated Entities

Baker Tilly US, LLP is an independent member of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity, and each describes itself as such. Baker Tilly US, LLP is not Baker Tilly International's agent and does not have the authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly US, LLP, nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under license from Baker Tilly International Limited.

Baker Tilly Investment Services, LLC ("BTIS"), a division of Baker Tilly Wealth Management, LLC, is registered as an investment adviser with the Securities and Exchange Commission ("SEC") under the Federal Investment Advisers Act of 1940, may provide services to the Client in connection with the investment of proceeds from an issuance of securities. In such instances, services will be provided under a separate engagement, for an additional fee. Notwithstanding the foregoing, Baker Tilly may act as solicitor for and recommend the use of BTIS, but the Client shall be under no obligation to retain BTIS or to otherwise utilize BTIS relative to Client's investments. The fees paid with respect to investment services are typically based in part on the size of the issuance proceeds and Baker Tilly may have incentive to recommend larger financings than would be in the Client's best interest. Baker Tilly will manage and mitigate this potential conflict of interest by this disclosure of the affiliated entity's relationship, a Solicitation Disclosure Statement when Client retains BTIS's services and adherence to Baker Tilly's fiduciary duty and/or fair dealing obligations to the Client.

Baker Tilly Capital, LLC ("BTC") is a limited-service broker-dealer specializing in merger and acquisition, capital sourcing, project finance and corporate finance advisory services. BTC does not participate in any municipal offerings advised on by its affiliate Baker Tilly Municipal Advisors. Any services provided to Client by BTC would be done so under a separate engagement for an additional fee.

Baker Tilly Municipal Advisors ("BTMA") is registered as a "municipal advisor" pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the SEC and the Municipal Securities Rulemaking Board ("MSRB"). As such, BTMA may provide certain specific municipal advisory services to the Client. BTMA is neither a placement agent to the Client nor a broker/dealer. The offer and sale of any Bonds is made by the Client, in the sole discretion of the Client, and under its control and supervision. The Client acknowledges that BTMA does not undertake to sell or attempt to sell bonds or other debt obligations and will not take part in the sale thereof.

Baker Tilly, may provide services to the Client in connection with human resources consulting, including, but not limited to, executive recruitment, talent management and community survey services. In such instances, services will be provided under a separate scope of work for an additional fee. Certain executives of the Client may have been hired after the services of Baker Tilly were utilized and may make decisions about whether to engage other services of Baker Tilly or its subsidiaries. Notwithstanding the foregoing, Baker Tilly may recommend the use of Baker Tilly or a subsidiary, but the Client shall be under no obligation to retain Baker Tilly or a subsidiary or to otherwise utilize either relative to the Client's activities.

Conflict Disclosure Applicable to Municipal Advisory Services Provided by BTMA

Legal or Disciplinary Disclosure. BTMA is required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving BTMA. Pursuant to MSRB Rule G-42, BTMA is required to disclose any legal or disciplinary event that is material to the Client's evaluation of BTMA or the integrity of its management or advisory personnel.

There are no criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations or civil litigation involving BTMA. Copies of BTMA filings with the SEC can currently be found by accessing the SEC's EDGAR system Company Search Page which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Baker Tilly Municipal Advisors, LLC or for our CIK number which is 0001616995. The MSRB has made available on its website (www.msrb.org) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

Contingent Fee. The fees to be paid by the Client to BTMA are or may be based on the size of the transaction and partially contingent on the successful closing of the transaction. Although this form of compensation may be customary in the municipal securities market, it presents a conflict because BTMA may have an incentive to recommend unnecessary financings, larger financings or financings that are disadvantageous to the Client. For example, when facts or circumstances arise that could cause a financing or other transaction to be delayed or fail to close, BTMA may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Hourly Fee Arrangements. Under an hourly fee form of compensation, BTMA will be paid an amount equal to the number of hours worked multiplied by an agreed upon billing rate. This form of compensation presents a potential conflict of interest if BTMA and the Client do not agree on a maximum fee under the applicable Appendix to this Engagement Letter because BTMA will not have a financial incentive to recommend alternatives that would result in fewer hours worked. In addition, hourly fees are typically payable by the Client whether or not the financing transaction closes.

Fixed Fee Arrangements. The fees to be paid by the Client to BTMA may be in a fixed amount established at the outset of the service. The amount is usually based upon an analysis by Client and BTMA of, among other things, the expected duration and complexity of the transaction and the work documented in the Scope Appendix to be performed by Baker Tilly. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, Baker Tilly may suffer a loss. Thus, Baker Tilly may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives.

BTMA manages and mitigates conflicts related to fees and/or other services provided primarily through clarity in the fee to be charged and scope of work to be undertaken and by adherence to MSRB Rules including, but not limited to, the fiduciary duty which it owes to the Client requiring BTMA to put the interests of the Client ahead of its own and BTMA's duty to deal fairly with all persons in its municipal advisory activities.

To the extent any additional material conflicts of interest have been identified specific to a scope of work the conflict will be identified in the respective Scope Appendix. Material conflicts of interest that arise after the date of a Scope Appendix will be provide to the Client in writing at that time.

RE: Municipal Advisory Services

DATE: October 17, 2023

This Scope Appendix is attached by reference to the above-named engagement letter (the "Engagement Letter") between the City of Alma (the "Client") and Baker Tilly US, LLP and relates to services to be provided by Baker Tilly Municipal Advisors, LLC.

SCOPE OF WORK

The services offered by the Firm include preparation for financing:

- Revenue support consultation (including water rate study)
- Debt structuring
- Outline of bonding options
- Managing the timetable

Specific assistance with the financing process includes:

- Bond specifications for the Bond Authorizing Resolution
- Part I application preparation
- Part II application guidance
- Municipal Finance Authority liaison
- Bond rating application and liaison
- Department of Treasury assistance
- Review and approval of the cash flow generated by the Finance Authority
- Closing assistance

The fee for financial advisory services will be \$20,500 and is payable from loan/bond proceeds after closing.

Conflicts of Interest

Attachment A to the Engagement Letter contains important disclosure information that is applicable to this Scope Appendix.

We are unaware of any additional conflicts of interest related to this Scope Appendix that exist at this time.

Termination

Notwithstanding termination provisions contained in the Engagement Letter, this Scope Appendix is intended to be ongoing and applicable individually to specific services including financings, arbitrage computations, and/or continuing disclosure engagement, ("Sub-engagements") as if they are the sole subject of the Scope Appendix. As such, termination may occur for a specific Sub-engagement without terminating the Scope Appendix itself. On termination of a Sub-engagement or the Scope Appendix, all

**SCOPE APPENDIX to
Engagement Letter dated: October 17, 2023
Between City of Alma and
Baker Tilly US, LLP**

fees and charges incurred prior to termination shall be paid promptly. Unless otherwise agreed to by the Client and Baker Tilly, the scope of services provided in a Sub-engagement performed under this Scope Appendix will terminate 60 days after completion of the services for such Sub-engagement.

If this Scope Appendix is acceptable, please sign below and return one copy to us for our files. We look forward to working with you on this important project.

Sincerely,



Andy Campbell, CPA, Director

Signature Section:

The services and terms as set forth in this Scope Appendix are agreed to on behalf of the Client by:

Name: _____

Title: _____

Date: _____

Purchase Requisition

11/10/2023
03:43 PM

Purchase Requisition No 23-1565

Requested Date 11/10/2023
Required Date
Requested By

Department WAT

Preferred Vendor 99571
DICKINSON WRIGHT PLLC
Address 2600 W BIG BEAVER RD
STE 300
TROY, MI 48084

Req. Description BOND COUNSEL FOR JUNIOR LIEN REVENUE BONDS THROUGH STA

Qty.	Description	GL Number 1	Unit Price	Amount
1	DWSRF BOND COUNSEL	591-536.552-970.000	22,500.00	22,500.00
			Total:	22,500.00



2600 WEST BIG BEAVER ROAD, SUITE 300
TROY, MI 48084-3312
TELEPHONE: 248-433-7200
FACSIMILE: 844-670-6009
<http://www.dickinsonwright.com>

ERIC MCGLOTHLIN
EMcGlothlin@dickinsonwright.com
248-433-7566

October 20, 2023

Via Electronic Delivery

City of Alma
525 East Superior Street
Alma, Michigan 48801

Dear Ladies and Gentlemen:

We are thankful for the opportunity to serve as bond counsel to the City of Alma (the “Issuer”), and we look forward to the opportunity to work with you. The purpose of this letter is to set forth certain matters concerning the services we would perform as bond counsel in connection with the issuance of bonds (the “Bonds”) by the Issuer for the purpose of financing improvements to the Issuer’s water supply system (the “Project”). We understand that the Bonds would be issued in the aggregate principal amount of approximately \$3,000,000, of which a portion may be paid, offset, or forgiven from federal or other lawfully available monies. We further understand that the Bonds would most likely be issued as junior lien revenue bonds through the State of Michigan’s drinking water revolving fund program.

SCOPE OF ENGAGEMENT

In our capacity as bond counsel, we expect to perform the following services:

- (1) Meet with representatives of the Issuer and the Issuer’s consultants with respect to the proposed financing.
- (2) Provide legal advice as to the best method for authorizing, issuing, and delivering the Bonds.
- (3) Analyze the Bonds and the Project for compliance with the requirements of the Internal Revenue Code, if applicable, and applicable Michigan law.
- (4) Prepare and review documents necessary or appropriate to the authorization, issuance, and delivery of the Bonds (including, without limitation, the resolution of the governing body of the Issuer declaring the Issuer’s official intent to reimburse Project costs paid by the Issuer prior to the issuance of the Bonds (if necessary), the resolution of the governing body of the Issuer authorizing the issuance of the Bonds and the order of the Issuer approving the sale of the Bonds and all necessary closing documents, and coordinating the authorization and execution of such documents.

City of Alma
October 20, 2023
Page 2

(5) Assist the Issuer in seeking from other governmental authorities (including, without limitation, the Michigan Department of Treasury) such approvals, permissions, and exemptions as we determine are necessary or appropriate in connection with the authorization, issuance, and delivery of the Bonds, except that we will not be responsible for any blue sky filings.

(6) Attend such meetings, conferences, and bond closings as may be required.

(7) Work with the Michigan Finance Authority and other State employees, representatives, officials, and consultants, if any, to facilitate compliance with any Michigan Finance Authority requirements.

(8) Subject to the completion of proceedings to our satisfaction, deliver our legal opinion (the “Bond Opinion”) regarding the validity and binding effect of the Bonds, the source of payment and security for the Bonds, and the excludability of the interest on the Bonds from gross income for federal and Michigan income tax purposes, if applicable. Our Bond Opinion will be addressed to the Issuer and will be delivered by us on the date that the Bonds are exchanged for their purchase price (the “Closing”).

(9) Prepare the closing transcripts for the Bonds.

Our Bond Opinion will be based on facts and law existing as of its date. In rendering our Bond Opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation, and we will assume continuing compliance by the Issuer with applicable laws relating to the Bonds. During the course of this engagement, we will rely on you to provide us with complete and timely information on all developments pertaining to any aspect of the Bonds and their security.

Our duties in this engagement are limited to those legal services expressly set forth above, which are services traditionally provided by bond counsel. As attorneys, we do not represent ourselves as financial advisors or experts and do not provide advice that is primarily financial in nature, such as advice concerning the financial feasibility of the Project or the financing, recommending a particular structure for the Bonds as being financially advantageous, advice estimating or comparing the relative cost to maturity of the Bonds depending on various interest rate assumptions, or advice regarding the financial aspects of pursuing a competitive sale versus a negotiated sale.

Specifically, among other things, our duties under this letter do not include: (a) handling litigation that may arise with respect to the Bonds; (b) services relating to any grant funds for the Project or to any contracts or agreements related thereto; (c) preparing requests for tax rulings from the Internal Revenue Service or no action letters from the Securities and Exchange

City of Alma
October 20, 2023
Page 3

Commission; (d) preparing blue sky or investment surveys with respect to the Bonds; (e) making an investigation or expressing any view as to the creditworthiness of the Issuer or the Bonds; (f) assisting in the preparation or review of any other disclosure document with respect to the Bonds or performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document; (g) advice on post-closing tax issues (e.g., our engagement does not include rebate calculations for the Bonds, if applicable); and (h) addressing any other matter not specifically set forth above that is not required to render our Bond Opinion. We have extensive experience with these issues and would be pleased to assist you with any of these matters if the Issuer would desire to enter into a separate engagement for these services.

ATTORNEY-CLIENT RELATIONSHIP

Upon execution of this engagement letter, the Issuer will be our client and an attorney-client relationship will exist between us. We assume that all other parties will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction. We further assume that all other parties understand that in this transaction we represent only the Issuer; we are not counsel to any other party and we are not acting as an intermediary among the parties. Our services as bond counsel are limited to those contracted for in this letter; the Issuer's execution of this engagement letter will constitute an acknowledgment of those limitations. Our representation of the Issuer will not affect, however, our responsibility to render an objective Bond Opinion.

FEES

We propose a fee for services as bond counsel on this project for an issue of Bonds in a principal amount not to exceed \$3,000,000 in the amount of \$22,500. Our fees for services rendered on the bond issue would become due and payable as of the date of the closing of the bonds. If the bond issue does not move forward for some reason, no fee would be charged.

In addition to our fee for services as bond counsel, we would seek to be reimbursed for out-of-pocket expenses incurred on behalf of the Issuer including, but not limited to, overnight delivery charges and mileage. These expenses would be capped at \$250. Our fee for services is based upon the facts and expectations set forth above, and we reserve the right to modify our fee if such facts or expectations significantly change or if the financing experiences any significant delays.

If for any reason the financing represented by the Bonds is not consummated, we will not invoice the Issuer for our fee hereunder, but we will expect to be reimbursed for any client charges and out-of-pocket expenses we have incurred.

City of Alma
October 20, 2023
Page 4

In addition, if the Issuer requests us to perform additional services beyond those set forth in paragraphs (1) to (9) above, we propose that such work be charged at hourly rates to be agreed upon by the Issuer and the Firm.

Our representation of the Issuer and the attorney-client relationship created by this engagement letter will be concluded upon delivery of the Bonds. Nevertheless, subsequent to the Closing, we will mail the Internal Revenue Service Form 8038-G, if applicable; make the required filing with the Michigan Department of Treasury; and prepare and distribute to the participants in the transaction a transcript of the proceedings pertaining to the Bonds.

If our employment on this basis is agreeable to you, please so indicate by returning an electronic copy of this engagement letter dated and signed by an authorized officer, retaining the original for your files. We look forward to working with you.

Sincerely,



Eric McGlothlin

ACCEPTED:

City of Alma

By: _____

Its: _____

Date: _____, 2023

4862-2815-4248 v1 [90150-50]

Purchase Requisition

11/10/2023
03:46 PM

Purchase Requisition No 23-1566

Requested Date 11/10/2023
Required Date
Requested By

Department WAT

Preferred Vendor 99571
DICKINSON WRIGHT PLLC
Address 2600 W BIG BEAVER RD
STE 300
TROY, MI 48084

Req. Description BOND COUNSEL FOR SENIOR LIEN REVENUE BOND THROUGH PUBLI

Qty.	Description	GL Number 1	Unit Price	Amount
1	BOND COUNSEL FOR DWSRF LOAN	591-536.552-970.000	33,750.00	33,750.00
			Total:	33,750.00



2600 WEST BIG BEAVER ROAD, SUITE 300
TROY, MI 48084-3312
TELEPHONE: 248-433-7200
FACSIMILE: 844-670-6009
<http://www.dickinsonwright.com>

ERIC MCGLOTHLIN
EMcGlothlin@dickinsonwright.com
248-433-7566

November 8, 2023

Via Electronic Delivery

City of Alma
525 East Superior Street
Alma, Michigan 48801

Re: Water Supply System Senior Lien Revenue Bonds, Series 2024 – Capital Markets

Dear Ladies and Gentlemen:

We are thankful for the opportunity to serve as bond counsel to the City of Alma (the “Issuer”), and we look forward to the opportunity to work with you. The purpose of this letter is to set forth certain matters concerning the services we would perform as bond counsel in connection with the issuance of bonds (the “Bonds”) by the Issuer for the purpose of financing improvements to the Issuer’s water supply system (the “Project”). We understand that the Bonds would be issued pursuant to Act No. 94, Public Acts of Michigan, 1933, as amended (“Act 94”) in the aggregate principal amount of not to exceed \$7,500,000. We further understand that the Bonds would most likely be issued as senior lien revenue bonds and sold on the public capital markets with an official statement.

SCOPE OF ENGAGEMENT

In our capacity as bond counsel, we expect to perform the following services:

- (1) Meet with representatives of the Issuer and the Issuer’s consultants with respect to the proposed financing.
- (2) Provide legal advice as to the best method for authorizing, issuing, and delivering the Bonds.
- (3) Analyze the Bonds and the Project for compliance with the requirements of the Internal Revenue Code and applicable Michigan law.
- (4) Prepare and review documents necessary or appropriate to the authorization, issuance, sale, and delivery of the Bonds (including, without limitation, the resolution of the governing body of the Issuer declaring the Issuer’s official intent to reimburse Project costs paid by the Issuer prior to the issuance of the Bonds (if necessary), the resolution or ordinance of the governing body of the Issuer authorizing the issuance of the Bonds and the order of the Issuer

City of Alma
November 8, 2023
Page 2

approving the sale of the Bonds, and all necessary closing documents), and coordinating the authorization and execution of such documents.

(5) Assist the Issuer in seeking from other governmental authorities (including, without limitation, the Michigan Department of Treasury) such approvals, permissions, and exemptions as we determine are necessary or appropriate in connection with the authorization, issuance, and delivery of the Bonds, except that we will not be responsible for any blue sky filings.

(6) Attend such meetings, conferences, and bond closings as may be required.

(7) Review and assist in the preparation of those portions of the Official Statement for the Bonds or other disclosure document with respect to the Bonds that describe the legal aspects of the Bonds as identified under a section entitled “Bond Counsel’s Responsibility.”

(8) Review and prepare a notice of sale or negotiate and review a bond purchase agreement or similar in connection with the sale of the Bonds.

(9) Subject to the completion of proceedings to our satisfaction, deliver our legal opinion (the “Bond Opinion”) regarding the validity and binding effect of the Bonds, the source of payment and security for the Bonds, and the excludability of the interest on the Bonds from gross income for federal and Michigan income tax purposes, if applicable. Our Bond Opinion will be addressed to the Issuer and will be delivered by us on the date that the Bonds are exchanged for their purchase price (the “Closing”).

(10) Prepare the closing transcripts for the Bonds.

Our Bond Opinion will be based on facts and law existing as of its date. In rendering our Bond Opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation, and we will assume continuing compliance by the Issuer with applicable laws relating to the Bonds. During the course of this engagement, we will rely on you to provide us with complete and timely information on all developments pertaining to any aspect of the Bonds and their security.

Our duties in this engagement are limited to those legal services expressly set forth above, which are services traditionally provided by bond counsel. As attorneys, we do not represent ourselves as financial advisors or experts and do not provide advice that is primarily financial in nature, such as advice concerning the financial feasibility of the Project or the financing, recommending a particular structure for the Bonds as being financially advantageous, advice estimating or comparing the relative cost to maturity of the Bonds depending on various

City of Alma
November 8, 2023
Page 3

interest rate assumptions, or advice regarding the financial aspects of pursuing a competitive sale versus a negotiated sale.

Specifically, among other things, our duties under this letter do not include: (a) handling litigation that may arise with respect to the Bonds; (b) services relating to any grant funds for the Project or to any contracts or agreements related thereto; (c) preparing requests for tax rulings from the Internal Revenue Service or no action letters from the Securities and Exchange Commission; (d) preparing blue sky or investment surveys with respect to the Bonds; (e) making an investigation or expressing any view as to the creditworthiness of the Issuer or the Bonds; (f) assisting in the preparation or review of any other disclosure document with respect to the Bonds or performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document; (g) advice on post-closing tax issues (e.g., our engagement does not include rebate calculations for the Bonds, if applicable); and (h) addressing any other matter not specifically set forth above that is not required to render our Bond Opinion. We have extensive experience with these issues and would be pleased to assist you with any of these matters if the Issuer would desire to enter into a separate engagement for these services.

ATTORNEY-CLIENT RELATIONSHIP

Upon execution of this engagement letter, the Issuer will be our client and an attorney-client relationship will exist between us. We assume that all other parties will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction. We further assume that all other parties understand that in this transaction we represent only the Issuer; we are not counsel to any other party and we are not acting as an intermediary among the parties. Our services as bond counsel are limited to those contracted for in this letter; the Issuer's execution of this engagement letter will constitute an acknowledgment of those limitations. Our representation of the Issuer will not affect, however, our responsibility to render an objective Bond Opinion.

FEES

We propose that our fee for the issue of Bonds described in this letter shall be payable upon the delivery of the Bonds. The fee for the Bonds shall be in an amount of \$33,750 for a Bond issue with proceeds of up to \$7,500,000. Our fee for services is based upon the facts and expectations set forth above, and we reserve the right to modify our fee if such facts or expectations significantly change or if the financing experiences any significant delays. If the amount of the Bond proceeds exceeds \$7,500,000, the fee would be increased by 0.25% of the amount of Bond proceeds in excess of \$7,500,000.

In addition to our fee for services as bond counsel, we would seek to be reimbursed for out-of-pocket expenses incurred on behalf of the Issuer including, but not limited to, overnight delivery charges and mileage. These expenses would be capped at \$250. Our fee for services is

City of Alma
November 8, 2023
Page 4

based upon the facts and expectations set forth above, and we reserve the right to modify our fee if such facts or expectations significantly change or if the financing experiences any significant delays.

If for any reason the financing represented by the Bonds is not consummated, we will not invoice the Issuer for our fee hereunder, but we will expect to be reimbursed for any client charges and out-of-pocket expenses we have incurred.

In addition, if the Issuer requests us to perform additional services beyond those set forth in paragraphs (1) to (10) above, we propose that such work be charged at hourly rates to be agreed upon by the Issuer and the Firm.

Our representation of the Issuer and the attorney-client relationship created by this engagement letter will be concluded upon delivery of the Bonds. Nevertheless, subsequent to the Closing, we will mail the Internal Revenue Service Form 8038-G, if applicable; make the required filing with the Michigan Department of Treasury; and prepare and distribute to the participants in the transaction a transcript of the proceedings pertaining to the Bonds.

If our employment on this basis is agreeable to you, please so indicate by returning an electronic copy of this engagement letter dated and signed by an authorized officer, retaining the original for your files. We look forward to working with you.

Sincerely,



Eric McGlothlin

ACCEPTED:

City of Alma

By: _____

Its: _____

Date: _____, 2023



Column Repairs/WWTP Pump Hoist Beam Upgrades
Bid Opening: Friday, November 3, 2023, at 10:00 a.m.

BIDDER	Bid Security	Total Bid Amount	Addendum
Oak Construction 7077 S. Fork Dr. Swartz Creek, MI 48473		\$79,987.00	

BID PROPOSAL

PROPOSAL TO CITY OF ALMA

BID PROPOSAL FOR: 2023 Maintenance Garage – Column Repairs and WWTP - Pump Hoist Beam Upgrades

BID OPENING: 10:00 a.m. local time, November 3, 2023

TO: City Clerk, City of Alma
525 E. Superior Street
Alma, MI 48801

City of Alma:

The undersigned has examined the various bid documents attached hereto and is fully informed as to the requirements provided therein, the nature of the service and the conditions relating to performance thereof. The undersigned hereby proposes to furnish all labor, equipment and materials for the work for which unit and lump sum prices are indicated as follows, all in accordance with the bid documents.

**2023 MAINTENANCE GARAGE – COLUMN REPAIRS AND WWTP - PUMP HOIST BEAM UPGRADES
LUMP SUM BID SUMMARY**

	<u>Total Bid Amount</u>
COLUMN REPAIRS	\$ <u>17,900</u>
HOIST BEAM UPGRADES	\$ <u>62,087</u>
<u>ALL WORK – TOTAL BID AMOUNT</u>	<u>\$ 79,987</u>

We hereby acknowledge receipt of the following Addendums and have included them in our Proposal:

ADDENDUMS No(s): _____.

THE UNDERSIGNED, by execution of this bid, certifies that they are the President (title) of the firm named as bidder in the bid, that they sign the bid on behalf of the firm, and that they are authorized to execute the same in behalf of said firm.

NAME AND ADDRESS OF BIDDER:

Company Name: Oak Construction Corporation

Address: 7077 South Fork Drive, Swartz Creek Zip Code 48473

Bid submitted by: Holly Faler President
(Signature & title)

Holly Faler
(Print Name)

Telephone No.: 810-644-2302

Email: oakconstructionco@yahoo.com

Date: 11/03/23

Purchase Requisition

11/09/2023
03:50 PM

Purchase Requisition No 23-1561

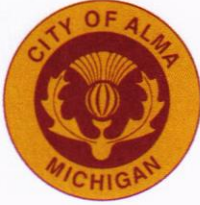
Requested Date 11/09/2023
Required Date
Requested By

Department ENG

Preferred Vendor 99910
OAK CONSTUCTION COMPANY
Address 7077 S. FORK DR.
SWARTZ CREEK, MI 48473

Req. Description COLUMN REPAIRS AND WWTP PUMP HOIST BEAM UPGRADES

Qty.	Description	GL Number 1	Unit Price	Amount
1	MAINTENANCE GARAGE COLUMN RI	661-265.000-970.000-B82.0	17,900.00	17,900.00
1	WASTEWATER INFLUENT PUMP RI	590-527.000-970.000-B83.0	62,087.00	62,087.00
			Total:	79,987.00



Sewer Inspection Services
Bid Opening: Wednesday, November 8, 2023, at 2:00 p.m.

BIDDER	Bid Security	Total Bid Amount	Addendum
Plummer's Environmental Services 10075 Sedroc Industrial Dr. Byron City, MI 49315		\$10,562.50	
GFL Environmental/Northern A-1 Industrial Services P.O. Box 1030 Kalkaska, MI 49646		\$11,618.75	
Advanced Underground Inspection 39101 Webb Dr. Westland, MI 48185		\$14,218.75	
Pipeline Management Company 2673 E. Maple Rd. Milford, MI 48381		\$20,312.50	
Greenscape General Contracting P.O. Box 133 Lake, MI 48632		\$20,312.50	
Duke's Root Control/Pipetec 15155 Fogg Street Plymouth, MI 48170		\$29,656.25	
M.L. Chartier Excavating 9195 Marine City Hwy. Fair Haven, MI 48023		\$31,400.00	

***Recommended bidder

BID PROPOSAL

PROPOSAL TO CITY OF ALMA

BID PROPOSAL FOR: Sewer Inspection Services.

BID OPENING: Eastern Daylight Savings Time, 2:00 p.m., Wednesday, November 8, 2023.

TO: City Clerk, City of Alma
525 E. Superior Street
Alma MI 48801

The undersigned has examined the various bid documents attached hereto and is fully informed as to the requirements provided therein, the nature of the service and conditions relating to performance thereof. The undersigned hereby proposes to furnish all labor, material and equipment as specified herein for sewer inspection services, which bid prices are indicated below, all in accordance with the bid documents.

Item No.	Item Description	Approx. Quantity	Unit	Unit Price Bid	Total Bid Amount
1.	Sanitary sewer inspection	8125	L.F.	\$ 1.30	\$ 10,562.50

THE UNDERSIGNED, by execution of this bid, certifies that he is the Project Manager (title) of the firm named as bidder in the bid, that he signs the bid on behalf of the firm, and that he is authorized to execute the same on behalf of said firm.

NAME AND ADDRESS OF BIDDER:

Company Name:

Plummer's Environmental Services

Address:

10075 Sedroc Industrial Dr

Byron Center, MI

Zip 49315

Bid Submitted by:


(Signature)

Project Manager
(Title)

Print Name:

Jeff Rost

Telephone No.:

616-877-3930

Date:

11-7-2023

2023 CIP - Sanitary Sewer Video Inspection List

Street Name	Sewer to Video Inspect	Distance (feet)	Line Size (Inch)
Charles Ave	Manhole #102330 to West	100	8"
	Manhole #102330 to #102340	260	8"
	Manhole #102340 to #102345	160	8"
	Total	520	\$676.00
Moyer Ave	Manhole #107045 to North	100	8"
	Manhole #107045 to #107050	385	8"
	Manhole #109220 to East	100	8"
	Manhole #109220 to #109210	235	8"
	Manhole #109210 to #109200	315	8"
	Total	1135	\$1,475.50
Pine Ave	Manhole #11625 to #116420	375	8"
	Manhole #116420 to #116415	280	8"
	Manhole #116415 to #116410	145	8"
	Manhole #116410 to #116405	135	8"
	Manhole #116405 to #116305	230	8"
	Manhole #116305 to West	100	8"
	Manhole #116305 to #116300	370	8"
	Manhole #116300 to #116225	325	8"
	Mahole #116225 to East	100	8"
	Manhole #116220 to West	100	8"
	Manhole #116220 to #116210	180	8"
	Manhole #116210 to #116175	260	8"
	Manhole #116175 to #116135	300	8"
	Manhole #116135 to #116170	340	8"
	Manhole #116170 to #116145	150	8"
	Manhole #116145 to #116165	90	8"
	Manhole #116165 to West	100	8"
	Total	3580	\$4,654.00
Richmond Ave	Manhole #115314 to #115320	325	8"
	Manhole #115320 to North	100	8"
	Manhole #115320 to South	100	8"
	Manhole #115144 to #115150	250	8"
	Manhole #115150 to North	100	8"
	Manhole #115150 to South	100	8"
	Manhole 115150 to Manhole 115148	260	8"
	Total	1235	\$1,605.50
S. River Ave /Austin	Manhole #108015 to #108020	210	8"
	Manhole #108020 to #108025	260	8"
	Manhole #108025 to West	100	8"
	Total	570	\$741.00
Rosedale St	Manhole #113820 to #113825	320	8"
	Manhole #113825 to #113830	340	8"
	Manhole #113830 to North	100	8"
	Manhole #113899 to Manhole #113900	325	8"
	Total	1085	\$1,410.50
Total Sewer Video Footage		8125	\$10,562.50

Purchase Requisition

11/09/2023
03:51 PM

Purchase Requisition No 23-1560

Requested Date 11/09/2023
Required Date
Requested By

Department ENG

Preferred Vendor 99572
PLUMMER'S ENVIRONMENTAL SERVICES
Address 10075 SEDROC INDUSTRIAL DR.
BYRON CENTER, MI 49315

Req. Description SEWER INSPECTION SERVICES

Qty.	Description	GL Number 1	Unit Price	Amount
520	CHARLES AVE SANITARY (2024 C	590-527.552-970.000-S166	1.30	676.00
1,135	MOYER AVE SANITARY (2024 CII	590-527.552-970.000-S167	1.30	1,475.50
3,580	PINE AVE SANITARY (2024 CIP)	590-527.552-970.000-S168	1.30	4,654.00
1,235	RICHMOND AVE SANITARY (2024	590-527.552-970.000-S165	1.30	1,605.50
570	S. RIVER AVE/AUSTIN SANITARY	590-527.552-970.000-S169	1.30	741.00
1,085	ROSEDALE ST SANITARY (2024 C	590-527.552-970.000-S170	1.30	1,410.50
			Total:	10,562.50



CITY OF ALMA

525 East Superior St.
Alma, MI 48801

Curtis Dancer

Finance Director/Treasurer
Finance and Treasury Department
Phone: 989-463-9504
Email: cdancer@myalma.org
Website: myalma.org

Motion by Commissioner as supported by Commissioner to approve the following FY 2024 budget amendments.

- a. To increase the Intergovernmental Revenue Budget \$190,500 and increase the Parking Lots Expenditure Budget \$190,500 for change orders approved on the Downtown Parking Lot Projects to be paid for through the City's allotted ARPA funds (*no impact on fund balance*).

Ordinance Number 841

**ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS
OF THE STATE CONSTRUCTION CODE**

Community Name: City of Alma, County: Gratiot

An Ordinance to designate an enforcing agency to discharge the responsibility of the City of Alma located in Gratiot County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.

The City of Alma ordains:

Section 1. AGENCY DESIGNATED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Building Official of the County of Gratiot is hereby designated as the enforcing agency to discharge the responsibility of the City of Alma under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The County of Gratiot assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.

Section 2. CODE APPENDIX ENFORCED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the jurisdiction of the community adopting this ordinance.

Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled “Flood Insurance Study, Gratiot County Michigan” (study title) and dated October 18, 2011 and the Flood Insurance Rate Map(s) (FIRMS) contained on index panel number(s) 26057CIND0A dated October 18, 2011 are adopted by reference for the purposes of administration of the Michigan Construction Code and declared to be a part of Section 1612.3 of the Michigan Building Code,

and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.

Section 4. MOST RESTRICTIVE STANDARDS. If another ordinance contains standards inconsistent with the provisions of this ordinance, the most restrictive standards shall apply.

Section 5. PUBLICATION.

This ordinance duly adopted on _____ at a regular meeting of the City of Alma Commission and will become effective _____ (Date).

Signed on _____ by _____,
Clerk of the City of Alma.

Attested on _____ by _____,

(Printed/Typed Name)
Mayor of the City of
Alma.

I, the undersigned, City Clerk, DO HEREBY CERTIFY that the foregoing and above Ordinance No. 841 of the City of Alma, Michigan, is a true and compared copy of the original ordinance, now on file in my office, and of the whole thereof; that the same was published within 10 days from its adoption in the Morning Sun, a newspaper printed, published and circulated in the City of Alma, Michigan, on _____, 2023, and that the Affidavit of Publication thereof is now on file in my office and is a part of the original records pertaining to the adoption of the aforesaid ordinance.

I FURTHER CERTIFY that in accordance with the provisions of Section 5.3 and 5.5 of Chapter V of the Charter of Alma, Michigan, the foregoing ordinance shall take effect 15 days after its enactment as aforesaid.

Dated _____ at Alma, Michigan.

Sara Anderson, City Clerk

MICHIGAN COMMUNITY RESOLUTION AND INTERGOVERNMENTAL

AGREEMENT TO MANAGE FLOODPLAIN DEVELOPMENT

FOR THE NATIONAL FLOOD INSURANCE PROGRAM

Community A (*NFIP community:*) **City of Alma**

Community/Entity B (*enforcing agency:*) **County of Gratiot**

WHEREAS, Community A

(*check the appropriate following box statement*) currently participates desires to participate in the Federal Emergency Management Agency's (FEMA) National Flood Insurance Program (NFIP) by complying with the program's applicable statutory and regulatory requirements for the purposes of significantly reducing flood hazards to persons, reducing property damage, reducing public expenditures, and providing for the availability of flood insurance and federal funds or loans within its community; and

WHEREAS, the NFIP requires that floodplain management regulations must be present and enforced in participating communities, and utilize the following definitions which also apply for the purposes of this resolution:

1. Flood or Flooding means:
 - a. A general and temporary condition of partial or complete inundation of normally dry land areas from: 1) the overflow of inland or tidal waters, 2) the unusual and rapid accumulation or runoff of surface waters from any source, 3) mudflows, and
 - b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding, as defined in paragraph (a)(1) of this definition.
2. Flood Hazard Boundary Map (FHBM) means an official map of a community, as may have been issued by the FEMA, where the boundaries of the areas of flood, mudslide (i.e., mudflow) related erosion areas having special hazards have been designated as Zone A, M, and/or E.
3. Floodplain means any land area susceptible to being inundated by water from any source (see definition of flooding).
4. Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.
5. Floodplain management regulations means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power that provide standards for the purpose of flood damage prevention and reduction.
6. Structure means a walled and roofed building that is principally above ground, gas or liquid storage facility, as well as a mobile home or manufactured unit.

WHEREAS, the Stille-Derossett-Hale Single State Construction Code Act", Act No. 230 of the Public Acts of 1972, as amended, (construction code act), along with its authorization of the state construction code composed of the Michigan Residential Code and the Michigan Building Code [and

its Appendices (specifically Appendix G)] contains floodplain development and management regulations that comply with the FEMA NFIP minimum floodplain management criteria for flood prone areas as detailed in Title 44 of the Code of Federal Regulations (44 CFR), Section 60.3, and

WHEREAS, by the action dates of this document or an existing historical agreement dated, Community/Entity B affirms/agrees on behalf of Community A to function as the designated enforcing agency to discharge the responsibility of administering, applying, and enforcing the construction code act and the state construction code, specifically the Michigan Residential Code and the Michigan Building Code, and the Michigan Rehabilitation Code for Existing Buildings to all development within Community A's political boundaries, and

WHEREAS, Community A and Community/Entity B enforce floodplain regulations of the construction code act, and Community A wishes to ensure that the administration of that code complies with requirements of the NFIP, and

NOW THEREFORE, to maintain eligibility and continued participation in the NFIP,

1. Community A and Community/Entity B agree that Community/Entity B's officially designated enforcing agency for the construction code act, Gratiot County Building Official, be directed to administer, apply, and enforce on Community A's behalf the floodplain management regulations as contained in the state construction code (including Appendix G) and to be consistent with those regulations, by:
 - a. Obtaining, reviewing, and reasonably utilizing flood elevation data available from federal, state, or other sources pending receipt of data from the FEMA to identify the flood hazard area, and areas with potential flooding, and
 - b. Ensuring that all permits necessary for development in floodplain areas have been issued, including a floodplain permit, approval, or letter of no authority from the Michigan Department of Environmental Quality under the floodplain regulatory provisions of Part 31, "Water Resources Protection," of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, and
 - c. Reviewing all permit applications to determine whether the proposed building sites will be reasonably safe from flooding. Where it is determined that a proposed building will be located in a flood hazard area or special flood hazard area, Community/Entity B shall implement the following applicable codes according to their terms:
 - i) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Residential Code.
 - ii) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Building Code.
 - iii) Appendix G of the current Michigan Building Code.
 - iv) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Rehabilitation Code for Existing Buildings.
 - d. Reviewing all proposed subdivisions to determine whether such proposals are reasonably safe from flooding and to ensure compliance with all applicable floodplain management regulations.
 - e. Assisting in the delineation of flood hazard areas; provide information concerning uses and occupancy of the floodplain or flood-related erosion areas, maintain flood proofing and lowest floor construction records, and cooperate with other officials, agencies, and persons for floodplain management.
 - f. Advising FEMA of any changes in community boundaries, including appropriate maps, and

- g. Maintaining records of new structures and substantially improved structures concerning any certificates of floodproofing, lowest floor elevation, basements, floodproofing, and elevation to which structures have been floodproofed.
- 2. Community A and Community/Entity B assure the Federal Insurance Administrator (Administrator) that they intend to review, on an ongoing basis, all amended and revised FHBMs and Flood Insurance Rate Maps (FIRMs) and related supporting data and revisions thereof and revisions of 44 CFR, Part 60, Criteria for Land Management and Use, and to make such revisions in its floodplain management regulations as may be necessary to assure Community A's compliant participation in the program.
- 3. Community A further assures the Administrator that it will adopt the current effective FEMA Flood Insurance Study (FIS), FHBMs, and/or the FIRMs by reference within its Floodplain Management Map Adoption Ordinance or similarly binding ordinance documentation.

FURTHER BE IT RESOLVED, both communities declare their understanding that, until this resolution is rescinded or Community A makes other provision to enforce the construction code act:

- 1. Community/Entity B must administer and enforce the construction code act in accordance with the terms and the conditions contained herein, and
- 2. For Community A to continue its participation in the NFIP, the construction code act must be administered and enforced according to the conditions contained herein.

Community A: City of Alma Date Passed: Insert Date
 Officer Name: Aerick Ripley Title: City of Alma City Manager
 Signature: _____ Date: _____
 Witness Name: Sara Anderson Title: City of Alma Clerk
 Signature: _____ Date: _____

Community/Entity B: Gratiot County Date Passed: Insert Date
 Officer Name: Tony Miller Title: Gratiot County Building Official
 Signature: _____ Date: _____
 Witness Name: Angie Thompson Title: Gratiot County Clerk
 Signature: _____ Date: _____

November 10, 2023
Project No. 230427

David Ringle
Director of Public Services
City of Alma
525 East Superior Street
Alma, MI 48801

Proposal for Professional Architectural & Engineering Services Security Upgrades to Entrances at GAWA Water Treatment Plant and Alma Wastewater Treatment Plant

Fishbeck is pleased to provide this proposal to the City of Alma (City) and the Gratiot Area Water Authority (GAWA) for professional services in connection with security upgrades at the entrances of both buildings. This is a comprehensive letter proposal that combines the original scope of work from April 2023 and the additional service request from June 2023. We proceeded with the work based on verbal approval and, as of this date, the design work is substantially complete. We plan to have the bid set ready to issue next week.

Original Statement of Understanding

Fishbeck understands that the City and GAWA wish to study measures that can be taken at the entrances of both the GAWA Water Treatment Plant, located at 200 North Lincoln Avenue in Alma, MI, and the Alma Wastewater Treatment Plant, located at 1000 Washington Avenue in Alma, MI, to discourage/prevent forced entry. For the purposes of pricing, these measures may include safety films for glazing, door replacement with access control, glazing replacement with cladding, or other alternatives.

Original Scope of Services

Documentation Phase

Based on City and GAWA approved design direction (design services covered in separate proposal), Fishbeck will first visit the sites to verify existing conditions and take measurements. We will then prepare complete construction drawings and project specifications for the security improvements at both buildings. Construction Documents will include:

1. Partial Floor Plan, including electrical/power plan for access control.
2. Building Entry Elevations.
3. Sections and Details, as required.
4. Door Schedule and Details.
5. Specifications (may be on drawing sheets or in specification booklet, per Architect's preference).

Bidding Phase

Fishbeck will provide the following services during the bidding process:

1. Together with the City of Alma and GAWA, prepare front end documents and coordinate bidding.

2. Make digital pdf drawings and specifications available to the City and GAWA for bidding purposes.
3. Answer Requests for Information (RFIs) during bidding.
4. Issue addenda and clarifications, as required.
5. Attend pre-bid conference.
6. Review bids and provide bid tab.
7. Recommend a contractor.

Construction Administration Phase

During construction, Fishbeck will provide construction administration services for the items within our scope. The following services will be included during this phase of the project:

1. Observe the construction for conformance with the construction documents, attending up to two progress meetings in person.
2. Review submittals and shop drawings.
3. Review and approve applications for payment, if requested.
4. Issue bulletins and change orders, as required.
5. Respond to RFIs/questions.
6. Conduct a final inspection and prepare the punch list.
7. Assist the City/GAWA in final closeout of the project.

Added Scope of Services

The original scope of work was to replace or improve the security at both building main entrances. At the time, the focus was to discourage or prevent forced entry. The approved design direction included a layer of AR plate in the solid walls, applying a film at the existing windows, and no additional security at the entrance doors. Access control (electrified door hardware for card reader) was included for two doors.

The current scope has expanded to include a much more robust level of security to resist firearm use at the windows and doors, replacing additional exterior and interior doors with access control (electrified hardware), and adding exterior bollards to resist car intrusion. The detailed list of changes from the original scope is as follows:

1. More robust level of security to resist firearm use (UL 752, Level 5) at windows and doors, which is a change from the approved design direction, requiring additional research, specifications, and details.
2. Replacing ten additional doors, including access control (electrified hardware) and more extensive coordination with your preferred security company. This change requires more extensive drawings and specifications, and an additional site visit to verify existing electrical panels and routing to each door location at each building.
 - a. Water Treatment Plant: Added one exterior double door, three exterior single doors, and three interior single doors.
 - b. Wastewater Treatment Plant: Added one exterior single door and two interior single doors.
3. Adding exterior bollards to resist car intrusion at the Alma Wastewater Treatment Plant, which requires additional drawing and specifications.

To complete this added scope, we have added electrical engineers to our team, and they will provide their own drawings and specifications. They made a separate site visit to investigate panel locations over the summer.

Professional Services Fees

This is a comprehensive fee summary for both the original and added scope of work. Fishbeck proposes a lump sum fee of Twenty Thousand Seven Hundred Dollars (\$20,700), plus reimbursable expenses. The estimated breakdown by task is as follows:

Phase	Original Scope	Added Scope	Subtotal
Documentation Phase	\$ 12,700	\$ 18,883	\$ 31,583
Bidding Phase	\$ 2,900	\$ 562	\$ 3,462
Construction Administration Phase	\$ 5,100	\$ 1,781	\$ 6,881
Reimbursable Expenses (estimated)	\$ 500	\$ 0	\$ 500
Total	\$ 21,200	\$ 21,226	\$ 42,426

We understand that the professional services fees will be divided equally between the City of Alma and the Gratiot Area Water Authority, which means each organization will be responsible for \$21,213.

Assumptions & Exclusions

- Drawings and photos have already been made available to Fishbeck for both buildings.
- We assume the project will be bid in a single package with each building's cost separated, since the contracts will be with separate entities. Both projects will be awarded to the same contractor.
- We assume the City/GAWA will contract separately with security provider for access control. Fishbeck will interface with designated vendor for electrical coordination.
- We assume the City/GAWA will handle any required permitting independently.

The following services are outside the scope of this proposal, but can be provided, if needed, for additional cost:

- Hazardous Materials Investigations.
- Civil Engineering Services.
- Structural Engineering Services.
- Mechanical and Plumbing Engineering Services.

Authorization

Attached is our Professional Services Agreement. If you concur with our scope of services, please sign in the space provided and return the executed contract to the attention of Kristi Kelly (kkelly@fishbeck.com). This proposal is made subject to the attached Terms and Conditions for Professional Services. Invoices will be submitted every four weeks and payment is due upon receipt.

If you have any questions or require additional information, please contact me at 248.862.7459 or knyht@fishbeck.com.

Sincerely,



Kristen Nyht, AIA, AICP, LEED AP

Senior Project Manager

By email

Professional Services Agreement

PROJECT NAME Alma/WTP&WWTP Security
FISHBECK CONTACT Michelle D. Hoffner, AIA, CDT
CLIENT City of Alma
CLIENT CONTACT David Ringle
ADDRESS 525 East Superior Street, Alma, MI 48801

Client hereby requests and authorizes Fishbeck to perform the following:

SCOPE OF SERVICES:

Professional services in connection with security upgrades at the entrances of both the GAWA Water Treatment Plant and Alma Wastewater Treatment Plant.

This is a comprehensive Professional Services Agreement that combines the original scope of work from April 2023 and the additional service request from June 2023. We proceeded with the work based on verbal approval and, as of this date, the design work is substantially complete.

AGREEMENT. The Agreement consists of this page and the documents that are checked:

- Terms and Conditions for Professional Services, attached.
- Proposal dated November 10, 2023
- Other:

METHOD OF COMPENSATION:

- Lump Sum for Defined Scope of Services
- Hourly Billing Rates plus Reimbursable Expenses
- Other:

Budget for Above Scope of Services: Forty-Two Thousand Four Hundred Twenty Six Dollars (\$42,426).

ADDITIONAL PROVISIONS (IF ANY): We understand that the professional services fees will be divided equally between the City of Alma and the Gratiot Area Water Authority, which means each organization will be responsible for \$21,213.

APPROVED FOR:

City of Alma

BY: _____

TITLE: _____

DATE: _____

ACCEPTED FOR:

Fishbeck

BY:  _____

TITLE: Vice President

DATE: November 10, 2023

1. **METHOD OF AUTHORIZATION.** Client may authorize Fishbeck to proceed with work either by signing a Professional Services Agreement or by issuance of an acknowledgment, confirmation, purchase order, or other communication. Regardless of the method used, these Terms and Conditions shall prevail as the basis of Client's authorization to Fishbeck. Any Client document or communication in addition to or in conflict with these Terms and Conditions is rejected.
2. **CLIENT RESPONSIBILITIES.** Client shall provide all criteria and full information as to requirements for the Project and designate in writing a person with authority to act on Client's behalf on all matters concerning the Project. If Fishbeck's services under this Agreement do not include full-time construction observation or review of Contractor's performance, Client shall assume responsibility for interpretation of contract documents and for construction observation, and shall waive all claims against Fishbeck that may be in any way connected thereto.
3. **HOURLY BILLING RATES.** Unless stipulated otherwise, Client shall compensate Fishbeck at hourly billing rates in effect when services are provided by Fishbeck employees of various classifications.
4. **REIMBURSABLE EXPENSES.** Those costs incurred on or directly for Client's Project. Reimbursement shall be at Fishbeck's current rate for mileage for service vehicles and automobiles, special equipment, and copying, printing, and binding. Reimbursement for commercial transportation, meals, lodging, special fees, licenses, permits, insurances, etc., and outside technical or professional services shall be on the basis of actual charges plus 10 percent.
5. **OPINIONS OF COST.** Any opinions of probable construction cost and/or total project cost provided by Fishbeck will be on a basis of experience and judgment, but since it has no control over market conditions or bidding procedures, Fishbeck cannot warrant that bids or ultimate construction or total project costs will not vary from such estimates.
6. **PROFESSIONAL STANDARDS; WARRANTY.** The standard of care for services performed or furnished by Fishbeck will be the care and skill ordinarily used by members of Fishbeck's profession practicing under similar circumstances at the same time and in the same locality. Fishbeck makes no warranties, express or implied, under this Agreement or otherwise, in connection with Fishbeck's services.
7. **TERMINATION.** Either Client or Fishbeck may terminate this Agreement by giving ten days' written notice to the other party. In such event, Client shall pay Fishbeck in full for all work previously authorized and performed prior to the effective date of termination, plus (at the discretion of Fishbeck) a termination charge to cover finalization work necessary to bring ongoing work to a logical conclusion. Such charge shall not exceed 30 percent of all charges previously incurred. Upon receipt of such payment, Fishbeck will return to Client all documents and information which are the property of Client.
8. **SUBCONTRACTORS.** Fishbeck may engage subcontractors on behalf of Client to perform any portion of the services to be provided by Fishbeck hereunder.
9. **PAYMENT TO FISHBECK.** Invoices will be issued every four weeks, payable upon receipt, unless otherwise agreed. Interest of 1 percent per four-week period will be payable on all amounts not paid within 28 days from date of invoice, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by Client.

Client agrees to pay on a current basis, in addition to any proposal or contract fee understandings, all taxes including, but not limited to, sales taxes on services or related expenses which may be imposed on Fishbeck by any governmental entity.

If Client directs Fishbeck to invoice another, Fishbeck will do so, but Client agrees to be ultimately responsible for Fishbeck's compensation until Client provides Fishbeck with that third party's written acceptance of all terms of this Agreement and until Fishbeck agrees to the substitution.

In addition to any other remedies Fishbeck may have, Fishbeck shall have the absolute right to cease performing any basic or additional services in the event payment has not been made on a current basis.

10. **HAZARDOUS WASTE.** Fishbeck has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic, irritant, pollutant, or otherwise dangerous substance or condition at any site, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposure to such substances or conditions. Fishbeck shall not be responsible for any alleged contamination, whether such contamination occurred in the past, is occurring presently, or will occur in the future, and the performance of services hereunder does not imply risk-sharing on the part of Fishbeck.
11. **LIMITATION OF LIABILITY.** To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims based upon professional liability errors or omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the greater of \$250,000 or the amount of the fee earned under this Agreement.

To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims for which Fishbeck is covered by insurance other than professional liability errors and omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the total insurance proceeds paid on behalf of or to Fishbeck by Fishbeck's insurers in settlement or satisfaction of Client's claims under the terms and conditions of Fishbeck's insurance policies applicable thereto.

Higher limits of liability may be considered upon Client's written request, prior to commencement of services, and agreement to pay an additional fee.

12. **DELEGATED DESIGN.** Client recognizes and holds Fishbeck harmless for the performance of certain components of the Project which are traditionally specified to be designed by the Contractor.
13. **INSURANCE.** Client shall cause Fishbeck and Fishbeck's consultants, employees, and agents to be listed as additional insureds on all commercial general liability and property insurance policies carried by Client which are applicable to the Project. Client shall also provide workers' compensation insurance for Client's employees. Client agrees to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.

Upon request, Client and Fishbeck shall each deliver to the other certificates of insurance evidencing their coverages.

Client shall require Contractor to purchase and maintain commercial general liability and other insurance as specified in the contract documents and to cause Fishbeck and Fishbeck's consultants, employees, and agents to be listed as additional insureds with respect to such liability and other insurance purchased and maintained by Contractor for the Project. Contractor must agree to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.
14. **INDEMNIFICATION.** Fishbeck will defend, indemnify, and hold Client harmless from any claim, liability, or defense cost for injury or loss sustained by any party from exposures to the extent caused by Fishbeck's negligence or willful misconduct. Client agrees to defend, indemnify, and hold Fishbeck harmless from any claim, liability, or defense cost for injury or loss sustained by any party from exposures allegedly caused by Fishbeck's performance of services hereunder, except for injury or loss to the extent caused by the negligence or willful misconduct of Fishbeck. These indemnities are subject to specific limitations provided for in this Agreement.
15. **CONSEQUENTIAL DAMAGES.** Client and Fishbeck waive consequential damages for claims, disputes, or other matters in question relating to this Agreement including, but not limited to, loss of business.
16. **LEGAL EXPENSES.** If either Client or Fishbeck makes a claim against the other as to issues arising out of the performance of this Agreement, the prevailing party will be entitled to recover its reasonable expenses of litigation, including reasonable attorney's fees. If Fishbeck brings a lawsuit against Client to collect invoiced fees and expenses, Client agrees to pay Fishbeck's reasonable collection expenses including attorney fees.
17. **OWNERSHIP OF WORK PRODUCT.** Fishbeck shall remain the owner of all drawings, reports, and other material provided to Client, whether in hard copy or electronic media form. Client shall be authorized to use the copies provided by Fishbeck only in connection with the Project. Any other use or reuse by Client or others for any purpose whatsoever shall be at Client's risk and full legal responsibility, without liability to Fishbeck. Client shall defend, indemnify, and hold harmless Fishbeck from all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting therefrom.
18. **ELECTRONIC MEDIA.** Data, reports, drawings, specifications, and other material and deliverables may be transmitted to Client in either hard copy, digital, or both formats. If transmitted electronically, and a discrepancy or conflict with the electronically transmitted version occurs, the hard copy in Fishbeck's files used to create the digital version shall govern. If a hard copy does not exist, the version of the material or document residing on Fishbeck's computer network shall govern. Fishbeck cannot guarantee the longevity of any material transmitted electronically nor can Fishbeck guarantee the ability of the Client to open and use the digital versions of the documents in the future.
19. **GENERAL CONSIDERATIONS.** Client and Fishbeck each are hereby bound and the partners, successors, executors, administrators, and legal representatives of Client and Fishbeck are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

Neither Client nor Fishbeck shall assign this Agreement without the written consent of the other.

Neither Client nor Fishbeck will have any liability for nonperformance caused in whole or in part by causes beyond Fishbeck's reasonable control. Such causes include, but are not limited to, Acts of God, civil unrest and war, labor unrest and strikes, acts of authorities, and events that could not be reasonably anticipated.

This Agreement shall be governed by the law of the principal place of business of Fishbeck.

This Agreement constitutes the entire agreement between Client and Fishbeck and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

End of Terms and Conditions for Professional Services

Purchase Requisition

11/10/2023
03:09 PM

Purchase Requisition No 23-1563

Requested Date 11/10/2023
Required Date
Requested By

Department ENG

Preferred Vendor 4803
Fishbeck, Thompson, Carr & Huber
Address 1515 Aboretum Drive, SE
Grand Rapids, MI 49546

Req. Description PROFESSIONAL SERVICES FOR SECURITY UPGRADES CONSTRUCTIO

Qty.	Description	GL Number 1	Unit Price	Amount
1	DESIGN SERVICES/SECURITY UPG	590-527.000-801.000	21,213.00	21,213.00
			Total:	21,213.00

EASEMENT FOR ELECTRIC FACILITIES

SAP# 1068458814/1068496165
Design# 11554866/11555829
Agreement# MI0000074741

CITY OF ALMA, a Michigan municipal corporation, whose address is 525 East Superior Street, Alma, Michigan 48801 (hereinafter "Owner")

for \$1.00 and other good and valuable consideration [exempt from real estate transfer tax pursuant to MCLA 207.505(f) and from State real estate transfer tax pursuant to MCLA 207.526(f)] grants and warrants to

CONSUMERS ENERGY COMPANY, a Michigan corporation, One Energy Plaza, Jackson, Michigan 49201 (hereinafter "Consumers")

a permanent easement to enter Owner's land (hereinafter "Owner's Land") located in the City of Alma, County of Gratiot, and State of Michigan as more particularly described in the attached Exhibit A to construct, operate, maintain, inspect (including aerial patrol), survey, replace, reconstruct, improve, remove, relocate, change the size of, enlarge, and protect a line or lines of electric facilities in, on, over, under, across, and through a portion of Owner's Land (hereinafter "Easement Area") as more fully described in the attached Exhibit B, together with any pole structures, poles, or any combination of same, wires, cables, conduits, crossarms, braces, guys, anchors, transformers, electric control circuits and devices, location markers and signs, communication systems, utility lines, protective apparatus and all other equipment, appurtenances, associated fixtures, and facilities, whether above or below grade, useful or incidental to or for the operation or protection thereof, and to conduct such other activities as may be convenient in connection therewith as determined by Consumers for the purpose of transmitting and distributing electricity. Consumers may attach additional lines outside the Easement Area, running laterally from a line within the Easement Area to the North, South, East and West edges of Owner's Land, in which event the Easement Area shall include a 30-foot-wide strip of land, being 15 feet on each side of the overhead line and a 12-foot-wide strip of land, being 6 feet on each side of the underground line of each such lateral line.

Additional Work Space: In addition to the Easement rights granted herein, Owner further grants to Consumers, during initial construction and installation only, the right to temporarily use such additional work space reasonably required to construct said lines. Said temporary work space shall abut the Easement Area, on either side, as required by construction.

Access: Consumers shall have the right to unimpaired access to said line or lines, and the right of ingress and egress on, over, and through Owner's Land for any and all purposes necessary, convenient, or incidental to the exercise by Consumers of the rights granted hereunder.

Trees and Other Vegetation: Owner shall not plant any trees within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, roots, and other vegetation within the Easement Area. Consumers shall have the right from time to time hereafter to enter Owner's Land to trim, cut down, and otherwise remove and control any trees, brush, or other vegetation located outside of the Easement Area which are of such a height or are of such a species whose mature height that in falling directly to the ground could come into contact with or land directly above Consumers' facilities.

Buildings/Structures: Owner agrees not to build, create, construct, or permit to be built, created, or constructed, any obstruction, building, septic system, drain field, fuel tank, pond, swimming pool, lake, pit, well, foundation, engineering works, installation or

any other type of structure over, under, or on said Easement Area, whether temporary or permanent, natural or man-made, without a prior written agreement executed by Consumers' Real Estate Department expressly allowing the aforementioned.

Ground Elevation: Owner shall not materially alter the ground elevation within the Easement Area without a prior written agreement executed by Consumers Real Estate Department allowing said alteration.

Exercise of Easement: Consumers' nonuse or limited use of this Easement shall not preclude Consumers' later use of this Easement to its full extent.

Ownership: Owner covenants with Consumers that they are the lawful fee simple owner of the aforesaid lands, and that they have the right and authority to make this grant, and that they will forever warrant and defend the title thereto against all claims whatsoever.

Successors: This Easement shall bind and benefit Owner's and Consumers' respective heirs, successors, lessees, licensees, and assigns.

Counterparts: This Easement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. It is not necessary that all parties execute any single counterpart if each party executes at least one counterpart.

Date: 11-1-23

Owner: CITY OF ALMA, a Michigan municipal corporation

[Signature]
Signature
By: Greg S. Mapes
Print name
Its: Mayor
Print title

Acknowledgment

The foregoing instrument was acknowledged before me in Gratiot County, Michigan,
on November 1, 2023 by Greg S. Mapes, Mayor of City of Alma, a Michigan municipal
Date Name Title
corporation, on behalf of the corporation.

SARA ANDERSON
Notary Public, State of Michigan
County Of Gratiot
My Commission Expires 2-8-2030
Acting in the County of Gratiot

[Signature]
Notary Public
Sara Anderson
Print Name
Gratiot County, Michigan
Acting in Gratiot County
My Commission expires: February 8, 2030

PROPERTY OWNERS MAIL
SIGNED EASEMENT TO:
Cary Leslie
Consumers Energy Company
330 Chestnut St
Cadillac, MI 49601

Prepared By:
Rebecca Hyatt 10/25/23 EP7-464
Consumers Energy Company
One Energy Plaza
Jackson, MI 49201

REGISTER OF DEEDS OFFICE USE
ONLY
Return recorded instrument to:
Carrie J. Main, EP7-464
Consumers Energy Company
One Energy Plaza
Jackson, MI 49201

EXHIBIT A

Owner's Land

Land situated in the City of Alma, County of Gratiot, State of Michigan:

Lot 8, Block 2, Fairview Addition to the City of Alma, being part of the Northeast 1/4 of Section 34, Town 12 North, Range 3 West, according to the recorded plat thereof, Gratiot County Records.

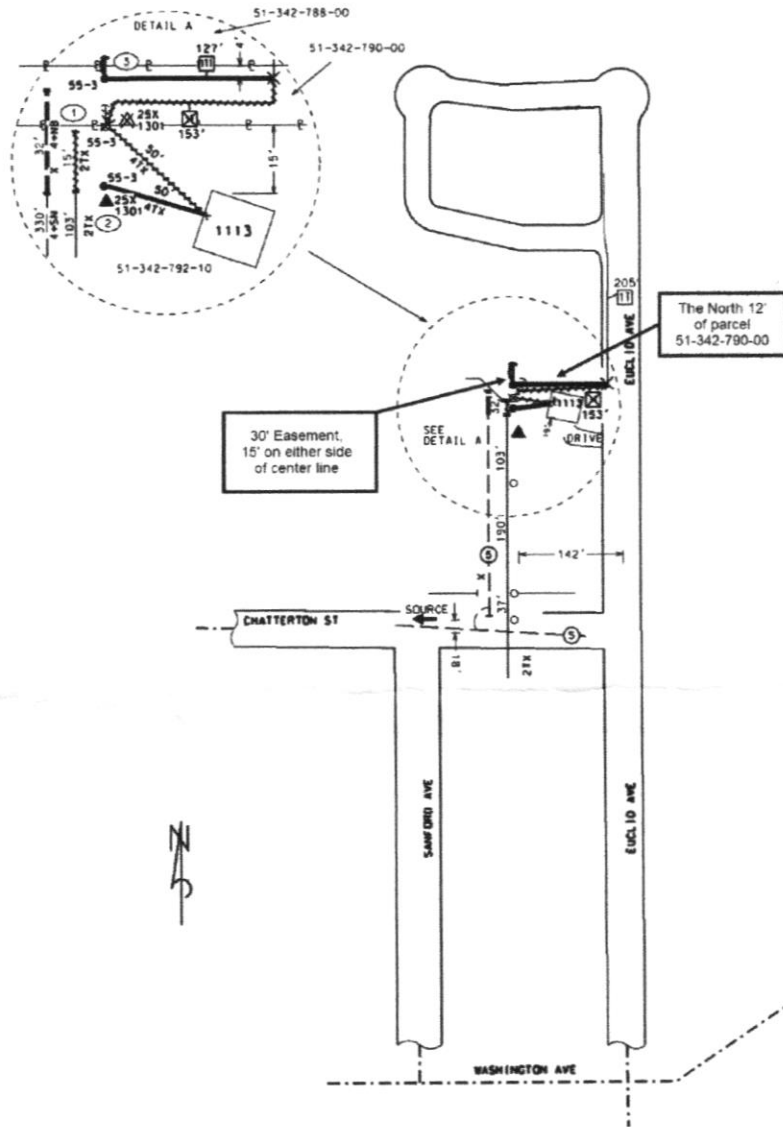
Also known as: Euclid, Alma, Michigan 48801

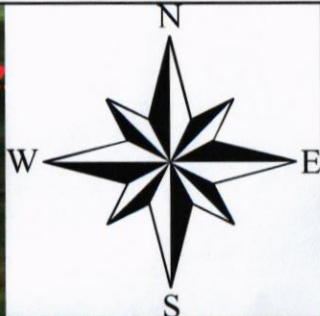
Parcel ID: 51-342-790-00

EXHIBIT B

Easement Area

A 30.00-foot-wide strip of land, being 15.00 feet on each side of the centerline of the overhead line and the North 12.00 feet of parcel, the centerline to be located approximately as shown in the attached drawing.





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295134279000

LIBER: 639 PAGE: 129

295134279210

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EUGLID

1112

A regular meeting of the Alma District Fire Board was held at the Alma Municipal Building. The meeting was called to order at 7:00 a.m. by Alma City Manager Aeric Ripley. A quorum of the Board was present.

Roll Call

Board members present: Kevin Beeson, Ron Hunt, Greg Mapes, Doug Merchant, Michelle Pitts, and Aeric Ripley.

Board members absent: Tish Mallory (arrived after roll call).

Others present: Curtis Dancer, Harold House, and Mark Williams.

Motion by Pitts, seconded by Beeson, to approve minutes of the July 26, 2023, meeting, as presented. Motion carried.

Voting yes: Beeson, Hunt, Mapes, Merchant, Pitts, and Ripley.

Voting no: none.

Absent: Mallory.

Monthly Reports

City Manager Ripley briefly reviewed month end reports for Fire and Rescue. Finance Director Curtis Dancer noted interest revenue continues to be steady, a budget amendment on the agenda will even up a discrepancy in totals, and the budget is right where it is expected to be for this point in the year.

Motion by Mapes, seconded by Merchant, to receive the following reports: Fire Revenue and Expenditure Report Ending September 2023, Rescue Revenue and Expenditure Report Ending September 2023, Fire Board Check Disbursements September 2023 Report, and Rescue Check Disbursements September 2023 Report. Motion carried.

Voting yes: Beeson, Hunt, Mapes, Merchant, Pitts, and Ripley.

Voting no: none.

Absent: Mallory.

Finance Director Dancer presented year end reports for Fiscal Year 2023. He explained the numbers have been handed over to auditors, and he expects the numbers presented will be final numbers. Dancer said there is enough in liquid assets to cover the cost of the new fire truck, and he will be working with Public Safety Director Mark Williams to develop a long-term capital projects list.

Motion by Beeson, seconded by Pitts, to receive the Fire Trial Balance and Rescue Trial Balance for Year End June 2023.

Board Member Tish Mallory arrived at 7:05 a.m.

Motion to receive reports carried.

Voting yes: Beeson, Hunt, Mallory, Mapes, Merchant, Pitts, and Ripley.

Voting no: none.

City Manager Ripley explained receipt of a \$50,000 grant, and thanked Board members for their letters of support for the application. He asked for approval of a budget amendment to provide for receipt and disbursement of the funds. Brief discussion followed regarding air packs and donation of obsolete air packs to the St. Louis school system.

Motion by Mallory, seconded by Hunt, to approve the following FY 2024 budget amendment:

a. To increase the Alma Fire District Authority Revenue Budget by \$50,000 and the Alma Fire District Authority Expenditure budget (line-item Uniform/Safety Equipment) by \$50,000 for Air-Paks

purchased through the Michigan Fire Equipment Grant Reimbursement program. Note: The total cost of the packs purchased is \$62,804. \$50,000 is the amount allotted from the MI Fire Equipment Grant to be reimbursed. The remaining \$12,804 is covered through current-year operating budget.

Motion to approve the budget amendment, as presented, carried.

Voting yes: Beeson, Hunt, Mallory, Mapes, Merchant, Pitts, and Ripley.

Voting no: none.

Motion by Pitts, seconded by Beeson, to donate end-of-life/obsolete air packs and vests to St. Louis schools. Motion carried.

Voting yes: Beeson, Hunt, Mallory, Mapes, Merchant, Pitts, and Ripley.

Voting no: none.

City Manager Ripley presented Fire and Rescue Department 3rd Quarter Reports. Director Williams spoke briefly regarding the reports and the department's new reporting system. Discussion followed regarding a car-fire event. Board Member Hunt asked about report listings for two alarms. Fire Chief Harold House explained the location of a fire alarm at Alma College had caused some issues and was subsequently moved. Discussion followed regarding alarms and typical reasons.

Director Williams spoke about the numbers for rescue personnel runs. Discussion followed regarding working with employees through family emergencies and situations. Board Member Mallory asked about dispatch cancelling en-route calls. Williams explained credit given for those calls.

Motion by Pitts, seconded by Merchant, to receive the Fire Department and Rescue Quarterly Reports. Motion carried.

Voting yes: Beeson, Hunt, Mallory, Mapes, Merchant, Pitts, and Ripley.

Voting no: none.

Director Williams offered thanks to St. Louis Fire Chief, Bill Coty, for assistance with successful grant applications. Williams said over \$17,000 was received for helmets and vests for Rescue personnel. He also mentioned another grant received for \$18,000, which was used to purchase coats and packs for Fire personnel. Discussion followed regarding the coats formerly used by the Fire Department.

Board Member Beeson advised he would be unable to attend the April meeting.

Motion by Beeson, seconded by Mapes, to adjourn the meeting at 7:38 a.m. Motion carried.

Voting yes: Beeson, Hunt, Mallory, Mapes, Merchant, Pitts, and Ripley.

Voting no: none.

Sara Anderson, City Clerk

Date of Approval

A regular meeting of the Alma Downtown Development Authority (ADDA) was held at the Alma Municipal Building at 6:00 p.m.

Authority members present: Stacey Ensz, Canyon Platt, Andy Shafley, Brent Moeggenborg, Ken Solomon.
Authority members absent: Joe Ahern (arrived after roll call), Nancy Gallagher, Ken Kline, Greg Mapes, Donna Kolar, and Katie Tobias.

Others present: Jim Goodhall and Aeric Ripley.

City Manager/DDA Director Aeric Ripley called the meeting to order at 6:00 p.m. A quorum of authority members was not present.

Public Works Superintendent Jim Goodhall reviewed his proposed plan for removal and replacement of downtown trees. He said the plan included making all of the changes in phases over the next three years. Some removals may take place as early as this winter, with replacement trees to be added next year. Community response will also be factored into the removal plan. Discussion followed.

Authority member Joe Ahern arrived at 6:06 p.m.

Additional discussion followed regarding options based on community response.

Authority member Shafley asked about the growth of the new trees. Goodhall estimated ten years for the new trees to reach an established size.

Authority members Moeggenborg, Platt, and Shafley spoke in favor of the plan.

DDA Director Ripley presented a boundary map for a proposed downtown social district. Ripley said Superior, State, and Woodworth would be named for special events, common areas would have to be designated in the application, and signage and receptacles would be required at each exit from the district. He noted if the proposed district was agreeable, he would present it for consideration to downtown license holders for feedback.

Brief discussion followed regarding downtown license holder requirements and insurance implications.

The group adjourned at 6:30 p.m.

Sara Anderson, Alma City Clerk

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Brief discussion followed regarding downtown license holder requirements and insurance implications.

The group adjourned at 6:30 p.m.

Sara Anderson, Alma City Clerk

Date of Approval

**City of Alma
Planning Commission Minutes
November 6, 2023**

Planning Commission Chair Heather Therrien called a regular meeting of the Alma Planning Commission to order at 6:00 p.m. at the Alma Municipal Building. A quorum of the Planning Commission was present.

Present: Justin Fonley, Sonia Gibson, David Justin, Greg Mapes, Michelle Pitts, Ellen Richter, and Heather Therrien.

Absent: Jessica Gilkins.

Approval of Minutes

Motion by Justin, seconded by Mapes, to approve minutes of the October 2, 2023, regular meeting. Motion carried.

Yes: Fonley, Gibson, Justin, Mapes, Pitts, Richter and Therrien.

No: none.

Absent: Gilkins.

City Manager Aeric Ripley reviewed the status of the Master Planning progress and provided information regarding the current online public survey and upcoming meetings, including a public input meeting January 17, 2024. Ripley asked Commission members to complete the survey.

City Manager Ripley presented a draft of an ordinance regarding solar energy for consideration. Discussion followed regarding household systems and permitting. Ripley explained a large solar array is currently under construction on nearly 430 acres in a neighboring township.

Other Business

No business was put forward.

Invitation to Public

No public comment was offered.

Adjourn

Motion by Justin, seconded by Mapes, to adjourn the meeting at 6:07 p.m. Motion carried.

Yes: Fonley, Gibson, Justin, Mapes, Pitts, Richter and Therrien.

No: none.

Absent: Gilkins.

Sara Anderson, Alma City Clerk

Date of Approval

Monthly Commission Report

October 2023

10-1-23: A traffic stop led to the arrest of the driver for operating with a blood alcohol content while under the age of 21.

10-1-23: A traffic stop led to the arrest of the driver for driving while intoxicated.

10-1-23: Officers made contact with a subject that had an outstanding warrant. The subject was subsequently arrested.

10-2-23: Officers investigated a call of soliciting a minor for immoral purposes. The report has been turned over to the Prosecutor's Office for potential charges.

10-3-23: While officers were following up on a complaint, they made contact with a subject that had an outstanding warrant. The subject was arrested.

10-3-23: A traffic stop led to the arrest of a subject for operating without security.

10-3-23: A traffic stop led to the arrest of a subject for operating without security as well as an outstanding misdemeanor warrant.

10-3-23: A traffic stop led to the arrest of a subject on an outstanding warrant. Officers also recovered possible drug paraphernalia that could lead to additional drug charges.

10-4-23: Officers made contact with a subject that was known to have a warrant. The subject was arrested. The investigation led to the subject and one other person both being charged with possession of methamphetamine.

10-4-23: Officers received information about a subject with a felony warrant. Officers were able to locate the subject and place him under arrest.

10-5-23: Officers responded to a call of a juvenile assault that took place at a school. The report has been sent to the Prosecutor's Office for potential charges.

10-6-23: A traffic stop led to the arrest of the driver for operating without security.

10-8-23: Officers took a complaint of a larceny. A suspect has been identified and the report has been sent to the Prosecutor for potential charges.

10-8-23: A traffic stop led to the arrest of the driver for driving while intoxicated.

10-9-23: A traffic stop led to the arrest of a passenger on an outstanding warrant.

10-10-23: Officers responded to a call of a fight at the high school. The report has been sent to the Prosecutor for potential charges. 10-10-23: Officers responded to a juvenile out of control. The investigation led to a report being sent to the prosecutor for potential malicious destruction of property charges.

10-11-23: Officers responded to a personal injury automobile accident. The investigation led to several charges being requested on an unlicensed juvenile driver that had fled the scene of the accident.

10-12-23: Officers assisted MAGNET with the execution of a search warrant. One subject was lodged on drug and tampering with evidence charges.

10-12-23: A traffic stop led to the arrest of a subject for driving without insurance.

10-12-23: Officers were called to check on a subject that was looking for a place to stay. The subject showed several felony warrants for their arrest. The subject was placed under arrest.

10-12-23: Officers made contact with a subject that had an outstanding warrant. The subject was subsequently lodged.

10-14-23: Officers were called for a disorderly subject. The investigation led to a subject being placed under arrest for disorderly.

10-14-23: Officers were called reference a domestic assault. The investigation led to the arrest of a subject.

10-15-23: A traffic stop led to the arrest of the driver for operating while intoxicated.

10-16-23: Officers made contact with a subject that had a warrant and placed them under arrest.

10-16-23: An investigation into child abuse allegations was opened. The report has been sent to the Prosecutor for review.

10-17-23: A traffic stop led to the arrest of a subject on an outstanding warrant.

10-17-23: Officers were called to investigate a traffic accident. The investigation led to the arrest of a subject for operating without security.

10-18-23: A traffic stop led to the driver being arrested on a felony warrant.

10-18-23: Officers were notified of a subject that had a felony warrant. Officers located the subject and placed them under arrest.

10-18-23: Officers were able to locate a subject that had an outstanding warrant. The subject was subsequently placed under arrest.

10-19-23: A traffic stop led to the arrest of the driver for driving while intoxicated.

10-20-23: A traffic stop led to the arrest of the driver for operating a vehicle while intoxicated.

10-20-23: A traffic stop led to the driver being arrested for operating while under a suspended license, no security, and improper registration.

10-22-23: Officers made contact with a subject and placed them under arrest on 4 warrants out of Gratiot County and another warrant out of Midland County.

10-22-23: Officers made contact with a subject that had a warrant for domestic assault. The subject was placed into custody.

10-23-23: A traffic stop led to an arrest of a subject for driving without applying for a license. Charges are also being sought for possession of methamphetamine.

10-23-23: Officers responded to a call of subjects destroying light poles. The subjects have been identified and the report has been sent to the Prosecutor for potential charges of malicious destruction of property.

10-24-23: Officers responded to a call of a family dispute. The investigation led to the arrest of a subject for an outstanding misdemeanor warrant.

10-24-23: A traffic stop led to the arrest of a subject for driving under the influence of a drug and operating a vehicle without registration or insurance.

10-25-23: A traffic stop led to the arrest of the driver for driving without ever applying for a license.

10-25-23: A traffic stop led to the arrest of a subject for an outstanding misdemeanor warrant.

10-25-23: A traffic stop led to the arrest of the driver for driving while under the influence of drugs.

10-26-23: Officers responded to a call of a breaking and entering. The investigation is ongoing.

10-26-23: Officers responded to a call of an assault. The investigation led to the arrest of a subject for assault and interfering with a subject trying to call 911.

10-27-23: A traffic stop led to the arrest of the driver for driving while under the influence of liquor and drugs.

10-27-23: A traffic stop led to the arrest of the driver for driving while intoxicated.

10-27-23: A traffic stop led to the arrest of the driver for driving without security.

10-28-23: Officers made contact with a subject and placed them under arrest on an outstanding warrant.

10-29-23: Officers responded to a call of a domestic assault. The report has been sent to the Prosecutor for review of potential charges.

10-30-23: Officer responded to a call of a traffic collision. The investigation led to a subject being arrested for operating while intoxicated and possession of open intoxicants in a motor vehicle.

10-31-23: An officer observed a subject that had a warrant in the passenger seat of a vehicle. A traffic stop was initiated, and the subject fled the stop on foot. Officers deployed the drone and were able to locate the subject hiding up a tree. The subject was subsequently placed under arrest for the warrant as well as new charges of resisting and obstructing officers.

10-31-23: Officers located a runaway that had been missing for months. Officers have submitted a warrant request for two subjects for contributing to the delinquency of a minor as well as harboring a runaway.

During the month of October, the Alma Police Department handled 336 calls for service.

1300-1 -- NONAGGRAVATED ASSAULT Count: 11

2200-1 -- BURGLARY - FORCED ENTRY Count: 4

2200-3 -- BURGLARY - UNLAWFUL ENTRY(NO INTENT Count: 1

2300-3 -- LARCENY - THEFT FROM BUILDING Count: 1

2300-5 -- LARCENY - THEFT FROM MOTOR VEHICLE Count: 3

2300-7 -- LARCENY - OTHER Count: 8

2400-1 -- MOTOR VEHICLE THEFT Count: 1

2500-0 -- FORGERY/COUNTERFEITING Count: 1

2600-1 -- FRAUD - FALSE PRETENSE/SWINDLE/CONF Count: 1

2600-2 -- FRAUD - CREDIT CARD/ATM Count: 2

2600-3 -- FRAUD - IMPERSONATION Count: 2

2900-0 -- DAMAGE TO PROPERTY Count: 3

3500-1 -- VIOLATION OF CONTROLLED SUBSTANCE Count: 8

3700-0 -- OBSCENITY Count: 1

4100-2 -- LIQUOR VIOLATIONS - OTHER Count: 2

4800-0 -- OBSTRUCTING POLICE Count: 2

5000-0 -- OBSTRUCTING JUSTICE Count: 28

5300-1 -- DISORDERLY CONDUCT Count: 3

5400-1 -- HIT & RUN MOTOR VEHICLE ACCIDENT Count: 3

5400-2 -- OUIL OR OUID Count: 12

5400-3 -- DRIVING LAW VIOLATIONS Count: 15

5500-0 -- HEALTH AND SAFETY Count: 6

5700-1 -- TRESPASS Count: 3

ALMA POLICE DEPARTMENT

7000-4 -- Juvenile Issues Count: 1

7300-0 -- MISCELLANEOUS CRIMINAL OFFENSE Count: 12

9300-1 -- PROPERTY DAMAGE ACCIDENT/PI Count: 21

9300-2 -- ACCIDENT, NONTRAFFIC Count: 8

9300-4 -- PARKING VIOLATIONS -CIVIL INFRACTIONS Count: 4

9400-2 -- FALSE ALARM ACTIVATION Count: 4

9800-2 -- MOTOR VEHICLE, VIN, SCHOOL BUS INSPECTIONS Count: 2

9800-6 -- CIVIL MATTER DISPUTES/FAMILY TROUBLE Count: 28

9800-7 -- SUSPICIOUS SITUATION (CARS, PERSONS,PACKAGES, ETC) Count: 15

9800-8 -- LOST & FOUND PROPERTY Count: 11

9900-1 -- SUICIDE (INCLUDES ATTEMPTS) Count: 3

9900-2 -- NATURAL DEATH Count: 1

9900-8 -- GENERAL ASSISTANCE (ESCORTS, SERVICE CALLS) Count: 64

9900-9 -- GENERAL NONCRIMINAL Count: 82

ALMA POLICE DEPARTMENT

October 2023 Statistics:

September 2023

Traffic Stops	324	268
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Citations Issued:

Moving Violations	34	18
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Non-Moving Violations	16	22
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Arrests:

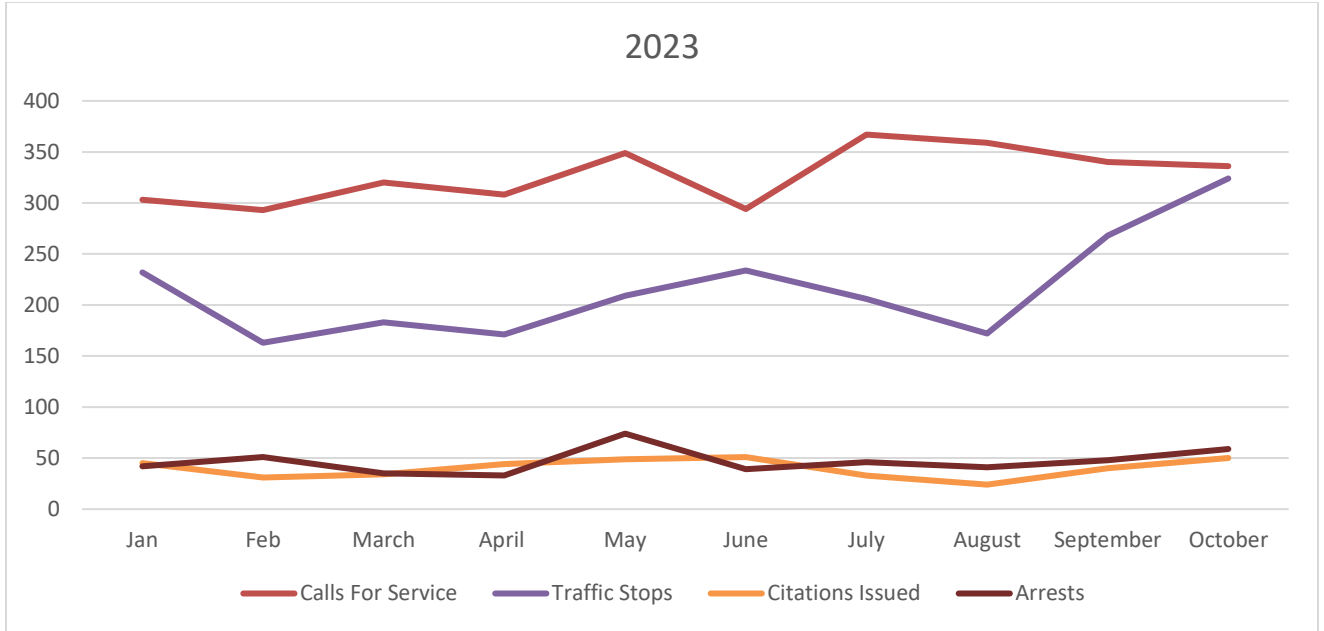
Felony	10	9
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Misdemeanor	49	37
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City Ordinance	0	2
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Accident Total:	29	16
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ALMA POLICE DEPARTMENT



November 7, 2023

For the month of October, the Alma Transit Center provided 7,207 rides. Rides were down from the FY23 October rides of 7,671. ATC was still down drivers for the month of October. ATC has hired an additional part-time driver who successfully completed his training on October 25th and is now driving bus.

The Transit Office Space Remodel Project has started. The replacement of all light fixtures to LED started October 24th and is 98% completed. City of Alma Public Works came over to transit on October 30th and removed the furniture (Thank you very much). The carpet replacement started November 1st and was completed November 2nd. The furniture installation is starting Saturday, November 11 and will be 99% completed on Sunday, November 12. The vendor agreed to work the weekend to minimize disruption to Transit operations.

We are also working on MDOT's FY2025 budget. MDOT requires our budget to be submitted by February 1, 2024. We will be bringing that proposed budget before the Commission on December 12.

Regards,

A handwritten signature in black ink that reads "Brett Baublitz". The signature is written in a cursive, flowing style.

Brett Baublitz
Director of Transportation

Alma Transit Center Non Financial Operating Data

Scheduling and Dispatch
October 2023

Monthly Summary

		Weekday	Total
Demand Response	Vehicle Hours	1,722.82	1,722.82
	Excluded breaks	-98.83	-98.83
	Total	1,623.99	1,623.99
Total Vehicle Hours		1,623.99	1,623.99

		Weekday	Total
Demand Response	Vehicle Miles	24,024.00	24,024.00
	Total	24,024.00	24,024.00
Total		24,024.00	24,024.00

		Weekday	Total
Demand Response	Revenue Assignments	354	354
	Total	354	354
Total		354	354

			Weekday	Sunday	Total
Demand Response	Unlinked Passenger Trips	Regular	5,093	0	5,093
		Elderly	391	0	391
		Persons w/Disabilities	906	0	906
		Elderly w/Disabilities	814	0	814
		Total	7,204	0	7,204
	Total		7,204	0	7,204
Line Haul	Unlinked Passenger Trips	Regular	0	0	0
		Elderly	0	0	0
		Persons w/Disabilities	0	0	0
		Elderly w/Disabilities	0	0	0
		Total	0	0	0

Alma Transit Center Non Financial Operating Data

Scheduling and Dispatch

			Weekday	Sunday	Total
Line Haul	Total		0	0	0
No Route	Unlinked Passenger Trips	Regular	1	2	3
		Total	1	2	3
	Total		1	2	3
Shuttle	Unlinked Passenger Trips	Regular	0	0	0
		Elderly	0	0	0
		Persons w/Disabilities	0	0	0
		Elderly w/Disabilities	0	0	0
		Total	0	0	0
	Total		0	0	0
Total			7,205	2	7,207

		Weekday	Sunday	Total
Days Operated	Demand Response	22	0	22
	No route	0	1	1
	Total	22	1	23

Fuel Consumption	Fuel
Gasoline	2,955.83
Total	2,955.83

Alma Transit Center

PcTrans Trips by MCD of **Off** and On Stops

From 2-Oct-2023 through 31-Oct-2023

MCD of Off Stop	Total
City of Alma	4,235
City of Ithaca	718
City of St. Louis	907
Township of Arcada	2
Township of Fulton	1
Township of North Shade	3
Township of North Star	8
Township of Pine River	915
Township of Seville	2
Township of Wheeler	1
Unknown	415
Total	7,207

Alma Transit Center PCTrans Daily Passenger Counts - Detailed

	Under 5			Youth			Adult			Senior			Gold Sr			Total
	Dis.	Not	Total	Dis.	Not	Total	Dis.	Not	Total	Dis.	Not	Total	Dis.	Not	Total	
Mon 2-Oct-23	0	8	8	2	119	121	38	113	151	12	11	23	13	19	32	335
Tue 3-Oct-23	3	6	9	2	131	133	37	103	140	11	42	53	20	20	40	375
Wed 4-Oct-23	0	5	5	5	124	129	38	114	152	13	27	40	6	12	18	344
Thu 5-Oct-23	0	7	7	4	117	121	41	97	138	5	12	17	8	18	26	309
Fri 6-Oct-23	0	5	5	4	114	118	39	91	130	9	20	29	10	14	24	306
Mon 9-Oct-23	0	6	6	2	129	131	22	88	110	13	19	32	10	13	23	302
Tue 10-Oct-23	0	5	5	4	129	133	39	97	136	7	28	35	8	25	33	342
Wed 11-Oct-23	0	3	3	4	133	137	27	87	114	15	11	26	10	13	23	303
Thu 12-Oct-23	0	7	7	4	153	157	45	87	132	8	16	24	8	20	28	348
Fri 13-Oct-23	0	5	5	2	118	120	33	59	92	15	13	28	8	12	20	265
Sun 15-Oct-23	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0	2
Mon 16-Oct-23	0	4	4	2	125	127	44	102	146	15	12	27	14	11	25	329
Tue 17-Oct-23	0	4	4	2	136	138	37	90	127	8	20	28	12	23	35	332
Wed 18-Oct-23	2	2	4	2	147	149	40	89	129	19	16	35	3	10	13	330
Thu 19-Oct-23	0	6	6	2	135	137	43	93	136	10	14	24	15	25	40	343
Fri 20-Oct-23	0	6	6	2	121	123	35	61	96	15	10	25	9	12	21	271
Mon 23-Oct-23	0	5	5	5	129	134	34	90	124	7	15	22	13	27	40	325
Tue 24-Oct-23	3	3	6	2	138	140	38	83	121	7	23	30	10	20	30	327
Wed 25-Oct-23	0	7	7	2	203	205	37	99	136	14	15	29	12	15	27	404
Thu 26-Oct-23	0	4	4	6	167	173	42	113	155	6	16	22	8	16	24	378
Fri 27-Oct-23	0	6	6	4	105	109	37	91	128	8	20	28	2	9	11	282
Mon 30-Oct-23	2	2	4	4	125	129	39	110	149	17	14	31	6	11	17	330
Tue 31-Oct-23	0	2	2	4	118	122	41	113	154	11	17	28	9	10	19	325
Total	10	108	118	70	2,916	2,986	826	2,072	2,898	245	391	636	214	355	569	7,207

Alma Transit Center PCTrans Daily Passenger Counts - Detailed

	Under 5			Youth			Adult			Senior			Gold Sr			Total
	Dis.	Not	Total	Dis.	Not	Total	Dis.	Not	Total	Dis.	Not	Total	Dis.	Not	Total	
Oct-23	10	108	118	70	2,916	2,986	826	2,072	2,898	245	391	636	214	355	569	7,207
Total	10	108	118	70	2,916	2,986	826	2,072	2,898	245	391	636	214	355	569	7,207

CITY OF ALMA
ALMA TRANSIT CENTER
Non-Financial Data Summary AS OF October 31, 2023

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
FY23/24													
Vehicle Hours	1,393	1,635	1,460	1,723									6,211
Excluded breaks	47	76	60	99									282
	1,346	1,560	1,400	1,624									5,930
Demand Response - Vehicle Miles	21,332	24,842	23,363	24,024									93,561
Passenger Trips:													
Reg	2,570	3,586	4,533	5,096									15,785 66.1%
Elderly	381	435	301	391									1,508 6.3%
Persons with Disabilities	773	875	847	906									3,401 14.3%
Elderly w/Disabilities	759	865	733	814									3,171 13.3%
Total	4,483	5,761	6,414	7,207									23,865
Days Operated	20	23	22	22									87
Gasoline Gallons	2,724	3,111	3,018	2,956									11,808
Gasoline \$	\$ 7,999	\$ 9,982	\$ 9,270	\$ 9,342									\$ 36,592

July - Sep	Oct - Dec	Jan - Mar	Apr - June	
FY24 1st Qtr	FY24 2nd Qtr	FY24 3rd Qtr	FY24 4th Qtr	FY24 Total
4,488	1,723	-	-	6,211
183	99	-	-	282
4,306	1,624	-	-	5,930
69,537	24,024	-	-	93,561
10,689	5,096	-	-	15,785
1,117	391	-	-	1,508
2,495	906	-	-	3,401
2,357	814	-	-	3,171
16,658	7,207	-	-	23,865
65	22	-	-	87
8,852	2,956	-	-	11,808
\$ 27,250	\$ 9,342	\$ -	\$ -	\$ 36,592

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
FY22/23													
Vehicle Hours	1,391	1,808	1,814	1,775	1,806	1,734	1,948	1,701	1,949	1,690	2,010	1,680	21,306
Excluded breaks	79	101	74	76	71	84	99	64	68	64	92	94	963
	1,312	1,708	1,741	1,699	1,735	1,651	1,849	1,637	1,881	1,626	1,918	1,586	20,343
Demand Response - Vehicle Miles	19,412	25,364	27,363	27,692	26,804	24,310	27,054	25,026	30,027	26,542	29,187	24,210	312,991
Passenger Trips:													
Reg	2,261	3,926	5,244	5,827	5,326	4,612	5,615	4,931	5,414	5,012	5,582	3,381	57,131 71.9%
Elderly	220	286	249	254	265	262	276	243	389	338	397	416	3,595 4.5%
Persons with Disabilities	768	927	939	971	929	797	882	769	1,077	887	904	803	10,653 13.4%
Elderly w/Disabilities	658	748	680	619	664	565	628	519	751	609	752	876	8,069 10.2%
Total	3,907	5,887	7,112	7,671	7,184	6,236	7,401	6,462	7,631	6,846	7,635	5,476	79,448
Days Operated	20	23	21	21	20	21	22	20	23	19	22	22	254
Gasoline Gallons	2,555	3,218	3,259	3,152	3,128	2,759	3,106	2,806	3,346	3,082	3,469	3,066	36,948
Gasoline \$	\$ 9,821	\$ 9,804	\$ 11,443	\$ 10,971	\$ 11,321	\$ 8,616	\$ 8,231	\$ 8,274	\$ 10,104	\$ 9,398	\$ 10,201	\$ 8,924	\$ 117,108

FY23 1st Qtr	FY23 2nd Qtr	FY23 3rd Qtr	FY23 4th Qtr	FY23 Total
5,013	5,316	5,597	5,380	21,306
253	231	230	249	963
4,760	5,086	5,367	5,130	20,343
72,139	78,806	82,107	79,939	312,991
11,431	15,765	15,960	13,975	57,131
755	781	908	1,151	3,595
2,634	2,697	2,728	2,594	10,653
2,086	1,848	1,898	2,237	8,069
16,906	21,091	21,494	19,957	79,448
64	62	65	63	254
9,032	9,039	9,259	9,618	36,948
\$ 31,069	\$ 30,908	\$ 26,609	\$ 28,522	\$ 117,108

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
FY21/22													
Vehicle Hours	1,338	1,638	1,849	1,788	1,512	1,468	1,564	1,599	1,812	1,670	1,775	1,681	19,696
Excluded breaks	50	66	90	47	34	27	66	54	59	55	67	72	686
	1,288	1,572	1,759	1,741	1,478	1,441	1,498	1,545	1,754	1,615	1,708	1,609	19,009
Demand Response - Vehicle Miles	15,208	19,511	21,848	22,833	21,434	18,893	21,048	20,128	26,236	24,802	25,464	23,370	260,775
Passenger Trips:													
Reg	1,411	2,495	3,683	3,891	3,751	3,212	3,923	4,185	5,132	5,141	5,519	3,059	45,402 74.1%
Elderly	217	193	213	254	245	238	203	230	254	219	215	301	2,782 4.5%
Persons with Disabilities	709	816	788	832	816	716	772	748	1,051	996	996	1,014	10,254 16.7%
Elderly w/Disabilities	208	220	191	175	181	189	227	171	229	202	186	688	2,867 4.7%
Total	2,545	3,724	4,875	5,152	4,993	4,355	5,125	5,334	6,666	6,558	6,916	5,062	61,305
Days Operated	21	22	21	21	20	20	21	20	23	20	21	22	252
Gasoline Gallons	2,204	2,723	2,815	2,707	2,598	2,582	2,512	2,585	3,171	3,065	3,004	3,060	33,027
Gasoline \$	\$ 5,481	\$ 7,256	\$ 7,665	\$ 8,034	\$ 8,015	\$ 7,211	\$ 6,579	\$ 7,449	\$ 11,219	\$ 10,266	\$ 12,023	\$ 13,486	\$ 104,683

July - Sep	Oct - Dec	Jan - Mar	Apr - June	
FY22 1st Qtr	FY22 2nd Qtr	FY22 3rd Qtr	FY22 4th Qtr	FY 22 Total
4,825	4,769	4,976	5,127	19,696
206	108	179	194	686
4,619	4,661	4,797	4,933	19,009
56,567	63,160	67,412	73,636	260,775
7,589	10,854	13,240	13,719	45,402
623	737	687	735	2,782
2,313	2,364	2,571	3,006	10,254
619	545	627	1,076	2,867
11,144	14,500	17,125	18,536	61,305
64	61	64	63	252
7,742	7,887	8,268	9,129	33,027
\$ 20,402	\$ 23,260	\$ 25,247	\$ 35,775	\$ 104,683

To: Mayor and City Commission members

From: Assessing & Building Department

Building Permit List

11/08/2023

Permit #	Address	Category	Applicant Name	Date Issued	Date Expires	Amount Billed
PB23-056	806 FRANCISCO	Commercial, Utility Building	LUCE ROAD PROPERTY LLC	10/17/2023	05/02/2024	\$140.00
PB23-057	1000 CHARLES AVE	Industrial, Add/Alter/Repair	Josh Betterly	10/18/2023	04/15/2024	\$100.00
PB23-058	304 WASHINGTON ST	Res. Add/Alter/Repair	HARRIER NICHOLAS B	10/18/2023	04/15/2024	\$213.20
PB22-059	614 W SUPERIOR ST	Commercial, Add/Alter/Repair	ALMA COLLEGE	10/25/2023	04/22/2024	\$91.68
PZ23-002	317 WARWICK DR	ZONING	RANGWANI REAL ESTATE LLC	10/25/2023	04/22/2024	\$200.00
PB23-061	231 WOODWORTH AVE	Demolish	HALL KEVIN & THERESA	10/27/2023	04/24/2024	\$58.00

Number of Permits: 6

Total Billed: \$802.88

Population: Range (Using Current

Permit.DateIssued Between 10/1/2022 12:00:00 AM AND
10/31/2023 11:59:59 PM

Alma District Fire Department

2023 3rd quarter fire report
Jim Bailey

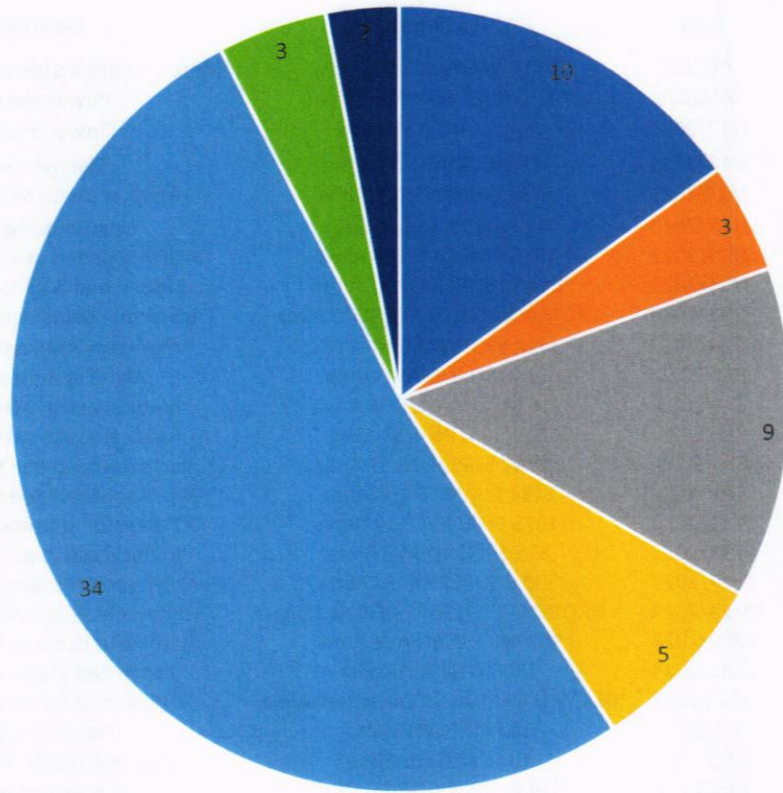
Fire Attendance Totals

Name	Total Calls Toned/Training	Attended Calls	Training Nights	Extra Training	Community Events	Total Attended	Percent Attendance
Harold House	61	53	3		5	61	100.00%
Jack Snyder	49	38	3		4	45	91.84%
Mike Karr	51	34	3	2	2	41	80.39%
John Swaton	49	32	3	4		39	79.59%
Tyler Haase	49	36	3			39	79.59%
James Bailey	51	28	3	6	2	39	76.47%
Cory Irvin	51	33	3	2	1	39	76.47%
Tim Snyder	51	32	3		2	37	72.55%
Dennis Dunlap	49	30	3	2		35	71.43%
Cayetano Martinez	49	31	3	1		35	71.43%
Todd Snyder	49	27	3		4	34	69.39%
Matt Gulick	49	28	3	2		33	67.35%
Hayden Neitzke	49	28	3	1		32	65.31%
Stephanie Brown	49	26	3			29	59.18%
Justin Bailey	49	24	3		1	28	57.14%
Chad Pratt	50	23	3	1		27	54.00%
Jamie Jerome	49	23	3			26	53.06%
Kyle Mapes	49	18	3	2		23	46.94%
Chris Drury	49	18	3			21	42.86%
Blair Showers	49	11	3			14	28.57%
Bailey Suder	49	7	3			10	20.41%
Mark Williams	49	1	3	1		5	10.20%

*Complaints/investigations added only to the fire Officer and those who responded with them. *

Firefighters were toned to 49 calls, there were also 21 complaints/investigations calls for a total of 70 runs. Additionally, there were 3 mandatory training nights, 6 community service events and 2 extra training classes available for an additional total of 8 credits for the 3rd quarter 2023. Complaints/investigations are handled by officers of the Alma District Fire Department

Calls For Service



- Pine River TWP 10
- Arcada TWP 3
- Seville TWP 9
- Sumner TWP 5
- City of Alma 34
- Emerson TWP 3
- Mutual Aid 2

***Complaints/investigations were included, training and community service events are removed from these totals,**

City of Alma

Fire list by Incident Number
Alarm Date Between 07-01-2023 And 09-30-2023

Incident	Type	Date	Location	Description	Total Personnel Attended
2300187	FIRE	7/4/2023	300 E WARWICK DR Alma	Motor vehicle accident with no injuries.	9
2300191	FIRE	7/9/2023	415 HIGHLAND AVE Alma	Power line down	2
2300202	FIRE	7/12/2023	121 S STATE ST Alma	Power line down	1
2300203	FIRE	7/12/2023	126 HOLIDAY ST 1 Alma	Electrical wiring	1
2300205	FIRE	7/13/2023	1430 CHARLES 202 Alma	Medical assist, assist EMS crew	5
2300207	FIRE	7/18/2023	122 ALLEN AVE 3 Alma	Unauthorized burning	1
2300208	FIRE	7/19/2023	1575 PINE AVE 118 Alma	Alarm sounded due to malfunction	1
2300212	FIRE	7/24/2023	614 W SUPERIOR ST Alma	Dispatched & canceled in route	6
2300213	FIRE	7/28/2023	748 MASSACHUSETTS BLVD Alma	Carbon monoxide detector activation,	1
2300220	FIRE	7/29/2023	1414 EASTWARD ST Alma	Medical assist, assist EMS crew	10
2300226	FIRE	8/4/2023	1345 EUCLID AVE Alma	Alarm system activation	1
2300227	FIRE	8/4/2023	216 MECHANIC ST A Alma	Medical assist, assist EMS crew	7
2300255	FIRE	8/5/2023	208 HASTINGS ST Alma	Medical assist, assist EMS crew	12
2300256	FIRE	8/6/2023	614 W SUPERIOR ST Alma	Alarm sounded due to malfunction	1
2300258	FIRE	8/9/2023	1434 CHARLES 104 Alma	Alarm sounded due to malfunction	1
2300259	FIRE	8/11/2023	1575 PINE AVE 112 Alma	CO detector activation malfunction	1
2300260	FIRE	8/13/2023	815 SECOND AVE Alma	Medical assist, assist EMS crew	10
2300265	FIRE	8/27/2023	500 E SUPERIOR ST Alma	Alarm sounded due to malfunction	22
2300266	FIRE	8/28/2023	GROVE AVE / E SUPERIOR ST Alma	Motor vehicle accident with injuries	11
2300267	FIRE	8/29/2023	903 MICHIGAN AVE Alma	Alarm sounded due to malfunction	12
2300274	FIRE	8/31/2023	1500 PINE AVE Alma	Dispatched & canceled in route	22
2300275	FIRE	8/31/2023	614 W SUPERIOR ST Carrie Hall Alma	Dispatched & canceled in route	22
2300277	FIRE	9/2/2023	602 PINE AVE Alma	Citizen complaint	1
2300280	FIRE	9/4/2023	1016 ARGYLE Alma	Gas leak (natural gas or LPG)	1
2300281	FIRE	9/5/2023	614 W SUPERIOR ST Alma	Alarm system activation	14
2300282	FIRE	9/5/2023	903 MICHIGAN AVE Alma	Alarm sounded due to malfunction	8
2300283	FIRE	9/5/2023	903 MICHIGAN AVE Alma	Dispatched & canceled in route	22
2300284	FIRE	9/6/2023	239 GOLFSIDE DR Alma	CO detector activation	1
2300285	FIRE	9/6/2023	119 W CENTER ST Alma	Power line down	1
2300286	FIRE	9/6/2023	411 S GROVER AVE Alma	Smoke scare, odor of smoke	1
2300288	FIRE	9/9/2023	WRIGHT AVE / W SUPERIOR ST Alma	Motor vehicle accident with injuries	11
2300292	FIRE	9/13/2023	1500 PINE AVE Alma	Alarm system activation	6
2300296	FIRE	9/20/2023	902 ELY ST Alma	Alarm sounded due to malfunction	1
2300297	FIRE	9/21/2023	516 ALLEN AVE Alma	Extrication, rescue, other	6

Total Incident Count 34

Pine River Township

Fire list by Incident Number
Alarm Date Between 07-01-2023 And 09-30-2023

Incident	Type	Date	Location	Description	Total Personnel Attended
2300188	FIRE	7/5/2023	ALGER RD / W MONROE RD Alma	Dispatched & canceled in route	13
2300190	FIRE	7/7/2023	US127 / W MADISON RD Alma	Motor vehicle accident with injuries	9
2300206	FIRE	7/14/2023	S US127 / N BEGOLE RD Alma	Motor vehicle accident with no injuries.	14
2300224	FIRE	8/2/2023	7440 N ALGER RD Alma	Mobile property (vehicle) fire, other	2
2300228	FIRE	8/4/2023	7700 N ALGER RD Alma	Gasoline or other flammable liquid spill	1
2300229	FIRE	8/5/2023	5308 W LINCOLN RD Alma	Motor vehicle/pedestrian accident (MV Ped)	11
2300221	FIRE	8/12/2023	11103 N Luce RD Alma	Motor vehicle accident with injuries	16
2300262	FIRE	8/18/2023	US127 / W JEFFERSON RD Alma	Motor vehicle accident with injuries	12
2300278	FIRE	9/3/2023	4329 W MONROE RD Alma	Dispatched & canceled in route	22
2300287	FIRE	9/9/2023	7600 N ALGER RD Alma	Dispatched & canceled in route	22
Total Incident Count					10

Seville Township

Fire list by Incident Number
Alarm Date Between 07-01-2023 And 09-30-2023

Incident	Type	Date	Location	Description	Total Personnel Attended
2300182	FIRE	7/2/2023	W JEFFERSON RD / N BLISS RD Elwell	Motor vehicle accident with injuries	12
2300192	FIRE	7/9/2023	W MONROE RD / N PINGREE RD Elwell	Motor vehicle accident with injuries	11
2300211	FIRE	7/22/2023	N OSBORN RD / W MONROE RD Elwell	Dispatched & canceled in route	5
2300215	FIRE	7/29/2023	7790 W Olive Rd Elwell	Power line down	1
2300257	FIRE	8/6/2023	6064 W LINCOLN RD Alma	CO detector	1
2300223	FIRE	8/13/2023	10296 N WARNER RD Elwell	Motor vehicle accident with injuries	13
2300298	FIRE	9/24/2023	N LUMBERJACK RD / W JEFFERSON RD Riverdale	Motor vehicle accident with injuries	15
2300305	FIRE	9/28/2023	7877 N FERRIS RD Riverdale	Citizen complaint	1
2300306	FIRE	9/29/2023	10452 N PINGREE RD Elwell	Motor vehicle accident with injuries	13
Total Incident Count					9

Sumner Township

Fire list by Incident Number
Alarm Date Between 07-01-2023 And 09-30-2023

Incident	Type	Date	Location	Description	Total Personnel Attended
2300189	FIRE	7/6/2023	W Seaman RD / Lumberjack Road Sumner	Natural vegetation fire, other	8
2300214	FIRE	7/29/2023	11430 W VAN BUREN RD Elm Hall	Dispatched & canceled in route	1
2300225	FIRE	8/2/2023	4950 GROVE Elm Hall	Citizen complaint	1
2300261	FIRE	8/17/2023	4894 N LUMBERJACK RD Riverdale	Alarm activation	10
2300264	FIRE	8/23/2023	4894 N LUMBERJACK RD Riverdale	Alarm activation	1
Total Incident Count					5

Arcada Township

Fire list by Incident Number
Alarm Date Between 07-01-2023 And 09-30-2023

Incident	Type	Date	Location	Description	Total Personnel Attended
2300201	FIRE	7/10/2023	386 N RICH RD Alma	Smoke detector activation	1
2300209	FIRE	7/20/2023	4503 N Luce RD Alma	Motor vehicle accident with injuries	13
2300295	FIRE	9/19/2023	5329 W POLK RD Alma	Building fire	16
Total Incident Count					3

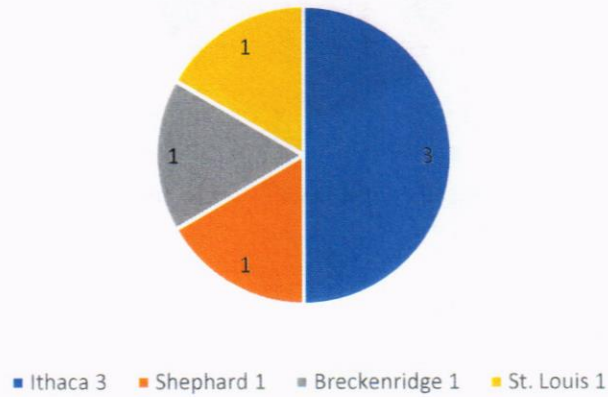
Mutual-Aid out

Fire list by Incident Number
Alarm Date Between 04-01-2023 And 06-30-2023

Incident	Type	Date	Location	Description	Total Personnel Attended
2300186	FIRE	7/4/2023	2485 E ADAMS RD Saint Louis	Dispatched & canceled in route	7
2300204	FIRE	7/13/2023	452 ELM ST 32 Breckenridge	Dispatched & canceled in route	9
2300210	FIRE	7/21/2023	4786 S BUSH RD Saint Louis	Building fire	6
2300219	FIRE	7/29/2023	3200 N UNION RD Ithaca	Building fire	10
2300276	FIRE	8/31/2023	S US127 / E LINCOLN RD Alma	Road freight or transport vehicle fire	8
2300304	FIRE	9/27/2023	4520 N STATE RD Alma	Smoke scare, odor of smoke	10

Total Incident Count 6

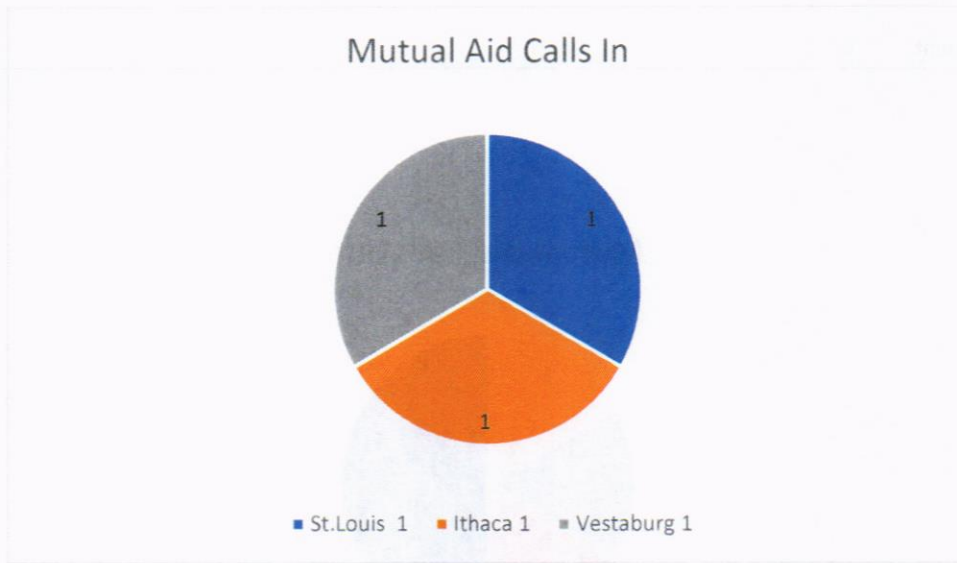
Mutual-Aid Calls out



Mutual-Aid in

Fire list by Incident Number
Alarm Date Between 04-01-2023 And 06-30-2023

Incident	Type	Date	Location	Description	Total Personnel Attended
2300295	FIRE	9/19/2023	5329 W POLK RD Alma	Building fire	16
Total Incident Count		1			



City of Alma Investigation Fire list by Incident Number
 Alarm Date Between 04-01-2023 And 06-30-2023

Incident	Type	Date	Location	Description	Total Personnel Attended
106	FIRE	4/3/2023	315 Linwood Ave /22	Gas Leak (Natural Gas)	1
116	FIRE	4/13/2023	135 Ely St	Unauthorized Burning	1
129	FIRE	4/25/2023	114 S Court Ave	Unauthorized Burning	1
139	FIRE	5/5/2023	1415 Eastward ST	Smoke Investigation	1
149	FIRE	5/16/2023	805 Wright Ave	Citizen Complaint	1
159	FIRE	6/5/2023	1414 Eastward St	Unauthorized Burning	1
170	FIRE	6/15/2023	229 Rockingham Ave	Smoke Investigation	2
172	FIRE	6/18/2023	1575 Pine Ave /122	Smoke Investigation	1
175	FIRE	6/22/2023	153 E Hillcrest St	Hazardous Condition	1
179	FIRE	6/26/2023	1319 Plum St	Power lines Down	1
182	FIRE	6/26/2023	220 W Downie St	Carbon Monoxide	1
186	FIRE	6/28/2023	525 Richmond St	Citizen Complaint	1
189	FIRE	6/29/2023	520 Woodworth Ave	Electrical	1
Total Incident Count					13

Pin River Township Investigation Fire list by Incident Number
 Alarm Date Between 07-01-2023 And 09-30-2023

Incident	Type	Date	Location	Description	Total Personnel Attended
2300228	FIRE	8/4/2023	7700 N ALGER RD Alma	Gasoline or other flammable liquid spill	1
Total Incident Count					1

Arcada Township Investigation Fire list by Incident Number
 Alarm Date Between 07-01-2023 And 09-30-2023

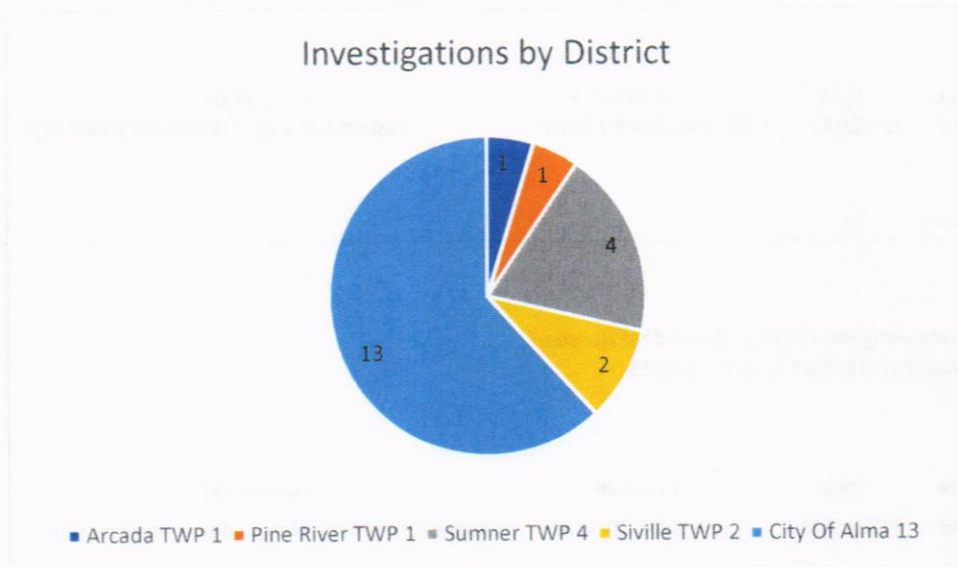
Incident	Type	Date	Location	Description	Total Personnel Attended
2300201	FIRE	7/10/2023	386 N RICH RD Alma	Smoke detector activation due to malfunction	1
Total Incident Count					1

Seville Township Investigation Fire list by Incident Number
 Alarm Date Between 07-01-2023 And 09-30-2023

Incident	Type	Date	Location	Description	Total Personnel Attended
2300257	FIRE	8/6/2023	6064 W LINCOLN RD Alma	CO detector activation	1
2300305	FIRE	9/28/2023	7877 N FERRIS RD Riverdale	Citizen complaint	1
Total Incident Count		2			

Sumner Township Investigation Fire list by Incident Number
 Alarm Date Between 07-01-2023 And 09-30-2023

Incident	Type	Date	Location	Description	Total Personnel Attended
2300214	FIRE	7/29/2023	11430 W VAN BUREN RD Elm Hall	Dispatched & canceled in route	1
2300215	FIRE	7/29/2023	7790 W Olive Rd Elwell	Power line down	1
2300225	FIRE	8/2/2023	4950 GROVE Elm Hall	Citizen complaint	1
2300264	FIRE	8/23/2023	4894 N LUMBERJACK RD Riverdale	Alarm system sounded	1
Total Incident Count		4			



Updated October 19, 2023

Jim Bailey



CITY OF ALMA

525 East Superior St.
Alma, MI 48801

Curtis Dancer

Finance Director/Treasurer
525 East Superior St.
Alma, Michigan 48801
cdancer@myalma.org
(989) 463-9504

City of Alma Commission

Greg Mapes,	Mayor
Roxann Harrington,	Vice Mayor
Andrew Bare,	Commissioner
Danny Wernick,	Commissioner
Roger Allman,	Commissioner
Michelle Pitts,	Commissioner
Laurie Harrison,	Commissioner
Adam Flory	City Attorney
Aeric Ripley,	City Manager
Sara Anderson	City Clerk

FINANCE REPORT FOR CITY COMMISSION

FINANCE REPORT OCTOBER 2023

To be presented at Commission
Meeting dated

November 14, 2023



CITY OF ALMA

525 East Superior St.
Alma, MI 48801

Curtis Dancer

Finance Director/Treasurer
525 East Superior St.
Alma, Michigan 48801
cdancer@myalma.org
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Michelle Pitts,	Commissioner
Laurie Harrison,	Commissioner
Adam Flory	City Attorney
Aeric Ripley,	City Manager
Sara Anderson	City Clerk

FINANCE REPORT FOR CITY COMMISSION

REVENUE AND EXPENSES

THROUGH OCTOBER 31st, 2023

**To be approved at Commission
Meeting dated**

November 14, 2023

Month/Day/year

PERIOD ENDING 10/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	10/31/2023	MONTH 10/31/2023	BALANCE	USED
Fund 101 - GENERAL FUND						
101-000.000-402.000	REAL PROPERTY TAX	2,305,000.00	2,137,333.18	59,530.83	167,666.82	92.73
101-000.000-410.000	PERSONAL PROPERTY TAX	415,000.00	426,425.67	1,392.56	(11,425.67)	102.75
101-000.000-411.000	DELINQUENT PROPERTY TAX	500.00	127.39	1.42	372.61	25.48
101-000.000-432.000	PAYMENT IN LIEU OF TAXES	35,000.00	0.00	0.00	35,000.00	0.00
101-000.000-433.000	COMMERCIAL FACILITIES TAX	1,500.00	0.00	0.00	1,500.00	0.00
101-000.000-434.000	TAX ON LEASED LAND	800.00	252.00	63.00	548.00	31.50
101-000.000-437.000	INDUSTRIAL FACILITY TAXES	25,000.00	26,849.00	0.00	(1,849.00)	107.40
101-000.000-440.000	OPRA TAXES	7,500.00	6,894.89	0.00	605.11	91.93
101-000.000-445.000	TAX PENALTY/INTEREST	25,000.00	4,820.78	4,625.91	20,179.22	19.28
101-000.000-447.000	TAX ADMINISTRATIVE FEE	100,000.00	98,440.51	2,592.58	1,559.49	98.44
101-000.000-477.000	CABLE TV FRANCHISE FEES	85,000.00	21,240.72	0.00	63,759.28	24.99
101-000.000-565.000	ACT 48 DISTRIBUTION	38,000.00	0.00	0.00	38,000.00	0.00
101-000.000-568.000	CVTS DISTRIBUTION	365,000.00	112,641.00	0.00	252,359.00	30.86
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION	125,000.00	142,296.17	142,296.17	(17,296.17)	113.84
101-000.000-574.000	CONSTITUTIONAL SALES TAX	1,030,000.00	326,701.00	0.00	703,299.00	31.72
101-000.000-581.000	LOCAL UNIT CONTRIBUTIONS	125.00	108.00	0.00	17.00	86.40
101-000.000-665.000	INTEREST	110,000.00	116,405.88	69,393.30	(6,405.88)	105.82
101-000.000-673.000	SALE OF ASSETS	114,000.00	0.00	0.00	114,000.00	0.00
101-000.000-674.000	PRIVATE CONTRIBUTIONS	500.00	6,422.85	6,000.00	(5,922.85)	1,284.57
101-000.000-677.000	OTHER REVENUE	15,000.00	2,694.00	2,334.00	12,306.00	17.96
101-191.000-604.000	INTERNAL SERVICE CHARGES	247,000.00	123,500.00	61,750.00	123,500.00	50.00
101-191.000-607.000	FEES	0.00	25.00	0.00	(25.00)	100.00
101-191.000-689.000	CASH OVER/SHORT	0.00	(10.10)	0.00	10.10	100.00
101-215.000-476.000	BUSINESS LICENSE/PERMITS	0.00	25.00	0.00	(25.00)	100.00
101-215.000-607.000	FEES	1,000.00	0.00	0.00	1,000.00	0.00
101-253.000-604.000	INTERNAL SERVICE CHARGES	60,000.00	30,000.00	15,000.00	30,000.00	50.00
101-257.000-607.000	FEES	70,000.00	17,756.29	0.00	52,243.71	25.37
101-270.000-604.000	INTERNAL SERVICE CHARGES	90,000.00	45,000.00	22,500.00	45,000.00	50.00
101-301.000-490.000	NONBUSINESS LICENSES	1,500.00	411.50	8.00	1,088.50	27.43
101-301.000-540.000	STATE OPERATING GRANTS	1,500.00	0.00	0.00	1,500.00	0.00
101-301.000-554.000	LIQUOR LICENSE FEES	7,500.00	6,448.75	0.00	1,051.25	85.98
101-301.000-607.000	FEES	6,500.00	511.95	128.30	5,988.05	7.88
101-301.000-655.000	FINES AND FORFEITS	15,000.00	3,331.53	1,450.00	11,668.47	22.21
101-301.000-674.000	PRIVATE CONTRIBUTIONS	10,000.00	13,026.00	5,526.00	(3,026.00)	130.26
101-301.000-676.000	REIMBURSEMENTS	7,500.00	5,727.47	2,329.52	1,772.53	76.37
101-301.000-677.000	OTHER REVENUE	5,000.00	0.00	0.00	5,000.00	0.00
101-371.000-476.000	BUSINESS LICENSE/PERMITS	12,000.00	7,120.00	1,232.00	4,880.00	59.33
101-371.000-490.000	NONBUSINESS LICENSES	40,000.00	5,015.79	478.20	34,984.21	12.54
101-371.000-607.000	FEES	12,000.00	5,389.09	0.00	6,610.91	44.91
101-371.000-655.000	FINES AND FORFEITS	5,000.00	1,645.98	147.40	3,354.02	32.92
101-444.000-607.000	FEES	800.00	800.00	400.00	0.00	100.00
101-444.000-679.000	SPECIAL ASSESSMENTS	20,000.00	0.00	0.00	20,000.00	0.00
101-446.000-607.000	FEES	6,000.00	3,555.00	870.00	2,445.00	59.25
101-447.000-604.000	INTERNAL SERVICE CHARGES	165,000.00	77,775.00	38,887.50	87,225.00	47.14
101-447.000-607.000	FEES	1,000.00	0.00	0.00	1,000.00	0.00
101-448.000-607.000	FEES	1,200.00	1,128.00	0.00	72.00	94.00
101-567.000-607.000	FEES	70,000.00	27,390.00	2,585.00	42,610.00	39.13
101-702.000-607.000	FEES	30,000.00	430.00	0.00	29,570.00	1.43
101-728.000-667.000	RENTS	20,000.00	1,944.00	486.00	18,056.00	9.72
101-728.000-673.000	SALE OF ASSETS	0.00	4,681.32	0.00	(4,681.32)	100.00
101-728.000-674.000	PRIVATE CONTRIBUTIONS	6,000.00	0.00	0.00	6,000.00	0.00
101-751.000-579.000	STATE CAPITAL GRANTS	0.00	173,000.00	0.00	(173,000.00)	100.00
101-751.000-607.000	FEES	1,000.00	180.00	0.00	820.00	18.00
101-751.000-674.000	PRIVATE CONTRIBUTIONS	50,000.00	0.00	0.00	50,000.00	0.00
101-930.000-699.000	TRANSFERS IN	12,000.00	0.00	0.00	12,000.00	0.00

PERIOD ENDING 10/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023	ACTIVITY FOR MONTH 10/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		5,772,425.00	3,985,460.61	442,007.69	1,786,964.39	69.04

PERIOD ENDING 10/31/2023

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023	ACTIVITY FOR MONTH 10/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
101.000 - CITY COMMISSION		58,525.00	22,330.14	11,259.40	36,194.86	38.15
172.000 - CITY MANAGER		174,550.00	50,683.91	15,207.31	123,866.09	29.04
191.000 - FINANCE ADMINISTRATION		437,500.00	114,817.89	30,538.82	322,682.11	26.24
215.000 - CLERK		121,000.00	32,687.36	8,428.56	88,312.64	27.01
253.000 - INFORMATION TECHNOLOGY		106,500.00	47,300.37	2,038.29	59,199.63	44.41
257.000 - ASSESSOR		366,100.00	103,376.33	25,834.80	262,723.67	28.24
262.000 - ELECTIONS		92,020.00	7,580.04	2,108.98	84,439.96	8.24
265.000 - BUILDING/GROUNDS MAINT		272,980.00	57,569.68	16,622.19	215,410.32	21.09
270.000 - HUMAN RESOURCES		169,500.00	51,035.20	12,930.22	118,464.80	30.11
301.000 - POLICE		2,027,000.00	667,960.53	159,182.59	1,359,039.47	32.95
301.302 - USDCJ GRANT		0.00	124.02	0.00	(124.02)	100.00
336.000 - FIRE & RESCUE		285,000.00	142,426.00	71,213.00	142,574.00	49.97
371.000 - PUBLIC SAFETY/BUILDING INSPECTION		130,050.00	32,550.68	8,581.67	97,499.32	25.03
443.000 - PARKING LOTS		789,239.00	879,636.56	280,044.42	(90,397.56)	111.45
444.000 - PUBLIC WORKS/SIDEWALKS		85,500.00	2,508.33	996.92	82,991.67	2.93
446.000 - PUBLIC WORKS/NON-ACT 51 STREETS/BRIDGES		12,500.00	345.61	0.00	12,154.39	2.76
447.000 - ENGINEERING		209,300.00	59,178.23	13,401.07	150,121.77	28.27
448.000 - STREET LIGHTING		122,000.00	30,314.43	10,302.18	91,685.57	24.85
523.000 - DOWNTOWN MAINTENANCE		84,500.00	17,374.83	1,834.21	67,125.17	20.56
567.000 - RIVERSIDE CEMETERY		300,250.00	102,357.69	13,473.82	197,892.31	34.09
702.000 - PLANNING & ZONING		60,000.00	320.00	0.00	59,680.00	0.53
728.000 - ECONOMIC DEVELOPMENT		199,200.00	30,462.28	19,468.09	168,737.72	15.29
751.000 - RECREATION & CULTURE/PARKS		403,500.00	88,130.29	18,181.23	315,369.71	21.84
790.000 - LIBRARY		100,000.00	0.00	0.00	100,000.00	0.00

PERIOD ENDING 10/31/2023

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023	ACTIVITY FOR MONTH 10/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
TOTAL EXPENDITURES						
		6,606,714.00	2,541,070.40	721,647.77	4,065,643.60	38.46

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023	ACTIVITY FOR MONTH 10/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	5,772,425.00	3,985,460.61	442,007.69	1,786,964.39	69.04
	TOTAL EXPENDITURES	6,606,714.00	2,541,070.40	721,647.77	4,065,643.60	38.46
	NET OF REVENUES & EXPENDITURES	(834,289.00)	1,444,390.21	(279,640.08)	(2,278,679.21)	173.13
Fund 202 - MAJOR STREET FUND						
Fund 202 - MAJOR STREET FUND:						
	TOTAL REVENUES	1,156,200.00	295,147.46	74,641.41	861,052.54	25.53
	TOTAL EXPENDITURES	1,191,294.80	97,876.70	25,183.14	1,093,418.10	8.22
	NET OF REVENUES & EXPENDITURES	(35,094.80)	197,270.76	49,458.27	(232,365.56)	562.11
Fund 203 - LOCAL STREET FUND						
Fund 203 - LOCAL STREET FUND:						
	TOTAL REVENUES	620,000.00	99,022.99	27,545.20	520,977.01	15.97
	TOTAL EXPENDITURES	1,196,000.00	473,015.55	33,813.83	722,984.45	39.55
	NET OF REVENUES & EXPENDITURES	(576,000.00)	(373,992.56)	(6,268.63)	(202,007.44)	64.93
Fund 204 - MUNICIPAL STREET FUND						
Fund 204 - MUNICIPAL STREET FUND:						
	TOTAL REVENUES	727,000.00	672,828.72	38,758.75	54,171.28	92.55
	TOTAL EXPENDITURES	1,188,632.67	392,621.69	6,750.00	796,010.98	33.03
	NET OF REVENUES & EXPENDITURES	(461,632.67)	280,207.03	32,008.75	(741,839.70)	60.70
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
	TOTAL REVENUES	24,500.00	104,472.38	104,078.67	(79,972.38)	426.42
	TOTAL EXPENDITURES	12,500.00	3,191.75	992.80	9,308.25	25.53
	NET OF REVENUES & EXPENDITURES	12,000.00	101,280.63	103,085.87	(89,280.63)	844.01
Fund 510 - ALMA PUBLIC LIBRARY FUND						
Fund 510 - ALMA PUBLIC LIBRARY FUND:						
	TOTAL REVENUES	688,750.00	470,721.20	29,766.71	218,028.80	68.34
	TOTAL EXPENDITURES	837,000.00	189,343.97	61,035.93	647,656.03	22.62
	NET OF REVENUES & EXPENDITURES	(148,250.00)	281,377.23	(31,269.22)	(429,627.23)	189.80
Fund 580 - STATE STREET PLAZA FUND						
Fund 580 - STATE STREET PLAZA FUND:						
	TOTAL REVENUES	85,550.00	27,672.07	2,871.00	57,877.93	32.35
	TOTAL EXPENDITURES	105,550.00	20,740.94	4,571.66	84,809.06	19.65
	NET OF REVENUES & EXPENDITURES	(20,000.00)	6,931.13	(1,700.66)	(26,931.13)	34.66
Fund 588 - TRANSPORTATION SYSTEM FUND						
Fund 588 - TRANSPORTATION SYSTEM FUND:						
	TOTAL REVENUES	1,513,000.00	737,823.86	240,596.84	775,176.14	48.77
	TOTAL EXPENDITURES	1,728,046.00	384,618.29	96,838.89	1,343,427.71	22.26
	NET OF REVENUES & EXPENDITURES	(215,046.00)	353,205.57	143,757.95	(568,251.57)	164.25
Fund 590 - SEWER FUND						
Fund 590 - SEWER FUND:						
	TOTAL REVENUES	2,712,000.00	847,983.41	167,517.80	1,864,016.59	31.27
	TOTAL EXPENDITURES	6,156,885.85	459,237.03	75,703.19	5,697,648.82	7.46

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023	ACTIVITY FOR MONTH 10/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 590 - SEWER FUND						
NET OF REVENUES & EXPENDITURES		(3,444,885.85)	388,746.38	91,814.61	(3,833,632.23)	11.28
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
TOTAL REVENUES		2,900,000.00	978,202.51	183,556.28	1,921,797.49	33.73
TOTAL EXPENDITURES		7,296,046.05	430,881.81	125,981.56	6,865,164.24	5.91
NET OF REVENUES & EXPENDITURES		(4,396,046.05)	547,320.70	57,574.72	(4,943,366.75)	12.45
Fund 596 - RUBBISH COLLECTION FUND						
Fund 596 - RUBBISH COLLECTION FUND:						
TOTAL REVENUES		697,500.00	232,460.82	56,955.42	465,039.18	33.33
TOTAL EXPENDITURES		750,860.00	209,693.89	46,840.43	541,166.11	27.93
NET OF REVENUES & EXPENDITURES		(53,360.00)	22,766.93	10,114.99	(76,126.93)	42.67
TOTAL REVENUES - ALL FUNDS		16,896,925.00	8,451,796.03	1,368,295.77	8,445,128.97	50.02
TOTAL EXPENDITURES - ALL FUNDS		27,069,529.37	5,202,292.02	1,199,359.20	21,867,237.35	19.22
NET OF REVENUES & EXPENDITURES		(10,172,604.37)	3,249,504.01	168,936.57	(13,422,108.38)	31.94



CITY OF ALMA

525 East Superior St.
Alma, MI 48801

Curtis Dancer

Finance Director/Treasurer
525 East Superior St.
Alma, Michigan 48801
cdancer@myalma.org
(989) 463-9504

City of Alma Commission

Greg Mapes,	Mayor
Roxann Harrington,	Vice Mayor
Andrew Bare,	Commissioner
Danny Wernick,	Commissioner
Roger Allman,	Commissioner
Michelle Pitts,	Commissioner
Laurie Harrison,	Commissioner
Adam Flory	City Attorney
Aeric Ripley,	City Manager
Sara Anderson	City Clerk

FINANCE REPORT FOR CITY COMMISSION

Investment Report

To be approved at Commission
Meeting dated

November 14, 2023

Month/Day/year

October of 2023
Cash and Investment Balance Summary

Cash and Cash Equivalents

Institution Name	Account Type	Account Description	Account Number	Account Balance	Interest Rate
Commercial Bank	Checking Account	Transit Account	Acct. 9806	\$ 1,127,851.94	2.68%
Commercial Bank	Checking Account	Capital Account	Acct. 0656	\$ 528,929.03	2.43%
Isabella Bank	ICS Disbursement Account	Isabella Holding Account	Acct. 7997	\$ 1,169.22	0.00%
Mercantile Bank	Repurchase Account	Payroll and Payables	Acct. 2317	\$ 1,550,408.12	0.75%
Mercantile Bank	Checking Account	Library Debt Account	Acct. 1522	\$ 326,670.28	0.75%
Mercantile Bank	Checking Account	Tax Account	Acct. 6455	\$ 38,971.92	0.72%
Mercantile Bank	Checking Account	Disc Golf Account	Acct. 8899	\$ 1,636.33	0.00%
Mercantile Bank	Checking Account	HRA/FSA Flex Account (JFP)	Acct. 4814	\$ 23,787.07	0.25%
				<u>\$ 3,599,423.91</u>	<u>0.95%</u>

Local Government Investment Pools

Institution Name	Account Type	Account Description	Account Number	Account Balance	Interest Rate
Michigan Class	Pooled Investment Account	City of Alma	Acct. 0336-0001	\$ 15,105,199.01	5.49% *
Michigan Class	Pooled Investment Account	Library Endowment Fund	Acct. 0336-0003	\$ 329,284.17	5.49% *
Michigan Class	Pooled Investment Account	Cemetery Trust Fund	Acct. 0336-0004	\$ 472,234.30	5.49% *
Michigan Class	Pooled Investment Account	Public Safety Benevolent Fund	Acct. 0336-0005	\$ 576,353.65	5.49% *
Michigan Class	Pooled Investment Account	Downtown Development Authority Fund	Acct. 0336-0007	\$ 104,078.67	5.49% *
				<u>\$ 16,587,149.80</u>	<u>5.49% *</u>

Investments

Institution Name	Investment Type	Maturity Date	Duration	Amount	Interest Rate
Commercial Bank	CD	11/5/2023	7 month	\$ 250,000.00	4.25%
Huntington Bank	CD	11/13/2023	4 month	\$ 250,000.00	4.60%
Fifth Third Securities	US Treasury	11/16/2023	3 month	\$ 100,000.00	5.38%
Isabella Community Credit Union	CD	11/17/2023	3 month	\$ 100,000.00	5.15%
Huntington Bank	CD	12/13/2023	52 weeks	\$ 250,000.00	3.75%
Commercial Bank	CD	1/14/2024	7 month	\$ 250,000.00	4.25%
Commercial Bank	CD	2/2/2024	11 month	\$ 250,000.00	4.00%
Fifth Third Securities	US Treasury	2/15/2024	6 month	\$ 100,000.00	5.44%
Isabella Community Credit Union	CD	2/17/2024	6 month	\$ 100,000.00	5.15%
Fifth Third Bank	CD	2/20/2024	6 month	\$ 250,000.00	5.20%
Mercantile Bank	CD	2/23/2024	6 month	\$ 250,000.00	4.73%
Mercantile Bank	CDAR	2/28/2024	52 weeks	\$ 250,000.00	3.60%
Huntington Bank	CD	3/2/2024	6 month	\$ 250,000.00	4.70%
Mercantile Bank	CDAR	3/6/2024	6 month	\$ 500,000.00	4.50%
Isabella Bank	CDAR	3/14/2024	6 month	\$ 250,000.00	5.10%
Isabella Bank	CD	4/22/2024	14 month	\$ 250,000.00	4.00%
Mercantile Bank	CDAR	3/6/2024	6 month	\$ 500,000.00	4.50%
Huntington Bank	CD	6/11/2024	9 month	\$ 250,000.00	4.70%
Fifth Third Securities	US Treasury	8/8/2024	12 month	\$ 100,000.00	5.30%
Independent Bank	CD	8/20/2024	12 month	\$ 250,000.00	4.85%
Mercantile Bank	CDAR	8/21/2024	12 month	\$ 250,000.00	4.80%
Fifth Third Securities	US Treasury	8/31/2024	12 month	\$ 100,000.00	5.30%
Commercial Bank	CD	9/1/2024	104 weeks	\$ 250,000.00	2.05%
Isabella Bank	CDAR	9/12/2024	12 month	\$ 250,000.00	4.85%
Fifth Third Securities	US Treasury	2/15/2025	18 month	\$ 100,000.00	5.13%
Isabella Community Credit Union	CD	2/17/2025	18 month	\$ 50,000.00	4.95%
Isabella Bank	CD	2/17/2025	18 month	\$ 250,000.00	5.10%
Michigan One Credit Union	CD	8/15/2025	24 month	\$ 249,000.00	5.53%
				<u>\$ 6,249,000.00</u>	<u>4.67%</u>

* Michigan Class Pooled Investment Accounts calculate yields daily. The amount reported is the monthly average of the daily investment yield. Actual yield ranged between 5.4659% - 5.5227% in the month of October. See attached for details.

MICHIGAN CLASS
Schedule of Investments
10/31/23

Cusip	Security Description	Coupon	Maturity Date	Days to Reset		Share/Par	Original Cost	Amortized Cost	Price	Market Value	Unrealized Gain / (Loss)	% of MV	Ratings		YTM	Current Yield
				Maturity									S&P	Moody's		
Bank Deposits																
BANKS SAVINGS-DEPOSIT ACCOUNT																
FIFTHDDA	Fifth Third DDA Balance	3.00%	V		1	4,464,871.57	4,464,871.57	4,464,871.57	100.00	4,464,871.57	-	0.11%	A-1	NR	3.00%	3.00%
FMRCCASH	First Merchants Bank -ICS	5.55%	V		1	120,278,610.99	120,278,610.99	120,278,610.99	100.00	120,278,610.99	-	2.99%	A-1+	NR	5.55%	5.55%
WATERCASH	Waterford Bank - ICS	5.35%	V		1	52,987,534.80	52,987,534.80	52,987,534.80	100.00	52,987,534.80	-	1.32%	A-1+	NR	5.35%	5.35%
TOTAL : BANKS SAVINGS-DEPOSIT ACCOUNT						177,731,017.36	177,731,017.36	177,731,017.36		177,731,017.36	-	4.41%				
TOTAL : Bank Deposits						177,731,017.36	177,731,017.36	177,731,017.36		177,731,017.36	-	4.41%				
Commercial Paper																
BANKING																
0018A2D86	ANZ New Zealand (Int'l) Limited of London			04/08/24	160	10,000,000.00	9,710,680.56	9,751,341.67	97.51	9,751,200.00	(141.67)	0.24%	A-1+	P-1	5.82%	5.82%
0020N3YW0	ASB Bank Ltd.			11/30/23	30	15,000,000.00	14,570,666.67	14,932,333.33	99.55	14,932,999.95	666.62	0.37%	A-1+	P-1	5.46%	5.46%
05253ACM0	Australia & New Zealand Banking Group L			03/21/24	142	10,000,000.00	9,717,900.00	9,781,450.00	97.80	9,780,086.70	(1,363.30)	0.24%	A-1+	P-1	5.78%	5.78%
05253ACU2	Australia & New Zealand Banking Group L			03/28/24	149	10,000,000.00	9,749,108.33	9,769,366.66	97.66	9,765,520.00	(3,846.66)	0.24%	A-1+	P-1	5.88%	5.88%
05253ADA5	Australia & New Zealand Banking Group L			04/10/24	162	10,000,000.00	9,714,316.67	9,748,661.11	97.48	9,747,991.00	(670.11)	0.24%	A-1+	P-1	5.82%	5.82%
05253AE14	Australia & New Zealand Banking Group L			05/01/24	183	10,000,000.00	9,704,425.00	9,715,372.22	97.11	9,710,580.00	(4,792.22)	0.24%	A-1+	P-1	5.94%	5.94%
05253MUX0	Australia & New Zealand Banking Group L	5.69%	V	02/21/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.04	10,004,106.90	4,106.90	0.25%	A-1+	P-1	5.69%	5.69%
05253MVC5	Australia & New Zealand Banking Group L	5.66%	V	05/01/24	1	10,000,000.00	10,000,000.00	10,000,000.00	99.98	9,997,500.00	(2,500.00)	0.25%	A-1+	P-1	5.66%	5.66%
0556X4HW9	BNZ International Funding Ltd. of London	5.72%	V	04/17/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.01	10,000,880.00	880.00	0.25%	A-1+	P-1	5.72%	5.72%
05571BB77	BPCE			02/07/24	99	19,500,000.00	18,924,641.66	19,200,079.16	98.44	19,195,566.00	(4,513.16)	0.48%	A-1	P-1	5.85%	5.85%
05571BD83	BPCE			04/08/24	160	10,000,000.00	9,670,244.44	9,749,133.33	97.48	9,748,355.60	(777.73)	0.24%	A-1	P-1	5.89%	5.89%
05571CV21	BPCE			11/02/23	2	10,000,000.00	9,726,555.56	9,998,513.89	99.97	9,997,046.80	(1,467.09)	0.25%	A-1	P-1	5.39%	5.39%
05571CZC8	BPCE			12/12/23	42	10,000,000.00	9,710,688.89	9,936,905.56	99.34	9,934,240.00	(2,665.56)	0.25%	A-1	P-1	5.75%	5.75%
05571ECL9	BPCE	5.71%	V	05/02/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.00	9,999,990.00	(10.00)	0.25%	A-1	P-1	5.71%	5.71%
06054CD08	BofA Securities Inc.	5.81%	V	11/20/23	1	15,000,000.00	15,000,000.00	15,000,000.00	100.02	15,002,610.00	2,610.00	0.37%	A-1	N.A.	5.81%	5.81%
06054CD88	BofA Securities Inc.	5.81%	V	11/21/23	1	10,000,000.00	10,000,000.00	10,000,000.00	100.02	10,001,780.00	1,780.00	0.25%	A-1	N.A.	5.81%	5.81%
06054CDP9	BofA Securities Inc.	5.75%	V	12/07/23	1	10,000,000.00	10,000,000.00	10,000,000.00	100.02	10,002,440.00	2,440.00	0.25%	A-1	N.A.	5.75%	5.75%
06054NB77	BofA Securities Inc.			02/15/24	107	15,000,000.00	14,571,541.67	14,750,458.34	98.35	14,752,095.90	1,637.56	0.37%	A-1	N.A.	5.73%	5.73%
06054NC58	BofA Securities Inc.			03/05/24	126	15,000,000.00	14,562,125.00	14,705,729.17	98.04	14,706,325.50	596.33	0.36%	A-1	N.A.	5.78%	5.78%
06054NC74	BofA Securities Inc.			03/07/24	128	20,000,000.00	19,422,444.44	19,601,361.11	98.01	19,601,962.60	601.49	0.49%	A-1	N.A.	5.79%	5.79%
06054PYF7	BofA Securities Inc.			11/15/23	15	15,000,000.00	14,520,025.00	14,969,316.67	99.77	14,965,905.00	(3,411.67)	0.37%	A-1	N.A.	5.54%	5.54%
06054PYG5	BofA Securities Inc.			11/16/23	16	10,000,000.00	9,681,477.78	9,978,083.33	99.76	9,976,019.30	(2,064.03)	0.25%	A-1	N.A.	5.48%	5.48%
06369LA96	BMO Financial Group			01/09/24	70	10,000,000.00	9,716,888.89	9,892,666.67	98.92	9,891,610.00	(1,056.67)	0.25%	A-1	P-1	5.71%	5.71%
06369LB53	BMO Financial Group			02/05/24	97	19,500,000.00	18,933,784.99	19,207,759.99	98.49	19,206,057.00	(1,702.99)	0.48%	A-1	P-1	5.76%	5.76%
06373LB17	BMO Financial Group	5.68%	V	05/09/24	1	10,000,000.00	10,000,000.00	10,000,000.00	99.98	9,998,410.00	(1,590.00)	0.25%	A-1	P-1	5.68%	5.68%
06417LYL5	The Bank of Nova Scotia	5.67%	V	04/16/24	1	15,000,000.00	15,000,000.00	15,000,000.00	100.00	15,000,019.50	19.50	0.37%	A-1	P-1	5.67%	5.67%
0667KOC68	Banque et Caisse Epargne			03/06/24	127	10,000,000.00	9,708,077.78	9,804,350.00	98.05	9,805,069.10	719.10	0.24%	A-1+	P-1	5.71%	5.71%
09660YMN4	BNP Paribas SA	5.73%	V	05/13/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.00	10,000,480.00	480.00	0.25%	A-1	P-1	5.73%	5.73%
09660YMS3	BNP Paribas SA	5.73%	V	05/14/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.00	10,000,490.00	490.00	0.25%	A-1	P-1	5.73%	5.73%
12509QB06	CDP Financial Inc.	5.67%	V	01/08/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.02	10,002,450.00	2,450.00	0.25%	A-1+	P-1	5.67%	5.67%
12509QB00	CDP Financial Inc.	5.67%	V	01/26/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.03	10,002,520.00	2,520.00	0.25%	A-1+	P-1	5.67%	5.67%
12802VAV8	Caisse d'Amortissement de la Dette Social			01/29/24	90	20,000,000.00	19,625,527.78	19,726,819.45	98.61	19,722,280.00	(4,539.45)	0.49%	A-1+	P-1	5.71%	5.71%
12802VBD7	Caisse d'Amortissement de la Dette Social			02/13/24	105	15,000,000.00	14,715,818.75	14,759,716.67	98.38	14,757,318.75	(2,397.92)	0.37%	A-1+	P-1	5.72%	5.72%
17327AA98	Citigroup Global Markets			01/09/24	70	10,000,000.00	9,670,677.78	9,893,816.67	98.93	9,893,055.60	(761.07)	0.25%	A-1	P-1	5.64%	5.64%
17327ADP9	Citigroup Global Markets			04/23/24	175	10,000,000.00	9,662,569.44	9,726,916.66	97.25	9,725,128.50	(1,788.16)	0.24%	A-1	P-1	5.90%	5.90%
17327ADR5	Citigroup Global Markets			04/23/24	177	10,000,000.00	9,666,100.00	9,722,800.00	97.18	9,718,230.00	(4,570.00)	0.24%	A-1	P-1	5.98%	5.98%
17327AE29	Citigroup Global Markets			05/02/24	184	15,000,000.00	14,482,250.00	14,565,375.00	97.11	14,566,066.65	691.65	0.36%	A-1	P-1	5.91%	5.91%
17327BZ57	Citigroup Global Markets			12/05/23	35	10,000,000.00	9,723,500.00	9,947,772.22	99.47	9,947,208.30	(563.92)	0.25%	A-1	P-1	5.53%	5.53%
17327BZ17	Citigroup Global Markets			12/18/23	48	10,000,000.00	9,709,150.00	9,927,672.22	99.27	9,926,700.00	(972.22)	0.25%	A-1	P-1	5.62%	5.62%
20272A306	Commonwealth Bank of Australia	5.70%	V	01/22/24	1	15,000,000.00	15,000,000.00	15,000,000.00	100.04	15,006,673.80	6,673.80	0.37%	A-1+	P-1	5.70%	5.70%
20272A3K0	Commonwealth Bank of Australia	5.68%	V	01/03/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.02	10,002,460.00	2,460.00	0.25%	A-1+	P-1	5.68%	5.68%
22533TAX4	Credit Agricole CIB New York			01/31/24	92	20,000,000.00	19,407,800.00	19,713,350.00	98.57	19,713,747.20	397.20	0.49%	A-1	P-1	5.76%	5.76%
22533TB13	Credit Agricole CIB New York			02/01/24	93	20,000,000.00	19,404,650.00	19,710,200.00	98.57	19,713,340.00	3,140.00	0.49%	A-1	P-1	5.71%	5.71%
22533TE69	Credit Agricole CIB New York			05/06/24	188	10,000,000.00	9,694,180.56	9,705,215.28	97.04	9,704,100.00	(1,115.28)	0.24%	A-1	P-1	5.92%	5.92%
22533UYV9	Credit Agricole CIB New York			11/29/23	29	15,000,000.00	14,569,166.67	14,935,833.33	99.57	14,935,880.40	47.07	0.37%	A-1	P-1	5.40%	5.40%
25215VB16	Dexia Credit Local SA New York			02/01/24	93	20,000,000.00	19,452,283.33	19,715,311.11	98.54	19,707,600.00	(7,711.11)	0.49%	A-1+	P-1	5.82%	5.82%
25215WZL4	Dexia Credit Local SA New York			12/20/23	50	25,000,000.00	24,602,055.56	24,812,506.95	99.25	24,812,152.75	(354.20)	0.62%	A-1+	P-1	5.53%	5.53%
30215GA51	Export Development Canada			01/05/24	66	10,000,000.00	9,708,355.56	9,901,777.78	99.01	9,901,270.00	(507.78)	0.25%	A-1+	P-1	5.51%	5.51%
30215GAA0	Export Development Canada			01/10/24	71	10,000,000.00	9,696,266.67	9,894,222.22	98.93	9,893,125.30	(1,096.92)	0.25%	A-1+	P-1	5.55%	5.55%
30215GAC6	Export Development Canada			01/12/24	73	10,000,000.00	9,697,630.56	9,890,600.00	98.90	9,890,155.30	(444.70)	0.25%	A-1+	P-1	5.55%	5.55%
4497WOC55	ING (U.S.) Funding LLC			03/05/24	126	10,000,000.00	9,708,072.22	9,804,861.11	98.04	9,804,280.00	(581.11)	0.24%	A-1	P-1	5.78%	5.78%
44988GD03	ING (U.S.) Funding LLC	5.67%	V	02/16/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.03	10,002,630.00	2,630.00	0.25%	A-1	P-1	5.67%	5.67%
45685QDN6	ING (U.S.) Funding LLC															

MICHIGAN CLASS
Schedule of Investments
10/31/23

Cusip	Security Description	Coupon	Maturity Date	Days to Reset		Share/Par	Original Cost	Amortized Cost	Price	Market Value	Unrealized Gain / (Loss)	% of MV	Ratings		YTM	Current Yield
				Maturity									S&P	Moody's		
48246TC15	KFW		03/01/24	122		10,000,000.00	9,718,891.67	9,814,130.56	98.13	9,813,460.00	(670.56)	0.24%	A-1	P-1	5.69%	5.69%
55607KAP1	Macquarie Bank Ltd.		01/23/24	84		15,000,000.00	14,560,550.00	14,804,950.00	98.68	14,802,540.00	(2,410.00)	0.37%	A-1	P-1	5.80%	5.80%
55607KB96	Macquarie Bank Ltd.		02/09/24	101		10,000,000.00	9,710,166.67	9,843,333.34	98.41	9,841,260.00	(2,073.34)	0.24%	A-1	P-1	5.83%	5.83%
55607KC12	Macquarie Bank Ltd.		03/01/24	122		15,000,000.00	14,571,920.83	14,715,397.91	98.08	14,711,370.00	(4,027.91)	0.37%	A-1	P-1	5.87%	5.87%
55607KC80	Macquarie Bank Ltd.		03/11/24	132		10,000,000.00	9,714,361.11	9,794,402.78	97.91	9,791,460.00	(2,942.78)	0.24%	A-1	P-1	5.89%	5.89%
55607NTN0	Macquarie Bank Ltd.	5.72%	05/21/24	1		10,000,000.00	10,000,000.00	10,000,000.00	100.00	9,999,970.00	(30.00)	0.25%	A-1	P-1	5.72%	5.72%
59157TB10	MetLife Short Term Funding LLC		02/01/24	93		10,000,000.00	9,701,333.33	9,856,888.89	98.61	9,860,655.00	3,766.11	0.24%	A-1+	P-1	5.55%	5.55%
59157TB85	MetLife Short Term Funding LLC		02/08/24	100		15,000,000.00	14,538,000.00	14,769,000.00	98.50	14,774,861.10	5,861.10	0.37%	A-1+	P-1	5.56%	5.56%
59157TCE1	MetLife Short Term Funding LLC		03/14/24	135		10,000,000.00	9,696,744.44	9,792,672.22	97.96	9,796,187.50	3,515.28	0.24%	A-1+	P-1	5.63%	5.63%
59157TCF8	MetLife Short Term Funding LLC		03/15/24	136		10,000,000.00	9,697,288.89	9,791,500.00	97.95	9,794,614.80	3,114.80	0.24%	A-1+	P-1	5.63%	5.63%
59157TCK7	MetLife Short Term Funding LLC		03/19/24	140		10,000,000.00	9,697,288.89	9,785,322.22	97.88	9,788,314.80	2,992.58	0.24%	A-1+	P-1	5.64%	5.64%
59157TD42	MetLife Short Term Funding LLC		04/04/24	156		10,000,000.00	9,710,166.67	9,761,041.67	97.62	9,762,186.70	1,145.03	0.24%	A-1+	P-1	5.70%	5.70%
59157TED1	MetLife Short Term Funding LLC		05/13/24	195		10,000,000.00	9,687,777.78	9,697,144.45	96.97	9,696,747.90	(396.55)	0.24%	A-1+	P-1	5.85%	5.85%
59157UYW4	MetLife Short Term Funding LLC		11/30/23	30		10,000,000.00	9,714,766.67	9,958,433.33	99.56	9,955,666.70	(2,766.63)	0.25%	A-1+	P-1	5.42%	5.42%
59157VBA5	MetLife Short Term Funding LLC	5.64%	05/06/24	1		10,000,000.00	10,000,000.00	10,000,000.00	100.01	10,000,510.00	510.00	0.25%	A-1+	P-1	5.64%	5.64%
59157VBB3	MetLife Short Term Funding LLC	5.64%	05/13/24	1		15,000,000.00	15,000,000.00	15,000,000.00	100.00	15,000,015.00	15.00	0.37%	A-1+	P-1	5.64%	5.64%
60682WA81	Mitsubishi UFJ Trust & Banking Corp. New		01/08/24	69		10,000,000.00	9,714,361.11	9,893,277.78	98.97	9,896,551.80	3,274.02	0.25%	A-1	P-1	5.53%	5.53%
60689FB98	Mizuho Bank Ltd. New York		02/09/24	101		25,000,000.00	24,590,208.33	24,609,222.22	98.44	24,610,140.00	417.78	0.61%	A-1	P-1	5.72%	5.72%
60689FBC1	Mizuho Bank Ltd. New York		02/12/24	104		20,000,000.00	19,421,850.00	19,679,841.67	98.39	19,678,258.60	(1,583.07)	0.49%	A-1	P-1	5.74%	5.74%
60689PAN6	Mizuho Bank Ltd. Singapore		01/22/24	83		15,000,000.00	14,693,241.67	14,807,983.34	98.72	14,807,981.85	(1.49)	0.37%	A-1	P-1	5.70%	5.70%
62479LAU4	MUFG Bank Ltd. New York		01/18/24	79		15,000,000.00	14,573,895.83	14,816,375.00	98.79	14,817,967.50	1,592.50	0.37%	A-1	P-1	5.68%	5.68%
62479LBF1	MUFG Bank Ltd. New York		02/15/24	107		14,000,000.00	13,764,481.11	13,766,682.22	98.35	13,769,588.00	2,905.78	0.34%	A-1	P-1	5.71%	5.71%
62479LCM5	MUFG Bank Ltd. New York		03/21/24	142		10,000,000.00	9,713,855.56	9,778,316.67	97.80	9,779,830.00	1,513.33	0.24%	A-1	P-1	5.79%	5.79%
62479LCN3	MUFG Bank Ltd. New York		03/22/24	143		10,000,000.00	9,713,350.00	9,776,350.00	97.78	9,778,230.00	1,880.00	0.24%	A-1	P-1	5.79%	5.79%
62479LCS2	MUFG Bank Ltd. New York		03/26/24	147		10,000,000.00	9,711,266.67	9,769,644.45	97.72	9,771,820.00	2,175.55	0.24%	A-1	P-1	5.80%	5.80%
62479MZE6	MUFG Bank Ltd. New York		12/14/23	44		15,000,000.00	14,787,633.33	14,900,741.67	99.33	14,899,950.00	(791.67)	0.37%	A-1	P-1	5.57%	5.57%
62939LBG3	NRW. Bank		02/16/24	108		10,000,000.00	9,816,872.22	9,835,338.89	98.33	9,832,790.00	(2,548.89)	0.24%	A-1+	P-1	5.75%	5.75%
62939LCS6	NRW. Bank		03/05/24	126		10,000,000.00	9,721,209.72	9,807,465.28	98.07	9,806,590.00	(875.28)	0.24%	A-1+	P-1	5.71%	5.71%
62939LC72	NRW. Bank		03/07/24	128		10,000,000.00	9,718,129.17	9,804,384.72	98.04	9,803,567.40	(817.32)	0.24%	A-1+	P-1	5.71%	5.71%
63254GWX9	National Australia Bank Ltd.	5.46%	11/13/23	1		15,000,000.00	15,000,000.00	15,000,000.00	100.00	14,999,790.00	(210.00)	0.37%	A-1+	P-1	5.46%	5.46%
63254GXE0	National Australia Bank Ltd.	5.78%	11/06/23	1		18,000,000.00	18,000,000.00	18,000,000.00	100.00	18,000,864.00	864.00	0.45%	A-1+	P-1	5.78%	5.78%
63254GXM2	National Australia Bank Ltd.	5.72%	11/01/23	1		15,000,000.00	15,000,000.00	15,000,000.00	100.00	15,000,090.00	90.00	0.37%	A-1+	P-1	5.72%	5.72%
63254GYE9	National Australia Bank Ltd.	5.73%	01/08/24	1		10,000,000.00	10,000,000.00	10,000,000.00	100.04	10,003,590.00	3,590.00	0.25%	A-1+	P-1	5.73%	5.73%
63254GYX7	National Australia Bank Ltd.	5.67%	01/22/24	1		15,000,000.00	15,000,000.00	15,000,000.00	100.02	15,003,735.00	3,735.00	0.37%	A-1+	P-1	5.67%	5.67%
63254GZK4	National Australia Bank Ltd.	5.64%	03/12/24	1		15,000,000.00	15,000,000.00	15,000,000.00	100.02	15,002,835.00	2,835.00	0.37%	A-1+	P-1	5.64%	5.64%
63254GZN8	National Australia Bank Ltd.	5.67%	05/10/24	1		15,000,000.00	15,000,000.00	15,000,000.00	99.98	14,996,790.00	(3,210.00)	0.37%	A-1+	P-1	5.67%	5.67%
63254GZP3	National Australia Bank Ltd.	5.66%	04/24/24	1		10,000,000.00	10,000,000.00	10,000,000.00	99.98	9,998,040.00	(1,960.00)	0.25%	A-1+	P-1	5.66%	5.66%
63873JAB6	Natixis New York Branch		01/11/24	72		10,000,000.00	9,706,511.11	9,889,161.11	98.88	9,888,410.00	(751.11)	0.25%	A-1	P-1	5.72%	5.72%
63873JB90	Natixis New York Branch		02/09/24	101		20,000,000.00	19,432,766.67	19,688,333.34	98.43	19,685,160.00	(3,173.34)	0.49%	A-1	P-1	5.78%	5.78%
63873JDA5	Natixis New York Branch		04/10/24	162		10,000,000.00	9,668,083.33	9,745,530.55	97.47	9,747,163.00	1,632.45	0.24%	A-1	P-1	5.84%	5.84%
63873JE30	Natixis New York Branch		05/03/24	185		15,000,000.00	14,530,575.00	14,563,766.67	97.07	14,560,530.00	(3,236.67)	0.36%	A-1	P-1	5.95%	5.95%
63873KYH4	Natixis New York Branch		11/17/23	17		10,000,000.00	9,729,566.67	9,976,355.56	99.75	9,974,947.00	(1,408.56)	0.25%	A-1	P-1	5.39%	5.39%
65557RCK4	Nordea Bank Abp	5.65%	11/07/23	1		10,000,000.00	10,000,000.00	10,000,000.00	100.00	10,000,310.00	310.00	0.25%	A-1+	P-1	5.65%	5.65%
65557RCQ1	Nordea Bank Abp	5.68%	12/08/23	1		10,000,000.00	10,000,000.00	10,000,000.00	100.02	10,001,770.00	1,770.00	0.25%	A-1+	P-1	5.68%	5.68%
65557RDF4	Nordea Bank Abp	5.68%	03/08/24	1		15,000,000.00	15,000,000.00	15,000,000.00	100.02	15,002,625.00	2,625.00	0.37%	A-1+	P-1	5.68%	5.68%
65557RDR8	Nordea Bank Abp	5.67%	05/17/24	1		10,000,000.00	10,000,000.00	10,000,000.00	99.97	9,997,250.00	(2,750.00)	0.25%	A-1+	P-1	5.67%	5.67%
65558JB97	Nordea Bank Abp		02/09/24	101		25,000,000.00	24,278,604.17	24,612,152.78	98.42	24,605,975.00	(6,177.78)	0.61%	A-1+	P-1	5.79%	5.79%
65558JBL0	Nordea Bank Abp		02/20/24	112		10,000,000.00	9,710,150.00	9,827,950.00	98.25	9,824,750.00	(3,200.00)	0.24%	A-1+	P-1	5.81%	5.81%
65558JD95	Nordea Bank Abp		04/09/24	161		10,000,000.00	9,675,759.72	9,751,777.78	97.52	9,752,273.20	493.42	0.24%	A-1+	P-1	5.76%	5.76%
69034CPH5	Oversea-Chinese Banking Corp. Ltd.	5.67%	11/09/23	1		10,000,000.00	10,000,000.00	10,000,000.00	100.00	10,000,380.00	380.00	0.25%	A-1+	P-1	5.67%	5.67%
69034CPN2	Oversea-Chinese Banking Corp. Ltd.	5.67%	04/17/24	1		15,000,000.00	15,000,000.00	15,000,000.00	99.99	14,998,260.00	(1,740.00)	0.37%	A-1+	P-1	5.67%	5.67%
74154ED39	Pricoa Short Term Funding LLC		04/03/24	155		10,000,000.00	9,707,575.00	9,761,727.78	97.59	9,758,601.90	(3,125.88)	0.24%	A-1+	P-1	5.83%	5.83%
78014KKP1	Royal Bank of Canada	5.80%	11/06/23	1		13,000,000.00	13,000,000.00	13,000,000.00	100.00	13,000,611.00	611.00	0.32%	A-1+	P-1	5.80%	5.80%
78014KKU0	Royal Bank of Canada	5.67%	11/27/23	1		10,000,000.00	10,000,000.00	10,000,000.00	100.01	10,001,050.00	1,050.00	0.25%	A-1+	P-1	5.67%	5.67%
78014KKX4	Royal Bank of Canada	5.65%	12/01/23	1		10,000,000.00	10,000,000.00	10,000,000.00	100.01	10,000,970.00	970.00	0.25%	A-1+	P-1	5.65%	5.65%
78014XLB1	Royal Bank of Canada	5.71%	02/01/24	1		10,000,000.00	10,000,000.00	10,000,000.00	100.04	10,003,540.00	3,540.00	0.25%	A-1+	P-1	5.71%	5.71%
83050UWV2	Skandinaviska Enskilda Banken AB		11/30/23	30		15,000,000.00	14,570,812.50	14,934,145.83	99.53	14,929,320.00	(4,825.83)	0.37%	A-1	P-1	5.76%	5.76%
83050WHU1	Skandinaviska Enskilda Banken AB	5.67%	03/25/24	1		10,000,000.00	10,000,000.00	10,000,000.00	100.01	10,000,770.00	770.00	0.25%	A-1	P-1	5.67%	5.67%
83369BAX4	Societe Generale SA		01/31/24	92		15,000,000.00	14,774,800.00	14,786,529.17	98.60	14,790,420.00	3,890.83	0.37%	A-1	P-1	5.62%	5.62%
86563GB76	Sumitomo Mitsui Trust Bank, Ltd. New Yo		02/07/24	99		15,000,000.00	14,758,379.17	14,770,108.34	98.46	14,768,868.00	(1,240.34)	0.37%	A-1	P-1	5.77%	5.77%
86563GB84	Sumitomo Mitsui Trust Bank, Ltd. New Yo		02/08/24	100		15,000,000.00	14,763,070.83	14,767,762.50	98.44	14,766,513.90	(1,248.60)	0.37%	A-1	P-1	5.77%	5.77%
86563HYE4	Sumitomo Mitsui Trust Bank, Ltd. New Yo		11/14/23	14		30,000,000.00	29,564,583.33	29,940,416.67	99.79	29,938,096.80	(2,319.87)	0.74%	A-1	P-1	5.39%	5.39%
86564XYV0	Sumitomo Mitsui Trust Bank, Ltd. Singap		11/29/23	29		20,000,000.00	19,717,									

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				Maturity									S&P	Moody's		
86564YAC6	Sumitomo Mitsui Trust Bank, Ltd. Singapc		01/12/24		73	10,000,000.00	9,856,625.00	9,889,000.00	98.85	9,885,340.00	(3,660.00)	0.25%	A-1	P-1	5.80%	5.80%
86960JCB6	Svenska Handelsbanken AB		03/08/24		129	10,000,000.00	9,723,111.11	9,800,888.89	97.99	9,798,700.00	(2,188.89)	0.24%	A-1+	P-1	5.81%	5.81%
86960LJG3	Svenska Handelsbanken AB	5.67%	V	11/20/23	1	10,000,000.00	10,000,000.00	10,000,000.00	100.01	10,000,970.00	970.00	0.25%	A-1+	P-1	5.67%	5.67%
86960LJZ7	Svenska Handelsbanken AB	5.67%	V	03/22/24	1	15,000,000.00	15,000,000.00	15,000,000.00	100.01	15,001,140.00	1,140.00	0.37%	A-1+	P-1	5.67%	5.67%
86960LHE3	Svenska Handelsbanken AB	5.64%	V	03/27/24	1	15,000,000.00	15,000,000.00	15,000,000.00	99.99	14,998,755.00	(1,245.00)	0.37%	A-1+	P-1	5.64%	5.64%
86960LHH6	Svenska Handelsbanken AB	5.66%	V	04/24/24	1	15,000,000.00	15,000,000.00	15,000,000.00	99.98	14,997,060.00	(2,940.00)	0.37%	A-1+	P-1	5.66%	5.66%
87019RC8	Swedbank AB		03/12/24		133	15,000,000.00	14,561,718.75	14,690,625.00	97.98	14,696,765.55	6,140.55	0.36%	A-1	P-1	5.66%	5.66%
87019RC06	Swedbank AB		03/13/24		134	10,000,000.00	9,707,552.78	9,792,002.78	97.96	9,796,200.90	4,198.12	0.24%	A-1	P-1	5.67%	5.67%
87019RC4	Swedbank AB		03/14/24		135	10,000,000.00	9,707,033.33	9,791,183.33	97.87	9,787,490.00	(3,693.33)	0.24%	A-1	P-1	5.87%	5.87%
87019RCF1	Swedbank AB		03/15/24		136	10,000,000.00	9,709,633.33	9,789,250.00	97.86	9,785,850.00	(3,400.00)	0.24%	A-1	P-1	5.87%	5.87%
87019RCT1	Swedbank AB		03/27/24		148	10,000,000.00	9,707,033.33	9,769,700.00	97.65	9,764,860.00	(4,840.00)	0.24%	A-1	P-1	5.94%	5.94%
87019SZK3	Swedbank AB		12/19/23		49	10,000,000.00	9,721,461.11	9,926,133.33	99.25	9,924,840.00	(1,293.33)	0.25%	A-1	P-1	5.64%	5.64%
87019YGK1	Swedbank AB	5.69%	V	04/15/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.00	9,999,950.00	(50.00)	0.25%	A-1	P-1	5.69%	5.69%
87019YGL9	Swedbank AB	5.69%	V	04/17/24	1	15,000,000.00	15,000,000.00	15,000,000.00	100.00	14,999,910.00	(90.00)	0.37%	A-1	P-1	5.69%	5.69%
87019YGM7	Swedbank AB	5.69%	V	04/18/24	1	15,000,000.00	15,000,000.00	15,000,000.00	100.00	14,999,925.00	(75.00)	0.37%	A-1	P-1	5.69%	5.69%
89119BYV2	The Toronto-Dominion Bank		11/29/23		29	15,000,000.00	14,571,600.00	14,936,533.33	99.57	14,936,106.00	(427.33)	0.37%	A-1+	P-1	5.38%	5.38%
89120DXM6	The Toronto-Dominion Bank	5.79%	V	11/13/23	1	20,000,000.00	20,000,000.00	20,000,000.00	100.00	20,000,190.00	190.00	0.50%	A-1+	P-1	5.79%	5.79%
89120DXV6	The Toronto-Dominion Bank	5.69%	V	12/12/23	1	10,000,000.00	10,000,000.00	10,000,000.00	100.00	9,999,884.00	(116.00)	0.25%	A-1+	P-1	5.69%	5.69%
91127PDF5	United Overseas Bank Ltd.		04/15/24		167	10,000,000.00	9,709,652.78	9,739,472.22	97.39	9,738,968.20	(504.02)	0.24%	A-1+	P-1	5.86%	5.86%
91127QE3	United Overseas Bank Ltd.		11/27/23		14	20,000,000.00	19,710,777.78	19,960,422.22	99.79	19,958,449.20	(1,973.02)	0.50%	A-1+	P-1	5.43%	5.43%
91127QZC6	United Overseas Bank Ltd.		12/12/23		42	10,000,000.00	9,861,477.78	9,937,588.89	99.37	9,937,070.00	(518.89)	0.25%	A-1+	P-1	5.50%	5.50%
91127RDB0	United Overseas Bank Ltd.	5.66%	V	02/29/24	1	20,000,000.00	20,000,000.00	20,000,000.00	100.02	20,003,300.00	3,300.00	0.50%	A-1+	P-1	5.66%	5.66%
9612C43E9	Westpac Banking Corp.	5.78%	V	11/10/23	7	15,000,000.00	15,000,000.00	15,000,000.00	100.01	15,001,170.00	1,170.00	0.37%	A-1+	P-1	5.78%	5.78%
9612C43P4	Westpac Banking Corp.	5.66%	V	12/05/23	1	10,000,000.00	10,000,000.00	10,000,000.00	100.01	10,001,430.00	1,430.00	0.25%	A-1+	P-1	5.66%	5.66%
TOTAL : BANKING							1,864,000,000.00	1,831,601,261.97	1,845,525,957.53		1,845,489,221.95	(36,735.58)	45.80%			
TOTAL : Commercial Paper							1,864,000,000.00	1,831,601,261.97	1,845,525,957.53		1,845,489,221.95	(36,735.58)	45.80%			
Asset Backed Commercial Paper																
BANKING																
0347M2BP0	Anglesea Funding LLC		02/23/24		115	10,000,000.00	9,722,208.33	9,821,083.33	98.22	9,821,856.50	773.17	0.24%	A-1	P-1	5.76%	5.76%
0347M3YH1	Anglesea Funding LLC		11/17/23		17	10,000,000.00	9,812,594.44	9,975,422.22	99.75	9,974,723.50	(698.72)	0.25%	A-1	P-1	5.44%	5.44%
04821PDM2	Atlantic Asset Securitization LLC	5.73%	V	01/10/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.03	10,003,490.00	3,490.00	0.25%	A-1	P-1	5.73%	5.73%
04821TAC9	Atlantic Asset Securitization LLC		01/12/24		73	10,000,000.00	9,684,366.67	9,888,600.00	98.86	9,885,650.00	(2,950.00)	0.25%	A-1	P-1	5.78%	5.78%
06945LBV9	Barton Capital S.A.		02/29/24		121	10,000,000.00	9,715,372.22	9,812,333.33	98.12	9,811,744.20	(589.13)	0.24%	A-1	P-1	5.79%	5.79%
06945LDS4	Barton Capital S.A.		04/26/24		178	10,000,000.00	9,712,338.89	9,720,241.67	97.12	9,712,120.00	(8,121.67)	0.24%	A-1	P-1	6.08%	6.08%
06945MY91	Barton Capital S.A.		11/09/23		9	10,000,000.00	9,729,566.67	9,988,177.78	99.87	9,986,643.80	(1,533.98)	0.25%	A-1	P-1	5.42%	5.42%
06945MYL4	Barton Capital S.A.		11/20/23		20	15,000,000.00	14,833,012.50	14,956,537.50	99.69	14,953,425.00	(3,112.50)	0.37%	A-1	P-1	5.68%	5.68%
06945M282	Barton Capital S.A.		12/08/23		38	25,000,000.00	24,611,430.56	24,857,652.78	99.41	24,851,650.00	(6,002.78)	0.62%	A-1	P-1	5.73%	5.73%
06945PQY8	Barton Capital S.A.	5.69%	V	03/11/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.00	9,999,976.00	(24.00)	0.25%	A-1	P-1	5.69%	5.69%
06945PRA8	Barton Capital S.A.	5.69%	V	03/28/24	1	15,000,000.00	15,000,000.00	15,000,000.00	100.00	14,999,964.00	(36.00)	0.37%	A-1	P-1	5.69%	5.69%
06945PRD3	Barton Capital S.A.	5.69%	V	04/04/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.01	10,001,250.00	1,250.00	0.25%	A-1	P-1	5.69%	5.69%
07644ABD5	Bedford Row Funding Corp.		02/13/24		105	15,000,000.00	14,577,608.33	14,758,633.33	98.38	14,757,625.05	(1,008.28)	0.37%	A-1+	P-1	5.71%	5.71%
07644AD84	Bedford Row Funding Corp.		04/08/24		160	10,000,000.00	9,699,777.78	9,752,666.67	97.46	9,745,650.00	(7,016.67)	0.24%	A-1+	P-1	5.95%	5.95%
07644AD92	Bedford Row Funding Corp.		04/09/24		161	10,000,000.00	9,704,444.44	9,751,111.11	97.50	9,749,883.50	(1,227.61)	0.24%	A-1+	P-1	5.82%	5.82%
07644CK66	Bedford Row Funding Corp.	5.74%	V	01/22/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.04	10,004,090.00	4,090.00	0.25%	A-1+	P-1	5.74%	5.74%
07644CK82	Bedford Row Funding Corp.	5.69%	V	01/17/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.03	10,002,970.00	2,970.00	0.25%	A-1+	P-1	5.69%	5.69%
07644CKA7	Bedford Row Funding Corp.	5.71%	V	03/06/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.03	10,003,110.00	3,110.00	0.25%	A-1+	P-1	5.71%	5.71%
07644CKC3	Bedford Row Funding Corp.	5.66%	V	03/15/24	1	20,000,000.00	20,000,000.00	20,000,000.00	100.01	20,002,180.00	2,180.00	0.50%	A-1+	P-1	5.66%	5.66%
07644CKD1	Bedford Row Funding Corp.	5.70%	V	05/23/24	1	12,500,000.00	12,500,000.00	12,500,000.00	100.03	12,503,875.00	3,875.00	0.31%	A-1+	P-1	5.70%	5.70%
07645RDZ6	Bedford Row Funding Corp.	5.69%	V	01/24/24	1	15,000,000.00	15,000,000.00	15,000,000.00	100.03	15,004,515.00	4,515.00	0.37%	A-1+	P-1	5.69%	5.69%
07645REB8	Bedford Row Funding Corp.	5.71%	V	02/27/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.03	10,003,260.00	3,260.00	0.25%	A-1+	P-1	5.71%	5.71%
07646KGV6	Bedford Row Funding Corp.	5.69%	V	01/09/24	1	10,000,000.00	10,000,000.00	10,000,000.00	100.03	10,002,870.00	2,870.00	0.25%	A-1+	P-1	5.69%	5.69%
12710GAP5	Cabot Trail Funding LLC		01/23/24		84	10,000,000.00	9,708,600.00	9,871,350.00	98.70	9,869,846.70	(1,503.30)	0.24%	A-1+	P-1	5.73%	5.73%
12710GB66	Cabot Trail Funding LLC		02/06/24		98	20,000,000.00	19,409,375.00	19,696,875.00	98.47	19,693,060.00	(3,815.00)	0.49%	A-1+	P-1	5.81%	5.81%
15963UY34	Chariot Funding LLC		11/03/23		3	15,000,000.00	14,800,262.50	14,995,408.33	99.95	14,993,130.00	(2,278.33)	0.37%	A-1	P-1	5.57%	5.57%
15963UY75	Chariot Funding LLC		11/07/23		7	20,000,000.00	19,724,500.00	19,981,633.33	99.89	19,978,580.00	(3,053.33)	0.50%	A-1	P-1	5.59%	5.59%
15963UZ74	Chariot Funding LLC		12/07/23		37	20,000,000.00	19,630,000.00	19,889,000.00	99.45	19,889,281.00	281.00	0.49%	A-1	P-1	5.49%	5.49%
15963UZB5	Chariot Funding LLC		12/11/23		41	20,000,000.00	19,623,833.33	19,876,666.67	99.37	19,873,680.00	(2,986.67)	0.49%	A-1	P-1	5.66%	5.66%
15963UZF6	Chariot Funding LLC		12/15/23		45	10,000,000.00	9,720,933.33	9,932,533.33	99.32	9,932,437.50	(95.83)	0.25%	A-1	P-1	5.52%	5.52%
15963UZJ8	Chariot Funding LLC		12/18/23		48	15,000,000.00	14,685,500.00	14,891,312.50								

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				Maturity									S&P	Moody's		
19767CDK9	Columbia Funding Co. LLC		04/19/24		171	15,000,000.00	14,563,000.00	14,596,250.00	97.23	14,584,425.00	(11,825.00)	0.36%	A-1	P-1	6.08%	6.08%
38346MY24	Gotham Funding Corp.		11/02/23		2	15,000,000.00	14,587,604.17	14,997,770.83	99.97	14,995,350.00	(2,420.83)	0.37%	A-1	P-1	5.66%	5.66%
38346MYT5	Gotham Funding Corp.		11/15/23		15	10,000,000.00	9,728,088.89	9,979,311.11	99.78	9,977,708.30	(1,602.81)	0.25%	A-1	P-1	5.44%	5.44%
38346MYT5	Gotham Funding Corp.		11/27/23		27	15,000,000.00	14,582,191.67	14,939,983.33	99.58	14,936,880.00	(3,103.33)	0.37%	A-1	P-1	5.71%	5.71%
38346MYW8	Gotham Funding Corp.		11/30/23		30	10,000,000.00	9,717,866.67	9,955,533.33	99.53	9,953,210.00	(2,323.33)	0.25%	A-1	P-1	5.72%	5.72%
40060WA51	GTA Funding LLC		01/05/24		66	20,000,000.00	19,448,350.00	19,797,416.66	98.97	19,794,800.00	(2,616.66)	0.49%	A-1+	P-1	5.73%	5.73%
40060WAR3	GTA Funding LLC		01/25/24		86	21,250,000.00	20,644,142.71	20,968,127.61	98.68	20,969,444.96	1,317.35	0.52%	A-1+	P-1	5.68%	5.68%
40060WAV4	GTA Funding LLC		01/29/24		90	22,500,000.00	21,860,156.25	22,187,109.37	98.59	22,183,132.50	(3,976.87)	0.55%	A-1+	P-1	5.79%	5.79%
40060WAW2	GTA Funding LLC		01/30/24		91	14,000,000.00	13,761,727.78	13,805,050.00	98.58	13,800,584.00	(4,466.00)	0.34%	A-1+	P-1	5.80%	5.80%
40060WB68	GTA Funding LLC		02/06/24		98	12,500,000.00	12,132,812.50	12,310,546.88	98.46	12,307,887.50	(2,659.38)	0.31%	A-1+	P-1	5.81%	5.81%
40060WB35	GTA Funding LLC		02/12/24		104	12,500,000.00	12,123,046.88	12,298,828.13	98.39	12,299,270.38	442.25	0.31%	A-1+	P-1	5.73%	5.73%
40060WB33	GTA Funding LLC		02/21/24		113	29,000,000.00	28,183,333.33	28,494,755.56	98.25	28,492,429.24	(2,326.32)	0.71%	A-1+	P-1	5.75%	5.75%
40060WD17	GTA Funding LLC		04/01/24		153	15,000,000.00	14,545,716.67	14,644,066.67	97.61	14,640,768.75	(3,297.92)	0.36%	A-1+	P-1	5.85%	5.85%
40060YA2	GTA Funding LLC		11/10/23		10	10,000,000.00	9,733,066.67	9,986,800.00	99.85	9,985,156.30	(1,643.70)	0.25%	A-1+	P-1	5.43%	5.43%
40588LAK5	Halkin Finance LLC		01/19/24		80	10,000,000.00	9,708,666.67	9,874,916.67	98.74	9,874,360.00	(556.67)	0.25%	A-1	P-1	5.81%	5.81%
4820P2A81	Jupiter Securitization Co. LLC		01/11/24		72	10,000,000.00	9,716,888.89	9,889,555.56	98.90	9,890,480.00	924.44	0.25%	A-1	P-1	5.61%	5.61%
4820P3Y09	Jupiter Securitization Co. LLC		11/13/23		13	15,000,000.00	14,850,400.00	14,972,800.00	99.81	14,971,034.40	(1,765.60)	0.37%	A-1	P-1	5.43%	5.43%
4820P3ZK2	Jupiter Securitization Co. LLC		12/19/23		49	25,000,000.00	24,799,777.78	24,818,666.67	99.26	24,815,762.25	(2,904.42)	0.62%	A-1	P-1	5.53%	5.53%
4820P3ZT3	Jupiter Securitization Co. LLC		12/27/23		57	10,000,000.00	9,712,227.78	9,913,822.22	99.12	9,911,890.00	(1,932.22)	0.25%	A-1	P-1	5.69%	5.69%
50286LD26	La Fayette Asset Securitization LLC		04/02/24		154	12,500,000.00	12,146,972.23	12,198,250.01	97.56	12,194,375.00	(3,875.01)	0.30%	A-1	P-1	5.94%	5.94%
50286M246	La Fayette Asset Securitization LLC		12/04/23		34	25,000,000.00	24,656,250.00	24,873,958.33	99.49	24,872,988.00	(970.33)	0.62%	A-1	P-1	5.48%	5.48%
50286M2B0	La Fayette Asset Securitization LLC		12/11/23		41	25,000,000.00	29,794,875.00	29,817,666.67	99.36	29,808,600.00	(9,066.67)	0.74%	A-1	P-1	5.72%	5.72%
53127TA45	Liberty Street Funding LLC		01/04/24		65	10,000,000.00	9,708,100.00	9,901,155.56	98.97	9,897,190.00	(3,965.56)	0.25%	A-1	P-1	5.83%	5.83%
53127TB10	Liberty Street Funding LLC		02/01/24		93	15,000,000.00	14,548,000.00	14,783,416.67	98.57	14,785,247.55	1,830.88	0.37%	A-1	P-1	5.70%	5.70%
53127TB51	Liberty Street Funding LLC		02/26/24		118	15,000,000.00	14,576,158.33	14,726,025.00	98.16	14,724,306.15	(1,718.85)	0.37%	A-1	P-1	5.79%	5.79%
53127UY87	Liberty Street Funding LLC		11/08/23		8	10,000,000.00	9,717,638.89	9,989,597.22	99.88	9,988,130.60	(1,466.62)	0.25%	A-1	P-1	5.42%	5.42%
53127UYG9	Liberty Street Funding LLC		11/16/23		16	10,000,000.00	9,729,111.11	9,977,916.67	99.76	9,976,216.30	(1,700.37)	0.25%	A-1	P-1	5.44%	5.44%
53944QB25	LMA Americas LLC		02/02/24		94	12,500,000.00	12,301,857.64	12,317,552.08	98.53	12,315,675.00	(1,877.08)	0.31%	A-1	P-1	5.81%	5.81%
53944QB58	LMA Americas LLC		02/05/24		97	10,000,000.00	9,835,208.33	9,849,333.33	98.48	9,847,720.00	(1,613.33)	0.24%	A-1	P-1	5.82%	5.82%
53944QB82	LMA Americas LLC		02/08/24		100	15,000,000.00	14,752,812.50	14,766,937.50	98.45	14,767,361.10	423.60	0.37%	A-1	P-1	5.75%	5.75%
53944QB90	LMA Americas LLC		02/09/24		101	15,000,000.00	14,752,812.50	14,764,583.33	98.41	14,761,935.00	(2,648.33)	0.37%	A-1	P-1	5.83%	5.83%
53944QB3	LMA Americas LLC		02/28/24		120	10,000,000.00	9,712,791.67	9,813,236.11	98.11	9,810,570.00	(2,666.11)	0.24%	A-1	P-1	5.87%	5.87%
53944RYU6	LMA Americas LLC		11/28/23		28	10,000,000.00	9,713,250.00	9,958,375.00	99.58	9,957,744.20	(630.80)	0.25%	A-1	P-1	5.53%	5.53%
53944RZ68	LMA Americas LLC		12/06/23		36	20,000,000.00	19,718,888.89	19,893,055.56	99.45	19,890,920.00	(2,135.56)	0.49%	A-1	P-1	5.56%	5.56%
53944RZ84	LMA Americas LLC		12/08/23		38	20,000,000.00	19,693,333.33	19,886,533.33	99.42	19,884,761.40	(1,771.93)	0.49%	A-1	P-1	5.57%	5.57%
5548EC40	Mackinac Funding Company, LLC		03/04/24		125	10,000,000.00	9,709,116.67	9,806,077.78	98.05	9,804,976.90	(1,100.88)	0.24%	A-1	P-1	5.81%	5.81%
5548FY68	Mackinac Funding Company, LLC		11/06/23		6	15,000,000.00	14,866,266.67	14,988,666.67	99.91	14,986,657.20	(2,009.47)	0.37%	A-1	P-1	5.42%	5.42%
56274M2C9	Manhattan Asset Funding Co.		12/12/23		42	22,143,000.00	21,810,867.30	22,004,046.52	99.35	22,000,133.36	(3,913.16)	0.55%	A-1	P-1	5.64%	5.64%
57666DDA1	Matchpoint Finance PLC	5.76%	02/06/24	V	1	10,000,000.00	10,000,000.00	10,000,000.00	100.05	10,004,820.00	4,820.00	0.25%	A-1	P-1	5.76%	5.76%
57666DD89	Matchpoint Finance PLC	5.67%	03/11/24	V	1	10,000,000.00	10,000,000.00	10,000,000.00	100.01	10,001,410.00	1,410.00	0.25%	A-1	P-1	5.67%	5.67%
57666DDC7	Matchpoint Finance PLC	5.66%	03/26/24	V	1	10,000,000.00	10,000,000.00	10,000,000.00	100.00	10,000,380.00	380.00	0.25%	A-1	P-1	5.66%	5.66%
67983TCB0	Old Line Funding LLC		03/11/24		132	15,000,000.00	14,693,125.00	14,693,787.50	97.93	14,690,020.05	(3,767.45)	0.36%	A-1+	P-1	5.83%	5.83%
67983UYE7	Old Line Funding LLC		11/14/23		14	10,000,000.00	9,726,355.56	9,981,077.78	99.79	9,979,238.20	(1,839.58)	0.25%	A-1+	P-1	5.42%	5.42%
67983UYL1	Old Line Funding LLC		11/20/23		20	10,000,000.00	9,724,900.00	9,972,344.44	99.70	9,970,296.30	(2,048.14)	0.25%	A-1+	P-1	5.44%	5.44%
67983UYM9	Old Line Funding LLC		11/21/23		21	10,000,000.00	9,732,616.67	9,970,777.78	99.69	9,968,803.30	(1,974.48)	0.25%	A-1+	P-1	5.44%	5.44%
67984RNC9	Old Line Funding LLC	5.69%	01/18/24	V	1	15,000,000.00	15,000,000.00	15,000,000.00	100.00	14,999,959.50	(40.50)	0.37%	A-1+	P-1	5.69%	5.69%
67984RND7	Old Line Funding LLC	5.71%	03/01/24	V	1	15,000,000.00	15,000,000.00	15,000,000.00	100.03	15,004,515.00	4,515.00	0.37%	A-1+	P-1	5.71%	5.71%
67984RNM7	Old Line Funding LLC	5.66%	03/14/24	V	1	10,000,000.00	10,000,000.00	10,000,000.00	100.00	9,999,924.00	(76.00)	0.25%	A-1+	P-1	5.66%	5.66%
76582EKU8	Ridgefield Funding Co. LLC	5.66%	03/18/24	V	1	10,000,000.00	10,000,000.00	10,000,000.00	100.01	10,000,720.00	720.00	0.25%	A-1	P-1	5.66%	5.66%
76582JB52	Ridgefield Funding Co. LLC		02/05/24		97	20,000,000.00	19,422,388.89	19,700,266.67	98.48	19,695,560.00	(4,706.67)	0.49%	A-1	P-1	5.82%	5.82%
76582JB86	Ridgefield Funding Co. LLC		02/08/24		100	25,000,000.00	24,277,986.11	24,613,625.00	98.45	24,613,657.50	32.50	0.61%	A-1	P-1	5.73%	5.73%
76582JBFO	Ridgefield Funding Co. LLC		02/15/24		107	10,000,000.00	9,712,755.56	9,834,522.22	98.31	9,831,480.00	(3,042.22)	0.24%	A-1	P-1	5.85%	5.85%
76582JB68	Ridgefield Funding Co. LLC		02/16/24		108	10,000,000.00	9,712,755.56	9,832,961.11	98.30	9,829,850.00	(3,111.11)	0.24%	A-1	P-1	5.85%	5.85%
85520PHU3	Starbird Funding Corp.	5.73%	12/20/23	V	1	15,000,000.00	15,000,000.00	15,000,000.00	100.03	15,004,305.00	4,305.00	0.37%	A-1	P-1	5.73%	5.73%
85520PHYS	Starbird Funding Corp.	5.76%	02/07/24	V	1	10,000,000.00	10,000,000.00	10,000,000.00	100.05	10,004,880.00	4,880.00	0.25%	A-1	P-1	5.76%	5.76%
85520PIJ9	Starbird Funding Corp.	5.68%	03/04/24	V	1	20,000,000.00	20,000,000.00	20,000,000.00	100.02	20,004,080.00	4,080.00	0.50%	A-1	P-1	5.68%	5.68%
85520PIE7	Starbird Funding Corp.	5.67%	03/08/24	V	1	15,000,000.00	15,000,000.00	15,000,000.00	100.01	15,002,085.00	2,085.00	0.37%	A-1	P-1	5.67%	5.67%
85520PIF4	Starbird Funding Corp.	5.66%	03/07/24	V	1	10,000,000.00	10,000,000.00	10,000,000.00	100.01	10,001,030.00	1,030.00	0.25%	A-1	P-1	5.66%	5.66%
85520PIJ2	Starbird Funding Corp.	5.66%	03/12/24	V	1	15,000,000.00	15,000,000.00	15,000,000.00	100.01	15,001,590.00	1,590.00	0.37%	A-1	P-1	5.66%	5.66%
88602TB16	Thunder Bay Funding LLC		02/20/24		112	10,000,000.00	9,804,208.33	9,828,875.00	98.23	9,823,340.00	(5,535.00)	0.24%	A-1+	P-1	5.86%	5.86%
88602TDA8	Thunder Bay Funding LLC		04/10/24		162	10,000,000.00	9,702,888.89	9,749,555.56	97.43	9,743,080.00	(6,475.56)	0.24%	A-1+	P-1	5.94%	5.94%
88603AG56	Thunder Bay Funding LLC	5.71%	03/01/24	V	1	10,000,000.00	10,000,000.00	10,000,000.00	100.03	10,003,010.00	3,010.00	0.25%	A-1+	P-1	5.71%	5.71%
88603AGX5	Thunder Bay Funding LLC	5.67%	04/24/24	V	1	10,000,000.00	10,000,000.00	10,000,000.00	99.98	9,998,450.00	(1,550.00)	0.25%	A-1+			

MICHIGAN CLASS
Schedule of Investments
10/31/23

Cusip	Security Description	Coupon	Maturity Date	Days to Reset		Share/Par	Original Cost	Amortized Cost	Price	Market Value	Unrealized		Ratings		YTM	Current Yield	
				Maturity							Gain / (Loss)	% of MV	S&P	Moody's			
92646LY79	Victory Receivables Corp.		11/07/23		7	10,000,000.00	9,720,611.11	9,991,083.33	99.90	9,989,616.70	(1,466.63)	0.25%	A-1	P-1	5.42%	5.42%	
TOTAL : BANKING							1,416,393,000.00	1,391,132,740.26	1,404,485,971.72		1,404,364,527.79	(121,443.93)	34.85%				
TOTAL : Asset Backed Commerical Paper							1,416,393,000.00	1,391,132,740.26	1,404,485,971.72		1,404,364,527.79	(121,443.93)	34.85%				
Money Market																	
MONEY MARKET																	
31607A703	Fidelity Government Portfolio -Institution	5.28%	V		1	6,483,715.10	6,483,715.10	6,483,715.10	100.00	6,483,715.10	-	0.16%	AAA	Aaa	5.28%	5.28%	
38141W273	Goldman Sachs Financial Square Governr	5.25%	V		1	6,777,174.14	6,777,174.14	6,777,174.14	100.00	6,777,174.14	-	0.17%	AAA	Aaa	5.25%	5.25%	
74926P696	RBC U.S. Government Money Market Fun	5.31%	V		1	37,997,539.03	37,997,539.03	37,997,539.03	100.00	37,997,539.03	-	0.94%	AAA	Aaa	5.31%	5.31%	
857492706	State Street Institutional US Government	5.30%	V		1	298,212,076.76	298,212,076.76	298,212,076.76	100.00	298,212,076.76	-	7.40%	AAA	Aaa	5.30%	5.30%	
949921126	Allspring Government Money Market Fun	5.29%	V		1	112,680,798.16	112,680,798.16	112,680,798.16	100.00	112,680,798.16	-	2.80%	AAA	Aaa	5.29%	5.29%	
TOTAL : MONEY MARKET							462,151,303.19	462,151,303.19	462,151,303.19		462,151,303.19	-	11.47%				
TOTAL : Money Market							462,151,303.19	462,151,303.19	462,151,303.19		462,151,303.19	-	11.47%				
Repurchase Agreement																	
REPURCHASE AGREEMENTS																	
RPEG1QBM8	Goldman Sachs Repo 5.23% , due 11/01/	5.23%	F	11/01/23	1	100,000,000.00	100,000,000.00	100,000,000.00	100.00	100,000,000.00	-	2.48%	A-1	P-1	5.23%	5.23%	
RPEI1P6R1	Bank of America Repo 5.29% , due 11/01/	5.29%	F	11/01/23	1	31,814,721.54	31,814,721.54	31,814,721.54	100.00	31,814,721.54	-	0.79%	A-1	P-1	5.29%	5.29%	
RPEK1QBK3	RBC Capital Markets Repo 5.25% , due 11	5.25%	F	11/01/23	1	7,678,681.92	7,678,681.92	7,678,681.92	100.00	7,678,681.92	-	0.19%	A-1+	P-1	5.25%	5.25%	
TOTAL : REPURCHASE AGREEMENTS							139,493,403.46	139,493,403.46	139,493,403.46		139,493,403.46	-	3.46%				
TOTAL : Repurchase Agreement							139,493,403.46	139,493,403.46	139,493,403.46		139,493,403.46	-	3.46%				
Grand Total							4,059,768,724.01	4,002,109,726.24	4,029,387,653.26		4,029,229,473.75	(158,179.51)	100.00%				



CITY OF ALMA

525 East Superior St.
Alma, MI 48801

Curtis Dancer

Finance Director/Treasurer
525 East Superior St.
Alma, Michigan 48801
cdancer@myalma.org
(989) 463-9504

City of Alma Commission

Greg Mapes,	Mayor
Roxann Harrington,	Vice Mayor
Andrew Bare,	Commissioner
Danny Wernick,	Commissioner
Roger Allman,	Commissioner
Michelle Pitts,	Commissioner
Laurie Harrison,	Commissioner
Adam Flory	City Attorney
Aeric Ripley,	City Manager
Sara Anderson	City Clerk

FINANCE REPORT FOR CITY COMMISSION

BUDGET AMENDMENTS

**To be approved at Commission
Meeting dated**

November 14, 2023

Month/Day/year



CITY OF ALMA

525 East Superior St.
Alma, MI 48801

Curtis Dancer

Finance Director/Treasurer
Finance and Treasury Department
Phone: 989-463-9504
Email: cdancer@myalma.org
Website: myalma.org

Motion by Commissioner [redacted] as supported by Commissioner [redacted] to approve the following FY 2024 budget amendments.

- a. To increase the Intergovernmental Revenue Budget \$190,500 and increase the Parking Lots Expenditure Budget \$190,500 for change orders approved on the Downtown Parking Lot Projects to be paid for through the City's allotted ARPA funds (*no impact on fund balance*).



November 10, 2023

Downtown Tree Proposal

The Alma DDA met on October 25th to review the enclosed [Google Map Document](#), which outlines the removal and replacement plan for the downtown trees. The google map allows you to turn on and off the different map layers, making it easier to understand the three-year project. The project area consists of Superior Street from Pine Avenue to Prospect Avenue and N State Street, between Superior Street and Center Street. There are 8 trees proposed per block in the project area, for a total of 40 trees. As recommended by the MSU study, there are three different tree species. The proposed placement has the same species of tree across from one another, which will provide the best opportunity for the trees to grow evenly. If the City Commission is good with the proposal, the plan will be added to the next agenda for approval.

The different colored emblems denote the following:

Black colored tree emblems = trees being removed and not replaced.

Brown tree emblems = the current Honey Locust replaced with a European Hornbeam.

Purple tree emblems = the current Honey Locust replaced with a Queen Elizabeth Maple.

Blue tree emblems = current Honey Locust replaced with a new Honey Locust.

European Hornbeam



"Queen Elizabeth" Hedge Maple



Pine Avenue Reconstruction Project

The funding milestones and bidding requirements of the State Revolving Fund (SRF) Grant/Loan the city recently received will make it impossible for the City of Alma to receive its allotted \$385,000 in Federal Surface Transportation Program (STP) funds, which are allocated through the Rural/Urban Task Force. The task force is made up of City of Alma, City of St. Louis, and Gratiot County Road Commission. Every two years this funding cycles to these three entities, so the City of Alma receives our allotment every six years. There is a major scheduling conflict between SRF and the STP funding.

The funding for the Pine Avenue reconstruction project has been scheduled for FY 2025. To receive the SRF loan/grant funds for water related projects, the City of Alma must bid out construction projects in June 2024 and have a recommended bid award list to the State of Michigan in early July 2024. If we were to leave the Pine Avenue reconstruction project in the FY2025 schedule of projects, bids cannot be let until September 2024 at the earliest, due to the Federal Surface Transportation Program funding requirements. The STP scheduling requirements would put the city past the June 2024 SRF grant/loan deadline and would force the city to forfeit the water main funds that were awarded to be used with the Pine Avenue reconstruction project.

Working through the scheduling conflict with the State of Michigan, the parties have found a way to work around the scheduling issue. In order to receive STP grant dollars for Pine Avenue's road surface and use them within the SRF grant/loan funds schedule for the water portion, the City of Alma may swap STP funding year projects with another governmental entity within the State. A road agency has stepped forward to formally request that the City of Alma swap its current year funding of FY2025 for their agencies FY2024 year. This selection still allows for the City of Alma to move forward as scheduled with the reconstruction of Pine Avenue in calendar year 2025 as originally planned. This plan simply allows the City of Alma to bid out the STP project with the SRF project in the Spring of 2024 thus allowing the city to obtain bids prior to the July SRF bidding deadline. There will be an agreement forthcoming and is required to be approved by the City Commission.

On a related project, the sanitary sewer main replacement north of Washington Avenue has concluded for the season. The new line has been replaced from Washington Avenue northwesterly to just west of Euclid Avenue. Crawford Construction will be back in the spring to continue to move westerly toward Pine Avenue and complete the project. All the disturbed road surfaces have been restored.

Pine River Mill Pond and Dam

In communications with Healthy Pine River regarding the study of the Mill Pond Impoundment and dam, there are a couple of grant opportunities available currently. EGLE has available the Dam Risk Reduction Grant Program, which provides for planning, feasibility studies, or design of projects that reduce or eliminate risk of dam failure. Staff had a Teams video conference with representatives from EGLE reviewing the history of the impoundment, goals of the riverfront, and how this funding could assist the community to find a new vision for the mill pond. The Pre-Proposal application is due on December 4, 2023, and if successful, the invitation to submit the Grant Application Packet will be announced on December 15th with the final application packet due on January 31, 2024.

There is another grant opportunity with the U.S. Fish and Wildlife Service, with a Letter of Interest for funding coming up very soon. In communications with Healthy Pine River, they would like to make some inquiries about this program.

Our question to the Commission, would you be comfortable with staff and Healthy Pine River working on these two opportunities to come up with a proposal? A study of options and opportunities for the Mill Pond and dam is needed to determine the best outcome for the river, Alma and the greater water shed.

Disabled Veterans Exemption Changes

The City Assessor, Kathy Roslund has provided a memo to Commission outlining the changes in the Veterans Exemption, which is an earned benefit created by the State of Michigan Legislature. The disability exemption benefit was created by the Legislature in 2013. While this is a well-earned benefit for those who have made this sacrifice, the dollars lost for the operations of local governments will be significant. The Assessor has provided a spreadsheet outlining the loss of revenue from the first year the exemption could be claimed in 2014 through this year end 2023.

As a part of the Disabled Veterans Exemption process each assessing unit must have a written procedure for granting, denying, and auditing the exemptions. A copy of the procedure is included for Commission review.

As the State and Federal governments require more of the local governments for infrastructure, staffing and training there must be some sort of reimbursement policy. There are examples of this currently; when the State amended the business personal property tax received by local governments, a reimbursement formula was created to help offset the loss of revenue. A similar formula would make sense with reimbursement coming from either the State or Federal government.

One final note, I did attend the Assessing 101 workshop provided by the State Tax Commission. Also in attendance were members of three other Gratiot municipalities. I would highly recommend any Commissioner to attend this workshop when it is offered in the future.

County Wide Master Planning

The Master Planning Process is underway, please mark your calendars for the first public input session on Wednesday, January 17, 2024 from 5:30 pm to 7:30 pm at the Gratiot-Isabella Regional Education Service District building located at 1131 E Center Street, Ithaca.

Come Home to Alma for the Holidays

The Come Home to Alma for the Holidays is just around the corner, Friday, December 8, 2023, from 5:30 pm to 8:30 pm. The following morning is the Alma Jingle Bell Run/Walk and Kids Reindeer Trot, Saturday, December 9, 2023, at 10:00 am. Attached is the Christmas Cash Giveaway poster.

Budget Goal Setting Meeting

It is time again to think about planning for FY2025. Staff would like to propose the following dates for the initial goal-setting meeting.

Tuesday, January 30, 2024 at 6:00 p.m.

or

Tuesday, February 6, 2024 at 6:00 p.m.

Please check your calendars, maybe we can get this meeting scheduled for Tuesday.

Have a good weekend everyone!

MEMO

TO: Mayor and City Commission

FROM: Katherine Roslund, City Assessor

Cc: Aeric Ripley, City Manager
Curtis Dancer, City Finance Director

SUBJECT: Senate Bills 176, 330, and 364 Disabled Veterans Exemption Changes

SUMMARY

SB 176 (PA 150)

- Exemption will continue for the unremarried surviving spouse for any property used and owned as a homestead by the surviving spouse, including property acquired after the veteran's death.
- The assessor, not the Board of Review, will grant or deny an application for the exemption.
- Beginning January 1, 2025, an approved exemption remains in effect without filing an application each subsequent year.
- Amends the statute to provide specific provisions for proration of the property taxes based on either the closing documents or the number of days in the year the disabled veteran or unremarred surviving spouse will own and use the property as a homestead.
- If the individual who qualified for the exemption does not use and own the property as a homestead for the entire tax year, the exemption must be prorated under 1 of the following methods:
 1. Closing documents – The local treasurer shall use the closing or other purchase documents when calculating the amount of taxes to be exempted. There must be no refund of any property taxes not levied in the current tax year paid pursuant to the closing or other purchase documents to the seller by the individual who qualified for the exemption.
 2. If closing documents are not provided for the proration, the local treasurer shall calculate the amount of property taxes levied in the current tax year to be exempted by dividing the total property taxes levied in the year by 365 and then multiplying that number by the number of days the individual will use and own the property as a homestead.
 3. Based on a proration that considers the effective date of any removal of the exemption, which the assessor shall designate as the date of the relevant conveyance or disposition. Using that date, the local treasurer shall calculate the amount of property taxes levied in the current year to be exempted by dividing the total property taxes levied in the year by 365 and then multiplying that number by the number of days the individual,

while qualified for the exemption, used and owned the property as a homestead.

SB 330 (PA 151)

- Created MCL 211.7c which contains the provisions for continuation of an exemption once granted unless it is rescinded or denied by the assessor.
- A local assessing unit shall implement an audit program, that must not occur on a property more than once every 3 years unless there is reasonable belief the property is ineligible for the exemption.
- If property is determined ineligible for exemption as a result of an audit, the individual who was granted the exemption is subject to repayment of additional taxes including interest.
- Denial may be appealed to the residential and small claims division of the tax tribunal within 35 days after the date of notice.
- The assessor may deny a claim for exemption for the current year and for the 3 immediately preceding calendar years.

SB 364 (PA 152)

Amends the qualified error provisions in MCL 211.53b for the July and December Board of Review to provide the following three corrections:

1. An error made by the local tax collecting unit in the processing of a timely filed exemption affidavit.
2. A delay in the determination by the United States Department of Veterans Affairs that a veteran is permanently and totally disabled as a result of military service and entitled to veterans' benefits at the 100% rate.
3. **For tax year 2023 only**, a denial by the Board of Review of an exemption claimed by the unremarried surviving spouse.

HISTORY OF THE DISABLED VETERANS' EXEMPTION

- December 2013 was the first year of the Disabled Veterans Exemption.
- The tax revenue loss for the City of Alma since 2013 is approximately \$138,000.

City of Alma Disabled Veterans Taxable Revenue Loss

2014 City of Alma Disabled Veterans Loss				2014-2023 Total Loss	
Source	Rate	Taxable Value	Total Loss	City Operating Loss	\$ 99,242
City Operating	14.4060	419,946	\$ 6,050	Libray Loss	\$ 13,844
Library	1.9874	419,946	\$ 835	Street Loss	\$ 18,253
Street	2.5000	419,946	\$ 1,050	Transit Loss	\$ 6,468
Transit	0.9604	419,946	\$ 403	Total	\$ 137,807
Total Millage	19.8538	419,946	\$ 8,338		
2015 City of Alma Disabled Veterans Loss					
Source	Rate	Taxable Value	Total Loss		
City Operating	14.4060	464,244	\$ 6,688		
Library	2.1000	464,244	\$ 975		
Street	2.5000	464,244	\$ 1,161		
Transit	0.9604	464,244	\$ 446		
Total Millage	19.9664	464,244	\$ 9,269		
2016 City of Alma Disabled Veterans Loss					
Source	Rate	Taxable Value	Total Loss		
City Operating	14.4060	473,013	\$ 6,814		
Library	2.0000	473,013	\$ 946		
Street	2.5000	473,013	\$ 1,183		
Transit	0.9604	473,013	\$ 454		
Total Millage	19.8664	473,013	\$ 9,397		
2017 City of Alma Disabled Veterans Loss					
Source	Rate	Taxable Value	Total Loss		
City Operating	14.4060	421,314	\$ 6,069		
Library	2.0000	421,314	\$ 843		
Street	2.5000	421,314	\$ 1,053		
Transit	0.9604	421,314	\$ 405		
Total Millage	19.8664	421,314	\$ 8,370		
2018 City of Alma Disabled Veterans Loss					
Source	Rate	Taxable Value	Total Loss		
City Operating	14.4060	656,987	\$ 9,465		
Library	2.0000	656,987	\$ 1,314		
Street	2.5000	656,987	\$ 1,642		
Transit	0.9604	656,987	\$ 631		
Total Millage	19.8664	656,987	\$ 13,052		
2019 City of Alma Disabled Veterans Loss					
Source	Rate	Taxable Value	Total Loss		
City Operating	14.4060	864,554	\$ 12,455		
Library	2.0000	864,554	\$ 1,729		
Street	2.5000	864,554	\$ 2,161		
Transit	0.9604	864,554	\$ 830		
Total Millage	19.8664	864,554	\$ 17,176		
2020 City of Alma Disabled Veterans Loss					
Source	Rate	Taxable Value	Total Loss		
City Operating	14.4060	745,155	\$ 10,735		
Library	2.0000	745,155	\$ 1,490		
Street	2.5000	745,155	\$ 1,863		

City of Alma Disabled Veterans Taxable Revenue Loss

Transit	0.9604	745,155	\$	716	
Total Millage	19.8664	745,155	\$	14,804	
2021 City of Alma Disabled Veterans Loss					
City Operating	14.4060	896,743	\$	12,918	
Library	2.0000	896,743	\$	1,793	
Street	2.5000	896,743	\$	2,242	
Transit	0.9604	896,743	\$	861	
Total Millage	19.8664	896,743	\$	17,815	
2022 City of Alma Disabled Veterans Loss					
Source	Rate	Taxable Value	Total Loss		
City Operating	14.2244	972,734	\$	13,837	
Library	1.9874	972,734	\$	1,933	
Street	2.4685	972,734	\$	2,401	
Transit	0.9483	972,734	\$	922	
Total Millage	19.6286	972,734	\$	19,093	
2023 City of Alma Disabled Veterans Loss					
Source	Rate	Taxable Value	Total Loss		
City Operating	14.2244	999,135	\$	14,212	
Library	1.9874	999,135	\$	1,986	
Street	3.5000	999,135	\$	3,497	
Transit	0.8000	999,135	\$	799	
Total Millage	20.5118	999,135	\$	20,494	



Office of the City Assessor

525 E Superior Street

Alma, MI 48801

(989) 463-9514

kroslund@myalma.org

Procedures for:

- **Granting Disabled Veterans Exemptions**
- **Denying New or Existing Disabled Veterans Exemptions**
- **Auditing Disabled Veterans Exemptions**

The City of Alma is abiding by the requirements of Senate Bill 176, 330, and 364 when granting, denying, removing, and auditing Disabled Veterans Exemptions.

Initial Request

An individual who wishes to apply for a Disabled Veterans Exemption must first complete and submit a State Tax Commission Affidavit of Disabled Veterans Exemption (Form 5107) to the assessor's office. The assessor's office shall review the Disabled Veterans Affidavit and either approve or deny the exemption. Written notice of the approval or denial of the Disabled Veterans Exemption shall be provided to the applicant. Assessors do not have the authority to grant/approve Disabled Veterans Exemptions that are not complete. Disabled Veterans Affidavits that are received by the assessor's office without proper documentation are incomplete.

Existing Exemption Audit

Existing Disabled Veterans Exemptions shall be reviewed not less than every three (3) years unless there is a reasonable belief that the property is ineligible for the exemption.

Procedures for conducting the audit:

1. Send a letter to the Disabled Veteran.
2. Verify status of the Disabled Veteran has not changed from initial approval.
3. Verify the Disabled Veteran continues to occupy the property as homestead.
4. Verify the Disabled Veteran did not transfer their property.

Public Act 151, of 2023. Effective Date: October 19, 2023

L:\POLICY & PROCEDURES\#STC Assessment Roll Audit 2024\Internal Policies approved by City Manager\City of Alma Disabled Veterans Exemption Audit Procedures.docx

Removing Exemptions

If property is determined to be ineligible for exemption as a result of an audit, the individual who was granted the exemption is subject to repayment of additional taxes including interest to be paid.

The assessor may deny a new claim, or an existing claim following an audit.

The assessor shall notify the individual of the denial of a new or existing claim, the reason for the denial, and that the denial may be appealed to the residential and small claims division of the tax tribunal within 35 days after the date of the notice. The assessor may deny a claim for exemption for the current year and for the three (3) immediately preceding calendar years.

If the tax roll is in the local tax collecting unit's possession, it shall amend the tax roll to reflect the removal of the exemption, and the local treasurer shall, within 30 days after the date of discovery, issue a corrected tax bill for any additional taxes with interest at the rate of 1% per month or fraction of a month computed from the date the taxes were last payable without interest. If the tax roll is in the county treasurer's possession, the tax roll must be amended to reflect the removal of the exemption and the county treasurer shall, within 30 days after the date of the removal, prepare and submit a supplemental tax bill for any additional taxes, together with interest at the rate of 1% per month or fraction of a month computed from the date the taxes were last payable without interest. Interest on any tax set forth in a corrected or supplemental tax bill again begins to accrue 60 days after the date the corrected or supplemental tax bill must be returned as delinquent on March 1 in the year immediately succeeding the year in which the corrected or supplemental tax bill is issued.

Christmas Cash Giveaway

5 Drawings*:

(1) \$500, (1) \$250, (2) \$100, (1) \$50

***One winning ticket per person. MUST BE PRESENT TO WIN!**

For every \$10 purchased at participating merchants below, you will receive one ticket for the drawing.

ACADEMY OF PERFORMING ARTS	THE COBBLER SHOP SHOES	MR. C'S BOOM'N HOLIDAYS
ADVANCE GLASS	CULLIGAN TOTAL WATER OF ALMA	PIZZA1ONE
ALMA BARBERSHOP & HAIR STUDIO	ENSZ FARM BUREAU	PURPLE PEAR SALON
ALMA BREWING COMPANY	FRINGE 101	QUAKER STATE QUICK LUBE
ALMA CITY CLEANERS	HEALTHIES OF MID MICHIGAN	REDBIRD PET FOOD
ALMA COMMUNITY ARTS CENTER	HEATWAVE TANNING	RESTORED RENEWED REBORN
ALMA SEWING CENTER	HELMAN'S MEAT MARKET	SARAVILLA BED & BREAKFAST
ALMA TRUE VALUE HARDWARE	J & J GILES TIRE & CAR CENTER	SHOW RING BLING
ALMA'S MAIN CAFE	KATIE TOBIAS-STATE FARM	STARBUCKS OF ALMA
BALLYHOO BOOKS & BREW	INSURANCE	TERRY'S CYCLE & SPORTS
BRAVEHEART'S PUB	LALONDE HAIR STUDIO	TOM BILLIG FLOWERS & GIFTS
BRECHT'S BACKYARD CREATIONS	MANCINO'S PIZZA & GRINDERS	TWIN CITY LANDSCAPE
CHASING FIREFLIES CHILDREN'S	MAINSTREAM COMPUTERS	UNDERGROUND RECORDS & CO.
AND WOMEN'S BOUTIQUE	MICHEAL RICHARDS FLORAL	ZENLIGHTENMENT WELLNESS
CINDY LOU'S SWEET CREATIONS	BOUTIQUE	CENTER

Drop your tickets off at Alma True Value Hardware (102 W. Superior St.) before 8:00 pm, Friday Dec. 8th

Winning tickets will be drawn immediately after the Christmas Tree Lighting Ceremony Friday, December 8th at 8:00 pm at the Gratiot Area Chamber Office (110 W. Superior St.)

Enjoy other festivities at Come Home to Alma:

-Downtown Parade (Santa arrives): 5:45 pm

-Visit with Santa: 6:00 - 8:00 pm

-Visit Santa's Reindeer

-Pony Rides

-Tree Decorating Contest



GRATIOT AREA
CHAMBER OF COMMERCE

WARRANT TO THE TREASURER

WARRANT NO. 24-09 CITY OF ALMA

NOVEMBER 14, 2023

The attached claims have been allowed by the City Commission and you are hereby authorized to release payment for each of the claims as covered by the checks listed.

Internal service fund transfers for the period Oct. 20, 2023 through November 9, 2023:

ADMINISTRATIVE SERVICES:	\$	0.00
ENGINEERING SERVICES:	\$	0.00
PUBLIC WORKS SERVICES:	\$	0.00
EQUIPMENT RENTAL CHARGES:	\$	0.00

Payroll of October 26, 2023, totaling \$ 256,927.61 and payroll of November 9, 2023, totaling \$323,591.48 in gross wages, employer taxes and benefit costs.

SIGNED: _____
Sara Anderson, City Clerk

COUNTERSIGNED: _____
Aeric Ripley, City Manager



CITY OF ALMA

525 East Superior St.
Alma, MI 48801

Curtis Dancer

Finance Director/Treasurer
525 East Superior St.
Alma, Michigan 48801
cdancer@myalma.org
(989) 463-9504

City of Alma Commission

Greg Mapes,	Mayor
Roxann Harrington,	Vice Mayor
Andrew Bare,	Commissioner
Danny Wernick,	Commissioner
Roger Allman,	Commissioner
Michelle Pitts,	Commissioner
Laurie Harrison,	Commissioner
Adam Flory	City Attorney
Aeric Ripley,	City Manager
Sara Anderson	City Clerk

FINANCE REPORT FOR CITY COMMISSION

CHECK WARRANT

**To be approved at Commission
Meeting dated**

November 14, 2023

Month/Day/year

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	101-448.000-921.000	ELECTRICITY		24.85			
206525255471 86937	CONSUMERS ENERGY OCT 2023 525 E SUPERIOR ST. 1000 2	10/22/2023 CGARRETT	11/15/2023	344.22	344.22	Open	N 10/25/2023
	101-265.000-923.000	NATURAL GAS		344.22			
207147303065 86938	CONSUMERS ENERGY OCT 2023 525 E SUPERIOR ST 1000 00	10/22/2023 CGARRETT	11/15/2023	1,505.45	1,505.45	Open	N 10/25/2023
	101-265.000-921.000	ELECTRICITY		1,505.45			
205457668952 86939	CONSUMERS ENERGY OCT 2023 3999 W SEAMAN RD AIRPORT	10/22/2023 CGARRETT	11/15/2023	659.09	659.09	Open	N 10/25/2023
	581-595.000-921.000	ELECTRICITY		606.21			
	581-595.000-923.000	NATURAL GAS		52.88			
205813593570 86940	CONSUMERS ENERGY OCT 2023 2155 N ELY HWY 1000 1322	10/22/2023 CGARRETT	11/15/2023	42.79	42.79	Open	N 10/25/2023
	581-595.000-921.000	ELECTRICITY		42.79			
201275207698 86989	CONSUMERS ENERGY NOV 2023 7275 N BEGOLE RD 1000 392	10/30/2023 CGARRETT	11/15/2023	97.94	97.94	Open	N 11/01/2023
	590-527.561-921.000	ELECTRICITY		97.94			
206436296987 86990	CONSUMERS ENERGY NOV 2023 1000 WASHINGTON AVE 1000	10/30/2023 CGARRETT	11/15/2023	153.56	153.56	Open	N 11/01/2023
	590-527.000-923.000	NATURAL GAS		153.56			
206436296986 86991	CONSUMERS ENERGY NOV 2023 980 WASHIGTON AVE 1000 22	10/30/2023 CGARRETT	11/15/2023	24.13	24.13	Open	N 11/01/2023
	590-527.000-923.000	NATURAL GAS		24.13			
204122868121 86992	CONSUMERS ENERGY NOV 2023 101 ADAMS ST 1000 6317 68	10/29/2023 CGARRETT	11/15/2023	37.81	37.81	Open	N 11/01/2023
	101-448.000-921.000	ELECTRICITY		37.81			
207058767170 86993	CONSUMERS ENERGY NOV 2023 311 COURT 1000 2265 9104	10/29/2023 CGARRETT	11/15/2023	65.05	65.05	Open	N 11/01/2023
	101-751.000-921.000	ELECTRICITY		65.05			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
207147312031 86994	CONSUMERS ENERGY NOV 2023 721 E MARSHALL ST. 1000 0 590-527.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	123.44 123.44	123.44	Open	N 11/01/2023
207147312086 86996	CONSUMERS ENERGY NOV 2023 914 RIVERVIEW DR 1000 000 590-527.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	210.39 210.39	210.39	Open	N 11/02/2023
207147312029 86997	CONSUMERS ENERGY NOV 2023 529 GRAFTON AVE. 1000 000 590-527.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	244.66 244.66	244.66	Open	N 11/02/2023
207147312032 86998	CONSUMERS ENERGY NOV 2023 106 GRANT AVE 1000 0007 8 590-527.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	112.14 112.14	112.14	Open	N 11/02/2023
204211859434 86999	CONSUMERS ENERGY NOV 2023 1334 CHARLES AVE 1000 219 590-527.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	57.89 57.89	57.89	Open	N 11/02/2023
202876979216 87000	CONSUMERS ENERGY NOV 2023 330 RIVERSIDE DR 1000 225 590-527.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	45.90 45.90	45.90	Open	N 11/02/2023
207058767171 87001	CONSUMERS ENERGY NOV 2023 201 GEMSTONE DR 1000 2265 590-527.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	54.99 54.99	54.99	Open	N 11/02/2023
207058765506 87002	CONSUMERS ENERGY NOV 2023 351 N COURT AVE 1000 0007 510-790.000-921.000	10/26/2023 CGARRETT ELECTRICITY	11/15/2023	2,609.09 2,609.09	2,609.09	Open	N 11/02/2023
206169505429 87003	CONSUMERS ENERGY NOV 2023 351 N COURT (GAS) 1000 20 510-790.000-923.000	10/26/2023 CGARRETT NATURAL GAS	11/15/2023	319.36 319.36	319.36	Open	N 11/02/2023
204567815605 87004	CONSUMERS ENERGY NOV 2023 803 W SUPERIOR 1000 7480 101-448.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	113.17 113.17	113.17	Open	N 11/02/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
204567815604 87005	CONSUMERS ENERGY NOV 2023 513 W SUPERIOR 1000 7480 101-448.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	122.58 122.58	122.58	Open	N 11/02/2023
201186231813 87006	CONSUMERS ENERGY NOV 2023 412 WRIGHT AVE 1000 7088 101-448.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	102.87 102.87	102.87	Open	N 11/02/2023
201186231812 87007	CONSUMERS ENERGY NOV 2023 307 N COURT AVE 1000 7087 101-448.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	70.25 70.25	70.25	Open	N 11/02/2023
207058767169 87008	CONSUMERS ENERGY NOV 2023 201 N COURT AVE 1000 2265 101-751.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	43.04 43.04	43.04	Open	N 11/02/2023
207058767168 87009	CONSUMERS ENERGY NOV 2023 313 ELY ST 1000 2265 8361 101-751.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	45.28 45.28	45.28	Open	N 11/02/2023
202876979217 87010	CONSUMERS ENERGY NOV 2023 644 RIVERSIDE DR 1000 225 101-751.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	38.23 38.23	38.23	Open	N 11/02/2023
202876979215 87011	CONSUMERS ENERGY NOV 2023 248 RIVERSIDE DR #2 1000 101-751.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	47.88 47.88	47.88	Open	N 11/02/2023
206881045059 87012	CONSUMERS ENERGY NOV 2023 620 S LINCOLN AVE 1000 22 101-567.000-921.000 101-567.000-923.000	10/29/2023 CGARRETT ELECTRICITY NATURAL GAS	11/15/2023	240.23 188.99 51.24	240.23	Open	N 11/02/2023
202610035999 87013	CONSUMERS ENERGY NOV 2023 135 ELY ST 1000 2064 9032 101-751.000-921.000	10/29/2023 CGARRETT ELECTRICITY	11/15/2023	51.75 51.75	51.75	Open	N 11/02/2023
203766888424 87014	CONSUMERS ENERGY NOV 2023 940 CHARLES AVE. 1000 755 CGARRETT	10/29/2023 CGARRETT	11/15/2023	35.69	35.69	Open	N 11/02/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	101-751.000-921.000	ELECTRICITY		35.69			
206614266967 87044	CONSUMERS ENERGY OCT 2023 STREET LIGHTS 1000 0021 4 CGARRETT 101-448.000-921.000	10/31/2023 CGARRETT	11/15/2023	3,697.18	3,697.18	Open	N 11/03/2023
	101-448.000-921.000	ELECTRICITY		3,697.18			
205724646746 87045	CONSUMERS ENERGY OCT 2023 LED LIGHT RD 1030 3371 94 CGARRETT 101-448.000-921.000	10/31/2023 CGARRETT	11/15/2023	2,846.22	2,846.22	Open	N 11/03/2023
	101-448.000-921.000	ELECTRICITY		2,846.22			
204834784920 87046	CONSUMERS ENERGY NOV 2023 520 PARK AVE 1030 2595 65 CGARRETT 101-751.000-921.000	10/30/2023 CGARRETT	11/15/2023	38.45	38.45	Open	N 11/03/2023
	101-751.000-921.000	ELECTRICITY		38.45			
206614266966 87047	CONSUMERS ENERGY OCT 2023 TRAFFIC LIGHTS 1000 0021 CGARRETT 202-449.161-921.000	10/31/2023 CGARRETT	11/15/2023	173.48	173.48	Open	N 11/03/2023
	202-449.161-921.000	ELECTRICITY		173.48			
206169511169 87048	CONSUMERS ENERGY OCT AREA LIGHTS 1000 0017 3623 CGARRETT 101-448.000-921.000	10/31/2023 CGARRETT	11/15/2023	18.66	18.66	Open	N 11/03/2023
	101-448.000-921.000	ELECTRICITY		18.66			
205813608846 87049	CONSUMERS ENERGY NOV 2023 1105 WILLOW RUN 1000 4387 CGARRETT 588-596.000-921.000 588-596.000-923.000	10/30/2023 CGARRETT	11/15/2023	697.62	697.62	Open	N 11/03/2023
	588-596.000-921.000	ELECTRICITY		672.51			
	588-596.000-923.000	NATURAL GAS		25.11			
205635626323 87050	CONSUMERS ENERGY NOV 2023 1996 PINE AVE 1000 7504 2 CGARRETT 101-448.000-921.000	10/30/2023 CGARRETT	11/15/2023	20.52	20.52	Open	N 11/03/2023
	101-448.000-921.000	ELECTRICITY		20.52			
205012762209 87051	CONSUMERS ENERGY NOV 2023 307 N STATE ST. 1000 7087 CGARRETT 101-448.000-921.000	10/30/2023 CGARRETT	11/15/2023	46.70	46.70	Open	N 11/03/2023
	101-448.000-921.000	ELECTRICITY		46.70			
202343057184 87052	CONSUMERS ENERGY NOV 2023 313 PROSPECT AVE 1000 716 CGARRETT 101-448.000-921.000	10/30/2023 CGARRETT	11/15/2023	100.13	100.13	Open	N 11/03/2023
	101-448.000-921.000	ELECTRICITY		100.13			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
205012762211 87053	CONSUMERS ENERGY NOV 2023 320 WOODWORTH AVE 1000 70 101-448.000-921.000	10/30/2023 CGARRETT ELECTRICITY	11/15/2023	73.25 73.25	73.25	Open	N 11/03/2023
205012762210 87054	CONSUMERS ENERGY NOV 2023 321 WOODWORTH AVE 1000 70 101-448.000-921.000	10/30/2023 CGARRETT ELECTRICITY	11/15/2023	69.37 69.37	69.37	Open	N 11/03/2023
205012762214 87055	CONSUMERS ENERGY NOV 2023 410 WOODWORTH AVE 1000 70 101-448.000-921.000	10/30/2023 CGARRETT ELECTRICITY	11/15/2023	72.10 72.10	72.10	Open	N 11/03/2023
205012762212 87056	CONSUMERS ENERGY NOV 2023 411 N STATE ST 1000 7088 101-448.000-921.000	10/30/2023 CGARRETT ELECTRICITY	11/15/2023	107.71 107.71	107.71	Open	N 11/03/2023
205012762207 87057	CONSUMERS ENERGY NOV 2023 411 PINE AVE. 1000 7087 9 101-448.000-921.000	10/30/2023 CGARRETT ELECTRICITY	11/15/2023	83.86 83.86	83.86	Open	N 11/03/2023
205012762213 87058	CONSUMERS ENERGY NOV 2023 412 N STATE ST. 1000 7098 101-448.000-921.000	10/30/2023 CGARRETT ELECTRICITY	11/15/2023	308.90 308.90	308.90	Open	N 11/03/2023
202343057185 87059	CONSUMERS ENERGY NOV 2023 502 HEATHER 1000 7171 442 101-448.000-921.000	10/30/2023 CGARRETT ELECTRICITY	11/15/2023	115.31 115.31	115.31	Open	N 11/03/2023
206436296985 87060	CONSUMERS ENERGY NOV 2023 800 WASHINGTON 1000 2283 661-265.000-921.000 661-265.000-923.000	10/30/2023 CGARRETT ELECTRICITY NATURAL GAS	11/15/2023	564.46 363.34 201.12	564.46	Open	N 11/03/2023
205546670749 87061	CONSUMERS ENERGY NOV 2023 527 N COURT AVE 1000 2256 101-751.000-921.000	10/30/2023 CGARRETT ELECTRICITY	11/15/2023	77.64 77.64	77.64	Open	N 11/03/2023
206703194313 87062	CONSUMERS ENERGY NOV 2023 6196 N JEROME RD 1000 230	10/30/2023 CGARRETT	11/15/2023	51.31	51.31	Open	N 11/03/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	591-536.000-921.000	ELECTRICITY		51.31			
20696995578 87063	CONSUMERS ENERGY NOV 2023 1402 MICHIGAN AVE 1000 23 CGARRETT 101-751.000-921.000	10/30/2023 CGARRETT	11/15/2023	37.11 37.11	37.11	Open	N 11/03/2023
201542124439 87064	CONSUMERS ENERGY NOV 2023 800 EUCLID 1000 2330 7539 CGARRETT 101-751.000-921.000	10/30/2023 CGARRETT	11/15/2023	41.78 41.78	41.78	Open	N 11/03/2023
203766890417 87065	CONSUMERS ENERGY NOV 2023 204 PROSPECT AVE. 1000 40 CGARRETT 580-265.810-921.000 580-265.810-923.000	10/30/2023 CGARRETT	11/15/2023	47.22 31.22 16.00	47.22	Open	N 11/03/2023
203766890418 87066	CONSUMERS ENERGY NOV 2023 200 PROSPECT AVE 1000 408 CGARRETT 580-265.810-921.000 580-265.810-923.000	10/30/2023 CGARRETT	11/15/2023	45.67 29.67 16.00	45.67	Open	N 11/03/2023
205012762208 87067	CONSUMERS ENERGY NOV 2023 121 W SUPERIOR ST 1000 70 CGARRETT 101-448.000-921.000	10/30/2023 CGARRETT	11/15/2023	92.30 92.30	92.30	Open	N 11/03/2023
205724643961 87068	CONSUMERS ENERGY NOV 2023 206 PROSPECT AVE 1030 289 CGARRETT 580-265.840-921.000 580-265.840-923.000	10/30/2023 CGARRETT	11/15/2023	46.11 30.11 16.00	46.11	Open	N 11/03/2023
204122870238 87077	CONSUMERS ENERGY NOV 2023 417 E SUPERIOR ST 1000 21 CGARRETT 101-751.000-921.000	10/30/2023 CGARRETT	11/15/2023	83.34 83.34	83.34	Open	N 11/06/2023
601013432044 87078	CONSUMERS ENERGY NOV 2023 3025 ELMWOOD AVE 1000 001 CGARRETT 590-527.000-921.000	10/30/2023 CGARRETT	11/15/2023	163.00 163.00	163.00	Open	N 11/06/2023
60103432043 87079	CONSUMERS ENERGY NOV 2023 2082 MICHIGAN AVE 1000 00 CGARRETT 590-527.000-921.000	10/30/2023 CGARRETT	11/15/2023	143.46 143.46	143.46	Open	N 11/06/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
203855901818 87087	CONSUMERS ENERGY NOV 2023 219 N STATE ST 1000 2157 580-265.860-921.000 580-265.870-921.000 580-265.860-923.000 580-265.870-923.000 580-265.850-923.000	CGARRETT 10/30/2023	11/15/2023	908.21	908.21	Open	N 11/06/2023
206969963501 87153	CONSUMERS ENERGY NOV 2023 900 WASHINGTON AVE 1000 0 590-527.000-921.000	CGARRETT 11/01/2023	11/15/2023	7,870.75	7,870.75	Open	N 11/07/2023
10112023 86902	CORY IRVIN LUNCH FOR FIRE PROTECTION 597-336.000-717.000	CGARRETT 10/11/2023	11/15/2023	141.81	141.81	Open	Y 10/23/2023
171320 86966	CRYSTAL CLEAN PARTS 590-527.000-787.000	CGARRETT 10/26/2023	11/15/2023	468.01	468.01	Open	N 10/30/2023
11/7/2023 87098	DANE GROVER CLOTHING ALLOWANCE-2024 661-532.000-741.000	CGARRETT 11/07/2023	11/15/2023	150.00	150.00	Open	N 11/07/2023
11/06/2023 87090	DAREN JOHNSON CLOTHING ALLOWANCE-2024 590-527.520-741.000	CGARRETT 11/06/2023	11/15/2023	150.00	150.00	Open	N 11/06/2023
310765-0 86926	DBI BUSINESS INTERIORS SUPPLIES 101-191.000-740.000	CGARRETT 10/19/2023	11/15/2023	699.00	699.00	Open	Y 10/24/2023
311886-0 87021	DBI BUSINESS INTERIORS SUPPLIES 101-447.000-740.000	CGARRETT 11/01/2023	11/15/2023	50.27	50.27	Open	N 11/02/2023
10698489602 86947	DELL MARKETING L. P. ORDER NUMBER: 746656048 591-536.000-740.000	CGARRETT 09/14/2023	11/15/2023	771.67	771.67	Open	N 10/26/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
4687826 87139	Delta College TRAINING 101-301.000-715.000	10/19/2023 CGARRETT EMPLOYEE TRAINING	11/15/2023	80.00 80.00	80.00	Open	N 11/07/2023
7393094 87168	DEMCO SUPPLIES 510-790.000-740.000	11/02/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	263.02 263.02	263.02	Open	N 11/08/2023
7382948 87175	DEMCO SUPPLIES 510-790.000-740.000	10/16/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	181.31 181.31	181.31	Open	N 11/08/2023
1172023 87113	DETROIT SALT COMPANY LLC ROAD SALT (EARLY FILL MIDEAL) 661-000.000-111.000	10/25/2023 CGARRETT ROAD SALT (EARLY FILL MIDEAL)	11/15/2023	17,598.00 17,598.00	17,598.00	Open	N 11/07/2023
1192023 87205	DOUG BROOKS OUTERWEAR AND BOOTS 661-449.000-741.000	10/23/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	160.00 160.00	160.00	Open	N 11/09/2023
23OCT2383 87219	DRUG SCREENS PLUS OCT 2023 588-596.520-717.000	11/08/2023 CGARRETT OTHER EMPLOYMENT EXPENSE	11/15/2023	94.00 94.00	94.00	Open	N 11/09/2023
80760 87213	E & S GRAPHICS, INC SUPPLIES 510-790.000-740.000	10/13/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	528.00 528.00	528.00	Open	N 11/09/2023
761-11160845 87081	EGLE CUSTOMER ID: 562580 591-536.000-716.000	10/30/2023 CGARRETT LICENSE/CERTIFICATION FEE	11/15/2023	3,842.88 3,842.88	3,842.88	Open	N 11/06/2023
S105367421.001 87020	Etna Supply Company SUPPLIES 580-265.850-740.000	10/27/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	302.30 302.30	302.30	Open	N 11/02/2023
S105371643.001 87124	Etna Supply Company SUPPLIES 203-449.122-740.000	10/31/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	359.54 359.54	359.54	Open	N 11/07/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
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S104868921.001							
87184	Etna Supply Company SUPPLIES	10/27/2023 CGARRETT	11/15/2023	460.00	460.00	Open	N 11/09/2023
	591-536.552-740.000	MATERIALS/SUPPLIES		230.00			
	590-527.552-740.000	MATERIALS/SUPPLIES		230.00			
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22345/5							
86931	FAMILY FARM & HOME SUPPLIES-CUST NO:500020	10/23/2023 CGARRETT	11/15/2023	117.79	117.79	Open	N 10/24/2023
	590-527.000-740.000	MATERIALS/SUPPLIES		117.79			
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22386/5							
87016	FAMILY FARM & HOME PARTS-CUST NO500020	10/31/2023 CGARRETT	11/15/2023	42.74	42.74	Open	N 11/02/2023
	590-527.000-787.000	MAINTENANCE SUPPLIES		42.74			
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22398/5							
87108	FAMILY FARM & HOME SUPPLIES	11/01/2023 CGARRETT	11/15/2023	15.95	15.95	Open	N 11/07/2023
	661-532.000-740.000	MATERIALS/SUPPLIES		15.95			
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22388/5							
87109	FAMILY FARM & HOME SUPPLIES	10/31/2023 CGARRETT	11/15/2023	7.07	7.07	Open	N 11/07/2023
	203-449.122-740.000	MATERIALS/SUPPLIES		7.07			
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00237019APL							
87180	FARONICS DEEP FREEZE CLOUD PREMIUM	11/07/2023 CGARRETT	11/15/2023	1,665.00	1,665.00	Open	N 11/09/2023
	510-790.000-801.000	CONTRACT FEES		1,665.00			
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0187853							
86948	FERGUSON WATERWORKS #3386 LF 3/4 DCTH X CTS QJ COUP	10/11/2023 CGARRETT	11/15/2023	166.84	166.84	Open	N 10/26/2023
	591-536.552-740.000	MATERIALS/SUPPLIES		166.84			
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0174683-1							
87186	FERGUSON WATERWORKS #3386 SUPPLIES	10/31/2023 CGARRETT	11/15/2023	175.00	175.00	Open	N 11/09/2023
	591-536.552-740.000	MATERIALS/SUPPLIES		175.00			
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0189704							
87187	FERGUSON WATERWORKS #3386 SUPPLIES	10/31/2023 CGARRETT	11/15/2023	417.36	417.36	Open	N 11/09/2023
	591-536.552-740.000	MATERIALS/SUPPLIES		417.36			
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C00109-1							
86969	Fishbeck, Thompson, Carr & Huber INDUSTRIAL PRETREATMENT PROGRAM	10/23/2023 CGARRETT	11/15/2023	11,182.45	11,182.45	Open	N 10/30/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	590-527.000-970.000	INDUSTRIAL PRETREATMENT PROGRAM		11,182.45			
10312023 86971	Frontier MONTHLY COMMUNICATIONS 581-595.000-922.000	10/31/2023 CGARRETT COMMUNICATIONS	11/15/2023	95.93 95.93	95.93	Open	N 10/31/2023
11/06/2026 87092	GAVIN BALCOM CLOTHING ALLOWANCE-2024 590-527.520-741.000	11/06/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	150.00 150.00	150.00	Open	N 11/06/2023
26201806 87082	GRANGER WASTE SERVICES FEES FOR OCTOBER 2023 18586070 596-528.000-801.000	10/31/2023 CGARRETT CONTRACT FEES	11/15/2023	29,040.80 29,040.80	29,040.80	Open	N 11/06/2023
26168401 87083	GRANGER WASTE SERVICES FEES OCTOBER 2023 18609180 596-528.000-801.000	10/31/2023 CGARRETT CONTRACT FEES	11/15/2023	22.60 22.60	22.60	Open	N 11/06/2023
26210525 87084	GRANGER WASTE SERVICES FEES OCTOBER 2023 2878120 510-790.265-801.000 106-265.660-801.000 106-265.660-801.000 106-265.660-801.000 581-595.000-801.000 661-532.000-801.000 661-532.000-801.000 101-567.000-801.000 590-527.556-801.000	10/31/2023 CGARRETT CONTRACT FEES CONTRACT FEES CONTRACT FEES CONTRACT FEES CONTRACT FEES CONTRACT FEES CONTRACT FEES CONTRACT FEES CONTRACT FEES	11/15/2023	1,223.02 70.35 450.45 70.35 97.65 70.35 70.35 140.47 182.70 70.35	1,223.02	Open	N 11/06/2023
26201809 87085	GRANGER WASTE SERVICES FEES OCTOBER 2023 18610920 596-528.000-801.000	10/31/2023 CGARRETT CONTRACT FEES	11/15/2023	252.00 252.00	252.00	Open	N 11/06/2023
26210593 87086	GRANGER WASTE SERVICES FEES OCTOBER 2023 2893670 588-596.000-801.000	10/31/2023 CGARRETT CONTRACT FEES	11/15/2023	58.35 58.35	58.35	Open	N 11/06/2023
23-0002885 87185	GRATIOT WATER TESTING FEES 591-536.000-801.000	11/01/2023 CGARRETT CONTRACT FEES	11/15/2023	180.00 180.00	180.00	Open	N 11/09/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
10272023 CD 86954	GRATIOT AREA CHAMBER OF COMMERCE GYPN 2024 MEMBERSHIP CURTIS DANCER 101-191.000-718.000	10/27/2023 CGARRETT PUBLICATIONS/MEMBERSHIPS	11/15/2023	35.00 35.00	35.00	Open	N 10/27/2023
10272023 SZ 86955	GRATIOT AREA CHAMBER OF COMMERCE GYPN 2024 MEMEBERSHIP SYDNE ZAMUDI 101-191.000-718.000	10/27/2023 CGARRETT PUBLICATIONS/MEMBERSHIPS	11/15/2023	35.00 35.00	35.00	Open	N 10/27/2023
10272023 CG 86956	GRATIOT AREA CHAMBER OF COMMERCE GYPN 2024 MEMEBERSHIP COLETEN GARR 101-191.000-718.000	10/27/2023 CGARRETT PUBLICATIONS/MEMBERSHIPS	11/15/2023	35.00 35.00	35.00	Open	N 10/27/2023
2023-128 87154	Gratiot Area Water Authority ALMA WATER CONSUMPTION 591-536.000-998.000	11/07/2023 CGARRETT CONTRIBUTIONS/COMPONENTS	11/15/2023	71,898.91 71,898.91	71,898.91	Open	N 11/07/2023
00010500 86968	GRATIOT COUNTY PERMIT FEES 101-702.000-801.000	10/30/2023 CGARRETT CONTRACT FEES	11/15/2023	4,666.15 4,666.15	4,666.15	Open	N 10/30/2023
10182023 86906	GRATIOT COUNTY CENTRAL DISPATCH AVL COAST SHARE OCTOBER 2023 101-301.000-801.000	10/18/2023 CGARRETT CONTRACT FEES	11/15/2023	75.00 75.00	75.00	Open	Y 10/23/2023
10232023 86907	GRATIOT COUNTY CENTRAL DISPATCH LEIN ORDERS ENTRIES 101-301.000-801.000	10/18/2023 CGARRETT CONTRACT FEES	11/15/2023	638.88 638.88	638.88	Open	Y 10/23/2023
10302023 86967	Gratiot County Treasurer DRAIN SPECIAL ASSESSMENT 101-728.000-958.000 101-728.000-958.000 101-728.000-958.000 101-728.000-958.000 101-728.000-958.000 101-728.000-958.000 101-728.000-958.000 101-728.000-958.000 101-728.000-958.000 101-728.000-958.000	10/30/2023 CGARRETT PROPERTY TAXES PROPERTY TAXES PROPERTY TAXES PROPERTY TAXES PROPERTY TAXES PROPERTY TAXES PROPERTY TAXES PROPERTY TAXES PROPERTY TAXES PROPERTY TAXES PROPERTY TAXES	11/15/2023	7,774.84 355.55 169.58 734.91 417.22 793.14 2,615.10 583.79 20.37 315.37 1,769.81	7,774.84	Open	N 10/30/2023

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10032023 86901	HAWKINS POSTAGE DUE FOR CERTIFIED MAIL 101-301.000-744.000	10/03/2023 CGARRETT POSTAGE	11/15/2023	3.98 3.98	3.98	Open	Y 10/23/2023
3001830236 87165	Haworth, Inc PO NUMBER: ATC-2024-001 588-596.000-970.000	11/01/2023 CGARRETT CAPITAL OUTLAY	11/15/2023	1,688.51 1,688.51	1,688.51	Open	N 11/08/2023
1172023 87127	Healthy Pine River CONTRIBUTION 101-728.000-998.000	11/07/2023 CGARRETT CONTRIBUTIONS/COMPONENTS	11/15/2023	2,500.00 2,500.00	2,500.00	Open	N 11/07/2023
10312023 87089	HOEKSTRA TRANSPORTATION, INC PARTS 10086 588-596.000-780.000	10/31/2023 CGARRETT MAINTENANCE PARTS	11/15/2023	66.86 66.86	66.86	Open	N 11/06/2023
10194951 87019	HUTSON, INC MOWER BLADE KIT 661-532.000-780.000	10/30/2023 CGARRETT MAINTENANCE PARTS	11/15/2023	113.64 113.64	113.64	Open	N 11/02/2023
35735 87203	INDUSTRIAL BROOM SERVICE LLC PARTS 661-532.000-780.000	10/27/2023 CGARRETT MAINTENANCE PARTS	11/15/2023	1,133.00 1,133.00	1,133.00	Open	N 11/09/2023
11/7/2023 87097	JASON SAUNDERS CLOTHING ALLOWANCE-2024 661-532.000-741.000	11/07/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	150.00 150.00	150.00	Open	N 11/07/2023
10132023 86922	JOE RICHARDS EMPLOYEE REIMBURSEMENT 661-449.000-741.000	10/13/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	49.79 49.79	49.79	Open	N 10/24/2023
11/7/2023 87101	JOE RICHARDS CLOTHING ALLOWANCE-2024 661-532.000-741.000	11/07/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	150.00 150.00	150.00	Open	N 11/07/2023
224 87074	KAMLYN PAKSI CLEANING SERVICES 580-265.810-801.000	11/06/2023 CGARRETT CONTRACT FEES	11/15/2023	210.00 210.00	210.00	Open	N 11/06/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
10/30/2023							
86986	KATHERINE ROSLUND TRAVEL 101-257.000-717.000	10/30/2023 CGARRETT OTHER EMPLOYMENT EXPENSE	11/15/2023	38.65 38.65	38.65	Open	Y 11/01/2023
PA-Q229578							
86935	KCI POSTAGE FOR WINTER 2023 TAX BILLS 101-191.000-801.000	10/25/2023 CGARRETT CONTRACT FEES	11/15/2023	1,666.31 1,666.31	1,666.31	Open	N 10/25/2023
328064							
87076	KCI 2023 OCTOBER UNTILITY BILLING 591-536.556-801.000 590-527.556-801.000 596-528.520-801.000	11/02/2023 CGARRETT CONTRACT FEES CONTRACT FEES CONTRACT FEES	11/15/2023	1,610.02 536.67 536.67 536.68	1,610.02	Open	N 11/06/2023
36916							
87212	LANDMARK MACHINERY PARTS 661-532.000-780.000	10/26/2023 CGARRETT MAINTENANCE PARTS	11/15/2023	117.05 117.05	117.05	Open	N 11/09/2023
11/7/2023							
87103	LUKE SWISHER CLOTHING ALLOWANCE-2024 661-532.000-741.000	11/07/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	150.00 150.00	150.00	Open	N 11/07/2023
10312023							
87112	LUKE SWISHER EMPLOYEE REIMBURSEMENT 661-449.000-741.000	10/31/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	74.19 74.19	74.19	Open	N 11/07/2023
1192023							
87206	LUKE SWISHER SAFETY BOOTS 661-449.000-741.000	10/20/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	75.00 75.00	75.00	Open	N 11/09/2023
234							
87075	MCDONALD AIR SERVICES, LLC SERVICES AND REFULER FOR OCTOBER 2 581-595.000-801.000	11/01/2023 CGARRETT CONTRACT FEES	11/15/2023	2,625.09 2,625.09	2,625.09	Open	N 11/06/2023
6							
87192	McGuirk Sand & Gravel, Inc CONSTRUCTION/2020 CIP/IOWA STREET 591-536.552-970.000-W158.0000 590-527.552-970.000-S162.0000 203-901.000-970.000-SI3240000	11/03/2023 CGARRETT IOWA WATERMAIN (W158) IOWA SANITARY SEWER (S162) IOWA RECONSTRUCTION (SI324)	11/15/2023	79,499.96 19,126.28 19,575.11 40,798.57	79,499.96	Open	N 11/09/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
16219746 86894	McMaster-Carr Supply Co. PARTS-PURCHASE ORDER 1019DJOHNSON 590-527.000-787.000	10/19/2023 CGARRETT MAINTENANCE SUPPLIES	11/15/2023	112.85 112.85	112.85	Open	Y 10/23/2023
16016670 87017	McMaster-Carr Supply Co. CREDIT 590-527.000-787.000	10/17/2023 CGARRETT MAINTENANCE SUPPLIES	11/15/2023	(6.10) (6.10)	(6.10)	Open	N 11/02/2023
2585 87134	MICHIGAN AGRIBUSINESS SOLUTIONS SLUDGE AND BIOSOLID REMOVAL/2021 B 590-527.000-801.000	10/31/2023 CGARRETT CONTRACT FEES	11/15/2023	6,930.00 6,930.00	6,930.00	Open	N 11/07/2023
297-898371 86917	Michigan Co. DEB AZURE FOAM WASH 6/CS 510-790.265-740.000	10/18/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	93.67 93.67	93.67	Open	N 10/24/2023
2306 87173	MICHIGAN EDUCATION DIRECTORY INC. 2024 EDITION 510-790.000-973.200	10/25/2023 CGARRETT ADULT NONFICTIONAL BOOKS NONFICTION	11/15/2023	32.95 32.95	32.95	Open	N 11/08/2023
9108 87218	MICHIGAN MUNICIPAL TREASURERS ASSOC WINTER WORKSHOP REGISTRATION 101-191.000-715.000	11/09/2023 CGARRETT EMPLOYEE TRAINING	11/15/2023	199.00 199.00	199.00	Open	N 11/09/2023
09122023 86970	Mid State Printing, Inc NAVY ALMA LOGO SHIRTS 661-449.000-741.000	09/12/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	55.50 55.50	55.50	Open	N 10/31/2023
101599656 87121	MIDWEST MOTOR SUPPLY CO. INC. DRILL BIT 661-532.000-740.000	11/01/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	16.83 16.83	16.83	Open	N 11/07/2023
11/06/2023 87091	MIKE GRIDELY CLOTHING ALLOWANCE-2024 590-527.520-741.000	11/06/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	150.00 150.00	150.00	Open	N 11/06/2023
395060002709 87179	MILLINGTON ARBELA DISTRICT LIBRARY BOOK 510-790.000-973.100	08/16/2023 CGARRETT ADULT FICTIONAL BOOKS FICTION	11/15/2023	12.95 12.95	12.95	Open	N 11/09/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
1192023 87220	MY MICHIGAN HEALTH CONF EXPENSE 661-449.000-717.000 510-790.000-717.000 588-596.520-717.000	11/01/2023 CGARRETT	11/15/2023	882.00	882.00	Open	N 11/09/2023
		OTHER EMPLOYMENT EXPENSE		300.00			
		OTHER EMPLOYMENT EXPENSE		452.00			
		OTHER EMPLOYMENT EXPENSE		130.00			
1192023 87191	NEEDHAM'S TRANSIT CARPET 588-596.000-970.000	11/09/2023 CGARRETT	11/15/2023	3,481.57	3,481.57	Open	N 11/09/2023
				3,481.57			
361D42932338 87166	New York Times HOME DELIVERY 510-790.000-747.000	09/24/2023 CGARRETT	11/15/2023	258.62	258.62	Open	N 11/08/2023
		NEWSPAPERS		258.62			
TRFINV050271 87207	NEWMAN SIGNS INC. 10FT SIGN POSTS AND BASES 202-449.160-740.000 203-449.160-740.000 202-449.160-740.000 203-449.160-740.000 202-449.160-740.000	10/20/2023 CGARRETT	11/15/2023	2,665.85	2,665.85	Open	N 11/09/2023
		T-TLS-1.75-10(14)	TELESPAR 1.75INX	769.75			
		T-TLS-1.75-10(14)	TELESPAR 1.75INX	769.75			
		T-TLS-2-3	TELESPAR 2INX3'-12GA	351.00			
		T-TLS-2-3	TELESPAR 2INX3'-12GA	351.00			
		FREIGHT		424.35			
862095 86908	NYE UNIFORM COMPANY UNIFORMS 101-301.000-741.000	10/16/2023 CGARRETT	11/15/2023	232.13	232.13	Open	Y 10/23/2023
		UNIFORMS/SAFETY EQUIPMENT		232.13			
862138 86909	NYE UNIFORM COMPANY UNIFORMS 101-301.000-741.000	10/16/2023 CGARRETT	11/15/2023	260.00	260.00	Open	Y 10/23/2023
		UNIFORMS/SAFETY EQUIPMENT		260.00			
862112 86910	NYE UNIFORM COMPANY UNIFROMS 101-301.000-741.000	10/16/2023 CGARRETT	11/15/2023	260.00	260.00	Open	Y 10/23/2023
		UNIFORMS/SAFETY EQUIPMENT		260.00			
862118 86911	NYE UNIFORM COMPANY UNIFORMS 101-301.000-741.000	10/16/2023 CGARRETT	11/15/2023	260.00	260.00	Open	N 10/23/2023
		UNIFORMS/SAFETY EQUIPMENT		260.00			
866223 87142	NYE UNIFORM COMPANY UNIFORMS	11/02/2023 CGARRETT	11/15/2023	343.19	343.19	Open	N 11/07/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	101-301.000-741.000	UNIFORMS/SAFETY EQUIPMENT		343.19			
866222							
87143	NYE UNIFORM COMPANY UNIFORMS 101-301.000-741.000	11/02/2023 CGARRETT	11/15/2023	328.00	328.00	Open	N 11/07/2023
	101-301.000-741.000	UNIFORMS/SAFETY EQUIPMENT		328.00			
866219							
87144	NYE UNIFORM COMPANY UNIFORMS 101-301.000-741.000	11/02/2023 CGARRETT	11/15/2023	164.00	164.00	Open	N 11/07/2023
	101-301.000-741.000	UNIFORMS/SAFETY EQUIPMENT		164.00			
866220							
87145	NYE UNIFORM COMPANY UNIFORMS 101-301.000-741.000	11/02/2023 CGARRETT	11/15/2023	328.00	328.00	Open	N 11/07/2023
	101-301.000-741.000	UNIFORMS/SAFETY EQUIPMENT		328.00			
862103A							
87146	NYE UNIFORM COMPANY UNIFORMS 101-301.000-741.000	10/31/2023 CGARRETT	11/15/2023	177.34	177.34	Open	N 11/07/2023
	101-301.000-741.000	UNIFORMS/SAFETY EQUIPMENT		177.34			
862104A							
87147	NYE UNIFORM COMPANY UNIFORMS 101-301.000-741.000	10/31/2023 CGARRETT	11/15/2023	168.50	168.50	Open	N 11/07/2023
	101-301.000-741.000	UNIFORMS/SAFETY EQUIPMENT		168.50			
862106A							
87148	NYE UNIFORM COMPANY UNIFROMS 101-301.000-741.000	10/31/2023 CGARRETT	11/15/2023	168.50	168.50	Open	N 11/07/2023
	101-301.000-741.000	UNIFORMS/SAFETY EQUIPMENT		168.50			
862846							
87149	NYE UNIFORM COMPANY UNIFORMS 101-301.000-741.000	10/31/2023 CGARRETT	11/15/2023	1,785.74	1,785.74	Open	N 11/07/2023
	101-301.000-741.000	UNIFORMS/SAFETY EQUIPMENT		1,785.74			
862100							
87150	NYE UNIFORM COMPANY UNIFROMS 101-301.000-741.000	10/31/2023 CGARRETT	11/15/2023	391.04	391.04	Open	N 11/07/2023
	101-301.000-741.000	UNIFORMS/SAFETY EQUIPMENT		391.04			
0005220030							
87221	OHM WASTEWATER CHLORINE CONVERSION 590-527.000-970.000-WW31.0000	11/01/2023 CGARRETT	11/15/2023	33,319.00	33,319.00	Open	N 11/09/2023
	590-527.000-970.000-WW31.0000	WASTEWATER CHLORINE CONVERSION		33,319.00			
3967-406672							
86895	O'REILLY AUTO PARTS CAPSULE	10/19/2023 CGARRETT	11/15/2023	95.49	95.49	Open	Y 10/23/2023

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	GL Distribution 588-596.000-780.000	MAINTENANCE PARTS		95.49			
3967-407816 87117	O'REILLY AUTO PARTS LATERAL LINK 101-301.000-780.000	11/01/2023 CGARRETT MAINTENANCE PARTS	11/15/2023	100.27 100.27	100.27	Open	N 11/07/2023
10232023 86899	PAT'S AUTO, INC. PARTS, LABOR, PAINT 101-301.000-780.000	10/12/2023 CGARRETT MAINTENANCE PARTS	11/15/2023	3,532.40 3,532.40	3,532.40	Open	Y 10/23/2023
2023-126 87163	PC Trans SCHEDULING, DISPATCH, MAPS SOFTWARE 588-596.000-801.000	10/29/2023 CGARRETT CONTRACT FEES	11/15/2023	6,025.00 6,025.00	6,025.00	Open	N 11/08/2023
11/7/2023 87096	PEDRO RODRIGUEZ CLOTHING ALLOWANCE-2024 661-532.000-741.000	11/07/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	150.00 150.00	150.00	Open	N 11/07/2023
17142423 86942	QUADIENET FINANCE USA, INC. SUPPLIES-CUSTOMER NO:45526747-2182 101-191.000-740.000	10/12/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	228.95 228.95	228.95	Open	N 10/25/2023
16150 86965	Safety Kleen Corp. FEES FOR SERVICES ON 10/27/2023 590-527.000-801.000	10/27/2023 CGARRETT CONTRACT FEES	11/15/2023	121.79 121.79	121.79	Open	N 10/30/2023
922839716 87210	Safety Kleen Corp. FEES 661-532.000-801.000	10/12/2023 CGARRETT CONTRACT FEES	11/15/2023	199.10 199.10	199.10	Open	N 11/09/2023
146160 87119	SCOTLAND OIL CO. CUTOMER #: 13718 661-532.000-740.000	10/30/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	801.90 801.90	801.90	Open	N 11/07/2023
146685 87120	SCOTLAND OIL CO. CUSTOMER #:13718 661-532.000-740.000	11/01/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	206.12 206.12	206.12	Open	N 11/07/2023
327498 87171	SHOWCASES CD CASES	11/02/2023 CGARRETT	11/15/2023	73.39	73.39	Open	N 11/08/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	510-790.000-740.000	MATERIALS/SUPPLIES		73.39			
18991 87018	SINGLE SOURCE GLOVES 661-449.000-741.000	10/23/2023 CGARRETT	11/15/2023	396.16	396.16	Open	N 11/02/2023
	661-449.000-741.000	UNIFORMS/SAFETY EQUIPMENT		396.16			
0615677-IN 87125	Sirchie Finger Print Lab SUPPLIES 101-301.000-740.000	10/19/2023 CGARRETT	11/15/2023	31.50	31.50	Open	N 11/07/2023
	101-301.000-740.000	MATERIALS/SUPPLIES		31.50			
0616215-IN 87137	Sirchie Finger Print Lab TEST 05 101-301.000-740.000	10/24/2023 CGARRETT	11/15/2023	31.50	31.50	Open	N 11/07/2023
	101-301.000-740.000	MATERIALS/SUPPLIES		31.50			
005236801110123 87131	SPECTRUM SERVICES FROM 11/03/2023 - 12/02/2 101-253.000-922.000	11/01/2023 CGARRETT	11/15/2023	159.98	159.98	Open	N 11/07/2023
	101-253.000-922.000	COMMUNICATIONS		159.98			
223436301110123 87172	SPECTRUM AIRPORT FUEL TANK CARD READER 581-595.000-801.000	11/01/2023 CGARRETT	11/15/2023	92.97	92.97	Open	N 11/08/2023
	581-595.000-801.000	CONTRACT FEES		92.97			
1172023 87157*	SPEEDWAY OCT-01-2023 TO OCT-31-2023 101-371.000-743.000 101-172.000-743.000 588-596.000-743.000 597-336.000-743.000 106-692.660-743.000 661-532.000-743.000 101-301.000-743.000 661-532.000-743.000 598-336.000-743.000 590-527.000-743.000 591-536.552-743.000 661-532.000-743.000	09/30/2023 CGARRETT	11/15/2023	18,239.97	18,239.97	Open	N 09/30/2023
	101-371.000-743.000	FUEL		28.11			
	101-172.000-743.000	FUEL		43.56			
	588-596.000-743.000	FUEL		9,341.69			
	597-336.000-743.000	FUEL		658.55			
	106-692.660-743.000	FUEL		362.03			
	661-532.000-743.000	FUEL		3,340.28			
	101-301.000-743.000	FUEL		3,087.63			
	661-532.000-743.000	FUEL		1,176.40			
	598-336.000-743.000	FUEL		61.72			
	590-527.000-743.000	FUEL		103.23			
	591-536.552-743.000	FUEL		438.29			
	661-532.000-743.000	FUEL		(401.52)			
6057660-00 87136	STANDARD ELECTRIC BATTERIES 597-336.000-740.000	10/23/2023 CGARRETT	11/15/2023	358.56	358.56	Open	N 11/07/2023
	597-336.000-740.000	MATERIALS/SUPPLIES		358.56			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
3549602666 86900	Staples, Inc SUPPLIES-CUSTOMER DET 1809837 101-301.000-740.000	10/06/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	35.75 35.75	35.75	Open	Y 10/23/2023
3550036451 86929	Staples, Inc SUPPLIES-CUSTOMER:DET 1809837 101-191.000-740.000 101-270.000-740.000	10/14/2023 CGARRETT MATERIALS/SUPPLIES MATERIALS/SUPPLIES	11/15/2023	129.98 7.37 122.61	129.98	Open	N 10/24/2023
3550036450 86944	Staples, Inc 32GB PINSTRIPE USB 10 PK 103-536.520-740.000	10/14/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	39.99 39.99	39.99	Open	N 10/26/2023
3550528855 87135	Staples, Inc INK 101-301.000-740.000	10/21/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	108.90 108.90	108.90	Open	N 11/07/2023
8071955627 87208	Staples, Inc SUPPLIES 661-532.000-740.000	10/14/2023 CGARRETT MATERIALS/SUPPLIES	11/15/2023	137.43 137.43	137.43	Open	N 11/09/2023
591-11112484 86930	STATE OF MICHIGAN BILLING PERIOD: JULY-SEPTEMBER 202 581-595.000-801.000	09/30/2023 CGARRETT CONTRACT FEES	11/15/2023	645.34 645.34	645.34	Open	N 10/24/2023
591-11166331 87164	STATE OF MICHIGAN VEHICLE DISPOSAL PROCEEDS 588-596.000-677.000	10/31/2023 CGARRETT OTHER REVENUE	11/15/2023	3,312.00 3,312.00	3,312.00	Open	N 11/08/2023
8005013500 86949	STERICYCLE ENVIRONMENTAL SOLUTIONS SERVICE ON SITE 9/20/2023 101-191.000-801.000	10/18/2023 CGARRETT CONTRACT FEES	11/15/2023	136.07 136.07	136.07	Open	N 10/26/2023
46148 86913	THE SEWING ROOM UNIFORMS 101-371.000-741.000	10/16/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	18.00 18.00	18.00	Open	Y 10/23/2023
4125438 86891	TIRE FACTORY, INC TIRE FEES	10/23/2023 CGARRETT	11/15/2023	287.50	287.50	Open	Y 10/23/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	588-596.000-781.000	TIRES		287.50			
4125562							
87088	TIRE FACTORY, INC TIRES 588-596.000-781.000	10/30/2023 CGARRETT TIRES	11/15/2023	535.00	535.00	Open	N 11/06/2023
1172023							
87160	T-MOBILE ACCOUNT NUMBER 975200437 510-790.000-801.000	10/21/2023 CGARRETT CONTRACT FEES	11/15/2023	334.97	334.97	Open	N 11/07/2023
11/7/2023							
87099	TODD LABONVILLE CLOTHING ALLOWANCE-2024 661-532.000-741.000	11/07/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	150.00	150.00	Open	N 11/07/2023
3100932							
86963	TRACE ANALYTICAL LABORATORIES, INC FEES-TRACE ID: 23J0640 590-527.000-801.000	10/26/2023 CGARRETT CONTRACT FEES	11/15/2023	454.75	454.75	Open	N 10/30/2023
340562							
87138	Trans Union LLC BILLING PERIOD 10/01/2023 - 10/31/ 101-301.000-801.000	11/01/2023 CGARRETT CONTRACT FEES	11/15/2023	75.00	75.00	Open	N 11/07/2023
1630108605							
86892	Unifirst Corp UNIFORMS 588-596.000-741.000	10/19/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	5.55	5.55	Open	Y 10/23/2023
1630108606							
86921	Unifirst Corp UNIFORMS 661-449.000-741.000 661-532.000-741.000 661-532.000-740.000	10/19/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT UNIFORMS/SAFETY EQUIPMENT MATERIALS/SUPPLIES	11/15/2023	79.18	79.18	Open	N 10/24/2023
1630109378							
86945	Unifirst Corp UNIFORMS 591-536.000-741.000 103-536.000-741.000	10/26/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	48.21	48.21	Open	N 10/26/2023
1630108603							
86946	Unifirst Corp UNIFORMS 591-536.000-741.000 103-536.000-741.000	10/19/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	48.21	48.21	Open	N 10/26/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
1630110266 87123	Unifirst Corp UNIFORMS 661-449.000-741.000 661-532.000-741.000 661-532.000-740.000	11/02/2023 CGARRETT	11/15/2023	78.54	78.54	Open	N 11/07/2023
		UNIFORMS/SAFETY EQUIPMENT		30.21			
		UNIFORMS/SAFETY EQUIPMENT		28.45			
		MATERIALS/SUPPLIES		19.88			
1630109380 87132	Unifirst Corp UNIFORMS 588-596.000-741.000	10/26/2023 CGARRETT	11/15/2023	5.55	5.55	Open	N 11/07/2023
		UNIFORMS/SAFETY EQUIPMENT		5.55			
1630110265 87133	Unifirst Corp UNIFORMS 588-596.000-741.000	11/02/2023 CGARRETT	11/15/2023	5.55	5.55	Open	N 11/07/2023
		UNIFORMS/SAFETY EQUIPMENT		5.55			
1630109381 87211	Unifirst Corp UNIFORMS 661-449.000-741.000 661-532.000-741.000 661-532.000-741.000	10/26/2023 CGARRETT	11/15/2023	79.18	79.18	Open	N 11/09/2023
		UNIFORMS/SAFETY EQUIPMENT		30.85			
		UNIFORMS/SAFETY EQUIPMENT		28.45			
		UNIFORMS/SAFETY EQUIPMENT		19.88			
6118917 87169	UNIQUE MANAGEMENT SERVICES, INC. OCTOBER PLACEMENTS 510-790.000-801.000	11/01/2023 CGARRETT	11/15/2023	133.04	133.04	Open	N 11/08/2023
		CONTRACT FEES		133.04			
126833 86962	VC3 MONTHLY BILLING FOR OCTOBER 101-253.000-801.000	10/30/2023 CGARRETT	11/15/2023	462.00	462.00	Open	N 10/30/2023
		CONTRACT FEES		462.00			
126832 86964	VC3 MONTHLY BILLING FOR OCTBER 101-253.000-801.000	10/26/2023 CGARRETT	11/15/2023	1,200.00	1,200.00	Open	N 10/30/2023
		CONTRACT FEES		1,200.00			
125433 87156	VC3 ACCOUNT ITR29756305 101-253.000-801.000	09/30/2023 CGARRETT	11/15/2023	360.00	360.00	Open	N 11/07/2023
		CONTRACT FEES		360.00			
9947431404 86972*	Verizon North CHARGES FROM SEP-22-OCT21 101-257.000-922.000 590-527.520-922.000	10/21/2023 CGARRETT	11/15/2023	62.13	62.13	Open	N 10/31/2023
		COMMUNICATIONS		114.03			
		COMMUNICATIONS		(49.38)			

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	591-536.000-922.000	COMMUNICATIONS		(16.46)			
	661-449.000-922.000	COMMUNICATIONS		13.94			
9948061359							
87190	Verizon North	10/29/2023	11/15/2023	416.16	416.16	Open	N
	BILLING FROM SEP 30 - OCT 29	CGARRETT					11/09/2023
	588-596.000-922.000	COMMUNICATIONS		416.16			
OCT 2023 VISA BB							
87214	VISA	10/29/2023	11/15/2023	275.88	275.88	Open	N
	BRETT BAUBLITZ OCT 2023 VISA STATE	CGARRETT					11/09/2023
	588-596.000-741.000	UNIFORMS/SAFETY EQUIPMENT		275.88			
OCT 2023 VISA SA							
87216	VISA	10/29/2023	11/15/2023	311.75	311.75	Open	N
	SARA ANDERSON OCT 2023 VISA STATEM	CGARRETT					11/09/2023
	101-215.000-801.000	CONTRACT FEES		72.04			
	101-215.000-740.000	MATERIALS/SUPPLIES		14.41			
	101-101.000-717.000	OTHER EMPLOYMENT EXPENSE		225.30			
OCT 2023 VISA JG							
87217*	VISA	10/29/2023	11/15/2023	3,472.83	3,472.83	Open	N
	JAMES GOODHALL OCT 2023 VISA STATE	CGARRETT					11/09/2023
	661-532.000-740.000	MATERIALS/SUPPLIES		308.67			
	202-449.160-740.000	MATERIALS/SUPPLIES		(100.28)			
	202-449.160-740.000	MATERIALS/SUPPLIES		94.60			
	596-528.447-740.000	MATERIALS/SUPPLIES		393.93			
	581-595.000-740.000	MATERIALS/SUPPLIES		763.67			
	661-532.000-740.000	MATERIALS/SUPPLIES		84.81			
	510-790.265-740.000	MATERIALS/SUPPLIES		29.89			
	101-751.000-740.000	MATERIALS/SUPPLIES		146.19			
	590-527.552-740.000	MATERIALS/SUPPLIES		131.28			
	661-532.000-780.000	MAINTENANCE PARTS		69.22			
	661-532.000-740.000	MATERIALS/SUPPLIES		47.25			
	101-265.000-740.000	MATERIALS/SUPPLIES		15.63			
	510-790.265-740.000	MATERIALS/SUPPLIES		34.63			
	101-265.000-740.000	MATERIALS/SUPPLIES		34.63			
	661-532.000-740.000	MATERIALS/SUPPLIES		34.63			
	661-532.000-746.000	TOOLS/EQUIPMENT		112.42			
	590-527.552-740.000	MATERIALS/SUPPLIES		53.96			
	661-532.000-740.000	MATERIALS/SUPPLIES		37.28			
	661-532.000-780.000	MAINTENANCE PARTS		1,180.42			
OCT 2023 VISA DR							
87222	VISA	10/29/2023	11/15/2023	600.00	600.00	Open	N
	DAVID RINGLE OCT 2023 VISA STATEME	CGARRETT					11/09/2023
	101-447.000-801.000	CONTRACT FEES		600.00			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
923 87189	WARD'S EXCAVATING LLC FEES 591-536.552-801.000	10/22/2023 CGARRETT CONTRACT FEES	11/15/2023	6,536.91 6,536.91	6,536.91	Open	N 11/09/2023
31160 86903	WEST SHORE FIRE SUPPLIES 597-336.000-741.000	10/16/2023 CGARRETT UNIFORMS/SAFETY EQUIPMENT	11/15/2023	21,130.82 21,130.82	21,130.82	Open	Y 10/23/2023
11/7/2023 87129	WINN TELECOM TELEPHONE CHARGES 581-595.000-922.000 101-191.000-922.000 101-301.000-922.000 597-336.000-922.000 588-596.000-922.000	11/01/2023 CGARRETT COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS	11/15/2023	257.21 71.84 46.08 47.13 46.08 46.08	257.21	Open	N 11/07/2023
11-7-2023 87130	WINN TELECOM INTERNET CHARGES 101-253.000-922.000	11/01/2023 CGARRETT COMMUNICATIONS	11/15/2023	250.00 250.00	250.00	Open	N 11/07/2023
# of Invoices:	275	# Due:	275	Totals:	452,524.73	452,524.73	
# of Credit Memos:	1	# Due:	1	Totals:	(6.10)	(6.10)	
Net of Invoices and Credit Memos:					<u>452,518.63</u>	<u>452,518.63</u>	
* 3 Net Invoices have Credits Totalling:					(567.64)		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			85,822.71	85,822.71		
	103 - GRATIOT AREA WATER AUTHORIT			163.21	163.21		
	106 - ALMA HOUSING COMMISSION			980.48	980.48		
	202 - MAJOR STREET FUND			1,826.88	1,826.88		
	203 - LOCAL STREET FUND			42,285.93	42,285.93		
	510 - ALMA PUBLIC LIBRARY FUND			12,713.15	12,713.15		
	580 - STATE STREET PLAZA FUND			2,323.89	2,323.89		
	581 - GRATIOT AIRPORT AUTHORITY F			5,067.07	5,067.07		
	588 - TRANSPORTATION SYSTEM FUND			27,290.27	27,290.27		
	590 - SEWER FUND			83,620.18	83,620.18		
	591 - WATER FUND			104,475.63	104,475.63		
	596 - RUBBISH COLLECTION FUND			30,246.01	30,246.01		
	597 - RURAL URBAN FIRE BOARD FUND			23,540.35	23,540.35		
	598 - RESCUE FUND			61.72	61.72		
	661 - MUNICIPAL SERVICES FUND			32,101.15	32,101.15		
--- TOTALS BY DEPT/ACTIVITY ---							
	000.000 - GENERAL			20,994.35	20,994.35		
	101.000 - CITY COMMISSION			589.06	589.06		
	172.000 - CITY MANAGER			67.56	67.56		
	191.000 - FINANCE ADMINISTRATION			6,466.43	6,466.43		
	215.000 - CLERK			1,931.76	1,931.76		
	253.000 - INFORMATION TECHNOLOGY			7,391.45	7,391.45		
	257.000 - ASSESSOR			152.68	152.68		
	265.000 - BUILDING/GROUNDS MAINT			2,993.24	2,993.24		
	265.660 - LOW RENT			618.45	618.45		
	265.810 - 200 PROSPECT			302.89	302.89		
	265.840 - 206 PROSPECT			46.11	46.11		
	265.850 - 217 N STATE			987.10	987.10		
	265.860 - 219 N STATE			531.27	531.27		
	265.870 - 221 N STATE			456.52	456.52		
	270.000 - HUMAN RESOURCES			2,074.61	2,074.61		
	301.000 - POLICE			33,283.04	33,283.04		
	336.000 - FIRE & RESCUE			23,602.07	23,602.07		
	371.000 - PUBLIC SAFETY/BUILDING			920.11	920.11		
	447.000 - ENGINEERING			650.27	650.27		
	448.000 - STREET LIGHTING			8,123.74	8,123.74		
	449.000 - ACT 51 STREETS/BRIDGES			1,216.49	1,216.49		
	449.109 - SURFACE MAINTENANCE			113.98	113.98		
	449.122 - DRAINAGE/BACKSLOPES			366.61	366.61		
	449.160 - TRAFFIC SIGNS			2,660.17	2,660.17		
	449.161 - TRAFFIC SIGNALS			173.48	173.48		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
---	TOTALS BY DEPT/ACTIVITY	---					
527.000	- SEWAGE DISPOSAL			62,299.25	62,299.25		
527.520	- SEWAGE DISPOSAL - ADMIN			625.62	625.62		
527.552	- MAINTENANCE OF SEWER MA			19,990.35	19,990.35		
527.556	- SEWAGE UTILITY BILLING/			607.02	607.02		
527.561	- PINE RIVER TWP SEWAGE L			97.94	97.94		
528.000	- REFUSE COLLECTION/DISPO			29,315.40	29,315.40		
528.447	- LEAF COLLECTION			393.93	393.93		
528.520	- REFUSE DISPOSAL ADMINIS			536.68	536.68		
532.000	- CENTRAL GARAGE			12,722.20	12,722.20		
536.000	- POTABLE WATER SYSTEM			76,907.73	76,907.73		
536.520	- ADMINISTRATION			39.99	39.99		
536.552	- MAINTENANCE OF WATER MA			27,154.45	27,154.45		
536.556	- WATER UTILITY BILLING/C			536.67	536.67		
567.000	- RIVERSIDE CEMETERY			1,025.60	1,025.60		
595.000	- GRATIOT COMMUNITY AIRPO			5,067.07	5,067.07		
596.000	- TRANSIT OPERATIONS			27,066.27	27,066.27		
596.520	- TRANSIT ADMINISTRATION			224.00	224.00		
692.660	- LOW RENT			362.03	362.03		
702.000	- PLANNING & ZONING			5,557.48	5,557.48		
728.000	- ECONOMIC DEVELOPMENT			11,009.91	11,009.91		
751.000	- RECREATION & CULTURE/PA			753.88	753.88		
790.000	- LIBRARY			8,563.75	8,563.75		
790.265	- LIBRARY MAINTENANCE			228.54	228.54		
901.000	- CONSTRUCTION			40,798.57	40,798.57		
905.000	- DEBT SERVICE			3,920.86	3,920.86		