



CITY COUNCIL PACKET
MONDAY, JULY 16, 2018

Prepared By:
Kris Vogel, CMMC/MMC, City Clerk
Kevin A. Catlin, City Manager



**CITY COUNCIL
REGULAR MEETING OF
MONDAY, JULY 16, 2018, 7:30 P.M.
AGENDA**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL: Mayor Burdett, Council Members Eib, Hollingsworth, Hoover, Morgan, Navarro, and Riley
- IV. APPROVAL OF MINUTES
 - A. Regular Meeting of July 2, 2018
- V. REPORTS
 - A. Building Department/Code Enforcement – June (T. Seaman)
 - B. Public Services Department – June (T. Blaniar)
 - C. Fire Department – June (J. Teixeira)
 - D. Law Enforcement Department – June (C. Childers)
 - E. City Manager – Kevin A. Catlin
 - 1. Approve – Business Licenses (**res. #30-18**)
 - 2. Adopt – Revised Fee Schedule (**res. #31-18**)
 - 3. Proclaim – Service Recognition (**proc. #03-18**)
 - 4. Bills In Line
- VI. COUNCIL COMMENTS
- VII. CITIZEN COMMENTS
- VIII. ADJOURNMENT

NEXT MEETING: **Monday, August 6, 2018**
NEXT RESOLUTION: **32-18**
NEXT PROCLAMATION: **04-18**
NEXT ORDINANCE: **01-18**
NEXT TRAFFIC CONTROL ORDER: **2018-1**



TO: City Council Members

FROM: Kris Vogel, City Clerk

DATE: July 9, 2018

RE: **Zoning Board of Appeals Meeting Cancelation**

Please note: The regularly scheduled Zoning Board of Appeals Meeting scheduled for Monday, July 16, 2018, at 7:45 p.m. has been canceled; we do not have any business to conduct.



**MINUTES OF THE REGULAR MEETING OF
THE COUNCIL OF THE CITY OF SPRINGFIELD
JULY 2, 2018**

I. CALL TO ORDER

Mayor Burdett called the regular meeting of the Council of the City of Springfield to order at 7:30 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor Burdett led the pledge of allegiance.

III. ROLL CALL

Present: Council Members Eib, Hollingsworth, Hoover, Navarro, Riley, and Mayor Burdett.

Also Present Kevin A. Catlin – City Manager and Kris Vogel – City Clerk.

Absent: Council Member Morgan.

It was moved by Hollingsworth, seconded by Eib and unanimous to excuse Council Member Morgan from the regular meeting of July 2, 2018.

IV. APPROVAL OF MINUTES

It was moved by Eib, seconded by Hollingsworth and unanimous that the minutes of the June 18, 2018, regular meeting be approved subject to any additions or corrections.

V. REPORTS

A. City Manager – Kevin Catlin

1. Approve – Dickman Road Business Improvement District Renewal

City Manager Catlin stated this resolution would approve the renewal of a special assessment set to expire June 30, 2019. As of its May 2018 meeting, the BID Board approved a motion to seek a new five-year assessment. The cities of Battle Creek and Springfield governing bodies must approve a special assessment resolution respectively to authorize the renewal.

It was moved by Council Member Hoover and seconded by Council Member Eib that the following resolution be adopted:

Resolution #27-18

WHEREAS, the Dickman Road Business Improvement District (BID) was created in 2000 to enhance the revitalization and beautification of a major corridor; and

WHEREAS, THE BID has induced business retention and private investment from several businesses along the corridor; and

WHEREAS, the current assessment was approved at \$.01 per square foot of commercial property; and the Dickman Road BID Board of Directors has requested to renew the BID for a five-year term at \$.01 per square foot.

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD that the City Assessor is hereby authorized to prepare the special assessment roll for a five-year period at \$.01 per square foot.

All ayes. Resolution adopted.

2. Approve Planning Commission Appointment

City Manager Catlin noted this resolution would approve the appointment of Amy N. Evans to the Planning Commission due to a vacancy created by Commissioner Wesley Brandt. The City appreciates Mr. Brandt's hard work, dedication and long-range vision thinking.

It was moved by Council Member Navarro and seconded by Council Member Hoover that the following resolution be adopted:

Resolution #28-18

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to appointment Amy N. Evans to the Planning Commission, to fill the vacancy created by the resignation of Wesley Brandt; said term to expire May 1, 2021.

All ayes. Resolution adopted.

3. Approve – Business Licenses

City Manager Catlin stated this resolution would approve annual business licenses to expire June 30, 2019.

It was moved by Council Member Eib and seconded by Council Member Navarro that the following resolution be adopted:

Resolution #29-18

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD that the following business licenses are hereby approved; said licenses to expire June 30, 2019:

New or Used Car Dealership

Airway Auto Parts, LLC
Brechi LLC – Fort Custer Cars
Brechi LLC – West Dickman Self Storage
Wright's Automotive

3500 W. Dickman Road
3950 W. Dickman Road
4325 W. Dickman Road
622 Upton Avenue

Automotive Repair Facility

Airway Auto Parts, LLC
B & B Fleet & Automotive Inc.
Brad Grays Auto Body
Four Star Muffler, Inc.
OD's Automotive
Wright's Automotive

3500 W. Dickman Road
2800 7th Avenue
3333 5th Avenue
2995 6th Avenue
430 N. 20th Street
622 Upton Avenue

Junk and Secondhand Dealer

Airway Auto Parts, LLC
Vintage Revived LLC

3500 W. Dickman Road
2517 W. Dickman Road

All ayes. Resolution adopted.

City Clerk Vogel noted the Council will see at least one more resolution approving business licenses as not all of the renewals have been received.

3. Bills In Line

It was moved by Council Member Eib, seconded by Council Member Hollingsworth, and unanimously approved that the checks be drawn from the various accounts and the bills be paid.

VI. COUNCIL COMMENTS

Council Members welcomed Amy Evans to the Planning Commission and stated they looked forward to working with her.

City Clerk Vogel stated that City Hall will be closed Wednesday, July 4th and will reopen Thursday, July 5th at 7:00 a.m.

City Clerk Vogel also noted that absentee ballots are available for the August 7, 2018, election.

City Manager Catlin stated he will be out of the office starting Tuesday afternoon and he will be appointing Terry Blaniar as acting City Manager.

Mayor Burdett thanked Wesley Brandt for his many years of service to the City.

VII. CITIZEN COMMENTS

None.

VIII. ADJOURNMENT

The meeting was adjourned at 7:38 p.m.

Kris Vogel, CMMC/MMC
City Clerk

Harry Burdett
Mayor



Building Report June 2018

Prepared By: Tina Seaman

Building	PB18-0047	3905 W DICKMAN RD	PATIO CANOPY	\$700.00
	PB18-0048	335 AVENUE A	ROOF WITH DECKING	\$100.00
	PB18-0049	219 N 26TH ST	NEW DECK	\$195.00
	PB18-0050	475 RICHFIELD	ROOF WITH DECKING	\$100.00
	PB18-0051	421 N 22ND ST	PLASTER TO DRYWALL	\$175.00
	PB18-0052	1020 BETTERLY RD	REFRAMING	\$250.00
	PB18-0053	256 N HELMER	40 X 40 TEMP TENT	\$120.00
	PB18-0054	139 N 12TH ST	ROOF WITH DECKING	\$100.00
	PB18-0055	1145 HARMONIA RD LOT 120	NEW DECK	\$195.00
	PB18-0056	719 AVENUE A	32 BALCONIES, RAILINGS	\$160.00
	PB18-0057	221 KIRKWOOD	MOVE FURNACE	\$239.00
	PB18-0058	1131 FRISBIE BLVD	ROOF WITH DECKING	\$100.00
	Total Building Permits			\$2,434.00
Mechanical	PM18-0022	111 EVERGREEN	MECHANICAL	\$100.00
	PM18-0023	111 EVERGREEN	MECHANICAL	\$250.00
	PM18-0024	111 EVERGREEN	MECHANICAL	\$250.00
	PM18-0025	111 EVERGREEN	MECHANICAL	\$250.00
	PM18-0026	111 EVERGREEN	MECHANICAL	\$250.00
	PM18-0027	111 EVERGREEN	MECHANICAL	\$250.00
	PM18-0028	111 EVERGREEN	MECHANICAL	\$250.00
	PM18-0029	111 EVERGREEN	MECHANICAL	\$250.00
	PM18-0030	111 EVERGREEN	MECHANICAL	\$250.00
	PM18-0031	111 EVERGREEN	MECHANICAL	\$100.00
	PM18-0032	1267 AVENUE A LOT 101	MECHANICAL	\$100.00
	PM18-0033	2995 6TH AVE	MECHANICAL	\$113.00
	PM18-0034	158 NETTLES	MECHANICAL	\$100.00
Total Mechanical Permits			\$2,513.00	
Electrical	PE18-0023	221 KIRKWOOD	ELECTRICAL	\$188.00
	PE18-0024	111 EVERGREEN	ELECTRICAL	\$100.00
	PE18-0025	1267 AVENUE A LOT 101	ELECTRICAL	\$100.00
	PE18-0026	256 N HELMER RD	ELECTRICAL	\$100.00
Total Electrical Permits			\$488.00	
Plumbing	PP18-0016	1267 AVENUE A LOT 116	PLUMBING	\$100.00
	PP18-0017	221 KIRKWOOD	PLUMBING	\$167.00
	PP18-0018	276 N 20TH ST	PLUMBING	\$167.00
Total Plumbing Permits			\$434.00	
	PZ18-0019	845 SHETLER	RESHINGLE	\$50.00
	PZ18-0020	425 N 23RD ST	FENCE	\$50.00
	PZ18-0021	3 AVENUE B	RESHINGLE	\$50.00

Zoning

PZ18-0022	136 N 12TH ST	RESHINGLE	\$50.00
PZ18-0023	330 CATERA CT	FENCE	\$50.00
PZ18-0024	427 RICHFIELD	RESHINGLE	\$50.00
PS18-0005	504 UPTON AVE	SIGN	\$100.00
Total Zoning Permits			\$400.00

Demolition

NONE	DEMO	
Total Demolition Permits		\$0.00

Monthly Permit Total		\$6,269.00
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Code Enforcement Report for June 2018

Prepared By: TINA SEAMAN

	Address	Date Filed	Violation	Current Status
Ordinance	475 RICHFIELD	6/12/18	ROOF WITHOUT PERMIT	PERMIT PULLED - NO FINE - CLOSED
	149 WELLWORTH	6/18/18	PARKING ON UNAPPROVED SURFACE	COMPLIED - CLOSED
	361 N 34TH ST	6/13/18	PARKING ON UNAPPROVED SURFACE	COMPLIED - CLOSED
	344 N 30TH ST	6/13/18	PARKING ON UNAPPROVED SURFACE	COMPLIED - CLOSED
	406 N 34TH ST	6/13/18	PARKING ON UNAPPROVED SURFACE	COMPLIED - CLOSED
	231 N 22ND ST	6/27/18	UNSANITARY CONDITIONS	RE-INSPECTION SCHEDULED
	929 UPTON AVE	6/27/18	PARKING ON UNAPPROVED SURFACE	COMPLIED - CLOSED
	985 UPTON AVE	6/27/18	PARKING ON UNAPPROVED SURFACE	LETTER SENT
	Total Ordinance Violations		8	

Property Maintenance	328 CATERA CT	6/7/18	BLIGHT IN YARD	COMPLIED - CLOSED
	44 AVENUE A	6/7/18	GARBAGE STORAGE IN REAR	COMPLIED - CLOSED
	24 HICKORY NUT LANE	6/7/18	DUMPSTER IN DRIVEWAY FOR EXTENDED PERIOD	FINAL NOTICE SENT
	560 ADMIRAL	6/11/18	BROKEN WINDOWS, MISSING SIDING	FINAL NOTICE SENT
	28 N NEW MOON TERR	6/13/18	BLDG MATERIALS IN YARD	EXTENSION GRANTED
	40 AVENUE B	6/27/18	COUCH IN YARD	LETTER SENT
	426 N 23RD ST	6/27/18	BLIGHT IN DRIVEWAY	LETTER SENT
	Total Property Maintenance		7	

Noxious Weeds	24 HICKORY NUT LANE	6/7/18	NOXIOUS WEEDS	COMPLIED - CLOSED
	418 RIDGELINE RD	6/7/18	NOXIOUS WEEDS	COMPLIED - CLOSED
	711 BETTERLY RD	6/7/18	NOXIOUS WEEDS	EXTENDED - WATER ISSUE
	3 S NEW MOON TERR	6/7/18	NOXIOUS WEEDS	COMPLIED - CLOSED
	4 S NEW MOON TERR	6/7/18	NOXIOUS WEEDS	COMPLIED - CLOSED
	46 N NEW MOON TERR	6/13/18	NOXIOUS WEEDS	WORK ORDER ISSUED - MOWED
	11 OAK GROVE RD	6/13/18	NOXIOUS WEEDS	COMPLIED - CLOSED
	1980 ENSIGN	6/13/18	NOXIOUS WEEDS	LETTER SENT
	422 RIDGELINE RD	6/21/18	NOXIOUS WEEDS	LETTER SENT
	210 KIRKWOOD	6/21/18	NOXIOUS WEEDS	LETTER SENT
	4546 W DICKMAN RD	6/27/18	NOXIOUS WEEDS	LETTER SENT
	V/L DICKMAN RD	6/27/18	NOXIOUS WEEDS	LETTER SENT
	495 UPTON AVE	6/27/18	NOXIOUS WEEDS	COMPLIED - CLOSED
	16 N 14TH ST	6/27/18	NOXIOUS WEEDS	LETTER SENT
	126 AVENUE C	6/27/18	NOXIOUS WEEDS	LETTER SENT

269 AVENUE C	6/27/18	NOXIOUS WEEDS	LETTER SENT
439 N 22ND ST	6/27/18	NOXIOUS WEEDS	LETTER SENT
429 N 23RD ST	6/27/18	NOXIOUS WEEDS	LETTER SENT
V/L N 25TH ST	6/27/18	NOXIOUS WEEDS	LETTER SENT
V/L N 25TH ST	6/27/18	NOXIOUS WEEDS	LETTER SENT
525 N 24TH ST	6/27/18	NOXIOUS WEEDS	LETTER SENT
20 S NEW MOON TERRACE	6/27/18	NOXIOUS WEEDS	LETTER SENT
493 UPTON AVE	6/27/18	NOXIOUS WEEDS	LETTER SENT
Total NOXIOUS WEEDS Violations		23	

ANIMALS

231 N 22ND ST	11 CATS, 3 DOGS, 1 TURTLE	REMOVED - CLOSED
Total INOP Violations		
	1	

BLDG
CODE

Total Bldg Violations		
	0	

Total Code Enforcements for JUNE 2018
39

DPW MONTHLY

Report / June 2018

Prepared for
City Manager / City Council

by
Terry Blaniar, Public Services Director

July 3, 2018

Labor Breakdown

	Labor Hours	o/o
Major Street		
Routine Maintenance	80	7.78%
Traffic Service Maintenance	0	0.00%
Winter Maintenance	0	0.00%
Local Street		
Routine Maintenance	13	1.26%
Traffic Service Maintenance	0	0.00%
Winter Maintenance	0	0.00%
Vehicle Equipment Maintenance	24.5	2.38%
Cemetery	133.5	12.98%
Parks	135	13.13%
Sewer	144.5	14.05%
Water	144.5	14.05%
City Hall and Grounds - Public Safety	40	3.89%
Misc. (Labor, Sick leave, Personal, Vacation, Holiday)	313.5	30.48%
Farmers Market	0	0.00%
Noxious Weeds / Mowing	0	0.00%
	Total Hrs. 1028.5	

Comments:

The equipment for the new read system for water is in the process of being installed and should be in operation sometime late August.
The new parking area for Hinton park has been installed.
Projects for the FY 2018 - 2019 will be going out for bid soon.

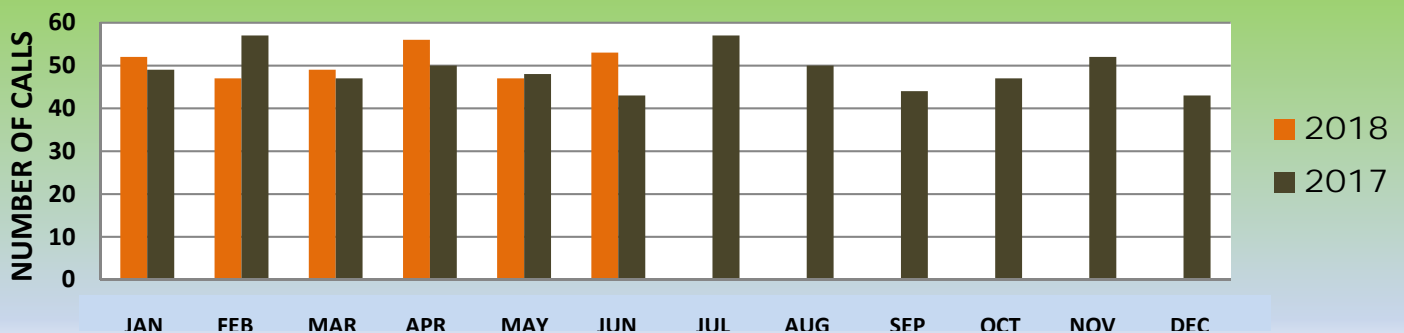
**SPRINGFIELD FIRE DEPARTMENT
MONTHLY ACTIVITY REPORT
June 2018**

During the month of June, the Fire Department responded to 52 calls for service. Two house fires, 231 N 22 St. (smoke damage) Code Enforcement called in and 77 Avenue B (total loss). A total of 79.5 man-hours for department training. Fire prevention/safety demo at Sam’s Club (22 public service man-hours).

2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Structural Fires and Alarms	4	1	3	1	3	5	4	9	5	10	4	4	53
PI Accidents	6	6	4	2	9	2	2	5	8	2	4	2	52
Medicals	32	45	33	37	30	33	39	28	27	32	42	33	411
Vehicle Fires		2		1	2						1		6
Brush Fires		1		1	1	1	1	1				1	7
Hazardous Material Incidents	2				2		1	2			1		8
Down Wires		1	1	2	1	2	4					2	13
Rescues													
CO Alarms			1	1			1			1			4
Mutual Aid Given	1		1	1			1						4
Burning Complaints			1	1			1	1	4	2			10
Public Assistance	2	1	1	2			2	2				1	11
Inspections			2	1	2		1	2					8
TOTAL CALLS FOR THE MONTH	49	57	47	50	48	43	57	50	44	47	52	43	587

2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Structural Fires and Alarms	3		2	3	4	8							20
PI Accidents	4	5	3	3	1	4							20
Medicals	37	40	41	44	22	31							215
Vehicle Fires					1	2							3
Brush Fires				2	1	1							4
Hazardous Material Incidents		2	2										4
Down Wires	1			3	1								5
Rescues													0
CO Alarms	2					1							3
Mutual Aid Given	1				1								2
Burning Complaints				1	2	2							5
Public Assistance	2					2							4
Inspections	2		1			1							4
TOTAL CALLS FOR THE MONTH	52	47	49	56	33	52	0	0	0	0	0	0	289

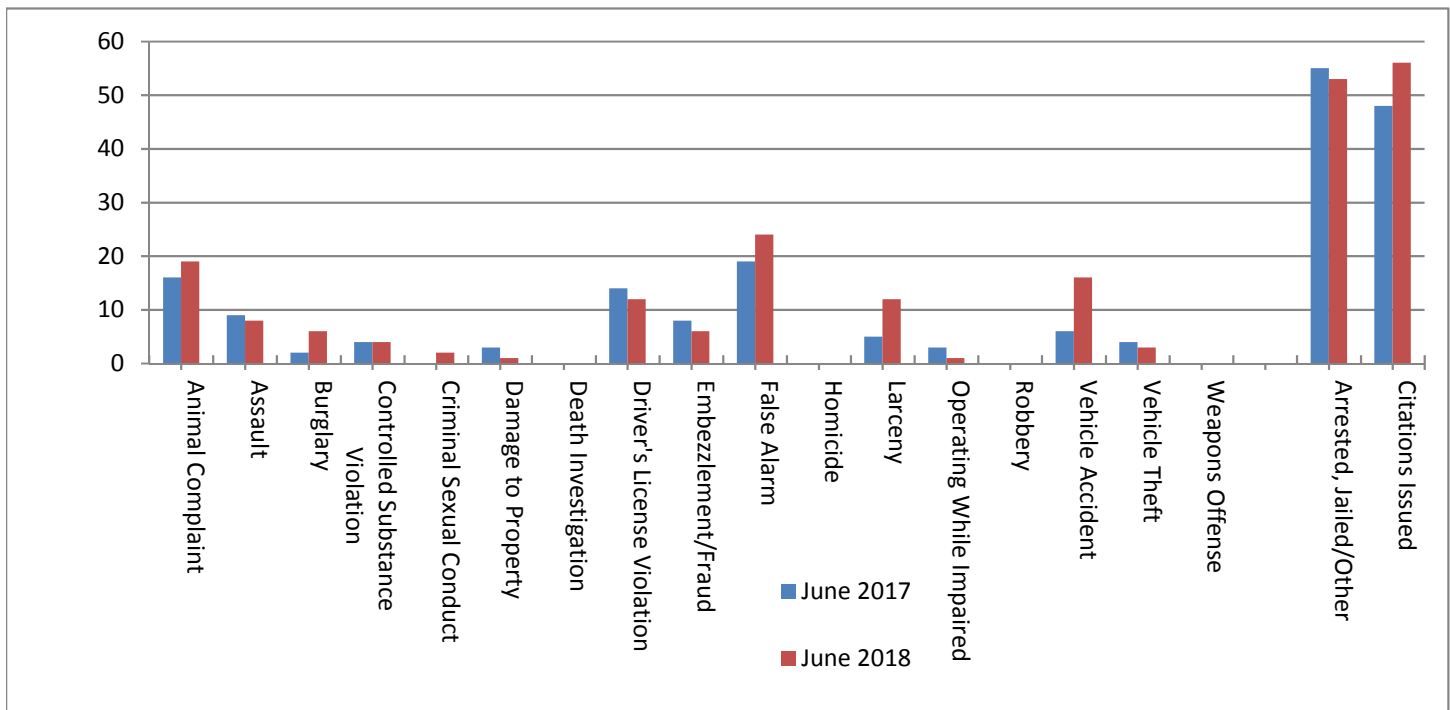
COMPARING MONTHLY TOTAL FIRE DEPARTMENT CALLS



Calhoun County Sheriff's Office

June 2018

YTD 2017	YTD 2018		June 2017	June 2018
1838	1989	Total Misc. & Criminal Calls	354	392
88	84	Animal Complaint	16	19
58	48	Assault	9	8
16	24	Burglary	2	6
19	20	Controlled Substance Violation	4	4
4	9	Criminal Sexual Conduct	0	2
20	18	Damage to Property	3	1
8	7	Death Investigation	0	0
76	72	Driver's License Violation	14	12
22	20	Embezzlement/Fraud	8	6
130	133	False Alarm	19	24
0	0	Homicide	0	0
37	28	Larceny	5	12
13	10	Operating While Impaired	3	1
0	0	Robbery	0	0
89	88	Vehicle Accident	6	16
7	5	Vehicle Theft	4	3
4	2	Weapons Offense	0	0
305	256	Arrested, Jailed/Other	55	53
292	257	Citations Issued	48	56



Average Response Time for Priority 1 Calls: 4 minutes 26 seconds



Action Items:

Approve – Business Licenses – Res #30-18

This resolution would approve annual business licenses set to expire June 30, 2019.

Approve – Revised Fee Schedule – Res #31-18

This resolution would approve and adopt the fee schedule dated July 16, 2018.

Proclaim – Service Recognition – Proc. #03-18

This proclamation is to recognize Wesley Brandt for his service to the City.

Bills in Line

INFORMATIONAL ITEMS

- None

Respectfully submitted,
Kevin A. Catlin, City Manager



July 16, 2018

R E S O L U T I O N

No. 30-18

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD that the following

business licenses are hereby approved; said licenses to expire June 30, 2019:

New or Used Car Dealership

Custom Connection Motorsports, LLC

335 N. Helmer Road

Automotive Repair Facility

Coles Body Shop

800 W. Michigan Avenue

Custom Connection Motorsports, LLC

335 N. Helmer Road

Double E Auto Specialties

1700 W. Goguac Street

Express Auto of Battle Creek, Inc.

1588 W. Dickman Road

Gerber Collision & Glass

2637 W. Dickman Road

Springfield Auto Service LLC

203 Avenue A

Commercial/Industrial/Residential Refuse

Waste Management

4547 Wayne Road

Recycling Center

Waste Management

4547 Wayne Road

MOVED: _____

SECONDED: _____



FEE SCHEDULE – EFFECTIVE JULY 16, 2018

MISCELLANEOUS CHARGES:

City Charter	\$ 20.00
Zoning Ordinance	\$ 20.00
Sign Ordinance	\$ 15.00
Copies for Public (per page)	\$ 0.10
Electronic Copies for Public (per page)	\$ 0.10
Freedom of Information <i>State Law</i>	
Clerical Fee	hr rate of lowest clerical wage
Copy Rate	\$ 0.10
Postage	regular usps ground rate
Income Tax Lists (per name/address)	\$ 0.05
Utility Lists (per name/address)	\$ 0.05
Mileage (per mile)	IRS mileage rate
Notary Public	N/C
Returned Check	\$ 30.00
Park Pavilion Reservation (4 hours)	\$ 25.00
Marriage Ceremony	\$ 10.00
Industrial Facilities Tax Abatement Application	\$ 250.00

CLERK:

Car Dealers License	\$ 175.00
Automotive Repair Facility License	\$ 75.00
Recycling Center License	\$ 500.00
Seasonal Business License	
Per Day	\$ 35.00
Per Week	\$ 50.00
Per Month	\$ 50.00
Going Out of Business License	\$ 50.00
Junk/Second Hand Dealers License	
Original	\$ 100.00
Renewal	\$ 75.00
Commercial/Industrial/Residential Refuse	
Fee	\$ 200.00
Per Truck	\$ 12.00
Voter Lists (per name/address)	\$.05



FEE SCHEDULE – EFFECTIVE JULY 16, 2018

UTILITIES:

Refuse (per month)	
Regular Customer	Per Waste Management Contract
Seniors/Handicapped	Per Waste Management Contract
City Service Fee (per bill per month)	\$ 2.75
Waste Water	
Connection Fee	\$ 2,500
Usage Fee (per 100 cubic feet)	\$ 3.34
Service Fee (per month)	
5/8" Meter	Per Battle Creek Contract
3/4" Meter	Per Battle Creek Contract
1" Meter	Per Battle Creek Contract
1 1/2" Meter	Per Battle Creek Contract
2" Meter	Per Battle Creek Contract
3" Meter	Per Battle Creek Contract
4" Meter	Per Battle Creek Contract
Water	
Connection Fee	\$ 2,500
Usage Fee (per 100 cubic feet)	\$ 2.31
Meter Fee (per month)	
5/8" Meter	\$ 11.00
3/4" Meter	\$ 13.00
1" Meter	\$ 16.00
1 1/2" Meter	\$ 26.00
2" Meter	\$ 49.00
3" Meter	\$ 100.00
4" Meter	\$ 170.00
Water Bill Delinquent Fee	\$ 45.00
Water turn on (after 3p)	\$ 150.00
Owner-Requested Meter Removal	\$ 40.00
Owner-Requested Meter Set	\$ 100.00
Tenant Deposit	\$ 175.00
Missed Appointment Fee	\$ 40.00



FEE SCHEDULE – EFFECTIVE JULY 16, 2018

ASSESSING, BUILDING, CODE ENFORCEMENT/ZONING DEPARTMENTS:

Permits	Per Adopted AMSA Fee Schedule	
Temporary Advertising Signs (two weeks)		
First Location	\$ 35.00	One Sign Per Location
Additional Locations	\$ 10.00	One Sign Per Location
Refundable Deposit	\$ 50.00	
Area on Plat Map (copy)	\$ 2.00	
Assessment Record Card (per page)	\$ 0.50	
Cell Tower Co-location (plus building permits)	\$ 450.00	
Contractor Registration	\$ 25.00	
Fences (zoning fee)	\$ 50.00	
Land Division	\$ 50.00	
Moving/Demolition	\$ 50.00	
Plat Review	\$ 250.00	
PDD or PRD Review		Attorney Fees + 10% Administration
Realty Summary		N/C
Roofing	\$ 50.00	
Satellite Receivers	\$ 20.00	
Sidewalk Contractors		N/C
Sidewalk Repair		N/C
Siding Replacement		N/C
Signs	\$ 50.00	
Swimming Pool	\$ 50.00	
Noxious Weeds		
Administration Fee	\$ 75.00	
Labor Per Hour	\$ 150.00	
Equipment Rental Per Hour	\$ 50.00	
Window Replacement (non-structural)		N/C
Zoning Map	\$ 2.00	
Zoning Map (Color copy)	\$ 5.00	

PLANNING COMMISSION:

Re-Zoning/Amendments	\$ 125.00
Special Use Permit	\$ 125.00
Site Plan Review	\$ 125.00
Variance Requests	
Residential	\$ 175.00
Commercial	\$ 225.00 + any required engineering costs



**FEE SCHEDULE – EFFECTIVE JULY 16, 2018
PUBLIC SAFETY DEPARTMENT:**

Electronic Storage Media		
In-Car Camera Video	\$	25.00
Accident Report		
Resident		N/C
Non-Resident	\$	10.00
Incident Report		
First Page	\$	3.00
Additional Pages (each)	\$	0.50
Drunk Driving Cost Recovery		
Cost Recovery OWI		
Investigation (with consent)	\$	100.00
Investigation (without consent)	\$	200.00
Crash Related	\$	250.00
Fire Engine Response	\$	100.00
Fire Code Inspection		N/C
Pistol Purchase Permit		N/C
Burn Permit		N/C
Preliminary Breath Test (Court Ordered)	\$	15.00

REESE CEMETERY:

Grave Opening/Closing		
Adult	\$	650.00
Infant	\$	400.00
Saturday/Sunday	\$	900.00
Holiday (as defined by personnel policies)	\$	1,300.00
Graveside Service After 2:30p (additional)	\$	300.00
Cremation burial	\$	275.00
Saturday/Sunday	\$	375.00
Holiday (as defined by personnel policies)	\$	545.00
Disinterment		
Adult	\$	600.00
Infant	\$	400.00
Foundations (per square inch) (\$100 minimum)	\$	0.50
Lot sales		
Resident	\$	650.00
Resident Cremation	\$	162.50
Non-Resident	\$	1,100.00
Non-Resident Cremation	\$	275.00



July 16, 2018

R E S O L U T I O N

No. 31-18

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to adopt the attached
fee schedule as revised; said fee schedule to be effective July 17, 2018.

MOVED: _____

SECONDED: _____



July 16, 2018

PROCLAMATION

No. 03-18

WHEREAS, Wesley Brandt has been a citizen and a member of the community of the City of Springfield for 19 years; and

WHEREAS, Brandt has selflessly served his community in various roles over the years, and has been a long time advocate for community development, growth and prosperity; and

WHEREAS, Brandt served on the Planning Commission from October 2009 to June 2018; and

WHEREAS, Brandt served as the Chair of the Planning Commission in 2014 and 2015; and

WHEREAS, Brandt served as an election inspector from 2014 – 2017; and

WHEREAS, his dedication, knowledge, leadership, and abilities have helped make Springfield a better place to live and do business; and

WHEREAS, Brandt has willfully given more than 9 years of dedicated service and great commitments to the City of Springfield and our community.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SPRINGFIELD commends and honors Wesley Brandt for his dedicated service and expresses deep appreciation for his continued contributions to the community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Logo of the City of Springfield, Michigan, to be affixed this 16th day of July, 2018.

Harry Burdett, Mayor

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 06/24/2018 TO 07/07/2018

GL Number	GL Desc	Vendor	Amount
Fund 101 GENERAL FUND			
Dept 101 CITY COUNCIL			
101-101-911.00	CONFERENCE COSTS	HARRY BURDETT	142.98
		Total For Dept 101 CITY COUNCIL	142.98
Dept 172 CITY MANAGER			
101-172-723.15	LIFE INSURANCE-RETIREES	STANDARD INSURANCE COMPANY	8.20
101-172-724.10	LIFE INSURANCE	STANDARD INSURANCE COMPANY	85.00
101-172-801.05	LEGAL FEES	MUMFORD, SCHUBEL, ET AL.	1,323.00
101-172-801.05	LEGAL FEES	MICHAEL R KLUCK & ASSOCIATES	49.50
101-172-900.50	NEWSLETTER	SCENE MAGAZINE	195.00
		Total For Dept 172 CITY MANAGER	1,660.70
Dept 259 FINANCE & ADMIN SERVICES			
101-259-723.10	MEDICAL INS STIPEND-RETIREES	DOROTHY WANK	200.00
101-259-723.15	LIFE INSURANCE-RETIREES	STANDARD INSURANCE COMPANY	28.70
101-259-724.10	LIFE INSURANCE	STANDARD INSURANCE COMPANY	119.00
101-259-751.00	SOFTWARE UPDATES/LICENSES	VENTURE TECHNOLOGIES INC	780.00
101-259-752.00	OFFICE SUPPLIES	INTEGRITY BUSINESS SOLUTIONS	18.56
101-259-752.00	OFFICE SUPPLIES	PETTY CASH	5.00
101-259-752.05	PAPER	INTEGRITY BUSINESS SOLUTIONS	58.98
101-259-752.15	DATA PROCESSING SUPPLIES	INTEGRITY BUSINESS SOLUTIONS	(40.48)
101-259-791.00	PUBLICATIONS	MICHIGAN.COM #1051	495.41
101-259-801.00	CONTRACTUAL SERVICES	CASTELLANOS, CHRISTINA	550.00
101-259-801.00	CONTRACTUAL SERVICES	CASTELLANOS, CHRISTINA	437.50
101-259-801.05	LEGAL FEES	MILLER, CANFIELD, PADDOCK & STONE	2,500.00
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	33.36
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	19.81
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	29.27
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	43.36
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.91
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.91
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.91
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.91
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	45.81
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	34.18
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	41.72
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.91
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.91
101-259-801.13	INCOME TAX COMPLIANCE	RISK & ASSOCIATES	35.00
101-259-801.13	INCOME TAX COMPLIANCE	RISK & ASSOCIATES	43.99
101-259-801.13	INCOME TAX COMPLIANCE	STATE OF MICHIGAN	924.30
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	20.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	15.00
101-259-801.13	INCOME TAX COMPLIANCE	MUMFORD, SCHUBEL, ET AL.	2,080.99
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.91
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	33.36
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	46.63
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	49.08
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	43.36
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	33.36
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	35.81
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	30.09

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 06/24/2018 TO 07/07/2018

GL Number	GL Desc	Vendor	Amount
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	35.81
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	31.72
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	29.27
101-259-801.13	INCOME TAX COMPLIANCE	CALHOUN COUNTY SHERIFFS OFFICE	33.36
101-259-801.13	INCOME TAX COMPLIANCE	HUNTINGTON BANK ATTN: EA4W34	1.00
101-259-801.13	INCOME TAX COMPLIANCE	PETTY CASH	40.00
101-259-801.13	INCOME TAX COMPLIANCE	RISK & ASSOCIATES	48.89
101-259-801.13	INCOME TAX COMPLIANCE	RISK & ASSOCIATES	48.89
101-259-801.13	INCOME TAX COMPLIANCE	STATE OF MICHIGAN	8.00
101-259-801.13	INCOME TAX COMPLIANCE	SUTHERLAND LEGAL SERVICES	76.06
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
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101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.13	INCOME TAX COMPLIANCE	TENTH DISTRICT COURT	25.00
101-259-801.88	INTERNET ACCESS	CTS TELECOM INC	174.95
101-259-806.00	ELECTION EXPENSE	PETTY CASH	41.43
101-259-806.00	ELECTION EXPENSE	PRO-CONNECTIONS FULFILLMENT	180.00
101-259-850.10	TELEPHONE	NETWORK BILLING SYSTEMS LLC	185.27
101-259-851.00	POSTAGE	LAKE MICHIGAN MAILERS INC	51.46
101-259-911.00	CONFERENCE COSTS	EMPLOYEE #01	76.79
101-259-935.00	INSURANCE-PROPERTY & LIABILITY	MICHIGAN MUNICIPAL RISK	2,832.17
101-259-935.00	INSURANCE-PROPERTY & LIABILITY	MICHIGAN MUNICIPAL RISK	8,283.83
101-259-955.05	MISCELLANEOUS EXPENSES	PETTY CASH	11.78
		Total For Dept 259 FINANCE & ADMIN SERVICES	21,573.20
Dept 301 POLICE DEPARTMENT			
101-301-723.10	MEDICAL INS STIPEND-RETIREES	CAROL GRAHAM	160.00
101-301-723.10	MEDICAL INS STIPEND-RETIREES	DAVID SAUNDERS	160.00
101-301-723.10	MEDICAL INS STIPEND-RETIREES	LEO SAVIO	160.00
101-301-723.10	MEDICAL INS STIPEND-RETIREES	MICHAEL MILESKI	160.00
101-301-723.10	MEDICAL INS STIPEND-RETIREES	WILLIAM MCMILLAN	160.00
101-301-723.15	LIFE INSURANCE-RETIREES	STANDARD INSURANCE COMPANY	91.70
101-301-724.10	LIFE INSURANCE	STANDARD INSURANCE COMPANY	12.75
101-301-801.04	PROSECUTION	MUMFORD, SCHUBEL, ET AL.	4,250.00
101-301-801.43	POLICE SERVICE-COUNTY	MICHIGAN MUNICIPAL RISK	211.60
101-301-801.43	POLICE SERVICE-COUNTY	MICHIGAN MUNICIPAL RISK	618.90
101-301-931.00	OFFICE EQUIPMENT/MAINTENANCE	CORNERSTONE OFFICE SYSTEMS	59.25
101-301-935.00	INSURANCE-PROPERTY & LIABILITY	MICHIGAN MUNICIPAL RISK	1,861.70
101-301-935.00	INSURANCE-PROPERTY & LIABILITY	MICHIGAN MUNICIPAL RISK	5,445.30
101-301-955.10	POLICE SERVICE MISCELLANEOUS	INTERACT PUBLIC SAFETY SYSTEMS	132.30
		Total For Dept 301 POLICE DEPARTMENT	13,483.50
Dept 336 FIRE DEPARTMENT			
101-336-723.10	MEDICAL INS STIPEND-RETIREES	CAROL GRAHAM	40.00
101-336-723.10	MEDICAL INS STIPEND-RETIREES	DAVID SAUNDERS	40.00
101-336-723.10	MEDICAL INS STIPEND-RETIREES	LEO SAVIO	40.00
101-336-723.10	MEDICAL INS STIPEND-RETIREES	MICHAEL MILESKI	40.00
101-336-723.10	MEDICAL INS STIPEND-RETIREES	WILLIAM MCMILLAN	40.00
101-336-724.35	UNIFORMS	CHIEF SUPPLY	192.49
101-336-752.20	OPERATING SUPPLIES	CITY OF BATTLE CREEK	200.00
101-336-752.30	EQUIPMENT PARTS & SUPPLIES	CHIEF SUPPLY	117.95

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 06/24/2018 TO 07/07/2018

GL Number	GL Desc	Vendor	Amount
101-336-931.00	OFFICE EQUIPMENT/MAINTENANCE	CORNERSTONE OFFICE SYSTEMS	14.81
101-336-935.00	INSURANCE-PROPERTY & LIABILITY	MICHIGAN MUNICIPAL RISK	425.49
101-336-935.00	INSURANCE-PROPERTY & LIABILITY	MICHIGAN MUNICIPAL RISK	1,244.51
101-336-955.05	MISCELLANEOUS EXPENSES	ROE COMM INC	675.00
		Total For Dept 336 FIRE DEPARTMENT	3,070.25
Dept 532 PUBLIC SERVICES			
101-532-723.15	LIFE INSURANCE-RETIREES	STANDARD INSURANCE COMPANY	32.80
101-532-724.10	LIFE INSURANCE	STANDARD INSURANCE COMPANY	140.25
101-532-724.35	UNIFORMS	CINTAS CORPORATION	69.74
101-532-724.35	UNIFORMS	SAFETY SERVICE INC	62.46
101-532-724.35	UNIFORMS	SAFETY SERVICE INC	46.29
101-532-724.35	UNIFORMS	SAFETY SERVICE INC	29.40
101-532-724.35	UNIFORMS	CINTAS CORPORATION	69.74
101-532-724.35	UNIFORMS	FAMILY FARM & HOME	157.24
101-532-752.20	OPERATING SUPPLIES	A-Z KEY SHOP	32.44
101-532-915.00	MEMBERSHIP & DUES	MICHIGAN RURAL WATER ASSOCIATION	690.00
101-532-930.03	PARKS/RECREATION OPER & MAINT	BATTLE CREEK FARM BUREAU ASSOC	5.38
101-532-930.03	PARKS/RECREATION OPER & MAINT	LAKELAND ASPHALT CO	6,491.00
101-532-935.00	INSURANCE-PROPERTY & LIABILITY	MICHIGAN MUNICIPAL RISK	1,542.59
101-532-935.00	INSURANCE-PROPERTY & LIABILITY	MICHIGAN MUNICIPAL RISK	4,511.91
101-532-975.00	CAPITAL OUTLAY - IMPROVEMENTS	ASSOCIATED CONSTRUCTION, INC	10,250.00
		Total For Dept 532 PUBLIC SERVICES	24,131.24
Total For Fund 101 GENERAL FUND			64,061.87
Fund 203 LOCAL STREET FUND			
Dept 463 ROUTINE MAINTENANCE			
203-463-775.60	STREET MAINTENANCE MATERIAL	LAKELAND ASPHALT CO	389.16
		Total For Dept 463 ROUTINE MAINTENANCE	389.16
Total For Fund 203 LOCAL STREET FUND			389.16
Fund 211 INCOME TAX FUND			
Dept 000			
211-000-228.70	DUE TO STATE-ESCHEATS	MICHIGAN DEPARTMENT OF TREASURY	744.88
		Total For Dept 000	744.88
Total For Fund 211 INCOME TAX FUND			744.88
Fund 265 DRUG LAW ENFORCEMENT FUND			
Dept 703 OPERATING EXPENSES			
265-703-985.05	CAPITAL OUTLAY-PUB SAFE EQUIP	DIGITAL - ALLY	9,077.00
		Total For Dept 703 OPERATING EXPENSES	9,077.00
Total For Fund 265 DRUG LAW ENFORCEMENT FUND			9,077.00
Fund 508 FARMERS MARKET FUND			
Dept 755 FARMERS MARKET			
508-755-752.25	REPAIR & MAINT SUPPLIES	SPRINGFIELD DO IT CENTER	1.69
508-755-801.88	INTERNET ACCESS	COMCAST	69.90
508-755-850.10	TELEPHONE	COMCAST	50.01
508-755-956.06	SPECIAL EVENTS	PETTY CASH	43.84
		Total For Dept 755 FARMERS MARKET	165.44
Total For Fund 508 FARMERS MARKET FUND			165.44

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 06/24/2018 TO 07/07/2018

GL Number	GL Desc	Vendor	Amount
Fund 549 BUILDING FUND			
Dept 371 INSPECTION DEPARTMENT			
549-371-724.45	CELL PHONE STIPEND	DAVID CUNNINGHAM	30.00
549-371-724.45	CELL PHONE STIPEND	RANDY BUSHEE	30.00
549-371-724.45	CELL PHONE STIPEND	STEVE BULLER	60.00
549-371-804.00	ELECTRICAL INSPECTOR	DAVID CUNNINGHAM	555.66
549-371-804.10	MECHANICAL INSPECTOR	STEVE BULLER	278.00
549-371-804.15	BUILDING INSPECTOR	RANDY BUSHEE	164.00
549-371-804.15	BUILDING INSPECTOR	STEVE BULLER	1,051.33
Total For Dept 371 INSPECTION DEPARTMENT			2,168.99
Total For Fund 549 BUILDING FUND			2,168.99
Fund 590 SEWER FUND			
Dept 536 OPERATING EXPENSES-SEWER/WATER			
590-536-851.00	POSTAGE	LAKE MICHIGAN MAILERS INC	307.30
590-536-911.00	CONFERENCE COSTS	PETTY CASH	8.58
590-536-917.00	SEWER SERVICE	CITY OF BATTLE CREEK	30,119.04
590-536-977.05	CAPITAL OUTLAY - DPW EQUIP	FERGUSON ENTERPRISES INC # 3326	772.00
Total For Dept 536 OPERATING EXPENSES-SEWER/WATER			31,206.92
Total For Fund 590 SEWER FUND			31,206.92
Fund 591 WATER FUND			
Dept 536 OPERATING EXPENSES-SEWER/WATER			
591-536-801.00	CONTRACTUAL SERVICES	FLEIS & VANDENBRINK ENGINEERING INC	4,375.35
591-536-801.00	CONTRACTUAL SERVICES	HYDROCORP	1,455.00
591-536-851.00	POSTAGE	LAKE MICHIGAN MAILERS INC	307.30
591-536-911.00	CONFERENCE COSTS	PETTY CASH	8.58
591-536-917.05	READINESS-TO-SERVE FEE	CITY OF BATTLE CREEK	1,115.74
591-536-918.05	WATER DELIVERY	CITY OF BATTLE CREEK	17,531.28
591-536-977.05	CAPITAL OUTLAY - DPW EQUIP	FERGUSON ENTERPRISES INC # 3326	772.00
Total For Dept 536 OPERATING EXPENSES-SEWER/WATER			25,565.25
Total For Fund 591 WATER FUND			25,565.25
Fund 596 REFUSE FUND			
Dept 528 OPERATING EXPENSES-REFUSE			
596-528-851.00	POSTAGE	LAKE MICHIGAN MAILERS INC	307.29
Total For Dept 528 OPERATING EXPENSES-REFUSE			307.29
Total For Fund 596 REFUSE FUND			307.29
Fund 661 VEHICLE FUND			
Dept 246 CITY HALL			
661-246-936.00	VEHICLE INSURANCE	MICHIGAN MUNICIPAL RISK	96.48
661-246-936.00	VEHICLE INSURANCE	MICHIGAN MUNICIPAL RISK	282.19
Total For Dept 246 CITY HALL			378.67
Dept 336 FIRE DEPARTMENT			
661-336-936.00	VEHICLE INSURANCE	MICHIGAN MUNICIPAL RISK	1,952.19
661-336-936.00	VEHICLE INSURANCE	MICHIGAN MUNICIPAL RISK	5,709.97
Total For Dept 336 FIRE DEPARTMENT			7,662.16

CITY OF SPRINGFIELD BILLS IN LINE
INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 06/24/2018 TO 07/07/2018

GL Number	GL Desc	Vendor	Amount
Dept 532 PUBLIC SERVICES			
661-532-752.25	REPAIR & MAINT SUPPLIES	FAMILY FARM & HOME	88.42
661-532-752.25	REPAIR & MAINT SUPPLIES	POWERPLAN	75.67
661-532-760.15	LUBRICANTS & HYDRAULIC OIL	POWERPLAN	40.78
661-532-936.00	VEHICLE INSURANCE	MICHIGAN MUNICIPAL RISK	1,077.78
661-532-936.00	VEHICLE INSURANCE	MICHIGAN MUNICIPAL RISK	3,152.39
661-532-955.05	MISCELLANEOUS EXPENSES	POWERPLAN	19.50
		Total For Dept 532 PUBLIC SERVICES	4,454.54
		Total For Fund 661 VEHICLE FUND	12,495.37
Fund Totals:			
		Fund 101 GENERAL FUND	64,061.87
		Fund 203 LOCAL STREET FUND	389.16
		Fund 211 INCOME TAX FUND	744.88
		Fund 265 DRUG LAW ENFORCEMENT FUND	9,077.00
		Fund 508 FARMERS MARKET FUND	165.44
		Fund 549 BUILDING FUND	2,168.99
		Fund 590 SEWER FUND	31,206.92
		Fund 591 WATER FUND	25,565.25
		Fund 596 REFUSE FUND	307.29
		Fund 661 VEHICLE FUND	12,495.37
		Total For All Funds:	146,182.17