

**CITY OF BERKLEY PUBLIC NOTICE  
REGULAR CITY COUNCIL MEETING  
Monday, May 5, 2025  
7:00 P.M. – City Hall  
248-658-3300**

**CALL 40<sup>th</sup> COUNCIL TO ORDER  
APPROVAL OF AGENDA  
MAYOR-LED MOMENT OF REFLECTION  
PLEDGE OF ALLEGIANCE  
PUBLIC COMMENT**

*Comments are invited on each Agenda item when that item comes up for consideration. Matters not listed on the Agenda may be addressed at this time. Please state your name and residential city. Each speaker's remarks are a matter of public record, and the Council will not engage in a back-and-forth discussion. Any person speaking at a City Council Meeting may be called to order by the Mayor or any Council Member for failure to be germane to the business of the City or for disruptive or disorderly behavior which prevents the Council from conducting its business. There is a three-minute limit per speaker.*

**ORDER OF BUSINESS**

***Consent Agenda***

1. **APPROVAL OF THE MINUTES:** Matter of [approving the minutes](#) of the 40th Regular City Council meeting on Monday, April 21, 2025 and the Special City Council meeting on Monday, April 21, 2025.
2. **MOTION NO. M-26-25:** Matter of [awarding the contract](#) to the lowest qualified bidder, BT's Construction Inc., 3234 Auburn Road, Shelby Twp., 48317, to complete wall repairs at Community Center Senior Annex for \$11,175 and to allocate \$2,500 in construction contingencies. This project is being funded by a FY 2024 special grant from the State of Michigan.
3. **MOTION NO. M-27-25:** Matter of [awarding a contract](#) for Community Park sidewalk and path improvements to Hartwell Cement Company of Oak Park, Michigan.
4. **MOTION NO. M-28-25:** Matter of [approving The Local Road Improvement](#) Program provided by Oakland County.
5. **PROCLAMATION NO. P-17-25:** Matter of [proclaiming May 11-17, 2025](#) as National Police Week.
6. **PROCLAMATION NO. P-18-25:** Matter of [proclaiming May 18-24, 2025](#) as National Public Works Week.

***Regular Agenda***

1. **RECOGNITIONS/PRESENTATIONS:** Matter of receiving any recognitions or presentations from the Consent Agenda.
2. **MOTION NO. M-29-25:** Matter of [approving the "Corporate Cup Relays"](#) event on Saturday, June 14, 2025 from 8 a.m.- 4:30 p.m. at Anderson Middle School for the MidWest Corporate Athletic Association. Approval is conditional upon the submission of required items and documents prior to event dates.
3. **RESOLUTION NO. R-05-25:** Matter of [approving a resolution of the Council](#) of the City of Berkley, Michigan authorizing the Decertification/Vacation of Local Roadways.
4. **ORDINANCE NO. O-06-25:** Matter of [approving the First Reading of an ordinance](#) of the City Council of the City of Berkley, Michigan to add Article III, Workforce Housing PILOT to Chapter 114 Taxation, of the City of Berkley Code of Ordinances to provide for approval of an exemption from ad valorem property taxes for housing being developed or rehabilitated for workforce housing for persons and families whose household income is not greater than 120% of area median income, as authorized by provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966. MCL 125.1401, et seq.
5. **MOTION NO. M-30-25:** Matter of [authorizing the amendment](#) of the 2024/25 budget as presented.
6. **MOTION NO. M-31-25:** Matter of [accepting the quarter ended March 31, 2025](#) budget-to-actual report.

## **COMMUNICATIONS**

## **ADJOURN**

Note: The City of Berkley will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and verbal representations of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon four working days' notice to the City. Individuals with disabilities requiring auxiliary aids or services should contact the City by writing or calling: Victoria Mitchell, ADA Contact, Berkley City Hall, 3338 Coolidge Highway, Berkley, MI 48072 (1-248-658-3310).

Note: Official minutes of City Council Meetings and supporting documents for Council packets are available for public review in the City Clerk's Office during normal working hours. Anyone wishing to submit correspondence to the Council before the meeting may send an email to [comment@berkleymi.gov](mailto:comment@berkleymi.gov) by noon on the day of the meeting. Emails sent prior to the deadline will be a part of the meeting record but will not be read during the Council meeting.

**THE REGULAR MEETING OF THE FORTIETH COUNCIL OF THE CITY OF BERKLEY, MICHIGAN WAS CALLED TO ORDER AT 7 PM ON MONDAY, APRIL 21, 2025 BY MAYOR DEAN**

**PRESENT:** Councilmember Steve Baker  
Councilmember Clarence Black  
Mayor Pro Tem Ross Gavin  
Councilmember Dennis Hennen  
Councilmember Gregory Patterson  
Councilmember Jessica Vilani  
Mayor Bridget Dean

**OTHER STAFF PRESENT:**

City Manager Crystal VanVleck  
City Attorney Dan Christ  
City Clerk Victoria Mitchell  
Deputy City Manager of Public Services Shawn Young  
Parks & Recreation Superintendent Dan McMinn  
Jessica Stover, Human Resources Director  
Rachel Patterson, Deputy City Clerk

**APPROVAL OF AGENDA**

Mayor Pro Tem Gavin moved to approve the Agenda  
Seconded by Councilmember Patterson  
Ayes: Black, Gavin, Hennen, Patterson, Vilani, Baker and Dean  
Nays: None  
Motion Approved.

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

Councilmember Baker moved to approve the following Consent Agenda  
Seconded by Councilmember Black

**APPROVAL OF THE MINUTES:** Matter of approving the minutes of the 40th Regular City Council meeting on Monday, April 7, 2025 and the Special City Council meeting on Monday, April 7, 2025 with corrections.

**WARRANT LIST:** Matter of approving Warrant List No. 1409.

**RESOLUTION NO. R-03-25:** Matter of adopting a Resolution of the Council of the City of Berkley, Michigan authorizing the West Nile Virus Expense Reimbursement Request.

**MOTION NO. M-23-25:** Matter of approving the removal of the Treasurer and adding the Deputy Treasurer as an authorized signer with Flagstar.

**MOTION NO. M-24-25:** Matter of approving the quote from Konica Minolta for a four-year copier lease at a cost of \$278.27 monthly.

**PROCLAMATION NO. P-13-25:** Matter of proclaiming May 2025 as Mental Health Awareness Month.

**PROCLAMATION NO. P-14-25:** Matter of proclaiming May 2025 as Building Safety Month.

**PROCLAMATION NO. P-15-25:** Matter of proclaiming May 2025 as Berkley History Month.

**PROCLAMATION NO. P-16-25:** Matter of receiving a proclamation appreciating James Jeffrey Tong for his dedication to the Berkley Historical Museum.

Ayes: Gavin, Hennen, Patterson, Vilani, Baker, Black and Dean  
Nays: None  
Motion Approved.

## ***REGULAR AGENDA***

**RECOGNITIONS/PRESENTATIONS:** Matter of receiving any recognitions or presentations from the Consent Agenda.

Councilmember Baker read P-16-25 in its entirety.

Mr. Tong said maybe the best thing about this was he got to stand up and thank everybody else. He said he was just one member of the committee and had worked with countless people. He said it had been an honor to work with them.

He said he was especially lucky because many of them had become very dear friends, and he thanked them all for everything they'd done. He thanked the people of Berkley. He said the fun thing about being on the Berkley Historical Committee was being on duty when they were open, and people came in, and it didn't take much to get them talking about growing up in Berkley. He said most people who came in were Berkley residents or used to live in Berkley and grew up there, and all you had to do was ask what street they lived on or something like that, and then the stories would start coming out — memories of growing up in Berkley.

He said if it was people in the 100-year-old-plus group like him, they talked about going to the Berkley Theater and eating at the lunch counters at Cunningham's and Kresge's. Younger people talked about their first slice of pizza they ever had at Dominico's or Sila's or going to Hardee's or just all kinds of memories. He said almost everybody at some point said what a great place it was to grow up.

He said you don't get to choose where you grow up. His parents came from Kentucky just before he was born and ended up in Berkley. He said Berkley was just a place where he happened to live. When he and Sharon got married, they found a real estate agent, and he showed them one house on Larkmoor, and knowing nothing, they just said, "Sure, why not?"

He said they moved in, saw how small it was, and he promised Sharon they would stay two years. He said they never left, and only last year he finally sold it after 52 years. Through all that time, so much of it, Berkley was just the place where he happened to live. He said you had to live somewhere, you had to put the name of a city down on any form you fill out, but then years go by and you get involved in something like the historical committee, you do things at church, you start meeting more and more people, serving on Berkley Days and everything — and things creep up on you. He said he began to realize that Berkley wasn't anymore the place where he just happened to live, he began to care about it. He said he loved this city.

He said he didn't think he especially deserved this, but he was certainly taking it, because it was just really nice to be given this by a place that you love.

Mayor Dean said that he mentioned that it was just a place to live but then at some moment it became something more. And it became something more because of his involvement and all of the things that he gave back to this community. She said that today is just a day where we have the privilege of thanking you

for putting so much of yourself into Berkley. One of my best memories, time spent with you, was at the kit home tour when we were stationed inside the historical museum sitting with you and hearing your stories and all the little anecdotes and different things about Berkley that I didn't know. She said she is forever grateful for that time that they were able to spend together.

Councilmember Baker congratulated Mr. Tong and said that he remembers when he first started going to Historical Committee meetings in the mid-2000s, Mr. Tong and all the other members of the Committee were so welcoming to him as he joined the committee and eventually became one of the officers. He said that one of the fondest memories he has is the hard work when we put together the Arcadia Press book. He said that he, Mr. Tong and Sue Richardson spent many, many hours going through all the photos and all the text. He said that Mr. Tong's knowledge about everything in that book was just absolutely astounding. And for anybody that doesn't already have one, please pick up the book. All of the proceeds go to the Museum — we don't see a penny from those.

Councilmember Hennen thanked Mr. Tong. He said that Mr. Tong is such a great resource for the city. He said that he knows when he has a question about the history, why are we doing something, when did this start, it helps him be a better council person, being able to learn about the things that predate him. He said that he appreciates Mr. Tong's service to the city.

**MOTION NO. M-25-25:** Matter of approving a Request for Proposals for City Attorney Services with the addition of the following item to the scope of work: Provides quarterly written reports summarizing current legal matters involving the City, including updates on ongoing litigation, prosecutions, significant legal developments, and potential areas of legal risk.

Mayor Pro Tem Gavin moved to approve Motion No. M-25-25

Seconded by Councilmember Hennen

Ayes: Hennen, Patterson, Vilani, Baker, Black, Gavin and Dean

Nays: None

Motion Approved.

**RESOLUTION NO. R-04-25:** Matter of authorizing publication of a notice of public hearing to be held May 19, 2025 regarding the proposed operating budget for the City of Berkley, Michigan for fiscal year 2025-2026.

Councilmember Hennen moved to approve Resolution No. R-04-25

Seconded by Councilmember Baker

Ayes: Patterson, Vilani, Baker, Black, Gavin, Hennen and Dean

Nays: None

Motion Approved.

## **COMMUNICATIONS:**

### **COUNCILMEMBER VILANI**

- From the Berkley Area Chamber:
  - a reminder that the photography contest for Berkley Has Heart is open for just a few more weeks until May 11th. This is open to all ages and abilities, and there will be winners in multiple categories. So, get those photos in and show how much heart you and our town have.
  - Reminded everyone that the Berk Perk discount card is available for \$35.
    - New discounts available, including 10% off at PitaWay, 15% discount at Brownie Doctor.
    - Get that Berk Perk card and think about it also for teens who might be using that open campus at lunchtime.
- The Environmental Advisory Committee had no updates.

### **MAYOR PRO TEM GAVIN**

- The next meeting of the Parks and Recreation Advisory Board will be May 8th at 7 PM at the Community Center.
- For the Library Board:
  - The next meeting will be May 21st at 7 PM at the Library.
  - Condominium Living Today and Tomorrow will be held on Saturday, April 26th, at 11 AM. You can register at the website [berkleymi.gov/libraryevents](http://berkleymi.gov/libraryevents).
  - The Friends of the Berkley Library book sale will take place on Friday, May 16th, from 1 to 6 PM and Saturday, May 17th, from 10 AM to 3 PM. The spring sale will take place at the Library, and proceeds will help support the Library's programs and services throughout the year.

#### **COUNCILMEMBER BAKER**

- For the Historical Committee:
  - Congratulations again to Jeff Tong for all of his tremendous work for the city.
  - Next month, May, is in fact Berkley History Month. Hooray!
  - The Museum had a visit from the Anderson class last week, which was great. Next month, all of Rogers's second grade groups will be visiting the museum as well, and they welcome groups and tours of folks. If you'd like to reach out to the museum, they can help schedule that and set yourself up for one historic time.
  - The Museum will have a special display honoring the rich history of Berkley's First Methodist Church on 12 Mile next to the Post Office. It's currently on display in the lobby at the church, and in two weeks' time, it will move into the museum. This display will feature over 100 photos, documents, and objects related to First Methodist. A few months ago, the committee did the same for LaSalette, and more churches will soon follow. For more information on that, visit them online at [berkeleyhistory.com](http://berkeleyhistory.com).
- The Downtown Development Authority met on Wednesday the 8th.
  - They're getting closer to finding a new Executive Director. In the meantime, he extended his gratitude to Jennifer Finney for her terrific work and support, including preparations for the budget. The DDA has a section within the city budget, and he said Council is looking forward to that conversation. Something you can look at right now is their brand-new website, which launched last Friday. The address is [downtownberkley.com](http://downtownberkley.com).
- Henry David Thoreau once said, "An early morning walk is a blessing for the whole day." Last Saturday, he and his family, along with thousands of others, had an opportunity to walk for civility, morality, and democracy. He said that they look forward to the next one, and that he is thankful that everybody was calm, peaceful, and focused on what matters.
- Please hug somebody you love.

#### **COUNCILMEMBER HENNER**

- For the Tree Board:
  - The Arbor Day planting with the Tree Board will be this Saturday at 9 AM at Oxford Park.
  - Their next meeting is Monday, April 28th, in Council Chambers at 7 PM.
- The Zoning Board of Appeals had nothing in April and no cases to hear in May.

#### **COUNCILMEMBER BLACK**

- The Committee for Engagement and Transparency met on Wednesday, April 16th in the second-floor Public Safety conference room. He is just getting back from vacation in the Bahamas and has not received an update.
- As we move into the warmer months, he said he saw his first lemonade stand this weekend, and that's great! He said he just wants to encourage parents to make high-quality lemonade because there's nothing worse than stopping to support youngsters, and the lemonade is terrible. It's a little thing, but it's Berkley. Let's step our game up because he had some horrible lemonade, and it's hard to undo that.

#### **COUNCILMEMBER PATTERSON**

- The Planning Commission will meet tomorrow at 7 PM here in Council Chambers. The agenda can be found online.
- The Beautification Committee will meet Wednesday across the street in Public Safety at 6:30 PM.
- He said that his students are graduating, and their ceremony will be on Thursday, so he wished all of them the very best.
- Thanked all volunteers as this is National Volunteers Week, He said it's what makes Berkley so special—the amount of volunteers and the hours they put into volunteering for our city. So, thank you to each and every one of them.

**CITY MANAGER VANVLECK**

- Thanked all of the staff at the city of Berkley. It has been quite a year, two years, they have been very patient and supportive. Especially with budget season. There is a lot going on, they all did a great job and helping her make a great budget.
- Thanked all of the staff here at the city of Berkley. She said that it's been quite a two years for the staff here, and they've all been troopers. They've been incredibly supportive and patient with her over the past few months. Especially during this budget process, she said the budget is a time where normally you'd want a little more time as a group, but we had a lot of new staff and new faces. There's a lot going on outside of just the budget, so they did a fantastic job of taking the time and energy and are very passionate about helping her to produce a very good budget under the constraints we have. She said she just wanted to reflect on how much time and energy they've spent on it and will continue to spend for the next month.

**CITY ATTORNEY DAN CHRIST**

- No update.

**MAYOR DEAN**

- In 1991, the U.S. Congress designated the second week in April as National Public Safety Telecommunicators Week. I just want to recognize our dispatchers here in Berkley Public Safety. They dispatch for the city of Berkley as well as the cities of Huntington Woods and Pleasant Ridge. She said that she has had firsthand experience when I had a house fire a few years ago. The person who answered her call helped her stay calm. She said she is grateful for that and for the quality professionals we have here in Berkley, serving our community.
- Congratulations to PSO Will Donnelly, who will be graduating from the Fire Academy a week from today, on April 28th. On Tuesday, canine officer Bear celebrated his fifth birthday. She said that we love having him here in the city of Berkley; he's not only great at what he does, but he's also an asset to our community. When he shows up at events, that's where all the attention goes—and rightfully so.
- She attended the final fish fry of the season at the Legion on Friday night. It was wonderful to see people from the community as well as those from surrounding communities supporting the Legion. She said that we are very fortunate here in Berkley to have the Legion that we do; it's a very service-oriented Legion, and much good comes from there. When you have a chance to attend their fish fry, steak fry, or barbecue dinners, please support them. The funds they raise allow them to continue their programs in the community.
- Just an update on the pound cake: they thawed it out for Easter, and it freezes well.
- Welcomed her little grandson, who was born three and a half weeks early. He came in at 7 pounds, 10 ounces. Mom and baby are doing great, and everyone is adjusting well. She said she is grateful for that.

**CLOSED SESSION:** Matter of considering whether to meet in closed session with the City's Labor Attorney for strategy and negotiation sessions connected with the negotiation of collective bargaining agreements in accordance with the Open Meetings Act, MCL 15.268(c).

Councilmember Patterson moved to convene in closed session at the conclusion of the regular meeting.  
Seconded by Councilmember Vilani  
Ayes: Baker, Black, Gavin, Hennen, Patterson, Vilani and Dean  
Nays: None  
Matter of considering convening in closed session at the conclusion of the regular meeting Approved.

**THE CLOSED SESSION MEETING OF THE FORTIETH COUNCIL OF THE CITY OF BERKLEY, MICHIGAN WAS CALLED TO ORDER AT 7:35 PM ON MONDAY, APRIL 21, 2025 BY MAYOR DEAN**

**PRESENT:** Councilmember Steve Baker  
Councilmember Dennis Hennen  
Councilmember Jessica Vilani  
Mayor Bridget Dean  
Councilmember Clarence Black  
Councilmember Gregory Patterson  
Mayor Pro Tem Ross Gavin

**OTHER STAFF PRESENT:**

City Manager Crystal VanVleck  
City Attorney Brandon Fournier  
City Clerk Victoria Mitchell  
Deputy City Manager of Public Services Shawn Young  
Human Resources Director Jessica Stover

Members of Council considered material exempt from discussion or disclosure by state or federal statute in accordance with the Open Meetings Act, MCL 15.268(h).

**ADJOURNMENT:**

Councilmember Vilani moved to adjourn the Closed Session at 8:31 PM  
Seconded by Councilmember Patterson  
Ayes: Black, Gavin, Hennen, Patterson, Vilani, Baker and Dean  
Nays: None.  
Motion Approved.

**THE REGULAR SESSION MEETING OF THE FORTIETH COUNCIL OF THE CITY OF BERKLEY, MICHIGAN WAS CALLED BACK TO ORDER AT 8:32 PM ON MONDAY, APRIL 21, 2025 BY MAYOR DEAN**

**PRESENT:** Councilmember Steve Baker  
Councilmember Dennis Hennen  
Councilmember Jessica Vilani  
Mayor Bridget Dean  
Councilmember Clarence Black  
Councilmember Gregory Patterson  
Mayor Pro Tem Ross Gavin

**OTHER STAFF PRESENT:**

City Manager Crystal VanVleck  
City Clerk Victoria Mitchell  
Deputy City Manager of Public Services Shawn Young

**ADJOURNMENT:**



Councilmember Patterson moved to adjourn the Regular Meeting at 8:33 PM  
Seconded by Councilmember Vilani  
Ayes: Black, Gavin, Hennen, Patterson, Vilani, Baker and Dean  
Nays: None  
Motion Approved.

\_\_\_\_\_  
Bridget Dean, Mayor

**ATTEST:**

\_\_\_\_\_  
Victoria Mitchell, City Clerk

DRAFT

**THE SPECIAL WORK SESSION OF THE FORTIETH COUNCIL OF THE CITY OF BERKLEY, MICHIGAN WAS CALLED TO ORDER AT 6:00 PM ON MONDAY, APRIL 21, 2025 BY MAYOR DEAN**

**PRESENT:** Councilmember Steve Baker  
Mayor Pro Tem Ross Gavin  
Councilmember Dennis Hennen  
Councilmember Gregory Patterson  
Councilmember Jessica Vilani  
Mayor Bridget Dean  
**ABSENT:** Councilmember Clarence Black

**OTHER STAFF PRESENT:**

City Manager Crystal VanVleck  
City Attorney Dan Christ  
City Clerk Victoria Mitchell  
Deputy City Manager of Public Services Shawn Young  
Community Development Director Kristen Kapelanski

**APPROVAL OF AGENDA**

Councilmember Patterson moved to approve the Agenda  
Seconded by Mayor Pro Tem Gavin  
Ayes: Gavin, Hennen, Patterson, Vilani, Baker and Dean  
Nays: None  
Absent: Black  
Motion Approved.

**PUBLIC COMMENT**

None.

**REGULAR AGENDA**

**DISCUSSION:** Matter of discussing PILOT Work Force Housing.

City Manager Crystal VanVleck introduced PILOT Work Force Housing.

City Manager VanVleck stated this is the third workshop on this topic. She said tonight the focus will be on the considerations and what other communities have experienced. She said she is hoping to walk away with direction on whether or not the Council would like for city staff to bring this forward as an ordinance.

City Manager VanVleck said it's important to know that even if the ordinance is passed, the Council does not have to use it.

There was discussion that the DDA was notified of this workshop, and members' opinions were solicited.

There was a discussion regarding other taxing authorities.

Community Development Director Kristen Kapelanski discussed the following factors included in other communities' ordinances for Council consideration of PILOT Approval:

- Project will increase the number of available workforce housing units in the city
- Project will reduce the functional obsolescence of an existing building or housing unit(s)

- Project is likely to encourage the expansion of the population of the City
- Location of the project is consistent with the goals and objectives of the City's Master Plan
- Development or rehabilitation of the project requires zoning variances or results in the continuation of a nonconforming use
- Project will include a level of amenities desired by or appropriate for the community
- Project will add attractive, viable housing units to the community
- Project incorporates green technologies or energy-efficient components

Director Kapelanski said all of these factors were included in the model ordinance and the ordinances of the majority of communities that have adopted a PILOT ordinance.

Council discussed the above factors, including making changes. The legalities of these factors were also discussed.

The following factors were agreed upon to include in an ordinance that would come before the Council:

- Whether the workforce housing project will reduce the functional obsolescence of an existing building or housing unit(s)
- Whether the workforce housing project is likely to encourage expansion of the population of the City
- Whether the location of the workforce housing project is consistent with the goals and objectives of the City's Master Plan
- Whether the development or rehabilitation of the workforce housing project complies with ordinance provisions and does not require zoning variances or result in the elimination of a nonconforming use
- Whether the workforce housing project will include a level of amenities desired by or appropriate for the community
- Whether the workforce housing project will add attractive, viable housing units to the community
- Whether the workforce housing project incorporates green technologies or energy-efficient components
- Whether the workforce housing project incorporates accessible design and/or universal design principles
- Whether the workforce housing project exceeds the general cost of providing city services to the property

Director Kapelanski explained that the ordinance is the enabling authority to, at a later date, look at individual projects as to whether or not each proposed project would be approved or not by resolution.

A discussion took place regarding whether or not there should be a threshold for a project to enter the picture for discussion. It was determined that staff would be vetting these projects, and a project wouldn't come before Council if it didn't make it through the city staff vetting process.

There was discussion regarding financing and ratios of pilot and nonpilot options. Further discussion took place regarding how to vet projects that come before Council. It was reiterated that each applicable project would come before the Council and be evaluated on a case-by-case basis and would only move forward with a passed resolution.

A discussion took place regarding whether there is a need for PILOT Work Force Housing, and this would this apply to new development only, or would it apply to redevelopment as well? Further discussion took place regarding the definition of rehabilitation/redevelopment.

The majority of the Council felt PILOT Work Force Housing is a good tool.

Council asked City Manager VanVleck if she had enough guidance for staff to move forward, and she said, "Yes."

A request was made to develop a one-pager outlining the benefits and value PILOT Work Force Housing brings to the City.

Director Kapelanski said staff would be able to bring the first reading of the ordinance to the May 5, 2025 regular City Council meeting.

**ADJOURNMENT:**

Councilmember Patterson moved to adjourn the Special Meeting at 6:51 PM

Seconded by Councilmember Vilani

Ayes: Gavin, Hennen, Patterson, Vilani, Baker and Dean

Nays: None

Absent: Black

Motion Approved.

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Bridget Dean, Mayor

**ATTEST:**

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Victoria Mitchell, City Clerk

May 5, 2025 City Council Meeting

Moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_ to award the contract to the lowest qualified bidder, BT's Construction Inc., 3234 Auburn Road, Shelby Twp., 48317, to complete wall repairs at Community Center Senior Annex for \$11,175 and to allocate \$2,500 in construction contingencies. This project is being funded by a FY 2024 special grant from the State of Michigan.

Ayes:

Nays:

Absent:

Motion:



# MEMORANDUM

To: Mayor Dean and City Council  
From: Alex Brown, Facilities Manager  
  
Date: *May 5, 2025*  
Subject: Awarding contact for Community Center wall repairs.

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Madam Mayor and Members of City Council,

## **Background**

The north east wall of the Community Center has been in disrepair for over ten years. With the funds awarded to us by the State, we have created an RFP and received multiple bids to complete the required repairs to that area.

## **Summary**

- RFP was put on MITN and we received three qualified bids.
- After checking references, I feel BT's Construction is more than qualified to completed these repairs in a timely matter.
- Approval of lowest bid of \$11,175.00 and \$2500 in construction contingencies, all paid for by funds awarded by the State of Michigan.

## **Recommendation**

Matter of awarding the contact to the lowest qualified bidder, BT's Construction Inc, 3234 Auburn Road, Shelby Twp., 48317 to complete to wall repairs at Community Center Senior Annex in the amount of \$11,175.00 and to allocate \$2500 in construction contingencies. This project is being paid funded by a FY 24 special grant from the State of Michigan.

**SPECIFICATIONS**

**FOR**

**SENIOR CENTER  
WALL REPAIRS**

**CITY OF BERKLEY  
OAKLAND COUNTY, MICHIGAN**

**ISSUED FOR BID  
MARCH 4, 2025**

**HRC JOB NO. 20240817**



**HUBBELL, ROTH & CLARK, INC.  
Consulting Engineers  
555 Hulet Drive • P.O. Box 824  
Bloomfield Hills, Michigan 48303-0824**

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END OF SECTION



ADVERTISEMENT FOR BIDS  
SENIOR CENTER WALL REPAIRS  
CITY OF BERKLEY  
OAKLAND COUNTY, MICHIGAN

2 pm 4/14  
Electronic proposals for the construction of the Senior Center Wall Repairs must be received by the City of Berkley by **3:00 p.m., Local Time on Friday, April 4, 2025**, through the **Michigan Inter-governmental Trade Network (MITN) Purchasing Group site, <http://www.bidnetdirect.com>**, at which time the bids will be opened and reviewed.

Bidders shall review and comply with the Instructions to Bidders, which are incorporated by reference, and carefully review all Contract Documents, as defined in the Instructions to Bidders. Bids submitted after the exact time specified for, receipt will not be considered.

The Contracts will consist of the following principal items of work and appurtenances as specified herein and shown on the Contract Drawings.

Description of Work

The project consists of window replacements, masonry repair, and repainting.

*State or federal funds are being used to assist in construction and relevant State or federal requirements will apply.*

*The contractor and any subcontractors are not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status or a disability that is unrelated to the individual's ability to perform the duties of a particular job or position.*

**Plans and Specifications will only be available online at the Michigan Inter-governmental Trade Network (MITN) Purchasing Group site, <http://www.bidnetdirect.com> beginning Friday March 7, 2025.** Hard copies of Plans and Specifications will not be available for purchase. The Bidder is advised that in order to submit a bid on this project, the Bidder must download and complete the Proposal Form (Section 00300) and include the required Municipal references with their electronic bid submission.

Proposals submitted by Bidders who have been debarred, suspended, or made ineligible by any Federal Agency will be rejected.

**Each bidder agrees to waive any claim it has or may have against the Owner, the Architect/Engineer, and their respective employees, arising out of or in connection with the administration, evaluation, or recommendation of any bid.**

The City of Berkley reserves the right to reject all bids and to waive irregularities in bidding.

**No Proposal will be accepted unless received by the City of Berkley electronically via the MITN site on or before 3:00 p.m., Local Time on Friday, April 4, 2025.**

Addressed to:  
City of Berkley  
3338 Coolidge Hwy.  
Berkley, MI 4807

Labeled as:  
Proposal for:  
Senior Center Wall Repairs  
City of Berkley  
Oakland County, Michigan  
HRC Job 20240817

Bidders are to submit any questions and pre-approved alternate requests via email to Adrianna Melchior at Hubbell, Roth & Clark, Inc. at [amelchior@hrcengr.com](mailto:amelchior@hrcengr.com) **5:00pm on Tuesday, March 18, 2025**. Responses to all questions and alternate requests will be issued to bidders no later than **2:00pm on Tuesday, March 25, 2025**.

CITY OF BERKLEY

This Ad can be found on the **Michigan Inter-governmental Trade Network (MITN) Purchasing Group site, <http://www.bidnetdirect.com>**.

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**SECTION 00120  
INSTRUCTIONS TO BIDDERS**

**SCOPE OF WORK**

The work under this Contract shall consist of the furnishing of all labor, material, equipment, services, and all incidental items necessary to complete the project in accordance with the Contract Documents.

**GRANT FUNDED PROJECT**

State or federal funds are being used to assist in construction and relevant State or federal requirements will apply.

Contractor is to comply with all requirements of 1976 PA 453 (Elliott-Larsen Civil Rights Act) and 1976 PA 220 (Persons with Disabilities Civil Rights Act), as amended. In accordance with these laws: the contractor and any subcontractors not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status or a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of this covenant will be regarded as a material breach of the contract and of your Project Agreement.

**OBSERVATION OF SITE**

Before submitting a Proposal, each bidder shall personally inspect the site of the proposed work to arrive at a clear understanding of the conditions under which the work is to be done.

He shall be held to have compared the premises with the Drawings and Specifications and to have satisfied himself as to the conditions of the premises, existing constructions, and any other conditions affecting the carrying out of the work, before delivery of his Proposal.

No allowance or extra consideration on behalf of the Contractor will subsequently be allowed by reason of error or oversight on the part of the Contractor or on account of interferences by the Owner's or by other Contractors' activities.

**ADVERTISEMENT**

The published Advertisement for the proposed work contains information necessary to bidders. A copy of the Advertisement shall be considered a part of the Instructions to Bidders as fully as if repeated herein.

**PROPOSALS**

Proposals will be received in accordance with the Advertisement for Bids, and shall be submitted only on forms provided by the Engineer.

Proposals shall be enclosed in sealed envelopes marked with the name of the project and bidder and shall be delivered to the designated location on or before the bid time as specified in the Advertisement for Bids.

Proposals shall be made in full conformity with all the conditions set forth in the drawings and in these specifications. Bids are firm and cannot be withdrawn for a period of 60 days after opening of the bids, unless otherwise specified in the Advertisement for Bids.

### NAME AND STATUS OF BIDDER

The name and legal status of the bidder, either as a corporation, partnership, or individual, shall be stated in the Proposal.

Anyone signing a Proposal as an agent of another or others, must submit with the Proposal, legal evidence of his authority to do so.

The place of residence of each bidder, or the office address and telephone number in the case of a firm or company, with County and State, must be given after his signature.

### BIDDER'S QUALIFICATIONS

It is the intention of the Owner to award this Contract to a contractor fully capable, both financially and with regard to experience to perform and complete the work in a satisfactory manner. If required by the Owner, each bidder under consideration may be required to furnish the Owner, within 48 hours at the Owner's request, the following information sworn to under oath by him:

1. Performance record.
2. The address and description of the bidder's plant and place of business.
3. Itemized list of equipment available for use on the project.
4. A description of any similar project which the bidder has constructed in a satisfactory manner.
5. A certified or authenticated financial statement dated within sixty days prior to the opening of bids. The Owner may require that any items of such statements be further verified.
6. A list of contracts on which the bidder is currently engaged.
7. Such additional information as will satisfy the Owner that the bidder is adequately prepared, in technical experience and otherwise, to fulfill the Contract.

### EXPLANATION TO BIDDERS BY BULLETINS

Neither the Owner nor the Engineer will give verbal answers to inquiries, regarding the meaning of the Drawings or Specifications, or give verbal instructions, previous to the award of the Contract. Any verbal statements regarding same by any persons, previous to the award, shall be unauthoritative.

Explanations desired by bidders shall be requested of the Engineer in writing and, if explanations are necessary, a reply will be made in the form of a bulletin, a copy of which will be forwarded to each bidder whose work is affected.



Bulletins issued to bidders prior to date of receipt of proposals shall become a part of the Specifications, and all proposals shall include the work described in the bulletins.

No inquiry received within 4 days of the date fixed for the opening of bids will be given consideration.

Failure of the Engineer to send, or of the bidder to receive, any such interpretations shall not relieve the bidder from obligation under his bid as submitted.

#### **RIGHT TO ACCEPT, TO REJECT, AND TO WAIVE DEFECTS**

The Owner reserves the right to accept any Proposal, to reject any or all Proposals, and to waive any defects or irregularity in the Proposal if it appears advantageous to the Owner to do so.

**Each bidder agrees to waive any claim it has or may have against the Owner, the Architect/Engineer, and their respective employees, arising out of or in connection with the administration, evaluation, or recommendation of any bid.**

#### **TIME OF COMPLETION**

The Owner and the individual citizens of the municipality affected by this project are vitally concerned with the prompt completion of the construction together with the cleanup and restoration of roads and lawns within the time allowed in the Proposal.

The Contractor shall use sufficient labor and equipment to complete and place in service all of the work being constructed within this Contract within the time specified in the Proposal. The surface cleanup shall follow closely behind construction with earth spoil removed from lawns and roads and any trenches neatly finished by the end of each work day. Failure of the Contractor to comply with this type of workmanlike job will result in the suspension of construction operations until the cleanup is affected.

If the Contractor shall be unavoidably delayed in beginning or fulfilling this Contract by reason of excessive storms or floods, or by Acts of Providence, or by strikes, or by court injunction, or by stopping of the work by the Owner because of any emergency or public necessity, or by reason of alterations ordered by the Owner, the Contractor shall have no valid claim for damages on account of any cause or delay; but he shall in such case be entitled to such an extension of the above time limit herein, as the Engineer shall adjudge to be just and reasonable; provided, however, that formal claim for such extension shall be made in writing by the Contractor within a week after the date upon which such alleged cause or delay shall have occurred.

#### **FAIR EMPLOYMENT PRACTICES**

Section 4 of the Fair Employment Practices Act PA 1955, No. 251, provides:

Section 4. Every Contract to which the State or any of its political or civil subdivisions is a party shall contain a provision requiring the Contractor and his subcontractors not to discriminate against any employee or applicant for employment, to be employed in the performance of said contract, with respect to his hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his race, color, religion, national origin or ancestry. Breach of this covenant may be regarded as a material breach of the Contract.

Section 4A of the Act provides:



Section 4A. Every contract which the State or any of its political or civil subdivisions is a party shall contain a provision requiring the Contractor and his subcontractors not to discriminate against any employee or applicant for employment to be employed in the performance of such contract with respect to his hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment because of his age or sex, except where based on a bona fide occupational qualification.

**ADDITIONAL BIDDER REGULATIONS AS PER THE CITY OF BERKLEY**

1. **COMPLIANCE WITH REGULATIONS** -- The contractor shall comply with the Regulations relative to non-discrimination in Federally-assisted programs of the Department of Transportation, Title 49, code of Federal Regulations, Part 21 as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
2. **NON-DISCRIMINATION** -- The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulation, including employment practices when the contractor covers a program set forth in Appendix B of the Regulations.
3. **SOLICITATIONS FOR SUBCONTRACTS, INCLUDING PROCUREMENTS OF MATERIALS AND EQUIPMENT** -- In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to non-discrimination on the grounds of race, color, or national origin.
4. **INFORMATION AND REPORTS** -- The contractor shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the City of Berkley to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the City of Berkley as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **SANCTIONS FOR NON-COMPLIANCE**-- In the event of the contractor's non-compliance with the non-discrimination provisions of this contract, the City of Berkley shall impose such contract sanctions as it may determine to be appropriate, including, but not limited to:
  - a. Withholding of payments to the contractor under the contract until the contractor complies, and/or
  - b. Cancellation, termination or suspension of the contract, in whole or in part.
6. **INCORPORATION OF PROVISIONS** -- The contractor shall include the provisions of paragraphs (24) through (29) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the City of Berkley may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such

direction, the contractor may request the City of Berkley to enter into such litigation to protect the interests of the City, and, in addition, the contractor may request the State highway department to enter into such litigation to protect the interests of the State and/or the United States to enter into such litigation to protect the interests of the United States.

**END OF SECTION**



PROPOSAL  
FOR  
SENIOR CENTER WALL REPAIRS  
CITY OF BERKLEY  
OAKLAND COUNTY, MICHIGAN

City of Berkley  
3338 Coolidge Highway  
Berkley, Michigan 48072

(Electronic) Bids Due: **Friday, April 4, 2025**  
On or Before: **3:00 pm, Local Time, <http://www.bidnetdirect.com>**  
HRC Job No. 20240817

To Prospective Bidders:

Name of Bidder: BT's Construction Inc.  
Address: 3234 Auburn Rd  
Date: 4/14/25 Telephone: 586 264.4150 Fax: 586 264.6897

The above, as Bidder, hereby declares this bid is made in good faith without fraud or collusion with any persons bidding, and that the Drawings, Specifications, and all other information referenced in the Instructions to Bidders have been examined. Further, the Bidder is familiar with the location of the work described herein and is fully informed as to the nature of the work and the conditions relating to the performance of the Contract.

The Bidder acknowledges that no representations or warranties of any nature whatsoever have been received, or are relied upon from the City, its agents or employees, as to any conditions to be encountered in accomplishing the work and that the bid is based solely upon the Bidder's own independent judgment.

The above, as Bidder, hereby certifies that the Drawings, Specifications, and other data provided by the Owner for bidding purposes have been examined. Further, the undersigned certifies that the proposed construction methods have been reviewed and found acceptable for the conditions which can be anticipated from the information provided for bidding.

**A PRE-BID MEETING/WALK-THRU** will be held in the Berkley Community Center, located at 2300 Robina Avenue, Berkley, Michigan 48072 at **10:00 A.M. on Monday, March 17, 2025.**

The Bidder hereby affirms that the site of work has been inspected and further declares that no charges in addition to the Individual Unit Prices shall be made on account of any job circumstances or field conditions which were present and/or ascertainable prior to the bidding. In addition, The Contractor, as such and as Bidder, shall make the determination as to existing soil conditions and shall also complete the work under whatever conditions created by the Contractor/Bidder's sequence of construction, construction methods, or other conditions the Contractor/Bidder may create, at no additional cost to the Owner.

The above, as Bidder, confirms knowledge of the location of the proposed Project and appurtenant construction in the City of Berkley, Oakland County, Michigan, and the conditions under which it must be constructed; and also declares to have carefully examined the Drawings, Specifications, and Contract Documents which the Bidder understands and accepts as sufficient for the purpose of constructing said Senior Center Wall Repairs, and appurtenant work, and agrees to contract with the City of Berkley to furnish all labor, materials, tools, equipment, facilities and supervision necessary to do all the work specified and prescribed for the City of Berkley, in strict accordance with the Owner's General Conditions, and with the full intent of the Drawings and



Specifications, prepared by Hubbell, Roth & Clark, Consulting Engineers, and will accept in full payment therefore the sum of the following:

The project consists of window replacement, masonry repairs, and repainting.

SENIOR CENTER WALL REPAIRS

<u>Item</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Cost</u>
1. Masonry Repointing	200 LF	@ \$6.00	= \$1,200.00
2. Windows	1 LS	@ Lump Sum	= \$4,400.00
3. Painting	1 LS	@ Lump Sum	= \$4,300.00
4. CMU Replacement	15 EA	@ \$85.00	= \$1,275.00
<b>TOTAL AMOUNT OF BID –</b>			<b>\$11,175.-</b>

UNIT PRICING

The estimated quantities of items of Unit Price Work are not guaranteed and are solely for the purpose of comparing Bids and determining an initial Contract Price. Determinations of the actual quantities and classifications of Unit Price Work performed by Contractor will be made during construction based on field conditions, and the final quantity increased or decreased accordingly. Engineer will establish the final quantities and classifications of Unit Price Work performed by Contractor. Engineer will review with Contractor the Engineer's preliminary determinations on such matters before rendering a written decision thereon. Cost of all materials and equipment furnished and incorporated in the Work shall be included in unit price for said item.

The unit price for each of the items in the proposal of each Bidder shall include its pro-rata share of overhead so that the sum of the products obtained by multiplying the quantity shown for each item by the unit price Bid represents the total Bid. Any Bid not conforming to this requirement may be rejected as informal. The special attention of all Bidders is called to this provision, for should conditions make it necessary to revise the quantities, no limit will be fixed for such increased or decreased quantities nor extra compensation allowed.

ALTERNATES

Voluntary Alternates proposed by the Bidder will not be considered. The Bidder shall submit his bid based on the information shown on the Drawings and Specifications.

OWNERS RIGHTS

The Owner reserves the right to award this project depending upon the availability of funds. The Owner reserves the right to add or delete quantities from the Contract and adjustments will be subject to the availability of funds at the time of bid letting. Deletion of quantities shall not be grounds for the low qualified bidder to adjust unit prices for the project that the Owner intends to execute as a Contract, nor shall the Contractor be entitled to compensation from unrealized profits resulting from the deletion of quantities.

The Owner, at his sole discretion, reserves the right to award to the Bidder who, in the sole determination of the Owner, will best serve the interest of the Owner. The Owner reserves the right to accept any bid, to reject any or all bids, to waive any and all informalities involving price, time, or changes in the work, and to negotiate

contract terms with the successful Bidder, and the right to disregard all nonconforming, nonresponsive, unbalanced or conditional bids. However, it is the intention of the Owner to award to the low total bid to one bidder. Also, the Owner reserves the right to reject the bid of any Bidder if the Owner believes that it would not be in the best interest of the Project to make an award to that Bidder, whether because the bid is not responsive or the Bidder is unqualified, of doubtful financial ability, or fails to meet any other pertinent standard or criteria established by the Owner.

**Each bidder agrees to waive any claim it has or may have against the Owner, the Architect/Engineer, and their respective employees, arising out of or in connection with the administration, evaluation, or recommendation of any bid.**

The Bidder is advised that in order to submit a bid on this project, the Bidder must download and complete the Proposal Form (Section 00300) and include the required references.

### **TAXES**

The Bidder affirms that all applicable Federal, State and Local taxes of whatever character and description are included in all prices stated in this Form of Proposal.

### **ADDENDA**

The Bidder acknowledges the following Addenda, covering revisions to the drawings or specifications and the cost, if any, of such revision has been included in the quoted proposal:

Addendum No. <u>1</u>	Dated <u>4/8/2025</u>
Addendum No. _____	Dated _____
Addendum No. _____	Dated _____
Addendum No. _____	Dated _____

### **FEES**

The Bidder shall refer to the General Conditions for allowable Fees for additional work performed, upon Owner's written authorization, by Bidder's own forces and/or for additional work, upon Owner's written authorization, by Bidder's subcontractors.

### **TIME OF COMPLETION**

If awarded the Contract for the Senior Center Wall Repairs, we agree to have all work completed by **Friday, July 18, 2025**. If items are not complete by this date, the Contractor must defer work on temperature sensitive items until exterior temperatures are a minimum of 40 degrees and rising in accordance with Mfr. installation requirements and applicable codes/standards. All partially finished items will be required to be protected during cold weather.

The Bidder hereby agrees to furnish the required Bonds, Insurance Certificates, and Policies within ten (10) days after acceptance of this Proposal.

The execution of all work and specific constraints as described in the contract drawings and specifications herein must be strictly adhered to.



Important: A tentative construction schedule is to be included with this proposal for Owner consideration.

QUALIFICATIONS/MUNICIPAL PROJECTS/REFERENCES

The City of Berkley requires the Bidder, as the Prime Contractor, to include **three (3) municipal references** for projects similar to the Senior Center Wall Repairs, including masonry repair, window replacement, and painting construction experience, as follows. The references will be checked prior to the award of the contract.

Project No. 1: Name of Project: Oakland County Comm Dev. - 248.830.9411.  
Project Completion Date: 4/3/2025 Contract Amount: \$22,330.  
Name: Karen Fratt Address: 247 2nd  
Telephone: [REDACTED] Firm: Oakland County Community Dev  
JAL Dulmore

Project No. 2: Name of Project: Oakland County Comm Dev.  
Project Completion Date: 2/4/25 Contract Amount: \$25,450.  
Name: Davidson Address: [REDACTED]  
Telephone: [REDACTED] Firm: Oakland County Comm Dev  
Brian Bailey

[REDACTED] No. 3: Name of Project: Oakland County Comm Development  
Project Completion Date: 2/21/2025 Contract Amount: \$54,800.  
Name: Amy Phillips Address: [REDACTED]  
Telephone: [REDACTED] Firm: Oakland County Comm Dev  
Jacob Talbach  
248.221.9826

**BIDS TO REMAIN FIRM**

The price stated in this Proposal shall be guaranteed for a period of not less than 60 days from the bid due date and if authorized to proceed within that period, the bidder agrees to complete the work covered by the Proposal at said price.

If this Proposal is accepted by the Owner and the undersigned shall fail to contract as aforesaid and to furnish the required surety bonds within fifteen (15) days after being notified of the acceptance of their bid, then the undersigned shall be considered to have abandoned the contract, and the Certified Check, Cashier's Check or Bid Bond accompanying this Proposal shall be forfeited to the City of Berkley.

If the undersigned enters into the contract in accordance with their proposal, or if their proposal is not accepted, then the accompanying bid guarantee shall be returned to the undersigned.

Company Name: BT's Construction Inc.  
Signature: \_\_\_\_\_ Title: Owner / President  
Address: 3234 Auburn Rd Shelby Twp. MI 48317  
County: Oakomb State: MI  
Telephone No.: 586-264-6750 Fax No.: 586-264-6897  
Email Address: bts@ameritech.net

LEGAL STATUS OF BIDDER

This Bid is submittal in the name of:

(Print) BT's Construction Inc.

The undersigned hereby designates below the business address to which all notices, directions or other communications may be served or mailed:

Street 3234 Auburn Rd

City Shulb Twp.

State MI

Zip Code 48317

The undersigned hereby declares the legal status checked below:

☐ INDIVIDUAL

☐ INDIVIDUAL DOING BUSINESS UNDER AN ASSUMED NAME

☐ CO-PARTNERSHIP

The Assumed Name of the Co-Partnership is registered in the County of \_\_\_\_\_, Michigan

☒ CORPORATION INCORPORATED UNDER THE LAWS OF THE STATE OF MI

\_\_\_\_\_. The Corporation is

☒ LICENSED TO DO BUSINESS IN MICHIGAN

☐ NOT NOW LICENSED TO DO BUSINESS IN MICHIGAN

The name, titles, and home addresses of all persons who are officers or partners in the organization are as follows:

A corporation duly organized and doing business under the laws of the State of Michigan

NAME AND TITLE

Tim Orell - owner / President

HOME ADDRESS

4489 Noxon Wst.  
Shelby Twp. MI 48310

Signed and Sealed this 14

day of April, 2020

By (Signature)

Tim Orell

Printed Name of Signer

owner / President

Title

END OF SECTION





**ADDENDUM NO. 1  
FOR THE  
CITY OF BERKLEY  
SENIOR CENTER WALL REPAIRS**

**ISSUED:** March 20, 2025

**HRC Job No.** 20240817

This Addendum is issued prior to receipt of bids to provide for certain changes and clarifications to the specifications, as herein specified, and is hereby made a part of the Contract Documents and shall be taken into consideration in preparing the Proposal. All other conditions remain the same.

**SPECIFICATIONS**

1. Section 00300 Proposal, add Item 4 to Bid Item List. Section included with this addendum.  
4. CMU Replacement 15 EA @ 85.00 = \$ 1,275.-

**CLARIFICATIONS**

1. Provide new weeps at 16" o.c. at the (3) replacement window heads and the existing remaining window at the west wall (below). Weeps to be MasonPro Mortar Net Weeps, or equal. Also repoint any deteriorated joints at west window.



2. Remove and replace cracked/ damaged CMU at wall corners. Unit quantity has been set at (15) units – refer to new unit pricing item in proposal Section 00300. Verify units in field with Owner and Architect prior to starting. New CMU to match existing CMU module and smooth score face style. Units to cure per Mfr. recommendations prior to painting. Provide undercoat at new CMU of Sherwin Williams Cement-Plex 875 (prep and mil thickness per Mfr. recommendations) prior to painting wall. Shore wall/structure as required during replacement work.
3. PREVAILING WAGES NOT REQUIRED

This addendum consists of the following:  
1 Page of text



**CITY OF BERKLEY BID OPPORTUNITY**  
**NON-COLLUSIVE AFFIDAVIT**

**BID OPPORTUNITY:** \_\_\_\_\_

**THIS AFFIDAVIT SHALL BE SUBMITTED AND MADE A PART OF EACH AND EVERY BID PROPOSAL  
TO THE CITY OF BERKLEY, MICHIGAN**

STATE OF MICHIGAN  
COUNTY OF OAKLAND

Tim O'Neill BEING DULY SWORN  
deposes and says that:

1. The bid has been arrived at by the bidder independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other vender of materials, supplies, equipment, or services described in the invitation to bid, designed to limit independent bidding or competition; and
2. The contents of the bid have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid and will not be communicated to any such person prior to the official opening of the bid.
3. The undersigned is duly authorized to execute this affidavit on behalf of the bidder.

Subscribed and sworn to before me this  
14 day of April, 2025  
a notary public in and for said County,

Patricia Ellen Figueroa  
Notary Public

My Commission expires: 7.28.2025

PATRICIA ELLEN FIGUEROA  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF OAKLAND  
MY COMMISSION EXPIRES Jul 28, 2025  
ACTING IN COUNTY OF

Tim O'Neill  
Authorized Signature

Tim O'Neill  
Printed Name of Signatory

BT's Construction Inc.  
Company Name

3234 Auburn Rd  
Address

Shelby Twp, MI 48317  
City, State, Zip Code

586.264.6750  
Area Code & Phone Number





**CITY OF BERKLEY BID OPPORTUNITY  
NON-DISCRIMINATION AFFIDAVIT**

**BID OPPORTUNITY:** \_\_\_\_\_

**THIS AFFIDAVIT SHALL BE SUBMITTED AND MADE A PART OF EACH AND EVERY BID PROPOSAL  
TO THE CITY OF BERKLEY, MICHIGAN**

STATE OF MICHIGAN  
COUNTY OF OAKLAND

Tina Dorell, BEING DULY SWORN  
deposes and says that:

1. In compliance with the City of Berkley Non-Discrimination Policy, the Contractor shall not discriminate against an employee or an applicant for employment in hiring, any terms and conditions of employment or matters related to employment regardless of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, genetic information, height, weight, disability, veteran status, familial status, marital status or any other reason, that is unrelated to the person's ability to perform the duties of a particular job or position, in accordance with applicable federal and state laws.
2. The undersigned is duly authorized to execute this affidavit on behalf of the bidder.

Subscribed and sworn to before me this  
14 day of April, 2026  
a notary public in and for said County,

[Signature]  
Notary Public

My Commission expires: 7.28.2025

PATRICIA ELLEN FIGUEROA  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF OAKLAND  
MY COMMISSION EXPIRES Jul 28, 2025  
ACTING IN COUNTY OF

[Signature]  
Authorized Signature

Tina Dorell  
Printed Name of Signatory

BT's Construction Inc  
Company Name

3234 Oakland Rd  
Address

Shelby Twp MI 48317  
City, State, Zip Code

586.264.6150  
Area Code & Phone Number





**CITY OF BERKLEY BID OPPORTUNITY  
HOLD HARMLESS & INDEMNITY FORM**

**BID OPPORTUNITY:** \_\_\_\_\_

**PURPOSE:**

To the fullest extent permitted by law, the CONTRACTOR expressly agrees to indemnify and hold harmless the City of Berkley (City), its elected and appointed officials, its employees and volunteers and others working on behalf of the City, from and against all loss, cost, expense, damage, liability or claims (whether groundless or not) arising out of bodily injury, sickness or disease (including death resulting at anytime there from) which may be sustained or claimed by any person or persons.

This includes damage or destruction of any property (including loss of use) based on any act or omission (negligent or otherwise) of the CONTRACTOR or anyone acting on its behalf in connection with or incident to this agreement.

The CONTRACTOR shall, at its own cost and expense, defend any such claim and any suit, action, or proceeding which may be commenced hereunder. In the event of any suit, action or proceeding, the CONTRACTOR shall pay:

- Any and all judgments which may be recovered.
- Any and all expenses including, but not limited to, costs, attorneys' fees and settlement expenses which may be incurred.

The CONTRACTOR shall not be responsible to the City on indemnity for damages caused by or resulting from the City's sole negligence.

**PLEASE PRINT:**

BT's Construction - Inc  
Contractor Name

2634 Auburn Rd  
Contractor Street Address

Shipy Twp MI 48317  
City, State, Zip Code

584 244-6750  
Telephone

Tim Drell  
Authorized Representative

[Signature]  
Signature

4-14-2025  
Date

[Signature]  
Witness



**CITY OF BERKLEY**  
**OFFICE OF THE CITY CLERK**  
3338 COOLIDGE HWY, BERKLEY, MICHIGAN 48072

**CITY OF BERKLEY BID OPPORTUNITY**  
**CONTRACTOR REFERENCES**

BID OPPORTUNITY: Senior Antler Wall Repairs

**REFERENCE 1:**

COMPANY NAME	<u>Meadowbrook Construction Inc</u>
ADDRESS	[REDACTED]
TELEPHONE	[REDACTED]
CONTACT PERSON	<u>Jim Miller</u>
CONTRACT DATES	<u>Various - 30 years</u>
DESCRIPTION OF WORK	<u>Windows</u> <u>Painting</u> <u>Drywall</u> <u>Roofing Siding</u>

**REFERENCE 2:**

COMPANY NAME	<u>MT Margaret Building Co.</u>
ADDRESS	[REDACTED]
TELEPHONE	[REDACTED]
CONTACT PERSON	<u>Mark Chagot</u>
CONTRACT DATES	<u>Various - 30 years</u>
DESCRIPTION OF WORK	<u>Windows</u> <u>Roofing</u> <u>Siding</u> <u>Dry wall</u> <u>Painting</u>

**REFERENCE 3:**

COMPANY NAME	<u>Whitelow Custom Builders</u>
ADDRESS	[REDACTED]
TELEPHONE	[REDACTED]
CONTACT PERSON	<u>Charles Whitlow</u>
CONTRACT DATES	<u>Various 20 years</u>
DESCRIPTION OF WORK	<u>Windows</u> <u>Masonry</u> <u>Additions</u> <u>Decks</u>





**CITY OF BERKLEY BID OPPORTUNITY  
CONFLICT OF INTEREST DISCLOSURE FORM**

**BID OPPORTUNITY:** Senior Center Wall Repairs

<b>Name:</b>	<u>Tim Dnull</u>	<b>Company:</b>	<u>BT's Construction Inc.</u>
<b>Title:</b>	<u>Owner/Pres.</u>	<b>Address:</b>	<u>3234 Auburn Rd Shady Top</u>

MI 48317

Please describe any relationships, transactions, positions you hold (as owner, director or volunteer of a for-profit or nonprofit organization) or other circumstances you believe could contribute to an actual or perceived conflict of interest between the City of Berkley and your personal interest. (Use additional paper if necessary.)

<input type="checkbox"/>	<b>I have the following conflict of interest to report.</b>
<u>N/A</u>	

<input type="checkbox"/>	<b>I have the following potential conflict of interest to report.</b>

<input type="checkbox"/>	<b>I have no circumstances that I believe could contribute to an actual or perceived conflict of interest.</b>
--------------------------	--

  
Signature

04.14.25  
Date



**CITY OF BERKLEY**  
**OFFICE OF THE CITY CLERK**  
3338 COOLIDGE HWY, BERKLEY, MICHIGAN 48072

## CITY OF BERKLEY BID OPPORTUNITY IRAN BUSINESS RELATIONSHIP AFFIDAVIT

**BID OPPORTUNITY:** \_\_\_\_\_

**THIS AFFIDAVIT SHALL BE SUBMITTED AND MADE A PART OF EACH AND EVERY BID PROPOSAL  
TO THE CITY OF BERKLEY, MICHIGAN**

STATE OF MICHIGAN  
COUNTY OF OAKLAND

Tim O'Neill, BEING DULY SWORN  
deposes and says that:

1. Pursuant to the Michigan Iran Economic Sanctions Act, 2012 P.A. 517, by submitting a bid, proposal or response, the respondent certifies, under civil penalty for false certification, that it is not an "Iran linked business," as that term is defined in the Act.
2. The undersigned is duly authorized to execute this affidavit on behalf of the bidder.

Subscribed and sworn to before me this  
14 day of April, 2025  
a notary public in and for said County,

Patricia Ellen Figueroa  
Notary Public

My Commission expires: 7.28.2025  
PATRICIA ELLEN FIGUEROA  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF OAKLAND  
MY COMMISSION EXPIRES Jul 28, 2025  
ACTING IN COUNTY OF

Tim O'Neill  
Authorized Signature

Tim O'Neill  
Printed Name of Signatory

BT's Construction Inc  
Company Name

3234 Auburn Rd  
Address

Shelby Twp MI 48317  
City, State, Zip Code

586.264.6750  
Area Code & Phone Number

**PLEASE NOTE: City of Berkley employees cannot notarize this document.**

May 5, 2025 City Council Meeting

Moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_ to award a contract for Community Park sidewalk and path improvements to Hartwell Cement Company of Oak Park, Michigan.

Ayes:

Nays:

Absent:

Motion:

# MEMORANDUM

To: Mayor Dean and City Council  
From: Shawn Young, Deputy City Manager for Public Services  
Date: May 5th, 2025  
Subject: Community Park Sidewalk and Path Improvements

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Madam Mayor and Members of City Council,

## Background

Each year the City is awarded funds via the Community Development Block Grant (CDBG) program which limited on usage. To maximize these funds the City has traditionally grouped 2-3 years' worth of projects into one larger project.

## Summary

- Community Park was previously identified and ultimately approved by council to receive sidewalk and path upgrades utilizing roughly \$90,000 in funds received from the CDBG program. To maximize utilization of these funds we are recommending to utilize funding from Local Roads to cover any overages related to work in the right of way.
- The project was broken into division to better manage overall cost and budget of CDBG funding.
- Improvements will include the replacement of existing concrete and HMA surfaces in the park along with ADA ramp replacements at the intersection of Robina and Oxford.
- While a section of soft surface was proposed with this project we chosen not to award this particular area due to bid pricing and available funds. We will be looking to complete this area in subsequent CDBG funding years.
- Prior to this recommendation sealed bids were received and reviewed for accuracy and cost along with a full reference check prior to recommendation for award.

## Recommendation

It is my recommendation to award the contract for Community Park Sidewalk and Path Improvements in the amount of \$70,472.00 to Hartwell Cement Company of Oak Park, MI along with an additional not to exceed amount of \$46,800 for Construction Administration, Observation, and Construction Contingencies for total not to exceed cost of \$104,356.00 utilizing account numbers 275-902-818-046 (CDBG Expenses) for roughly \$90,000, and utilizing account numbers 203-464-821-000 (Local Road Contractual Services), and 203-464-818-010 (Local Road Engineering) for any overages related to the work in the Right of Way.





April 4, 2025

City of Berkley  
3338 Coolidge Hwy.  
Berkley, MI 48072

Attn: Mr. Shawn Young, Director of Public Works

Re: Recommendation for Award and Bid Tabulation  
Community Park CDBG Sidewalk Replacement and ADA Improvements

HRC Job No. 20240862

Dear Mr. Young:

We have reviewed the bids received on Monday, March 24, 2025, for the Community Park CDBG Sidewalk Replacement (Division A) and ROW ADA Improvements Project and have found them to be in order. Six (6) bids were received for the project with four (4) of the (6) bids being in proximity to the Engineer's Opinion of Probable Cost. The Division A scope of work includes the removal and replacement of existing sidewalks within Community Park, funded by the Oakland County Community Development Block Grant Program. Division B scope of work includes the removal and replacement of sidewalks and ramps within the road right-of-way of Oxford Road and Robina Avenue, funded by the City's Road Funding.

After discussions with City staff, due to the available CDBG funding, it was decided that Alternate Bid 1 within Division A, which primarily entailed a poured-in-place rubberized walkway, would be eliminated from the project and completed under a separate contract at another time.

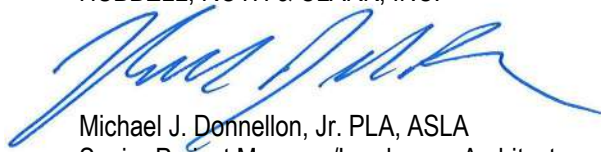
Thus, enclosed is the bid tabulation of the submitted bids indicating the award of only Division A and B, with Hartwell Cement Company (HCC), Oak Park, Michigan shown as the lowest qualified bidder in the amount of \$70,472.00.

HRC and the City of Berkley have previously worked with HCC to complete various City projects, including previous CDBG projects, and have been satisfied with the work performed. Upon further review of other submitted community references, HCC has maintained multi-year contracts with a high level of satisfaction.

In our capacity as consulting engineers for City of Berkley, it is our opinion that lowest qualified bidder Hartwell Cement Company, Oak Park, MI, has met all bidding requirements for this project to be eligible for the City to award a contract in the amount of \$70,472.00, for the Community Park CDBG Sidewalk Replacement, subject to the submission of the necessary bonds and insurance, in compliance with the specifications. HRC recommends including a 10% construction contingency of \$7,048.00 to the low bid amount, a not-to-exceed Construction Administration budget of \$12,916.00 and a not-to-exceed Construction Observation budget of \$13,920.00 for a total project cost of \$97,308.00.

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

Very truly yours,  
HUBBELL, ROTH & CLARK, INC.



Michael J. Donnellon, Jr. PLA, ASLA  
Senior Project Manager/Landscape Architect

MJD  
Attachment

pc: HRC; File, R. Alix, E. Zmich  
City of Berkley; Crystal VanVleck, Adam Wozniak, Alex Brown, Dan McMinn  
Oakland County CDBG Grant Admin; Peter Essenmacher

BID TABULATION - AMENDED  
COMMUNITY PARK CDBG SIDEWALK PROJECT  
CITY OF BERKLEY  
OAKLAND COUNTY, MICHIGAN

Bids Due: Monday, March 24, 2025 at 2:30 p.m.  
HRC Job #20240862

**Hartwell Cement Company**  
21650 Fern Street  
Oak Park, MI 48237  
Phone: (248) 548-5858

**Santos Cement 1 Inc.**  
860 Southfield Road  
Lincoln Park, MI 48146  
Phone: (313) 551-3113

**Premier Group Associates, LC**  
2221 Bellevue Street  
Detroit, MI 48207  
Phone: (313) 963-1700

Item	Quantity	Unit	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
<b>DIVISION A - CDBG SIDEWALK REPLACEMENT</b>								
1. Mobilization (5%)	1	LS	\$2,000.00	\$2,000.00	\$2,600.00	\$2,600.00	\$5,000.00	\$5,000.00
2. Color Audio-Video Route Survey	1	LS	\$1,200.00	\$1,200.00	\$3,000.00	\$3,000.00	\$750.00	\$750.00
3. 4' Tree & Property Protection Fence	224	LFT	\$0.75	\$168.00	\$5.00	\$1,120.00	\$4.50	\$1,008.00
4. Erosion Control, Inlet Protection Fabric Bag	2	EA	\$150.00	\$300.00	\$150.00	\$300.00	\$45.00	\$90.00
5. Saw Cutting, Pvmt-Full Depth	49	LFT	\$4.00	\$196.00	\$2.50	\$122.50	\$2.10	\$102.90
6. Pavement, Rem	365	SUD	\$18.00	\$6,570.00	\$18.00	\$6,570.00	\$25.00	\$9,125.00
7. Tree Root Pruning	156	;FT	\$20.00	\$3,120.00	\$7.50	\$1,170.00	\$3.00	\$468.00
8. Aggregate Base, 4 Inch, MDOT 21AA, CIP	485	SUD	\$10.00	\$4,850.00	\$13.20	\$6,402.00	\$14.00	\$6,790.00
9. Curb Ramp/Sidewalk, Conc. 4 Inch	3,827	SFT	\$6.50	\$24,875.50	\$6.00	\$22,962.00	\$7.70	\$29,467.90
10. 6" PVC Irrigation Sleeve	70	LFT	\$7.00	\$490.00	\$50.00	\$3,500.00	\$10.00	\$700.00
11. Remove, Salv. and Reinstall Bench	1	EA	\$300.00	\$300.00	\$700.00	\$700.00	\$300.00	\$300.00
12. Turf Restoration Seed & Mulch Blanket Incl. 4-inch Topsoil	466	SYD	\$10.00	\$4,660.00	\$15.00	\$6,990.00	\$6.00	\$2,796.00
SubTotal Amount of Division A				\$48,729.50		\$55,436.50		\$56,597.80
<b>DIVISION B - SIDEWALKS/ADA RAMP REPLACEMENT - ROW</b>								
13. Mobilization (5%)	1	LS	\$1,000.00	\$1,000.00	\$1,300.00	\$1,300.00	\$5,000.00	\$5,000.00
14. Traffic Maintenance and Minor Traffic Devices (incl. Flag Control)	1	LS	\$1,000.00	\$1,000.00	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00
15. Color Audio-Video Route Survey	1	LS	\$1,100.00	\$1,100.00	\$2,500.00	\$2,500.00	\$750.00	\$750.00
16. Erosion Control, Inlet Protection Fabric Bag	4	EA	\$150.00	\$600.00	\$150.00	\$600.00	\$45.00	\$180.00
17. Saw Cutting, Pvmt-Full Depth	96	;FT	\$4.00	\$384.00	\$2.50	\$240.00	\$2.10	\$201.60
18. Pavement, Rem	103	SYD	\$18.00	\$1,854.00	\$20.00	\$2,060.00	\$25.00	\$2,575.00
19. Curb and Gutter, Rem	58	LFT	\$15.00	\$870.00	\$20.00	\$1,160.00	\$42.10	\$2,441.80
20. Structure Adjustment (+/- 6")	1	EA	\$300.00	\$300.00	\$1,000.00	\$1,000.00	\$1,136.80	\$1,136.80
21. Aggregate Base, 4 Inch, MDOT 21AA, CIP	129	SYD	\$10.00	\$1,290.00	\$15.00	\$1,935.00	\$14.00	\$1,806.00
22. Aggregate Base, 6 Inch, MDOT 21AA, CIP	16	SYD	\$17.00	\$272.00	\$20.00	\$320.00	\$50.00	\$800.00
23. Curb Ramp, Opening, Conc.	58	LFT	\$60.00	\$3,480.00	\$50.00	\$2,900.00	\$63.70	\$3,694.60
24. Curb Ramp/Sidewalk, Conc. 4 Inch	830	SFT	\$6.50	\$5,395.00	\$8.99	\$7,461.70	\$7.70	\$6,391.00
25. Curb Ramp, Conc. 6 Inch	179	SFT	\$12.50	\$2,237.50	\$13.50	\$2,416.50	\$8.78	\$1,571.62
26. Detectable Warning Surface, 2ft Wide	4	EA	\$250.00	\$1,000.00	\$250.00	\$1,000.00	\$417.00	\$1,668.00
27. Turf Restoration Seed & Mulch Blanket Incl. 4-inch Topsoil	96	SYD	\$10.00	\$960.00	\$15.00	\$1,440.00	\$6.00	\$576.00
SubTotal Amount of Division B				\$21,742.50		\$30,333.20		\$29,792.42
<b>DIVISION A - ALTERNATE 1 - CDBG SIDEWALK REPLACEMENT</b>								
28. Mulch Removal	32	SYD	\$50.00	\$0.00	\$50.00	\$0.00	\$45.00	\$0.00
29. Remove, Salv. and Reinstall Bench	1	EA	\$300.00	\$0.00	\$700.00	\$0.00	\$300.00	\$0.00
30. Aggregate Base, 4 Inch, MDOT 21AA, CIP	45	SYD	\$10.00	\$0.00	\$13.00	\$0.00	\$14.00	\$0.00
31. Curb Ramp/Sidewalk, Conc. 4 Inch	346	SFT	\$8.50	\$0.00	\$9.25	\$0.00	\$7.70	\$0.00
32. 6" PVC Irrigation Sleeve	10	LFT	\$7.00	\$0.00	\$50.00	\$0.00	\$10.00	\$0.00
33. Rubberized Walkway, Poured-in-Place	260	SFT	\$100.00	\$0.00	\$15.50	\$0.00	\$32.00	\$0.00
34. Turf Restoration Seed & Mulch Blanket, Incl. 4-inch Topsoil	32	SYD	\$10.00	\$0.00	\$15.00	\$0.00	\$6.00	\$0.00
SubTotal Amount of Alternate 1				\$0.00		\$0.00		\$0.00

**TOTAL BID AMOUNT**

**\$70,472.00**

**\$85,769.70**

**\$86,390.22**

ENGINEER: Michael J. Donnellon Jr, PLA, ASLA  
Senior Project Manager/Landscape Architect  
Hubbell, Roth & Clark, Inc.  
555 Hulet Drive, Bloomfield Hills, MI 48303

Royal Cement Corp. - (4th Bidder) \$91,761.45  
Audia Concrete Construction - (5th Bidder) \$119,275.00\*  
SJR Pavement Repair, Inc. - (6th Bidder) \$221,078.05 \*  
Corrected by Engineer \*



2025 PROJECT BUDGET AND FEE ESTIMATING FORM

JOB NUMBER: 20240862

PROJECT NAME: Community Park CDBG Sidewalk Replacement

PRINCIPAL R. Alix

ASSOCIATE E. Zmich

DATE April 3, 2025

		HRC																	
		Mike Donnellon	Eddie Zmich			Graduate Engineer/Architect I/II		Sr. Construction Observer		Steve Jacobi		Sr. Survey Crew Chief		Sr. Survey Office Technician		Testing Technician		TOTAL	
TASK 1	Contract Administration																		\$12,916.00
	Contract Administration, Pay Applications, Submittal Review	4.0	\$664.00			18.0	\$1,890.00											22.0	\$2,554.00
	Meetings (City Council, Pre-Con, Progress & Closeout)	4.0	\$664.00	2.0	\$328.00	2.0	\$210.00											8.0	\$1,202.00
	Engineering & Supplemental Services	8.0	\$1,328.00	2.0	\$328.00	4.0	\$420.00	4.0	\$348.00									18.0	\$2,424.00
	Layout/Staking, Coordination/Setup									2.0	\$320.00			8.0	\$624.00			10.0	\$944.00
	Layout/Staking, On-site											16.0	\$2,160.00					16.0	\$2,160.00
	Material Testing															24.0	\$1,800.00	24.0	\$1,800.00
	As-Builts and Incorporation into GIS Data Base	2.0	\$332.00			4.0	\$420.00					8.0	\$1,080.00					14.0	\$1,832.00
TASK 2	Construction Observation																		\$13,920.00
	Field Observation							160.0	\$13,920.00									160.0	\$13,920.00

May 5, 2025 City Council Meeting

Moved by Councilmember \_\_\_\_\_ and seconded by Councilmember  
\_\_\_\_\_ to approve The Local Road Improvement Program provided by Oakland County.

Ayes:

Nays:

Absent:

Motion:



**CITY OF BERKLEY**  
**DEPARTMENT OF PUBLIC WORKS**  
3238 BACON AVE, BERKLEY, MICHIGAN 48072

# MEMORANDUM

To: Mayor Dean and City Council  
From: Adam Wozniak, Superintendent of Public Works *aw*  
Date: April 15, 2025  
Subject: Local Road Improvement Program

---

Madam Mayor and Members of City Council,

## Background

The Oakland County Government created this program in 2016 for the purpose to be able to be more flexible when assisting other communities. This program allows Oakland County communities to use funds given to them for non-County road improvements and improving economic development in Oakland County cities and villages. This program does have a County/Community 50% match attached when accepting funds.

## Summary

- Previous years we have used this money towards our spray patching program to help with larger areas of concern on our local road ways.
- Based off of Oakland County's formula the City of Berkley would receive \$36,799.00 in funds.
- Oakland County Local Road Improvement Program funds are allocations set aside for specific, targeted road maintenance and/or improvement projects on roadways under the jurisdiction of cities and villages.
- As a part of receiving funding from the county, 50% of \$36,799.00 must be matched. Additional funding for this program has been currently budgeted under the 24-25 Local and Major road repair accounts.

## Recommendation

It is my recommendation that the City Council approves the Local Road Improvement Program provided by Oakland County for receiving funds in the amount of \$36,799.00.

**LOCAL ROAD IMPROVEMENT PROGRAM POLICY****STATEMENT OF PURPOSE**

Oakland County Government recognizes that Michigan law places the primary responsibility for road funding on the State and non-county local units of government. However, the County also recognizes that the law does permit a limited, discretionary role for the County in assisting a road commission and local units within a county by supporting some road maintenance and improvement efforts.

Accordingly, for many years Oakland County has voluntarily provided limited assistance to its cities, villages and townships (CVT's) and to the Road Commission of Oakland County (RCOC) by investing in a discretionary Tri-Party Road Program. Authorized under Michigan law, the County's tri-party funding contributions primarily facilitate safety improvement projects on CVT roads under the jurisdiction of the RCOC. By law, tri-party funds cannot be used to fund projects on roads solely under the jurisdiction of CVT's.

Recognizing a continuing need to better maintain local CVT streets and roads, yet being ever mindful of the County's limited responsibility for and jurisdiction over non-County roads and streets, Oakland County Government is continuing the success of the pilot program launched in 2016 that was more flexible than the current Tri-Party Road Program; one that allowed Oakland County to assist its cities and villages with maintenance and safety projects on non-County roads.

Not being the funding responsibility of County government, local CVT roads generally cannot be maintained or improved using County funds because doing so would be considered to be the "gifting" of County resources. However laudable the purpose, Michigan law generally forbids the gifting of government resources. To avoid application of the constitutionally-based gifting restriction, the state legislature must, and in this arena has, determined that a public benefit results from a taxpayer investment, one that provides a *quid pro quo* sufficient to avoid application of the gifting prohibition. Here, the legislature has determined that the economic development benefit presumed to accrue to a county as a result of local street and road investments can provide a sufficient *quid pro quo* to county taxpayers justifying a discretionary county investment in a non-county road, a benefit that constitutes a fair exchange for value and not a gift.

This legislative determination is set forth in 1985 P.A. 9, which amended 1913 P.A. 380, by adding a new section 2, which in pertinent part provides:

"(1) ...A county may grant or loan funds to a township, village or city located within that county for the purpose of encouraging and assisting businesses to locate and expand within the county...

(2) A loan or grant made under subsection (1) may be used for local public improvements or to encourage and assist businesses in locating or expanding in this state, to preserve jobs in this state, to encourage investment in the communities in this state, or for other public purposes."

Communities that wish to attract, retain and grow businesses, retain jobs and encourage community investment, needs a safely maintained road infrastructure. This road infrastructure must include both residential and commercial roads as workers and consumers need to get to and from work, shopping, schools and recreation. In a fiscally prudent and limited manner, the

County wishes to help its cities and villages accomplish this through its Local Road Improvement Matching Fund Program, commonly known as the Local Road Improvement Program (LRIP).

Any such program must be mindful of the limits imposed under Public Act 9. One important restriction Public Act 9 imposed on grants or loans made pursuant to Subsection 2 of the Act is the mandate that, "A grant or loan under this Subsection shall not be derived from ad valorem taxes except for ad valorem taxes approved by a vote of the people for economic development." This means that funding for an expanded local road assistance program cannot utilize proceeds from any of Oakland County's ad valorem tax levies since no levy has been approved by voters specifically for economic development.

Given this limitation, it appears that the state statutory revenue sharing appropriated to the County can provide a non-ad valorem source of funds that legally can be used to support the program. Competition for those funds, which are limited in amount, is fierce and their yearly availability is subject to the state legislative process. In the recent past, the State stripped all of those funds away from Michigan counties. Understanding that reality, it shall be the policy of the Oakland County Board of Commissioners that the Board shall not appropriate any County funds for a local road improvement matching fund program for non-County roads in any year where the State of Michigan fails to appropriate statutory revenue sharing funds to Oakland County in an amount sufficient to allow the County to first prudently address its core functions.

Act 9 imposes additional conditions on grants and loans. These include requirements that the loan or grant shall be administered within an established application process for proposals; that any grant or loan shall be made at a public hearing of the county board of commissioners and that the Board shall require a report to the county board of commissioners regarding the activities of the recipient and a report as to the degree to which the recipient has met the stated public purpose of the funding.

Understanding all of the above, the Oakland County Board of Commissioners hereby establishes the following Local Road Improvement Matching Fund Program:

## **PROGRAM SUMMARY**

The Board of Commissioners established a Pilot Local Road Improvement Matching Fund Program through Miscellaneous Resolution #16103 for the purposes of improving economic development in Oakland County cities and villages. The County intends to continue this Program to assist its municipalities by offering limited matching funds for specific, targeted road maintenance and/or improvement projects on roadways under the jurisdiction of cities and villages.

A city or village participating in the Local Road Improvement Matching Fund Program shall match any fund authorized by the Board of Commissioners in an amount equal to a minimum of 50% of the cost of the total project award. County participation shall be limited to a maximum of 50% of the cost of the total project budget. Funding shall be utilized to supplement and enhance local road maintenance and improvement programs. Funding is not intended to replace existing budgeted local road programs or to replace funding already committed to road improvements.

## PROJECT GUIDELINES

Program funding shall be utilized solely for the purposes of road improvements to roads under the jurisdiction of local cities and villages. Road improvements may include, but not be limited to, paving, resurfacing, lane additions or lengthening, bridges, or drainage as such improvements relate to road safety, structure or relieving congestion.

Program funding:

- **May** be utilized to supplement a local government's matched funding for the purposes of receiving additional federal transportation funding;
- **May not** be utilized to fulfill a local government's responsibility to fund improvements to state trunklines;
- **Shall be limited to** real capital improvements to roadways and shall not be utilized for other purposes, such as administrative expenses, personnel, consultants or other similar purposes;
- **Shall not be** utilized for non-motorized improvements, unless these improvements are included in a project plan for major improvements to a motorized roadway;
- **Shall be** utilized for projects that will result in a measurable improvement in the development of the local economy and contribute to business growth. Recipients shall be responsible for providing an outline of the economic benefits of the project prior to approval and for reporting to the Board of Commissioners after the completion of the project on the benefits achieved as a result of the projects.

## ADMINISTRATION

Local Road Improvement Matching Fund Program projects may be appropriated by the Board of Commissioners in compliance with the County budget process. The amount of funds to be dedicated for the Program shall be determined by the Board of Commissioners on an annual basis. Program funding may be reduced or eliminated based upon the ability of the County government to meet primary constitutional and statutory duties. The Board of Commissioners expressly reserves the right to adjust the County matching funds share at any time based upon County budget needs.

In accordance with MCL 123.872, funds dedicated to the Local Road Improvement Matching Fund Program shall not be derived from ad valorem tax revenues. Program funding shall be limited to funds derived from the County's distribution from the Michigan General Revenue Sharing Act. Reduction or elimination of the County's distribution of revenue sharing funds may result in the elimination or suspension of the program.

Funding availability shall be distributed based upon a formula updated annually. The formula will consist of:

1. A percentage derived from the number of certified local major street miles in each city and village divided by aggregate total of certified local major street miles of all cities and villages in the County.
2. A percentage derived from the population of each city and village as determined by the last decennial census conducted by the U.S. Census Bureau divided by the aggregate total population of cities and villages in the County.

3. A percentage derived from the three-year rolling total of the number of crashes on city and village major local streets divided by the aggregate three-year rolling crash numbers for all city and village major local streets, using the most recent data available. The crash data will be supplied by the South East Michigan Council of Governments (SEMCOG).

Each city and village's percentage allocation shall be determined by adding each factor percentage and dividing that total by three. The amount of funds available for match shall be determined by the total amount of funds allocated by the Board of Commissioners added to an equal amount representing the match provided by local cities and villages.

The Chair of the Board of Commissioners shall establish a Special Committee on the Local Road Improvement Program. This Special Committee shall consist of three members, with two members representing the majority caucus and one member representing the minority caucus. It shall be the responsibility of the Special Committee to direct the administration of this program, receive applications for program funding, and make recommendations of acceptance to the Board of Commissioners. The Special Committee may consult with County departments, staff, the South East Michigan Council of Governments (SEMCOG), and the Road Commission for Oakland County in the conduct of its business.

## **DISBURSEMENT**

The Special Committee shall forward recommendations for approval of Local Road Improvement Program projects to the Chair of the Board of Commissioners. This recommendation shall include a cost participation agreement between the County and participating municipality. Minimally, cost participation agreements shall include: responsibility for administering the project, the project location, purpose, scope, estimated costs including supporting detail, provisions ensuring compliance with project guidelines, as well as disbursement eligibility requirements. The cost participation agreement shall also require the maintenance of supporting documentation to ensure compliance with the following provisions:

1. All supporting documentation for project expenditures reimbursed with appropriated funding shall be maintained a minimum of seven years from the date of final reimbursement for actual expenditures incurred.
2. The Oakland County Auditing Division reserves the right to audit all project expenditures reimbursed through the program.
3. The participating community understands and agrees that if it does not expend the entire Cost Participation Award under this Agreement on approved projects, then the remainder will be reimbursed to the County. The amount of any remainder shall be determined upon cancellation or completion of the approved project. Reimbursable funds shall be returned to the County within 90 days of such determination that the project has been cancelled, or the entire award has not been spent upon project completion.
4. In any case where the participating community is required to return money to the County under this Agreement, the participating community agrees that the County or the Oakland County Treasurer, at their sole option, shall be entitled to set off from any other funds of the participating community that are in the County's possession for any reason, including but not limited to, the Oakland County Delinquent Tax Revolving Fund ("DTRF"), if applicable. Any setoff or retention of funds by the County shall be deemed a voluntary assignment of that amount by the participating community to the County. The participating

community waives any claims against the County or its officials for any acts related specifically to the County offsetting or retaining such amounts. This paragraph shall not limit the participating community's legal right to dispute whether the underlying amount retained by the County was actually due and owing under this Agreement.

5. Nothing in this Section shall operate to limit the County's right to exercise any other legal rights or remedies under this Agreement or at law to secure reimbursement of funds which are due should they not be used by the participating community for the approved projects in the time frame set forth above. If the County pursues any legal action in any court against the participating community to secure repayment of unused funds, the participating community agrees to pay all costs and expenses incurred by the County, including court costs and attorney fees.

Upon receipt of recommendation of project approval from the Special Committee, the County Commissioner or Commissioners representing the area included in the proposed project may introduce a resolution authorizing approval of the project and the release of funds. Resolutions shall be forwarded to the Economic Development and Infrastructure Committee of the Board of Commissioners, who shall review and issue a recommendation to the Board on the adoption of the resolution. A public hearing shall be scheduled before the Board of Commissioners prior to consideration of final approval of the resolution.

The deadline for projects to be submitted for consideration shall be established by the Special Committee. The Special Committee may work with participating municipalities to develop a plan for projects that exceed that municipality's annual allocation amount. This may include a limited plan to rollover that municipality's allocation for a period of years until enough funding availability has accrued to complete the project, subject to funding availability.

Upon completion of project plans and execution of the cost participation agreement by the County and governing authority of the local municipality, the participating municipality shall submit an invoice in accordance with the terms and conditions included in the agreement. The Oakland County Department of Management and Budget Fiscal Services Division shall process payments in accordance with policies and procedures as set forth by the Department of Management and Budget and the Oakland County Treasurer.

In the event an eligible local unit of government chooses not to participate in the Local Road Improvement Program, or an approved project is cancelled, any previously undistributed allocated funding may be reallocated to all participating local units of government at the discretion of the Local Road Improvement Program Special Committee.

At the completion of each project, the participating local government shall provide a report to the Board of Commissioners regarding the activities of the recipient and the degree to which the recipient has met the stated public purpose of the funding as required by MCL 123.872.



**LRIP DISTRIBUTION FORMULA  
2025**

**Attachment B**

City/Village	Cert Major Local		Population	Crash Data 2021-				Max County	Minimum
	Road Miles	Miles %		Pop %	2023	Crash %	Miles+Pop+Crash	Match	Project Cost
Auburn Hills	32.33	4.82%	24,360	3.02%	606	3.36%	3.73%	\$ 75,778	\$ 151,556
Berkley	15.63	2.33%	15,194	1.88%	221	1.22%	1.81%	\$ 36,799	\$ 73,598
Beverly Hills	10.99	1.64%	10,584	1.31%	101	0.56%	1.17%	\$ 23,752	\$ 47,504
Bingham Farms	1.02	0.15%	1,124	0.14%	2	0.01%	0.10%	\$ 2,047	\$ 4,093
Birmingham	21.87	3.26%	21,813	2.70%	880	4.88%	3.61%	\$ 73,358	\$ 146,716
Bloomfield Hills	8.83	1.32%	4,460	0.55%	109	0.60%	0.82%	\$ 16,740	\$ 33,479
Clarkston	1.48	0.22%	928	0.11%	30	0.17%	0.17%	\$ 3,397	\$ 6,794
Clawson	9.62	1.44%	11,389	1.41%	236	1.31%	1.38%	\$ 28,106	\$ 56,211
Farmington	7.36	1.10%	11,597	1.44%	118	0.65%	1.06%	\$ 21,573	\$ 43,146
Farmington Hills	58.36	8.71%	83,986	10.40%	1567	8.68%	9.26%	\$ 188,057	\$ 376,113
Ferndale	20.99	3.13%	19,190	2.38%	515	2.85%	2.79%	\$ 56,584	\$ 113,168
Franklin	4.34	0.65%	3,139	0.39%	4	0.02%	0.35%	\$ 7,162	\$ 14,324
Hazel Park	17.12	2.55%	14,983	1.86%	527	2.92%	2.44%	\$ 49,602	\$ 99,203
Holly	7	1.04%	5,997	0.74%	28	0.16%	0.65%	\$ 13,142	\$ 26,285
Huntington Woods	6.95	1.04%	6,388	0.79%	32	0.18%	0.67%	\$ 13,570	\$ 27,139
Keego Harbor	1.93	0.29%	2,764	0.34%	7	0.04%	0.22%	\$ 4,527	\$ 9,054
Lake Angelus	0	0.00%	287	0.04%	0	0.00%	0.01%	\$ 240	\$ 481
Lake Orion	2.74	0.41%	2,876	0.36%	11	0.06%	0.28%	\$ 5,589	\$ 11,177
Lathrup Village	7.36	1.10%	4,088	0.51%	280	1.55%	1.05%	\$ 21,356	\$ 42,713
Leonard	2.34	0.35%	377	0.05%	0	0.00%	0.13%	\$ 2,678	\$ 5,357
Madison Heights	21.5	3.21%	28,468	3.52%	1038	5.75%	4.16%	\$ 84,485	\$ 168,971
Milford	7.3	1.09%	6,520	0.81%	35	0.19%	0.70%	\$ 14,146	\$ 28,292
Northville	0.8	0.12%	6,119	0.76%	17	0.09%	0.32%	\$ 6,572	\$ 13,145
Novi	39.52	5.90%	66,243	8.20%	854	4.73%	6.28%	\$ 127,431	\$ 254,862
Oak Park	18.35	2.74%	29,560	3.66%	676	3.75%	3.38%	\$ 68,645	\$ 137,290
Orchard Lake Village	1.8	0.27%	2,238	0.28%	44	0.24%	0.26%	\$ 5,343	\$ 10,685
Ortonville	3.21	0.48%	1,376	0.17%	0	0.00%	0.22%	\$ 4,394	\$ 8,788
Oxford	6.01	0.90%	3,492	0.43%	16	0.09%	0.47%	\$ 9,594	\$ 19,188
Pleasant Ridge	3.59	0.54%	2,627	0.33%	48	0.27%	0.38%	\$ 7,626	\$ 15,252
Pontiac	70.21	10.47%	61,606	7.63%	2393	13.26%	10.45%	\$ 212,244	\$ 424,487
Rochester	8.59	1.28%	13,035	1.61%	265	1.47%	1.45%	\$ 29,532	\$ 59,065
Rochester Hills	38.61	5.76%	76,300	9.45%	743	4.12%	6.44%	\$ 130,776	\$ 261,553
Royal Oak	63.96	9.54%	58,211	7.21%	2745	15.21%	10.65%	\$ 216,289	\$ 432,577
South Lyon	4.43	0.66%	11,746	1.45%	45	0.25%	0.79%	\$ 16,002	\$ 32,004
Southfield	64.71	9.65%	76,618	9.49%	1671	9.26%	9.47%	\$ 192,194	\$ 384,389
Sylvan Lake	2.58	0.38%	1,723	0.21%	9	0.05%	0.22%	\$ 4,386	\$ 8,772
Troy	57.34	8.55%	87,294	10.81%	1702	9.43%	9.60%	\$ 194,861	\$ 389,722
Walled Lake	5.34	0.80%	7,250	0.90%	103	0.57%	0.76%	\$ 15,329	\$ 30,657
Wixom	10.49	1.56%	17,193	2.13%	359	1.99%	1.89%	\$ 38,460	\$ 76,919
Wolverine Lake	3.69	0.55%	4,544	0.56%	10	0.06%	0.39%	\$ 7,908	\$ 15,816
<b>TOTAL</b>	<b>670.29</b>	<b>100.00%</b>	<b>807,687</b>	<b>100.00%</b>	<b>18,047</b>	<b>100.00%</b>	<b>100.00%</b>	<b>\$ 2,030,273</b>	<b>\$ 4,060,546</b>

**A PROCLAMATION**  
**of the Council of the City of Berkley, Michigan**  
**Proclaiming May 11-17, 2025 as National Police Week**

- WHEREAS,** There are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Berkley Public Safety Department; and
- WHEREAS,** Since the first recorded death in 1786, more than 24,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and
- WHEREAS,** The members of the law enforcement agency of the City of Berkley play an essential role in safeguarding the rights and freedoms of the City of Berkley; and
- WHEREAS,** The dedication, professionalism, and commitment of law enforcement officers often go above and beyond the call of duty, involving personal sacrifice and courage; and
- WHEREAS,** The work of law enforcement officers extends beyond traditional policing roles to include community outreach, education, and building relationships with citizens to foster trust and collaboration; and
- WHEREAS,** The men and women of the City of Berkley Public Safety Department unceasingly provide this vital public service; and
- WHEREAS,** It is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

**NOW, THEREFORE, THE CITY OF BERKLEY HEREBY PROCLAIMS**

**SECTION 1:** That the week of May 11-17, 2025 is hereby recognized as *National Police Week* in the City of Berkley and publicly we salute the service of law enforcement officers in our community and in communities across the nation.

*Proclaimed this 5<sup>th</sup> day of May 2025 at a Regular Meeting of the Berkley City Council.*

---

*Bridget Dean, Mayor*

Attest:

---

*Victoria Mitchell, City Clerk*

**A PROCLAMATION**  
**of the Council of the City of Berkley, Michigan**  
**Proclaiming May 18-24, 2025 as National Public Works Week**

- WHEREAS,** Public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of Berkley; and,
- WHEREAS,** These infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and
- WHEREAS,** It is in the public interest for the citizens, civic leaders, and children in Berkley to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,
- WHEREAS,** The year 2025 marks the 65th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association;

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF BERKLEY HEREBY PROCLAIMS**

- SECTION 1:** That the week of May 18–24, 2025, as National Public Works Week in the City of Berkley.
- SECTION 2:** The City Council urges all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

*Proclaimed this 5th day of May 2025 at a Regular Meeting of the Berkley City Council.*

---

*Bridget Dean, Mayor*

Attest:

---

*Victoria Mitchell, City Clerk*

May 5, 2025 City Council Meeting

Moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_ to approve the “Corporate Cup Relays” event on Saturday, June 14, 2025 from 8 a.m.- 4:30 p.m. at Anderson Middle School for the MidWest Corporate Athletic Association. Approval is conditional upon the submission of required items and documents prior to event dates.

Ayes:

Nays:

Absent:

Motion:



**CITY OF BERKLEY  
COMMUNITY SPECIAL EVENT  
PERMIT APPLICATION DISPOSITION CHECKLIST**

Event Name: Corporate Cup Relays

Event Date(s)  
06/14/25

Location(s)  
Anderson Middle School

Event Hours  
8:00AM to 4:30PM

**ORGANIZATION:**

Organization Name: MidWest Corporate Athletic Association

Headquarters Street Address:

[REDACTED]

City:

[REDACTED]

State:

[REDACTED]

[REDACTED]

[REDACTED]

Website: www.mwccr.org

Tax Exempt Status (as defined by the US Internal Revenue Service)

Non-Profit X 501(c)(3)        N/A        Other (specify)       

The following documents have been submitted:

Completed application	<u>X</u>	YES	<u>      </u>	NO
Valid IRS tax exempt verification	<u>X</u>	YES	<u>      </u>	NO
Financial report for the preceding fiscal year	<u>X</u>	YES	<u>      </u>	NO
Proof of Commercial Liability Coverage	<u>X</u>	YES	<u>      </u>	NO
Estimated cost to execute the solicitation / event	<u>X</u>	YES	<u>      </u>	NO
Charitable Solicitation / Special Event Hold Harmless Agreement	<u>X</u>	YES	<u>      </u>	NO

Application reviewed by: Public Safety [Signature]

Public Works [Signature]

Building Official [Signature]

Comments:

[Empty box for comments]

Presented to City Council:

Date:                     

Approved:        YES        NO

Organization Notified        YES        NO        Date



**CITY OF BERKLEY  
COMMUNITY SPECIAL EVENT  
HOLD HARMLESS AGREEMENT**

**MidWest Corporate  
Athletic Association**

*This Hold Harmless Agreement is between \_\_\_\_\_ (the Organization) and the City of Berkley, Michigan, (City) for the date(s) specified below.*

Organization Name **MidWest Corporate Athletic Association**

Address \_\_\_\_\_

City \_\_\_\_\_ State **MI** Zip \_\_\_\_\_ Phone \_\_\_\_\_

Event Name **Corporate Cup Relays**

Event Location(s) **Anderson Middle School** Event Date(s) **06/14/25**

To the fullest extent permitted by law, the Organization expressly agrees to indemnify and hold harmless the City of Berkley, its elected and appointed officials, its employees and volunteers and others working on behalf of the City, from and against all loss, cost, expense, damage, liability or claims (whether groundless or not) arising out of bodily injury, sickness or disease (including death resulting at any time there from) which may be sustained or claimed by any person or persons participating in the above named event.

This includes damage or destruction of any property (including loss of use) based on any act or omission (negligent or otherwise) of the Organization or anyone acting on its behalf in connection with or incidental to this agreement. The Organization shall, at its own cost and expense, defend any such claim and any suit, action, or proceeding which may be commenced hereunder. In the event of any suit, action or proceeding, the Organization shall pay:

- Any and all judgments which may be recovered.
- Any and all expenses, including, but not limited to, costs, attorneys' fees and settlement expenses which may be incurred.

The Organization shall not be responsible to the City on indemnity for damages caused by or resulting from the City's sole negligence.

Authorized Representative **Joseph J Baldwin** Title **President**  
(Please print)

Signature  Date **04/21/25**





City Clerk's Office  
3338 Coolidge Hwy.  
Berkley, MI 48072  
248-658-3300  
Fax: 248-658-3301  
www.berkleymich.org

Print Form

## CITY OF BERKLEY, MICHIGAN COMMUNITY SPECIAL EVENT APPLICATION

Name of Event: Corporate Cup Relays

Organization / Contact: MidWest Corporate Athletic Association

Name of Organization: Athletic Association Contact's Name: Joe Baldwin

Address: [REDACTED] City: [REDACTED] State: [REDACTED]

Telephone: [REDACTED] 24 Hour Emergency Contact: Same

If event will be on private property owned by someone else, then a letter of permission from the property owner must be submitted with the application.

Event Location:
If the event involves city streets or sidewalks, include a map showing the location. A petition from affected businesses may be required.
Dates and Hours of Event: <u>06/14/25, 8:00AM to 4:30PM</u>
How many employees or volunteers? <u>Approximately 23</u>
How will site be secured during off-hours? <u>No off hours requiring security</u>
What type of merchandise will be sold? <u>None</u>
If you are selling food, include a copy of your receipt from Oakland County Health Department. <u>N/A</u>
Will there be any electricity outside the building (e.g., extension cords, heaters, lights)? If yes, an electrical inspection by the City will be required after set up and before opening. <u>Yes, extension cords for computers only at the track facility</u>
Include a Site Plan showing where merchandise will be sold, how pedestrian and vehicular traffic will circulate on the site.
What are your plans for set up and removal? <u>Installation is on arrival on event day, and removal is upon completion.</u>
Tax Exempt Status (as defined by the US Internal Revenue Service): Non-Profit <input checked="" type="checkbox"/> 501.C3 <input type="checkbox"/> Other (specify) <input type="checkbox"/>
Include the following documents: <input type="checkbox"/> Internal Revenue Service tax exempt documentation for the organization. <input type="checkbox"/> Organization's financial report for the preceding fiscal year. <input type="checkbox"/> Proof of Commercial Liability Coverage on an "occurrence basis", naming the City of Berkley as additional insured, with no less than \$1,000,000 per occurrence and/or combined single limit, Personal injury, Bodily injury, and Property Damage. <input type="checkbox"/> Liquor Liability, \$500,000 per occurrence and \$500,000 aggregate. (if applicable) <input type="checkbox"/> Special Event Hold Harmless Agreement signed by an authorized representative

By Ordinance, each Community Special Event is limited to a maximum of 7 days.

Applications must be received at least 45 days prior to the event. Events involving the public right of way will require City Council approval. I understand that a representative of the organization will need to attend the City Council meeting. The City will notify me of the meeting date and time.

An application will be denied or an event shut down if complete and accurate information is not provided.

[Signature]  
Signature of Applicant

04/21/25  
Date

## APPROVALS

DEPARTMENT	Approve (YES/NO)	Signature	Date
Planning/Building	Yes	E. King	4-23-25
Comments:			
Public Safety	Yes	Mr. L	4-23-25
Comments:			
Notify SMART, ambulance, and waste collection of any road closures.			
Public Works:	Yes	Adrian W. Ginn	4/23/25
Comments:			
Notify if DPW is needed			
Parks/Recreation			
Comments:			
City Clerk	Yes	Victoria Mitchell	4/28/25
Comments:			
City Manager			
Comments:			

### For City Use Only:

Date Application Received	Receipt Number
Received	Receipt Number
Application Fee (\$200.00) <input type="checkbox"/>	
Clean up Bond (\$100.00) <input type="checkbox"/>	
Fee Waived <input type="checkbox"/>	City Manager's approval required

City Manager's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<p><b>IF APPLICABLE:</b></p> <p>Motion Number:</p> <p>Conditions (if any):</p> <p>Is fee to be reimbursed?</p>
--



**CITY OF BERKLEY MICHIGAN**  
**TEMPORARY TRAFFIC CONTROL ORDER**

(TCO NUMBER)

In accordance with the duly adopted Uniform Traffic Code for Cities, Townships, and Villages, the Traffic Engineer hereby issues the following Temporary Traffic Control Order.

**Film Permit Applicant:** Please provide the information requested in the shaded area. Submit this page with your application.

<b>PROJECT NAME:</b>	Corporate Cup Relays
<b>Location</b>	Anderson Middle School, Berkley, MI
<b>DATE/S/TIMES:</b>	06/14/25 8:00AM – 5K Run Start 8:05AM – 5K Run Start
<b>RESPONSIBLE PARTY:</b>	
Name:	Joe Baldwin
Street Address:	
City/State/ZIP:	
Contact Phone:	
Email address:	jbaldwinrun@gmail.com

**For Official Use Only:**

<b>Action required by City :</b>	
<i>(Attach additional pages if needed)</i>	

Approved by: (Print name and title below)	Signature:	Date:
Public Safety	M. H	4-23-25
Public Works	Adam Wign	4/23/25
Building Official:	E. M. S	4-23-25

**\*\*Original – Traffic Control File**

**Return copy of completed form to City Clerk's Office**

# MidWest Corporate Athletic Association

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4443 Allegheny Dr. Sterling Heights, MI 48314

April 1, 2025

To the City of Berkley, MI,

The MidWest Corporate Athletic Association (MWCAA) is a non-profit organization that puts on the Corporate Cup Relays (CCR) every June. This year's event will take place on June 14, 2025, at Anderson Middle School, in Berkley, MI. CCR is meant to "promote health in the workplace and competition among corporate athletes." The MWCAA also promotes philanthropy by supporting fundraising by our participating teams to local charities. Teams do their fundraising before the event, and provide the donations they raise directly to the selected charities. There is no fundraising on the day of the event.

With the support of the Berkely HS track team, who volunteer to help put on this event, we've held the track & field portion of this event at Anderson Middle School since 2016. In 2019 we were able to bring our 5K and 10K road races to the beautiful streets of Berkley.

Found within the application package sent to the City of Berkley includes verification of MWCAA's non-profit status. Nobody within the MWCAA is paid and no donations are solicited by the MWCAA. Once the all financial obligations of CCR are met a small sum of money remains in the MWCAA account to be used to start the next year's event, and any remaining balance is donated to the two charities supported by the event. I've provided proof of our non-profit status. The 2025 certificate of insurance is also included, with exact verbage requested by the city. You'll also see information on the Event Schedule and maps.

Upon approval from the City of Berkley, the MWCAA will provide a letter of notification to all residents and businesses along the race routes, via available email distributions. In addition, hand delivery of the letter to each affected residence will be completed the weekend prior to the event, unless the city prefers an electronic delivery.

On June 14<sup>th</sup>, the event team will provide the course barriers for the road events, as agreed to with the Berkley Police Department and DPW in prior years. The event team will install and remove all barriers in a reasonable timeframe before and after the event, per the schedule agreed to with the city. During the events, the streets will not be closed to local traffic. Barriers will be placed, and volunteers will help local traffic to navigate in and around the course, to avoid potential injuries, and minimize disruption to residents. The MWCAA will also provide payment to the City of Berkley for use of several police officers during our road events. The police department will stipulate the number of officers and length of time they're needed.

I am available for any questions or additional information required by the City of Berkley. Thank you for your time.

Regards,

Joe Baldwin

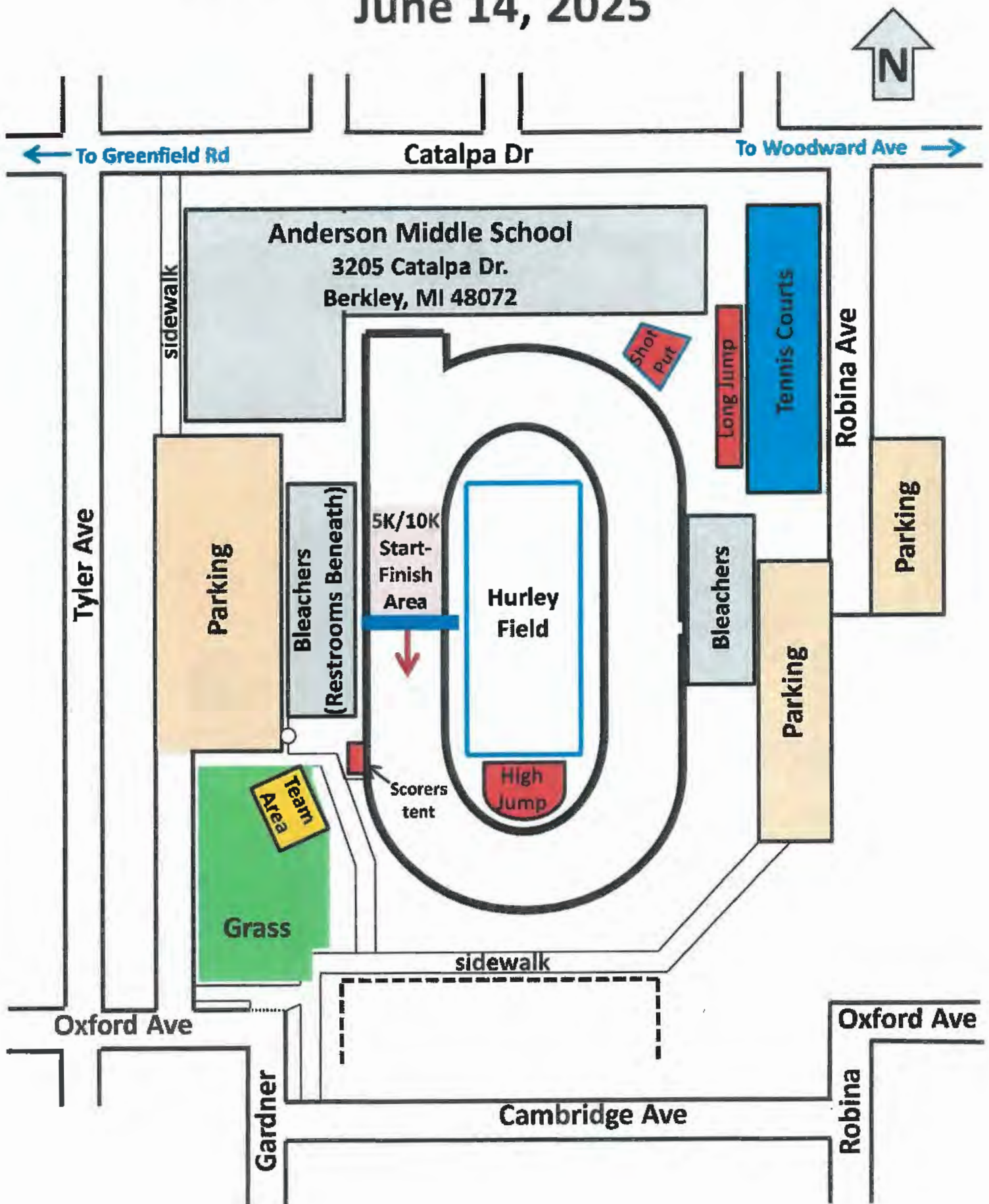
MWCAA President

[jbaldwinrun@gmail.com](mailto:jbaldwinrun@gmail.com)

[REDACTED]

# 2025 CCR BERKLEY SITE MAP

June 14, 2025



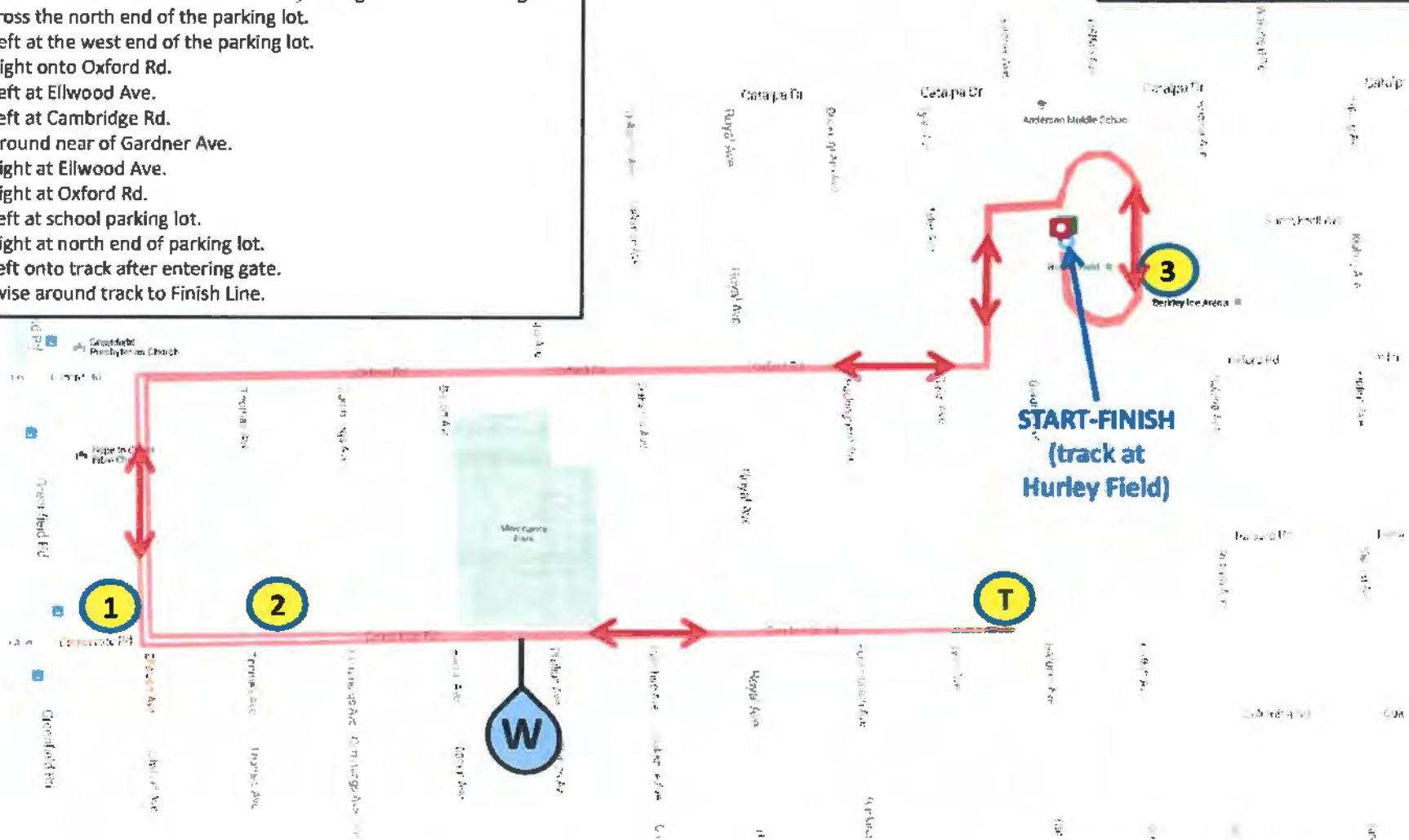


## 2025 CORPORATE CUP RELAYS 5K COURSE

### 5K COURSE TURN BY TURN DIRECTIONS:

- Start-Finish line is on Hurley Track, at Anderson Middle School
- Head counter-clockwise around the track, exiting at the northwest gate.
- Go across the north end of the parking lot.
- Turn left at the west end of the parking lot.
- Turn right onto Oxford Rd.
- Turn left at Ellwood Ave.
- Turn left at Cambridge Rd.
- Turn Around near of Gardner Ave.
- Turn right at Ellwood Ave.
- Turn right at Oxford Rd.
- Turn left at school parking lot.
- Turn right at north end of parking lot.
- Turn left onto track after entering gate.
- Clockwise around track to Finish Line.

**8:00AM – 5K Run Start**  
**8:05AM – 5K Walk Start**



DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
NONPROFIT CORPORATION ANNUAL REPORT

11/14/036

13-03

2024



Due October 1, 2024

File Online at [www.michigan.gov/corpfilingonline](http://www.michigan.gov/corpfilingonline)

Identification Number <b>800810452</b>	Corporation name <b>MIDWEST CORPORATE ATHLETIC ASSOCIATION (MWCAA)</b>
Resident agent name and mailing address of the registered office  <b>GEOFFREY W LANE</b> [REDACTED]	
The address of the registered office [REDACTED]	

☐ To certify there are **NO CHANGES** from the previously filed report, check this box and **PROCEED TO ITEM 6** for signature. No other sections can be completed if box is checked.

1. Change the mailing address of the registered office in MICHIGAN (can be a P.O. Box).		2. Change the resident agent.	
3. Change the address of the registered office in MICHIGAN (cannot be a P.O. Box).			
4. The purposes and general nature and kind of business in which the corporation engaged in during the year covered by this report: (REQUIRED) <b>TO ORGANIZE AND COORDINATE ACTIVITIES FOR THE CORPORATE RUNNER AND PROMOTE CORPORATE TEAM SPORTSMANSHIP.</b>			
5. NAME and BUSINESS OR RESIDENCE ADDRESS of officers and directors. (REQUIRED - Print legible and complete names and addresses).			
REQUIRED	President	<b>JOE BALDWIN</b> [REDACTED]	
	Secretary (if different than president)	<b>EVAN FISHER</b> [REDACTED]	
	Treasurer (if different than president)	<b>GEOFF LANE</b> [REDACTED]	
If the corporation is a private foundation or formed to provide care to a dentally underserved population, check the following box. If box is checked the board shall consist of 1 or more directors. The board of all other corporations shall consist of 3 or more directors. <input type="checkbox"/>			
Required Director(s)	Director	<b>JON RUUD</b> [REDACTED]	
	Director	<b>RON PAPKE</b> [REDACTED]	
	Director	<b>TIM GREGORIO</b> [REDACTED]	
6. Signature of authorized officer or agent X <b>SHAWN YARL</b>		Title <b>TREAS.</b>	Date <b>8/6/24</b>

**FILE ONLINE AND SAVE** time by going to [www.michigan.gov/corpfilingonline](http://www.michigan.gov/corpfilingonline). You will get an immediate response and you can elect to receive future notices by email to the resident agent. The agent will also be sent an email when a document is filed or a CID/PIN is requested.

Report due October 1, 2024.

Filing Fee \$20.00.

or mail your completed report with a check or money order payable to the State of Michigan, return to:  
Corporations Division  
P.O. Box 30767  
Lansing, MI 48909  
(517) 241-6470

# 2023 FINAL BUDGET

<u>SOURCE OF INCOMING FUNDS</u>	<u>AMOUNT (\$)</u>
June 2023 Account balance	<b>\$ 1,736.47</b>
Chevy entry fees - 101 x \$20	\$ 2,020.00
Ford entry fees 61 x \$20	\$ 1,220.00
Stellantis entry fees -112 x \$20	\$ 2,240.00
Rocket Compaines - 13 x \$20	\$ 260.00
Autoliv (II)	
Nissan (II) 25 x \$18	
Shinola (II) 25 x \$18	
Loan from Geoff (allow full, early tent payment - new requirement)	\$ 300.00
Geoff Paid \$44 membership and \$360 Insurance - push repayment to 2025	\$ 404.00
Joe Paid \$75 webcost - push repayment to 2025	75
<b>TOTAL INCOMING FUNDS FOR 2023</b>	<b>\$ 8,255.47</b>

<u>OUTGOING COSTS</u>	
Checking Act Service Fee	\$ 12.00
Treasurer USATF membership (\$44) Geoff to pre-pay	\$ 44.00
USATF meet insurance < 500 Participants (\$360) Geoff to prepay	\$ 360.00
Medals and Trophy	\$ 1,209.23
Running meet (Les Hale)	\$ 800.00
Track facilities for meet (Les Hale - Anderson Middle School)	\$ 800.00
Walk Judge fee (to Jeanne Jeffery)	\$ 100.00
State of Michigan filing fee for "Non-Profit" status	\$ 20.00
Website costs: \$5 x 12 = \$60 + 15 FOR DOMAIN = \$75 ( Joe to Pre-pay)	\$ 75.00
2 - 30x60 tents for all divisions	\$ 1,780.00
Eastside Racing (Pins, Start/Finish line, Timing fee)	\$ 1,000.00
City of Berkley - 2 Officers Overtime	\$ 450.00
<b>TOTAL OUTGOING COSTS FOR 2023</b>	<b>\$ 6,650.23</b>

<b>REMAINING ACCOUNT BALANCE TO BEGIN JUNE 2024 WITH</b>	<b>\$ 1,605.24</b>
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Note: green colored outgoing costs are typical yearly costs.

## **TOTAL: \$ 2,044.54 DONATED BY TEAMS TO CHARITY ORGANIZATIONS**

**\$ 1,339.77 DONATED TO Michigan Special Olympics & LOCAL CHAPTERS**

**\$ 704.77 DONATED TO FRIENDS FOR ANIMALS OF DETROIT**



# 2024 FINAL BUDGET

<u>SOURCE OF INCOMING FUNDS</u>	<u>AMOUNT (\$)</u>
June 2024 Account balance	\$ 1,605.24
Chevy entry fees - 101 x \$25	
Ford entry fees 61 x \$25	
Stellantis entry fees -112 x \$25	
Rocket Compaines - 30 x \$25	
Nissan (II) 15 x 25	
Shinola 15 x 25	
Geoff Paid \$44 membership and \$360 Insurance - Push repayment to 2025	\$ 404.00
Joe Paid \$75 website - Push repayment to 2025	\$ 75.00
Perry Tent refund of total amount deposit	\$ 650.00
USAT&F insurance refund (less \$83.70)	\$ 276.30
<b>TOTAL INCOMING FUNDS FOR 2024</b>	<b>\$ 3,010.54</b>
<u>OUTGOING COSTS</u>	
Checking Act Service Fee -ELIMINATED STARTING 1/1/24	\$ -
Treasurer USATF membership (\$44) Geoff to pre-pay	\$ 44.00
USATF meet insurance < 500 Participants (\$360) Geoff to prepay	\$ 360.00
Medals and Trophy	
Running meet (Les Hale)	
Track facilities for meet (Les Hale - Anderson Middle School)	
Walk Judge fee (to Jeanne Jeffery)	
State of Michigan filing fee for "Non-Profit" status	\$ 20.00
Website costs: \$5 x 12 = \$60 + 15 FOR DOMAIN = \$75 ( Joe to Pre-pay)	\$ 75.00
2 - 30x80 tents for Div I and III, 1 - 20x40 Div II DEPOSIT ONLY	\$ 650.00
Eastside Racing (Pins, Start/Finish line, Timing fee)	
City of Berkley - 2 Officers Overtime	
<b>TOTAL OUTGOING COSTS FOR 2024</b>	<b>\$ 1,149.00</b>
<b>REMAINING ACCOUNT BALANCE TO BEGIN JUNE 2025 WITH</b>	<b>\$ 1,861.54</b>

Note: green colored outgoing costs are typical yearly costs.

## TOTAL: \$ 0 DONATED BY TEAMS TO CHARITY ORGANIZATIONS

\$ 0 DONATED TO Michigan Special Olympics & LOCAL CHAPTERS

\$ 0 DONATED TO FRIENDS FOR ANIMALS OF DETROIT

Berkley Track area torn up for upgrade.... NO EVENT IN 2024



# 2025 PRELININARY BUDGET

<u>SOURCE OF INCOMING FUNDS</u>	<u>AMOUNT (\$)</u>
June 2025 Account balance	<b>\$ 1,861.54</b>
Chevy entry fees - 80 x \$30	\$ 2,400.00
Ford entry fees 50 x \$30	\$ 1,500.00
Stellantis entry fees 90 x \$30	\$ 2,700.00
Rocket Compaines - 20 x \$30	\$ 600.00
Autoliv (II)	
Nissan (II) 15 x \$30	\$ 450.00
Shinola 15 x \$30	\$ 450.00

Note: Top 3 team size above based on 80% of 2023 actual

<b>TOTAL INCOMING FUNDS FOR 2025</b>	<b>\$ 9,961.54</b>
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## OUTGOING COSTS

Treasurer USATF membership Geoff to pre-pay	\$ 75.00
USATF meet insurance < 400 Participants Geoff to prepay	\$ 348.44
Repayment to Joe (2x \$75) for 2023, 24	\$ 150.00
Repayment to Geoff (2x \$44, 2x \$360, \$300 tent deposit) for 2023,24	\$ 1,108.00
Medals and Trophy	\$ 1,700.00
Running meet (Les Hale)	\$ 400.00
Track facilities for meet (Les Hale - Anderson Middle School)	\$ 1,600.00
Walk Judge fee (to Jeanne Jeffery)	\$ 100.00
State of Michigan filing fee for "Non-Profit" status	\$ 20.00
Website costs: \$479.28 for Server + 33.90 FOR DOMAIN = \$ ( Joe to Pre-pay)	\$ 513.18
2 - 30x60 tents for Div I and III, 1 - 20x40 Div II <b>NO TENTS FOR 2025</b>	
Mike Scannell (Pins, Start/Finish line, Timing fee)	\$ 1,000.00
City of Berkley - 2 Officers Overtime	\$ 450.00

<b>TOTAL OUTGOING COSTS FOR 2025</b>	<b>\$ 7,464.62</b>
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<b>REMAINING ACCOUNT BALANCE TO BEGIN JUNE 2026 WITH</b>	<b>\$ 2,496.92</b>
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Note: green colored outgoing costs are typical yearly costs.

## **TOTAL: \$ DONATED BY TEAMS TO CHARITY ORGANIZATIONS**

- \$ DONATED TO Michigan Special Olympics & LOCAL CHAPTERS
- \$ DONATED TO FRIENDS FOR ANIMALS OF DETROIT

# CERTIFICATE OF INSURANCE

PRINT DATE: 3/20/2025

CERTIFICATE NUMBER: 202503201114336

## AGENCY:

Edgewood Partners Insurance Center  
5909 Peachtree Dunwoody Road, Suite 800  
Atlanta, GA 30328  
678-324-3300 (Phone), 678-324-3303 (Fax)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

## NAMED INSURED:

USA Track & Field, Inc. Midwest Corporate Athletic Association  
130 East Washington Street, Suite 800  
Indianapolis IN 46204

## INSURERS AFFORDING COVERAGE:

INSURER A: Clear Blue Insurance Company NAIC #28860

## EVENT INFORMATION:

MWCAA Corporate Cup Relays (6/14/2025 - 6/14/2025)

## POLICY/COVERAGE INFORMATION:

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A GENERAL LIABILITY				
X Occurrence	CZ26INGL0001-02	11/1/2024 12:01 AM	11/1/2025 12:01 AM	GENERAL AGGREGATE (Per Event) \$4,000,000
X Participant Legal Liability				EACH OCCURRENCE \$2,000,000
				DAMAGE TO RENTED PREMISES (Each Occ.) \$2,000,000
				MEDICAL EXPENSE (Any one person) EXCLUDED
				PERSONAL & ADV INJURY \$2,000,000
				PRODUCTS-COMP/OP AGG \$2,000,000
A UMBRELLA/EXCESS LIABILITY				
X Occurrence	CZ27IN3X0001-02	11/1/2024 12:01 AM	11/1/2025 12:01 AM	EACH OCCURRENCE \$3,000,000
				AGGREGATE \$3,000,000

## DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:

Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.

The certificate holder is an Additional Insured, but only when the state or governmental agency or subdivision or political subdivision has issued a permit or authorization and per the following endorsement: Additional Insured - State or Governmental Agency or Subdivision or Political Subdivision - Permits or Authorizations (Form CG 2012).

The General Liability policy contains a Waiver of Subrogation provision as per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04).

The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 20 01).

Excess policy follows form of underlying General Liability.

## CERTIFICATE HOLDER:

City of Berkley, includes all elected and appointed officials, all employees and volunteers, all board, commissions, and/or authorities and their board members, employees and volunteers.  
3338 Coolidge Hwy  
Berkley MI 48072

## NOTICE OF CANCELLATION:

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

## AUTHORIZED REPRESENTATIVE:



## 2025 MWCAA Corporate Cup Relays Event Schedule

(as of 04/13/25)

start time

CCR Event Order:

6:30 AM	Registration begins for 5K & 10K events
8:00 AM	<b>5K Run (Div. 1, 2 &amp; 3)</b>
8:05 AM	5K Walk (Div. 1)
10:10 AM	<b>Break for team pictures (morning events)</b>
10:30 AM	<b>Team Shot Put (Div. 1 &amp; 2)</b>
10:30 AM	Team Jump (high & long) (Div. 1)

### Events on the track:

12:00 PM	<b>Sprint Relay (Div. 3)</b>
12:10 PM	<b>Submaster Sprint Relay (Div. 2)</b>
12:20 PM	Submaster Sprint Relay (Div. 1)
12:30 PM	Distance Relay (Div. 1)
1:00 PM	Executive Relay (Div. 1)
1:20 PM	<b>4x100 (Div. 3)</b>
1:25 PM	<b>4x100 (Div. 2)</b>
1:30 PM	4x100 (Div. 1)
1:35 PM	Women's Relay (Div. 1)
1:45 PM	<b>Submaster Distance Relay (Div. 1) &amp; (Div. 3) Distance Relay</b>
2:05 PM	<b>Masters Relay (Div. 2)</b>
2:15 PM	Michigan Special Olympics 100m dash
2:30 PM	<b>Break for team pictures (afternoon events)</b>
2:40 PM	Pyramid Relay (Div. 1)
2:55 PM	<b>3 Lap Sprint (Div. 2)</b>
3:00 PM	3 Lap Sprint (Div. 1)
3:15 PM	Masters Relay (Div. 1)
3:30 PM	Women's 800m (Div. 1)
3:45 PM	<b>Men's Mile (Div. 1)</b>
4:00 PM	<b>Open Mile (Div. 2)</b>
4:15 PM	Sprint Relay (Div. 1)

Div. 1 competes in all events

Indicates a Div. 2 event

Indicates a Div. 3 event

**A RESOLUTION**  
**OF THE COUNCIL OF THE CITY OF BERKLEY, MICHIGAN**  
**AUTHORIZING THE DECERTIFICATION/VACATION OF LOCAL ROADWAYS**

**WHEREAS,** The City of Berkley does wish to decertify/vacate a portion of Royal Ave. This decertification/vacation of Royal Ave is located between 12 Mile approach and the Hartfield Lanes parking lot wall for a total decertification/vacation length of -250 feet.

**WHEREAS,** The City of Berkley does wish to decertify/vacate a portion of Henley Ave. This decertification/vacation of Henley Ave is located between Harvard approach and the house for a total decertification/vacation length of -140 feet.

**WHEREAS,** The City of Berkley does wish to decertify/vacate a portion of Larkmoor Blvd. This decertification/vacation of Larkmoor Blvd is located between the Woodward approach and the Westborn Market parking lot wall for a total decertification/vacation length of -235 feet.

**WHEREAS,** The City of Berkley does wish to decertify/vacate a portion of Sunnyknoll Ave. This decertification/vacation of Sunnyknoll Ave is located between the Robina Ave approach and the Sunnyknoll roundabout at the Community Center for a total decertification/vacation length of -75 feet.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY OF BERKLEY HEREBY:**

Authorizes the decertification and vacation of the aforementioned portions of Royal Avenue, Henley Avenue, Larkmoor Boulevard, and Sunnyknoll Avenue, and directs the appropriate city officials to take all necessary actions to effectuate this resolution in accordance with applicable laws and procedures.

At a regular meeting of the City of Berkley, Michigan, held at the city hall on Monday, May 5, 2025, the resolution was offered by member \_\_\_\_\_, and supported by member \_\_\_\_\_.

\_\_\_\_\_  
Bridget Dean, Mayor

Attest:

\_\_\_\_\_  
Victoria Mitchell, City Clerk

I, Victoria Mitchell, being duly appointed City Clerk of the City of Berkley, hereby certify that this is a true and correct copy of Resolution **No. R-05-25**, which was approved by the Berkley City Council at its regular meeting held on Monday, May 5, 2025.

\_\_\_\_\_  
Victoria Mitchell, City Clerk



[illegible]

O-06-25

**AN  
ORDINANCE**

**of the City Council of the City of Berkley, Michigan to add Article III, Workforce Housing PILOT to Chapter 114 Taxation, of the City of Berkley Code of Ordinances to provide for approval of an exemption from ad valorem property taxes for housing being developed or rehabilitated for workforce housing for persons and families whose household income is not greater than 120% of area median income, as authorized by provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966. MCL 125.1401, et seq.**

**THE CITY OF BERKLEY  
ORDAINS:**

**SECTION 1:** Chapter 114 of the Berkley City Code is amended, as follows:

**Chapter 114 TAXATION**

Article I – Article II [Unchanged.]

**ARTICLE III. WORKFORCE HOUSING PILOT**

**SECTION 114-24. Title.** This ordinance shall be known and cited as the “City of Berkley Workforce Housing PILOT Ordinance.”

**SECTION 114-25. Preamble.**

It is a proper public purpose for the City of Berkley to encourage the development or rehabilitation of workforce housing for persons and families whose household income is not greater than 120% of area median income by exempting such housing from all ad valorem property taxes imposed by any taxing jurisdiction and providing for payment of an annual service charge for public services in lieu of all such taxes. A PILOT, or service charge payment in lieu of taxes, is an effective means of incentivizing the construction of workforce house. A stable and predictable service charge paid in lieu of all ad valorem property taxes for a fixed period is essential to the determination of the economic feasibility of workforce housing projects developed or rehabilitated in reliance on such tax exemption. The City of Berkley is authorized by section 15a of Public Act 346 of 1966, as amended, MCL 125.1415a, to establish, or change by any amount it chooses, the service charge to be paid in lieu of all ad valorem taxes in accordance with section 15a with respect to new or rehabilitated workforce housing, but not an amount that exceeds the taxes that would be paid but for this authorization or the other limitations imposed

by that section. Because workforce housing for individuals and families whose household income is not greater than 120% of area median income is a public necessity, and because the City of Berkley will be benefited and improved by such housing, encouraging the same through an ad valorem property tax exemption is a valid public purpose.

**SECTION 114-26. Definitions.**

- (A) "Accessible Design" means the design of site layouts, building layouts and building features where the needs of people with disabilities are specially accounted for.
- (B) "Authority" means the Michigan State Housing Development Authority.
- (C) "Additional Amount" means an amount equal to the difference between the following:
  - (1) the millage rate levied for operating purposes by the County multiplied by the current Taxable Value of a workforce housing project for which a PILOT Resolution has been adopted, and
  - (2) the amount of the annual service charge paid in lieu of ad valorem property taxes by the housing project under subsection (4)(C) that is distributed to the County pursuant to MCL 125.1415a(5).
- (D) "Annual Shelter Rent" means the total collections during an agreed annual period from or paid on behalf of the occupants of a housing project representing rent or occupancy charges, exclusive of charges for gas, electricity, heat, or other utilities furnished to the occupants and paid for by the housing project.
- (E) "Area median Income" means the midpoint of income distribution for the Detroit-Warren-Livonia area as determined by the Department of Housing and Urban Development.
- (F) "County" means the County of Oakland, State of Michigan.
- (G) "PILOT Resolution" means a project-specific resolution adopted by the City Council of the City of Berkley that approves a housing project for exemption under this ordinance.
- (H) "Rehabilitation" means the process of renovating properties to improve their condition, functionality and value by repairing structural problems, adding features, modernizing layouts and improving energy efficiency. This does not include minor aesthetic upgrades such as paint, cabinet replacement, etc.
- (I) "Restrictive Covenant" means a recorded agreement between Sponsor and the City of Berkley running with the land that restricts the use of the housing project to workforce housing, as defined in this ordinance, for a period not to exceed 15 years, or such greater or lesser period of time as may be authorized by state law and as may be required by the PILOT Resolution.

- (J) "Sponsor" means any person or entity applying for a workforce housing exemption under this ordinance and includes any person or entity who subsequently owns the housing project.
- (K) "Taxable Value" means taxable value as calculated under section 27a of the general property tax act, 1893 PA 206, MCL 211.27a.
- (L) "Universal Design" means the design of site layouts, building layouts and building features that are usable by all people, to the greatest extent possible, without the need for adaptation or specialized design.
- (M) "Workforce housing" means rental units or other housing options that are reasonably affordable to, and occupied by, a household whose total household income is not greater than 120% of the area median income published by the United States Department of Housing and Urban Development.

**SECTION 114-27. Authorization and Establishment of Workforce Housing Exemption.**

- (A) The class of housing projects to which the tax exemption applies and for which a service charge may be paid in lieu of all ad valorem property taxes are housing projects being developed or rehabilitated for workforce housing.
- (B) Subject to the recording of a Restrictive Covenant, workforce housing and the property on which such housing is or will be located is exempt from all ad valorem property taxes as of December 31 of the year in which construction or rehabilitation commences. Construction must start within one year of the date of the Authority's notification of exemption or such longer period of time as may be provided by the PILOT Resolution.
- (C) The City of Berkley will accept payment of an annual service charge in lieu of all ad valorem property taxes for public services from the owner of a housing project for which the City of Berkley has received a certified notification of exemption from the Authority in accordance with the following:
  - (1) Subject to subsections (D), (E) and (F), for a new construction project, an amount that is the greater of the tax on the property on which the project is located for the tax year proceeding the date on which the construction is commenced or 10% of the Annual Shelter Rent obtained from the project.
  - (2) Subject to subsections (D), (E) and (F), for a rehabilitation project, an amount that is the lesser of the tax on the property on which the project is located for the tax year proceeding the date on which rehabilitation is commenced or 10% of the Annual Shelter Rent obtained from the project.



- (3) The service charge paid in lieu of taxes shall not exceed the amount in ad valorem taxes that the Sponsor would have otherwise paid if the workforce housing project were not tax exempt.
- (D) Notwithstanding the provisions of MCL 125.1415a(3)(b) and 125.1415a(7) to the contrary, upon the adoption of a PILOT Resolution and receipt of a certified notification of exemption from the Authority, a contract is be deemed effected between the City of Berkley and the Sponsor, to provide a tax exemption and accept service charge payments in lieu of taxes as previously described by this section.
- (E) Notwithstanding subsection (C), the service charge paid each year in lieu of taxes for that part of a workforce housing project that is tax exempt under this ordinance but not used for workforce housing must be equal to the full amount of the taxes that would be paid on that portion of the project as if the project were not tax exempt. The owner of the project must allocate the benefits of any tax exemption granted pursuant to this ordinance exclusively to workforce housing or to the maintenance and preservation of the housing project as a safe, decent, and sanitary workforce housing.
- (F) The annual service charge under subsection (C) for a workforce housing project for which a PILOT Resolution has been adopted must be increased by the Additional Amount if both of the following requirements are met:
- (1) Not later than 45 days after the County Treasurer's receipt of the certified notification of exemption, the County Board of Commissioners passes a resolution, by majority vote, that provides that the Additional Amount must be paid.
- (2) The approval of the resolution described in subparagraph (1) is in accordance with an ordinance or resolution adopted by the County Board of Commissioners establishing the factors to be considered when assessing whether the Additional Amount must be paid.

**SECTION 114-28. Workforce Housing Exemption Application, Review and Approval Process.**

- (A) The Sponsor of a workforce housing project must own the property that is the subject of the application or must be the purchaser under a purchase or option agreement or otherwise demonstrate that they have control over the property. The property that is the subject of the application must be zoned for the intended use at the time of application.
- (B) Prior to applying for a workforce housing exemption, the Sponsor is required to meet with the City Manager, Treasurer, Assessor, and any other person as may be designated by the City Manager and present the proposed workforce housing project. The presentation must include a description of the Sponsor's organizational structure and development experience, a narrative describing the scope of the

workforce housing project, including location, number and type of units, typical floor plans and exterior elevations, the targeted median income and proposed rent limits, a schedule with projected milestones, a development income and expense pro forma (including the estimated Annual Shelter Rents), and a ten-year cash flow projection.

- (C) The Sponsor must submit its request for a workforce housing exemption using the form provided by the City Manager and including the information identified in subsection (B).
- (D) If a complete application is received, the City Manager will forward the application to be considered by City Council at a regularly scheduled City Council meeting within sixty (60) days of receipt of the completed application.
- (E) When reviewing an application for a workforce housing exemption, the decision to approve or deny the request must increase the number of available workforce housing units in the city and be guided by the City Council's consideration of the following factors:
  - (1) Whether the workforce housing project will reduce the functional obsolescence of an existing building or housing unit(s).
  - (2) Whether the workforce housing project is likely to encourage expansion of the population of the City.
  - (3) Whether the location of the workforce housing project is consistent with the goals and objectives of the City's Master Plan.
  - (4) Whether the development or rehabilitation of the workforce housing project complies with ordinance provisions and does not require zoning variances or results in the elimination of a nonconforming use.
  - (5) Whether the workforce housing project will include a level of amenities desired by or appropriate for the community.
  - (6) Whether the workforce housing project will add attractive, viable housing units to the community.
  - (7) Whether the workforce housing project incorporates green technologies or energy-efficient components.
  - (8) Whether the workforce housing project incorporates accessible design and/or universal design principles.
  - (9) Whether the workforce housing project exceeds the general cost of providing city services to the property.

- (F) Approval of an exemption for a workforce housing project requires passage of a PILOT Resolution by a majority vote of the City Council that includes the findings with respect to the standards of subsection (E) above.
- (G) If the workforce housing exemption application is approved, the City Clerk will deliver to the Sponsor a certified copy of the resolution approving the application.
- (H) To defray the administrative cost of processing an application for a workforce housing exemption, the City Council must include a workforce housing application fee in its annually adopted fee schedule.

**SECTION 114-29. Authority Affidavit and Assessor Notification.**

- (A) Following adoption of the PILOT Resolution, the Sponsor must submit an affidavit to the Authority in the form required by the Authority for certification by the Authority that the project is eligible for the workforce housing exemption.
- (B) Upon receipt of notification from the Authority that the project is eligible for a workforce housing exemption, the Sponsor or the Authority must file the certified notification of exemption with the City Assessor before November 1 of the year preceding the tax year in which the exemption is to be effective.
- (C) Not later than 5 business days after receipt of the certified notification of exemption, the City Assessor must provide a copy of the certified notification of exemption to the County Treasurer.

**SECTION 114-30. Payment of PILOT.**

- (A) No later than April 1, or such other date provided for in the PILOT Resolution, Sponsor must submit to the City Treasurer, Sponsor's budget for Annual Shelter Rent for the current calendar year and a copy of Sponsor's audited financial statements for the preceding calendar year, prepared in accordance with generally accepted auditing standards or, if Sponsor is not subject to an audit requirement, Sponsor's compiled financial statements for the preceding calendar year prepared in accordance with generally accepted accounting principles and certified by Sponsor. Within 30 days of receipt of the foregoing documents, the City Treasurer will issue an invoice showing the PILOT payment due for the current year, which payment is due no later than July 1.
- (B) Except as otherwise provided in this section and section 114-27, any payments for public services under this ordinance must be distributed to the governmental units levying the general property tax in the same proportion as prevailed with the general property tax in the previous calendar year. The distribution to those governmental units must be made as if the number of mills levied for local school district operating

purposes were equal to the number of mills levied for the purposes in 1993 minus the number of mills levied under the state education tax act, 1993 PA 331, MCL 211.901 to 211.906, for the year for which the distribution is calculated. The amount of payments in lieu of taxes to be distributed to a local school district for operating purposes under this subsection must not be distributed to the local school district but instead must be paid to the state treasury and credited to the state school aid fund established by section 11 of article IX of the state constitution of 1963.

- (C) Any PILOT payment or portion of PILOT payment remaining unpaid as of the due date will bear interest at 1% per month and require payment of a 3% penalty fee. The collection of past due PILOT payments must otherwise be in accordance with the provisions of Chapter 211 of the General Property Tax Act, Act 206 of 1893, as amended; MCL 211.44 et seq.

**SECTION 114-31. Duration and Recorded Restrictive Covenant.**

- (A) A workforce housing project approved for an exemption by a PILOT Resolution must be encumbered by a Restrictive Covenant recorded in the office of the Register of Deeds for the County.
- (B) The Restrictive Covenant must acknowledge:
  - 1) That the economic feasibility of the workforce housing project depends on the approval and continuing effect of the payment in lieu of all ad valorem taxes as approved by the PILOT resolution;
  - 2) That the City agreement to accept payment of an annual service charge in lieu of all ad valorem taxes in consideration of the Sponsor's offer to construct or rehabilitate workforce housing; and
  - 3) That the amount of the annual service charge to be paid for each operating year.
- (C) The Restrictive Covenant must provide:
  - 1) For the reporting and monitoring of the Sponsor's compliance with the Restrictive Covenant, this ordinance and the PILOT Resolution;
  - 2) That the Restrictive Covenant is enforceable by City and any Tenants to be benefitted at law or in equity;
  - 3) Other remedies available to the City for non-compliance, including termination of the exemption and repayment of all prior years' tax savings under the workforce housing exemption after notice and hearing; and
  - 4) That the Restrictive Covenant cannot be modified or terminated except in a written instrument executed by the Sponsor or then current owner and the City.



**SECTION 2: Severability Clause**

Should any word, phrase, sentence, paragraph, or section of this Ordinance be held invalid or unconstitutional, the remaining provisions of this ordinance remain in full force and effect.

**SECTION 3: Penalty**

All violations of this ordinance are municipal civil infractions and upon determination of responsibility therefore are punishable by a civil fine of not more than \$500, and/or such other sanctions and remedies as prescribed in Article IX of Chapter 82 of the Code of Ordinances.

**SECTION 4: Effective Date**

This Ordinance becomes effective 30 days following the date of adoption.

**SECTION 5: Publication**

The City Council directs the City Clerk to publish a summary of this ordinance in compliance with Public Act 182 of 1991, as amended, and Section 6.5 of the Berkley City Charter.

Introduced on the First Reading at the Regular City Council Meeting on Monday, May 5, 2025.

Adopted on the Second Reading at the Regular City Council Meeting on \_\_\_\_\_.

\_\_\_\_\_  
Bridget Dean, Mayor

Attest:

\_\_\_\_\_  
Victoria Mitchell, City Clerk

# MEMORANDUM

To: Mayor Dean and City Council  
From: Kristen Kapelanski, Community Development Director  
Date: May 5, 2025  
Subject: First reading to add Article III, Workforce Housing PILOT to Chapter 114 Taxation of the City of Berkley Code of Ordinances

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Madam Mayor and Members of City Council,

## Background

- The State Housing Development Authority Act was passed in 1966 to provide opportunities for low income housing with federal funding administered by the Michigan State Housing Development Authority (MSHDA). This is accomplished through a Payment in Lieu of Taxes (PILOT) system.
- In 2022, recognizing that there is a gap between low income housing and market rate housing and with the intention to increase the supply and affordability of housing, the State Legislature expanded opportunities for local communities to use similar incentives to promote workforce housing (defined as 80%-120% of the area median income), without the involvement of MSHDA.
- As part of this development incentive, a developer or property owner pays a set percentage of rental income (1% - 10%) instead of a standard property tax for 15 years, with optional extensions.
- The City's Master Plan identified diversifying housing choices to accommodate various populations, ages and incomes as a goal. Adding additional units to communities helps to lower the cost of housing in the community and regionally. Multi-family units, in particular, are a way to add population capacity to already built out communities. This goal and its implementation are reflected in the expansion of multi-family housing opportunities in zoning districts throughout the City's main corridors. The second piece of implementing this goal is to encourage the construction of these new units.

## Summary

- The proposed PILOT ordinance allows the City to negotiate a yearly payment from 1% - 10% of rental income on a project by project basis as a replacement for standard property tax. This negotiation can also include other public benefits related to the project.
- The ordinance is only applicable to workforce housing (defined as 80%-120% of the area median income) and does not include any low income housing.

- The ordinance can be utilized for brand new housing developments but could also include rehabilitated properties, as defined in the ordinance definitions.

**Recommendation**

Moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_ to approve the first reading to add Article III, Workforce Housing PILOT to Chapter 114 Taxation, of the City of Berkley Code of Ordinances to provide for approval of an exemption from ad valorem property taxes for housing being developed or rehabilitated for workforce housing for persons and families whose household income is not greater than 120% of the area median income, as authorized by provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966, MCL 125.1401, et. seq.

May 5, 2025 City Council Meeting

Moved by Councilmember \_\_\_\_\_ and seconded by Councilmember  
\_\_\_\_\_ to authorize the amendment of the 2024/25 budget as presented.

Ayes:

Nays:

Absent:

Motion:



# MEMORANDUM

To: Mayor Dean and City Council  
From: Carl Johnson, Finance Director  
  
Date: *April 25, 2024*  
Subject: Third Quarter Budget Amendment 2025-4

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Madam Mayor and Members of City Council,

## **Background**

The State of Michigan Budget Act requires the City to adopt an annual budget prior to the beginning of each fiscal year and to amend the budget periodically as facts and circumstances change throughout the year. City of Berkley adopted an annual budget for all funds and has made amendments throughout the year. The primary purpose of the quarterly amendments is to ensure the City continues to stay compliant with the Budget Act, specifically related to expenditures. The Budget Act requires all expenditures to be properly appropriated with the only official reporting to the State being the submission of the annual audit report. To the extent any departments in any of the required budgetary funds is as little as \$1 over budget, the auditors are required to disclose the overage in the audit report. The attached detail is summarized at the departmental level for approval with the specific line items and explanations being included for information only. The proposed amendments also will adjust the current amended budget in all funds to match the “projected” amounts shown in the City Managers proposed 2025/2026 budget.

## **Summary**

### **General and Public Improvement Fund**

- The proposed amendment has no overall net change to the General Fund fund balance with an increase of both revenue and expenditures of \$187,000 keeping estimated fund balance at \$4,538,214. The proposed decrease in the Infrastructure Fund fund balance of \$100,256 represents recognizing construction costs on joint Water and Sewer Fund projects in the proper fund.
- Building, equipment rental and insurance reimbursement revenues has been increased to match actual receipts to date and/or projections through year-end.
- Salary amendments are proposed for Treasury and Dispatch for retirement payouts and vacancy savings.
- Public safety capital outlay reductions are proposed of vehicle purchases and locker room improvements that are not going to take place in the current fiscal year. The savings from these projects will be transferred to a new Public Improvement Fund and put toward the purchase of a fire truck or other capital in future years.



- Part of cleaning up prior year's financial statements, a review of the OPIOID lawsuit settlement funds was performed. All settlement funds to date have been deposited in the General Fund. The use of these funds is highly restricted and the state has recommended these be placed in a separate fund for accounting purposes. The proposed transfer moves all current and prior year settlement proceeds to a new OPIOID Fund.

#### **Major and Local Street, Infrastructure Funds**

- The proposed amendments increase revenues to match actual receipts to date and/or projections through year-end. Act 51 revenue projections are per the MDOT website.
- The transfer between the two streets funds is proposed to be eliminated so that fund balance amounts will be available in the proper funds as proposed in the 2025/2026 budget.
- Capital budgets were increased/reduced to match the proposed capital planned through the end of the fiscal year.
- Local street operating expenditures were increased to match expenditures to date and estimated amounts through the end of the fiscal year.

#### **Water and Sewer Fund**

- The proposed amendments increase revenues to match actual receipts to date and/or projections through year-end.
- Capital budgets were reduced to match the proposed capital planned through the end of the fiscal year.

#### **Recommendation**

Approval of first quarter budget amendment 2025-4 for the fiscal year 2024/2025 as presented.

**RESOLUTION**

NOW, THEREFORE BE IT RESOLVED that the following  
Budget Amendment# 2025-4 is authorized:

		INCREASE (DECREASE)
<b>GENERAL FUND</b>		
<b>REVENUES</b>		
Licenses, Permits, and Charges for Services	\$	22,000
Other Revenue		165,000
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>187,000</b>
<b>APPROPRIATIONS</b>		
<b>Treasury Department</b>		
Personnel Services		39,319
<b>Dispatch Department</b>		
Personnel Services		(14,300)
<b>Public Safety Operations</b>		
Capital Outlay		(182,500)
<b>Transfers to Other Funds</b>		
Transfers Out		344,481
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>187,000</b>
<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$</b>	<b>-</b>
<b>MAJOR STREET FUND</b>		
<b>REVENUES</b>		
State Sources	\$	(24,000)
Interest Income		27,912
Other Revenue		24,000
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>27,912</b>
<b>APPROPRIATIONS</b>		
Other Services and Charges		(184,000)
Capital Outlay		(460,000)
Transfers Out		(697,000)
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>(1,341,000)</b>
<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$</b>	<b>1,368,912</b>
<b>LOCAL STREET FUND</b>		
<b>REVENUES</b>		
State Sources	\$	20,000
Licenses, Permits, and Charges for Services		109,300
Interest Income		1,700
Other Revenue		(34,000)
Transfers In		(697,000)
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>(600,000)</b>
<b>APPROPRIATIONS</b>		
Other Services and Charges		98,617
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>98,617</b>
<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$</b>	<b>(698,617)</b>
<b>OPIOID FUND</b>		
<b>REVENUES</b>		
Other Revenue	\$	21,525
Transfers in		29,481
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>51,006</b>
<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$</b>	<b>51,006</b>
<b>PUBLIC IMPROVEMENT FUND</b>		
<b>REVENUES</b>		
Transfers In		315,000
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>315,000</b>
<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$</b>	<b>315,000</b>
<b>WATER AND SEWER FUND</b>		
<b>REVENUES</b>		
Other Revenue		15,000
Charges for Services		(15,000)
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>-</b>
<b>APPROPRIATIONS</b>		
Capital Outlay		(600,000)
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>(600,000)</b>
<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$</b>	<b>600,000</b>
<b>INFRASTRUCTURE MILLAGE FUND</b>		
<b>REVENUES</b>		
State Sources	\$	9,000
Interest Income		2,744
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>11,744</b>
<b>APPROPRIATIONS</b>		
Capital Outlay		112,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>112,000</b>
<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$</b>	<b>(100,256)</b>

I hereby certify that the foregoing is a true and complete copy of a  
resolution adopted by the City Council of the City of Berkeley  
at a regular meeting held on May 5, 2025

\_\_\_\_\_  
Victoria Mitchell  
City Clerk

May 5, 2025 City Council Meeting

Moved by Councilmember \_\_\_\_\_ and seconded by Councilmember  
\_\_\_\_\_ to accept the quarter ended March 31, 2025 budget-to-actual report.

Ayes:

Nays:

Absent:

Motion:



# MEMORANDUM

To: Mayor Dean and City Council  
From: Carl Johnson, Finance Director  
  
Date: *April 27, 2025*  
Subject: Revenue and Expenditure Report for the Quarter Ended March 31, 2025

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Madam Mayor and Members of City Council,

## **Background**

The City's charter requires that a report be prepared each quarter showing the relationship between the estimated and actual income and expenses to date.

## **Summary**

The attached report for all funds of the City reflects the amended budget and actual expenditures to date as of April 27, 2025 for the quarter ended March 31, 2025. The new finance team has made significant progress in getting the records up to date along with revisions to the annual budget but there are still a couple areas including several of the "citywide" allocations that are to be reviewed and reworked and have not been recorded such as self-insurance costs, pension contributions, and interest income. Through March 31, 2025 the departments should be at approximately 75% of the amended budget with the following items of note:

## **General Fund**

### **Revenue**

- Overall revenues are at 82% with actual revenue totaling \$14,369,553 compared to the amended budget of \$17,571,825.
- State grant revenue is at 51% primarily due to revenue sharing payments budgeted at \$1,885,393 are received every other month and only three payments have been received related to the current fiscal year as the accounting rules required the August 2024 payment be recorded in FY 2024. Additionally, there are other grants that will be reimbursed in future quarters.
- Federal grant revenue is at 44% representing the balance of the ARPA grant of \$500,000 and \$350,000 of the \$1.399 million grant for the HVAC system which the balance will be received after the project is completed at the end of the current fiscal year.
- Investment interest citywide has not been posted to date as finance is reworking the citywide fringe benefit allocations as noted above and those entries are needed to ensure the proper amount of earnings are allocated to each fund.

## **Expenditures**

- Overall, expenditures total \$10,305,468 which represents 57% of the amended budget of \$18,134,695. In general, all departments are running on track with their amended budget with some running slightly above due to the seasonality of their expenditures or the timing of capital related items.
- Finance is in the process of moving the facilities and human resources personnel out of the city managers department and budget amendments for the new allocations will come on the fourth quarter budget amendment.

## **Major and Local Streets and Infrastructure Funds**

Overall, street fund revenues are less than budget due to the timing of the annual payments from the third parties and the two-month lag in receiving Act 51 payments. Property tax revenue is at 100% due to the timing of the billing. Most of the budgeted capital projects in these funds will begin in spring, 2025. Overall, all three funds remain on track with the current amended budget.

## **Parking Fund**

The Parking Fund was created in the current year to account for revenues collected per ordinance for parking permits and to account for costs associated with citywide parking. The first revenue was collected in October 2024 and no expenditures have been incurred to date.

## **OPIOID Fund**

This newly created special revenue fund will be used to account for the restricted funds received as part of numerous lawsuit settlements related to OPIOID addiction. Budget recommendations are included in the third quarter budget amendment.

## **Solid Waste, Recreation Revolving, Senior Activities, CDBG, Sidewalks and DDA Funds**

Overall the revenues and expenditures are within budgeted amounts with no significant items of note.

## **Enterprise Funds:**

The Budget Act for the State of Michigan does not require budgets for enterprise funds but does recommend adopting one to assist with monitoring activity to ensure the desired financial results. The newly created Community Field #1 Fund does not currently have a budget adopted but finance intends to bring one forward as part of the fourth quarter budget amendments. The Water and Sewer Fund does have an adopted budget.

## **Community Field #1 Fund**

Overall the revenues and expenditures are within budgeted amounts with no significant items of note.

## **Water and Sewer Fund**

Overall the revenues are running better than the amended budget at approximately 80% of the amended budget of 9,155,169. The revenue variance is due to two new grants totaling \$107,123 and increase in water/sewage usage for the first nine months resulting increased operating revenues. Expenditures are running less than budget at approximately 58% of the amended



budget of \$9,155,169 primarily due to the timing of capital projects (like the Streets and Infrastructure Funds). Overall, the fund remains on track with the current amended budget.

**Recommendation**

Accept the quarter ended March 31, 2025 budget to actual report.

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REVENUE AND EXPENDITURE REPORT FOR CITY OF BERKLEY  
PERIOD ENDING 03/31/2025  
% Fiscal Year Completed: 75.07

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GL NUMBER	DESCRIPTION	END BALANCE	2024-25		YTD BALANCE	% BDGT USED
		06/30/2024 NORMAL (ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	03/31/2025 NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 001 - REVENUES						
PROPERTY TAXES						
101-001-402-000	PROPERTY TAXES	4,017,383.64	4,115,000.00	4,357,095.00	4,134,171.74	94.88
101-001-402-010	PROPERTY TAXES OPER VOTED	1,909,896.13	1,956,000.00	2,027,023.00	1,965,397.36	96.96
101-001-402-020	PROPERTY TAXES POLICE/FIRE	1,204,883.91	1,234,000.00	1,306,768.00	1,239,910.53	94.88
101-001-402-100	PROPERTY TAXES COMMUNITY PROMOTION	48,698.91	50,000.00	49,716.00	47,173.78	94.89
101-001-402-732	PROP TAXES PUBLIC SAFETY PA 345	2,020,354.91	2,068,000.00	2,209,342.00	2,097,638.62	94.94
101-001-402-990	PROPERTY TAXES - CHARGEBACKS	11,180.47	2,000.00	2,600.00	0.00	0.00
101-001-425-000	PRE DENIAL DISTRIBUTIONS	627.51	1,000.00	684.00	0.00	0.00
101-001-445-000	INTEREST AND PENALTIES ON TAXES	84,716.77	75,000.00	85,000.00	56,432.14	66.39
101-001-447-000	TAX ADMINISTRATION FEE	319,847.74	314,000.00	344,142.00	332,178.09	96.52
PROPERTY TAXES		9,617,589.99	9,815,000.00	10,382,370.00	9,872,902.26	95.09
LICENSES AND PERMITS						
101-001-439-000	MARIJUANA LICENSES	118,172.70	150,000.00	150,000.00	291,143.30	194.10
101-001-476-000	VACANT PROPERTY INSPECTIONS	1,400.00	3,800.00	1,800.00	600.00	33.33
101-001-477-000	LANDLORD LICENSES	104,625.00	115,000.00	115,000.00	96,475.00	83.89
101-001-478-000	BUILDING PERMITS	417,164.75	350,000.00	369,000.00	282,333.50	76.51
101-001-479-000	ELECTRICAL PERMITS	54,415.50	70,000.00	55,000.00	37,739.00	68.62
101-001-480-000	HEATING PERMITS	41,906.00	35,000.00	35,000.00	28,054.00	80.15
101-001-481-000	PLUMBING PERMITS	125,309.10	125,000.00	125,000.00	60,352.50	48.28
101-001-482-000	BUSINESS LICENSE INSPECTION	16,130.00	30,000.00	20,000.00	17,260.00	86.30
101-001-485-000	MARIHUANA APPLICATION & LICENSE FEE	17,500.00	0.00	25,000.00	25,000.00	100.00
101-001-490-000	ANIMAL LICENSES	8,349.00	7,500.00	7,500.00	6,413.00	85.51
101-001-499-000	SUNDRY LICENSES	12,456.00	15,000.00	13,000.00	9,590.45	73.77
LICENSES AND PERMITS		917,428.05	901,300.00	916,300.00	854,960.75	93.31
MISCELLANEOUS						
101-001-498-000	ADMIN FEE-CODE ENFORCEMENT	50.00	0.00	200.00	200.00	100.00
101-001-630-002	EV REVENUES-LIBRARY	3,619.22	5,000.00	5,000.00	4,693.91	93.88
101-001-667-100	ANTENNA CO-LOCATION RECEIPTS	400.00	0.00	0.00	0.00	0.00
101-001-670-030	RETIREE HEALTH CARE REIMBURSEMENT	28,213.22	22,500.00	23,300.00	16,737.92	71.84
101-001-670-040	ELECTION REIMBURSEMENT	27,105.29	40,000.00	31,025.00	31,024.36	100.00
101-001-670-060	INSURANCE REIMBURSEMENTS	216,247.95	80,000.00	85,000.00	106,862.07	125.72
101-001-670-080	INSURANCE DIVIDEND	24,050.12	29,000.00	20,169.00	20,169.00	100.00
101-001-670-738	REIMBURSEMENT FOR LOST/DAMAGED BOOKS	1,504.98	700.00	1,500.00	929.49	61.97
101-001-672-001	SUNDRY REVENUE	(2,528.94)	9,000.00	11,356.00	10,793.81	95.05
101-001-672-003	SUNDRY REVENUE - SPECIAL EVENTS	0.00	0.00	5,600.00	5,600.00	100.00
101-001-672-345	PUBLIC SAFETY SUNDRY REVENUE	6,894.33	9,000.00	7,000.00	4,769.11	68.13
101-001-673-000	SALE OF FIXED ASSETS	5,500.00	60,000.00	36,000.00	3,834.50	10.65
101-001-673-310	PRISONER BOARD REIMB. FROM OTHER CITIES	4,300.00	4,000.00	4,400.00	4,400.00	100.00
101-001-675-107	PUBLIC SAFETY TRAINING-PA 302	12,624.23	7,000.00	12,000.00	5,790.43	48.25
101-001-675-108	DISPATCH TRAINING	9,657.00	7,000.00	10,000.00	5,107.00	51.07
101-001-675-118	MCOLES CONTINUING PROFESSIONAL EDUCATION	14,500.00	2,000.00	29,000.00	29,000.00	100.00
101-001-681-001	MISC GRANTS	0.00	0.00	3,650.00	3,650.00	100.00
MISCELLANEOUS		352,137.40	275,200.00	285,200.00	253,561.60	88.91
FEDERAL GRANTS						
101-001-501-050	FEDERAL SOURCES/GRANTS	167,837.56	0.00	1,399,000.00	350,000.00	25.02
101-001-528-000	OTHER FEDERAL GRANTS	500,000.00	500,000.00	500,000.00	500,000.00	100.00
101-001-539-003	FEDERAL GRANT - VESTS	7,990.00	1,500.00	1,500.00	0.00	0.00
FEDERAL GRANTS		675,827.56	501,500.00	1,900,500.00	850,000.00	44.73

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REVENUE AND EXPENDITURE REPORT FOR CITY OF BERKLEY  
PERIOD ENDING 03/31/2025  
% Fiscal Year Completed: 75.07

Page: 2/60

GL NUMBER	DESCRIPTION	END BALANCE	2024-25		YTD BALANCE	% BDGT USED
		06/30/2024 NORMAL (ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	03/31/2025 NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
STATE GRANTS						
101-001-539-010	STATE GRANTS	0.00	30,000.00	30,000.00	30,000.00	100.00
101-001-539-738	STATE LIBRARY AID AND GRANTS	15,407.80	15,000.00	15,000.00	16,004.92	106.70
101-001-543-000	STATE LIQUOR LICENSES	19,518.40	13,000.00	20,000.00	8,150.45	40.75
101-001-549-000	STATE REIMBURSEMENTS	24,000.00	24,000.00	53,000.00	48,000.00	90.57
101-001-573-000	LOCAL COMMUNITY STABILIZATION SHARE-PPT	51,488.89	45,000.00	60,598.00	54,964.52	90.70
101-001-574-000	STATE CONSTITUTIONAL SALES TAX	1,651,933.00	1,705,905.00	1,638,396.00	840,496.00	51.30
101-001-574-001	STATE STATUTORY SALES TAX	213,712.00	231,086.00	246,652.00	123,391.00	50.03
101-001-574-345	STATE SHARED REVENUE - PS	5,820.00	0.00	345.00	345.00	100.00
STATE GRANTS		1,981,880.09	2,063,991.00	2,063,991.00	1,121,351.89	54.33
CHARGES FOR SERVICES						
101-001-616-000	SITE PLAN REVIEW FEE REVENUE	2,400.00	1,500.00	1,500.00	1,717.83	114.52
101-001-617-000	PLANNING/ENG REVIEWS	11,588.57	10,000.00	10,000.00	17,802.19	178.02
101-001-620-000	STUDENT RESOURCE OFFICER BSD	67,405.50	67,000.00	67,406.00	53,878.50	79.93
101-001-627-000	OFFENDER REGISTRATION FEE	300.00	200.00	200.00	150.00	75.00
101-001-628-000	ACCIDENT REPORT FEE	4,776.25	3,500.00	3,494.00	1,819.60	52.08
101-001-628-002	AUDIO OR VIDEO DUPLICATION FEES	5,609.00	7,000.00	7,000.00	5,478.00	78.26
101-001-628-003	OWI 2ND/3RD ARREST	1,134.25	400.00	500.00	1,195.44	239.09
101-001-630-000	LIBRARY SERVICES	7,056.16	6,000.00	6,000.00	5,696.76	94.95
101-001-633-000	ACCESS OAKLAND	541.92	1,700.00	1,200.00	0.00	0.00
101-001-637-100	INTERNAL SERVICES - LABOR & ADMIN	811,000.00	821,000.00	821,000.00	615,750.00	75.00
101-001-640-000	DISPATCH SERVICES	149,500.00	149,500.00	149,500.00	149,500.00	100.00
101-001-641-000	ANIMAL CONTROL	53,429.16	55,000.00	55,000.00	41,274.09	75.04
101-001-644-000	CODE ENFORCEMENT-GRASS/CLEANUP	5,668.93	1,500.00	1,500.00	1,000.00	66.67
101-001-646-001	BERKLEY SCHOOL DISTRICT GAS SALES	572.89	475.00	475.00	0.00	0.00
101-001-651-000	CABLE FRANCHISE FEES	184,506.93	240,000.00	240,000.00	128,698.79	53.62
CHARGES FOR SERVICES		1,305,489.56	1,364,775.00	1,364,775.00	1,023,961.20	75.03
FINES AND FORFEITS						
101-001-656-003	TRAFFIC FINES	127,768.67	150,000.00	150,000.00	105,535.84	70.36
101-001-657-000	LIBRARY FINES AND FEES	2,655.23	3,000.00	3,000.00	2,868.80	95.63
101-001-659-003	RESTITUTION	0.00	0.00	0.00	35.00	100.00
101-001-663-001	BUILDING BOND FORFEITS	(74.97)	0.00	0.00	150.00	100.00
101-001-688-000	LIBRARY PENAL FINES - COUNTY	20,380.71	25,000.00	25,000.00	20,871.03	83.48
FINES AND FORFEITS		150,729.64	178,000.00	178,000.00	129,460.67	72.73
INVESTMENT EARNINGS						
101-001-665-000	INVESTMENT EARNINGS (LOSSES)	281,666.16	213,834.00	224,389.00	45.09	0.02
INVESTMENT EARNINGS		281,666.16	213,834.00	224,389.00	45.09	0.02
PROPERTY/EQUIPMENT RENTAL						
101-001-667-000	CELL TOWER	27,088.49	28,000.00	28,000.00	19,442.51	69.44
101-001-667-003	ADVERTISING	950.00	1,500.00	1,500.00	(600.00)	(40.00)
101-001-669-000	EQUIPMENT RENTAL	304,790.66	211,200.00	211,200.00	231,730.87	109.72
PROPERTY/EQUIPMENT RENTAL		332,829.15	240,700.00	240,700.00	250,573.38	104.10
CONTRIBUTION/DONATIONS						
101-001-675-102	K9 PROGRAM DONATIONS	75.00	0.00	0.00	0.00	0.00
101-001-675-104	GOLF OUTING DONATIONS	0.00	0.00	0.00	59.61	100.00
101-001-675-201	ENVIRONMENTAL COMMITTEE FUNDS	0.00	0.00	0.00	991.20	100.00
101-001-675-202	TREE BOARD FUNDS	0.00	0.00	0.00	591.41	100.00

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		END BALANCE	2024-25	YTD BALANCE	
		06/30/2024	ORIGINAL	03/31/2025	% BDGT
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	BUDGET	2024-25 AMENDED BUDGET	NORMAL (ABNORMAL) USED
Fund 101 - GENERAL FUND					
Revenues					
101-001-675-738	LIBRARY CONTRIBUTIONS	8,575.43	7,000.00	7,000.00	6,202.30 88.60
101-001-675-739	LIBRARY BOOK CONTRIBUTIONS	2,895.07	3,000.00	3,000.00	4,891.99 163.07
101-001-675-740	LIBRARY CAPITAL CONTRIBUTIONS	9,508.50	5,600.00	5,600.00	0.00 0.00
CONTRIBUTION/DONATIONS		21,054.00	15,600.00	15,600.00	12,736.51 81.64
OTHER FINANCING SOURCES					
101-001-699-311	TRANSFER IN-11 MILE RD BOND FUND	10,048.18	0.00	0.00	0.00 0.00
101-001-699-469	TRANSFER IN FROM COURT FUND	280,210.00	0.00	0.00	0.00 0.00
OTHER FINANCING SOURCES		290,258.18	0.00	0.00	0.00 0.00
Total Dept 001 - REVENUES		15,926,889.78	15,569,900.00	17,571,825.00	14,369,553.35 81.78
TOTAL REVENUES		15,926,889.78	15,569,900.00	17,571,825.00	14,369,553.35 81.78
Expenditures					
Dept 101 - CITY COUNCIL					
SALARIES AND FRINGE BENEFITS					
101-101-703-002	MAYOR & CITY COUNCIL	6,170.00	5,000.00	6,200.00	3,600.00 58.06
101-101-715-000	FICA	472.00	383.00	475.00	275.42 57.98
101-101-725-000	WORKERS COMPENSATION	21.63	22.00	22.00	19.33 87.86
SALARIES AND FRINGE BENEFITS		6,663.63	5,405.00	6,697.00	3,894.75 58.16
MATERIALS AND SUPPLIES					
101-101-758-000	PROGRAM SUPPLIES	615.41	295.00	893.00	788.84 88.34
MATERIALS AND SUPPLIES		615.41	295.00	893.00	788.84 88.34
CONTRACTUAL SERVICES					
101-101-803-000	MEMBERSHIPS AND DUES	0.00	0.00	110.00	110.00 100.00
101-101-817-000	CONSULTANT	10,600.00	0.00	18,400.00	16,223.25 88.17
101-101-864-000	MEETINGS & CONFERENCES	13,644.92	22,400.00	20,400.00	13,270.02 65.05
CONTRACTUAL SERVICES		24,244.92	22,400.00	38,910.00	29,603.27 76.08
Total Dept 101 - CITY COUNCIL		31,523.96	28,100.00	46,500.00	34,286.86 73.74
Dept 172 - CITY MANAGER					
SALARIES AND FRINGE BENEFITS					
101-172-704-000	FULL TIME EMPLOYEES	327,931.06	301,964.00	285,000.00	150,718.26 52.88
101-172-715-000	FICA	24,917.10	19,276.00	19,890.00	11,360.30 57.12
101-172-718-172	ICMA	9,624.15	11,745.00	11,000.00	5,504.54 50.04
101-172-725-000	WORKERS COMPENSATION	703.42	702.00	702.00	616.69 87.85
SALARIES AND FRINGE BENEFITS		363,175.73	333,687.00	316,592.00	168,199.79 53.13
MATERIALS AND SUPPLIES					
101-172-728-000	OFFICE SUPPLIES	127.83	263.00	263.00	228.54 86.90
101-172-758-000	PROGRAM SUPPLIES	205.08	400.00	400.00	312.65 78.16
MATERIALS AND SUPPLIES		332.91	663.00	663.00	541.19 81.63

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		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
CONTRACTUAL SERVICES								
101-172-803-000	MEMBERSHIPS AND DUES	4,035.25		2,300.00		4,395.00	4,251.25	96.73
101-172-817-000	CONSULTANT	53,017.01		15,000.00		85,400.00	85,400.00	100.00
101-172-818-000	CONTRACTUAL SERVICES	0.00		0.00		3,000.00	2,719.79	90.66
101-172-835-000	MEDICAL EXPENSES	214.00		250.00		250.00	0.00	0.00
101-172-864-000	MEETINGS & CONFERENCES	314.60		0.00		3,000.00	108.64	3.62
CONTRACTUAL SERVICES		57,580.86		17,550.00		96,045.00	92,479.68	96.29
UTILITIES								
101-172-853-000	TELEPHONE	1,534.99		1,600.00		2,000.00	1,296.76	64.84
UTILITIES		1,534.99		1,600.00		2,000.00	1,296.76	64.84
OTHER CHARGES								
101-172-960-000	PROFESSIONAL DEVELOPMENT	3,456.67		5,000.00		8,600.00	789.95	9.19
OTHER CHARGES		3,456.67		5,000.00		8,600.00	789.95	9.19
Total Dept 172 - CITY MANAGER		426,081.16		358,500.00		423,900.00	263,307.37	62.12
Dept 191 - FINANCE								
SALARIES AND FRINGE BENEFITS								
101-191-704-000	FULL TIME EMPLOYEES	114,162.21		204,970.00		151,970.00	96,826.81	63.71
101-191-707-000	PART TIME EMPLOYEES	62,557.00		27,583.00		117,420.00	85,806.85	73.08
101-191-709-000	OVERTIME	980.76		0.00		0.00	0.00	0.00
101-191-715-000	FICA	13,506.70		17,791.00		22,521.00	13,901.84	61.73
101-191-725-000	WORKERS COMPENSATION	1,124.57		1,123.00		1,093.00	986.53	90.26
SALARIES AND FRINGE BENEFITS		192,331.24		251,467.00		293,004.00	197,522.03	67.41
MATERIALS AND SUPPLIES								
101-191-728-000	OFFICE SUPPLIES	0.00		0.00		3,000.00	2,982.71	99.42
101-191-729-000	STATIONARY	4,945.26		1,400.00		0.00	0.00	0.00
101-191-732-000	OPERATING SUPPLIES	0.00		0.00		400.00	25.18	6.30
MATERIALS AND SUPPLIES		4,945.26		1,400.00		3,400.00	3,007.89	88.47
CONTRACTUAL SERVICES								
101-191-801-000	BANK CHARGES	5,085.49		5,000.00		6,675.00	0.58	0.01
101-191-803-000	MEMBERSHIPS AND DUES	100.00		430.00		230.00	135.00	58.70
101-191-807-000	AUDIT SERVICES	12,600.00		19,200.00		20,900.00	20,900.00	100.00
101-191-817-000	CONSULTANT	43,633.98		45,000.00		45,000.00	21,148.78	47.00
101-191-818-000	CONTRACTUAL SERVICES	127,380.25		128,750.00		132,475.00	0.00	0.00
101-191-818-050	CONTRACTUAL SERVICES - FD	84,953.50		0.00		0.00	0.00	0.00
101-191-818-060	CONTRACTUAL SERVICES - ACCOUNTING	0.00		0.00		18,000.00	11,809.75	65.61
101-191-835-000	MEDICAL EXPENSES	339.00		0.00		400.00	374.00	93.50
101-191-901-000	ADVERTISING	0.00		0.00		400.00	302.69	75.67
101-191-986-000	COMPUTER SOFTWARE	5,202.00		8,060.00		8,800.00	8,784.54	99.82
CONTRACTUAL SERVICES		279,294.22		206,440.00		232,880.00	63,455.34	27.25
UTILITIES								
101-191-853-000	TELEPHONE	476.38		600.00		600.00	211.17	35.20
UTILITIES		476.38		600.00		600.00	211.17	35.20



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		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
OTHER CHARGES								
101-191-802-000	MISC INTEREST/TAX/FEES		465.55	593.00	616.00	39.00		6.33
101-191-960-000	PROFESSIONAL DEVELOPMENT		100.00	1,000.00	1,000.00	0.00		0.00
OTHER CHARGES			565.55	1,593.00	1,616.00	39.00		2.41
Total Dept 191 - FINANCE			477,612.65	461,500.00	531,500.00	264,235.43		49.72
Dept 215 - CITY CLERK								
SALARIES AND FRINGE BENEFITS								
101-215-704-000	FULL TIME EMPLOYEES		134,909.61	145,230.00	145,960.00	106,710.83		73.11
101-215-707-000	PART TIME EMPLOYEES		32,503.50	35,000.00	41,000.00	29,391.55		71.69
101-215-709-000	OVERTIME		7,814.47	10,267.00	10,267.00	5,034.71		49.04
101-215-715-000	FICA		12,840.08	12,906.00	13,080.00	10,446.32		79.86
101-215-725-000	WORKERS COMPENSATION		702.42	701.00	701.00	615.81		87.85
SALARIES AND FRINGE BENEFITS			188,770.08	204,104.00	211,008.00	152,199.22		72.13
MATERIALS AND SUPPLIES								
101-215-728-000	OFFICE SUPPLIES		0.00	0.00	171.00	100.78		58.94
101-215-729-000	STATIONARY		11,658.76	11,000.00	11,000.00	4,282.46		38.93
101-215-730-000	POSTAGE-PRINTING-MAILING		12,416.94	12,600.00	12,600.00	32.00		0.25
101-215-758-000	PROGRAM SUPPLIES		232.02	1,071.00	900.00	0.00		0.00
MATERIALS AND SUPPLIES			24,307.72	24,671.00	24,671.00	4,415.24		17.90
CONTRACTUAL SERVICES								
101-215-803-000	MEMBERSHIPS AND DUES		515.00	875.00	700.00	425.00		60.71
101-215-817-000	CONSULTANT		3,038.73	20,000.00	20,000.00	6,420.36		32.10
101-215-818-000	CONTRACTUAL SERVICES		32,024.25	57,500.00	51,500.00	31,999.32		62.13
101-215-864-000	MEETINGS & CONFERENCES		0.00	0.00	175.00	175.00		100.00
101-215-901-000	ADVERTISING		3,673.26	4,200.00	4,200.00	1,479.70		35.23
101-215-986-000	COMPUTER SOFTWARE		0.00	750.00	750.00	525.36		70.05
CONTRACTUAL SERVICES			39,251.24	83,325.00	77,325.00	41,024.74		53.05
UTILITIES								
101-215-853-000	TELEPHONE		970.58	1,000.00	1,000.00	729.03		72.90
UTILITIES			970.58	1,000.00	1,000.00	729.03		72.90
OTHER CHARGES								
101-215-934-000	OFFICE EQUIPMENT MAINTENANCE		5,080.00	7,000.00	6,096.00	6,096.00		100.00
101-215-960-000	PROFESSIONAL DEVELOPMENT		5,806.53	8,000.00	8,000.00	1,164.74		14.56
OTHER CHARGES			10,886.53	15,000.00	14,096.00	7,260.74		51.51
CAPITAL OUTLAY								
101-215-982-000	EQUIPMENT		7,649.85	1,500.00	1,500.00	1,194.96		79.66
CAPITAL OUTLAY			7,649.85	1,500.00	1,500.00	1,194.96		79.66
Total Dept 215 - CITY CLERK			271,836.00	329,600.00	329,600.00	206,823.93		62.75

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		06/30/2024 NORMAL (ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	03/31/2025 NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 228 - INFORMATION TECHNOLOGY						
SALARIES AND FRINGE BENEFITS						
101-228-704-000	FULL TIME EMPLOYEES	123,796.17	123,932.00	128,932.00	93,167.89	72.26
101-228-715-000	FICA	9,375.72	9,481.00	9,861.00	7,056.07	71.56
101-228-725-000	WORKERS COMPENSATION	263.00	263.00	263.00	231.04	87.85
SALARIES AND FRINGE BENEFITS		133,434.89	133,676.00	139,056.00	100,455.00	72.24
MATERIALS AND SUPPLIES						
101-228-728-000	OFFICE SUPPLIES	218.75	0.00	0.00	0.00	0.00
101-228-760-000	SOFTWARE MAINT AND SUBSCRIPTIONS	56,503.66	74,699.00	69,319.00	44,176.43	63.73
101-228-761-000	HARDWARE SUBSCRIPTIONS	0.00	2,200.00	2,200.00	0.00	0.00
101-228-778-000	EQUIPMENT SUPPLIES	5,666.81	7,000.00	7,000.00	5,462.75	78.04
MATERIALS AND SUPPLIES		62,389.22	83,899.00	78,519.00	49,639.18	63.22
CONTRACTUAL SERVICES						
101-228-803-000	MEMBERSHIPS	0.00	1,025.00	1,025.00	0.00	0.00
101-228-818-000	CONTRACTUAL SERVICES	56,001.25	62,700.00	62,700.00	35,111.26	56.00
CONTRACTUAL SERVICES		56,001.25	63,725.00	63,725.00	35,111.26	55.10
UTILITIES						
101-228-853-000	TELEPHONE	2,287.45	2,400.00	2,400.00	1,359.30	56.64
UTILITIES		2,287.45	2,400.00	2,400.00	1,359.30	56.64
OTHER CHARGES						
101-228-933-000	EQUIPMENT MAINTENANCE	193.05	0.00	0.00	0.00	0.00
101-228-960-000	PROFESSIONAL DEVELOPMENT	3,605.83	6,000.00	6,000.00	5,014.57	83.58
OTHER CHARGES		3,798.88	6,000.00	6,000.00	5,014.57	83.58
CAPITAL OUTLAY						
101-228-983-000	OFFICE EQUIPMENT	13,351.14	10,000.00	10,000.00	7,335.65	73.36
CAPITAL OUTLAY		13,351.14	10,000.00	10,000.00	7,335.65	73.36
Total Dept 228 - INFORMATION TECHNOLOGY		271,262.83	299,700.00	299,700.00	198,914.96	66.37
Dept 250 - COMMUNICATIONS						
SALARIES AND FRINGE BENEFITS						
101-250-704-000	FULL TIME EMPLOYEES	53,363.02	72,100.00	71,860.00	49,737.20	69.21
101-250-715-000	FICA	4,227.51	5,516.00	5,674.00	4,104.37	72.34
101-250-721-000	ANNUAL LEAVE	1,615.38	0.00	2,200.00	2,139.24	97.24
101-250-722-000	SICK LEAVE	841.34	0.00	1,300.00	1,283.55	98.73
101-250-723-000	HOLIDAY / PERSONAL DAYS	0.00	0.00	1,100.00	1,033.96	94.00
101-250-725-000	WORKERS COMPENSATION	263.00	263.00	245.00	231.04	94.30
SALARIES AND FRINGE BENEFITS		60,310.25	77,879.00	82,379.00	58,529.36	71.05
MATERIALS AND SUPPLIES						
101-250-758-000	PROGRAM SUPPLIES	525.51	4,621.00	3,621.00	481.54	13.30
101-250-761-000	HARDWARE SUBSCRIPTIONS	0.00	5,000.00	9,815.00	9,630.00	98.12
MATERIALS AND SUPPLIES		525.51	9,621.00	13,436.00	10,111.54	75.26

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## MATERIALS AND SUPPLIES

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		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
101-253-729-000	STATIONARY		67.24	481.00	470.00	287.40		61.15
101-253-730-000	POSTAGE-PRINTING-MAILING		5,201.49	6,700.00	6,700.00	5,012.92		74.82
101-253-758-000	PROGRAM SUPPLIES		865.51	0.00	0.00	0.00		0.00
MATERIALS AND SUPPLIES			6,134.24	7,181.00	7,170.00	5,300.32		73.92
CONTRACTUAL SERVICES								
101-253-803-000	MEMBERSHIPS		537.00	1,000.00	900.00	537.00		59.67
101-253-818-000	CONTRACTUAL SERVICES		1,410.18	1,400.00	1,411.00	1,410.88		99.99
101-253-901-000	ADVERTISING		745.60	0.00	0.00	0.00		0.00
101-253-986-000	COMPUTER SOFTWARE		775.34	1,200.00	1,300.00	1,202.36		92.49
CONTRACTUAL SERVICES			3,468.12	3,600.00	3,611.00	3,150.24		87.24
OTHER CHARGES								
101-253-960-000	PROFESSIONAL DEVELOPMENT		1,329.08	1,600.00	1,600.00	573.00		35.81
OTHER CHARGES			1,329.08	1,600.00	1,600.00	573.00		35.81
CAPITAL OUTLAY								
101-253-983-000	OFFICE EQUIPMENT		0.00	0.00	7,155.00	7,154.43		99.99
CAPITAL OUTLAY			0.00	0.00	7,155.00	7,154.43		99.99
Total Dept 253 - TREASURY			171,899.41	176,300.00	183,455.00	134,274.59		73.19
Dept 254 - RETIREE BENEFITS								
SALARIES AND FRINGE BENEFITS								
101-254-712-000	IN LIEU		5,443.20	6,500.00	5,500.00	5,323.20		96.79
101-254-715-000	FICA		416.44	0.00	0.00	0.00		0.00
101-254-716-000	DENTAL/VISION/LIFE-LTD/RHCS		50,693.47	45,950.00	50,950.00	1,250.80		2.45
101-254-716-500	HEALTH CARE COSTS - BC/BS		222,698.35	274,148.00	274,343.00	0.00		0.00
101-254-716-600	HEALTH CARE-BC/BS RETIREE-MED ADVANTAGE		134,967.32	184,370.00	179,258.00	128,462.08		71.66
101-254-718-001	PENSION EXPENSE - GENERAL GOVERNMENT		587,424.96	573,000.00	619,165.00	464,373.72		75.00
101-254-718-003	PENSION EXPENSE - MERS RETIREMENT-DPW		81,005.04	79,000.00	87,960.00	65,969.28		75.00
101-254-718-100	MERS-SERVICE CREDIT PURCHASE		28,276.00	130,032.00	112,000.00	36,832.08		32.89
SALARIES AND FRINGE BENEFITS			1,110,924.78	1,293,000.00	1,329,176.00	702,211.16		52.83
Total Dept 254 - RETIREE BENEFITS			1,110,924.78	1,293,000.00	1,329,176.00	702,211.16		52.83
Dept 265 - CITYWIDE PROJECTS								
MATERIALS AND SUPPLIES								
101-265-728-000	OFFICE SUPPLIES		6,756.81	10,000.00	12,700.00	11,795.06		92.87
101-265-730-000	POSTAGE-PRINTING-MAILING		12,489.49	13,074.00	12,074.00	6,672.75		55.27
101-265-751-000	FUEL & OIL		745.97	0.00	1,000.00	769.54		76.95
101-265-758-000	PROGRAM SUPPLIES		92.52	0.00	0.00	0.00		0.00
101-265-776-000	MAINTENANCE SUPPLIES		7,443.11	0.00	0.00	0.00		0.00
MATERIALS AND SUPPLIES			27,527.90	23,074.00	25,774.00	19,237.35		74.64
CONTRACTUAL SERVICES								
101-265-803-000	MEMBERSHIPS		789.00	810.00	810.00	559.00		69.01

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		END BALANCE	2024-25	YTD BALANCE		
		06/30/2024	ORIGINAL	2024-25	03/31/2025	% BDGT
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
101-265-811-000	CUSTODIAL SERVICES	12,943.51	0.00	0.00	0.00	0.00
101-265-817-000	CONSULTANT	870.00	0.00	0.00	1,915.00	100.00
101-265-818-000	CONTRACTUAL SERVICES	3,499.25	0.00	0.00	414.75	100.00
101-265-901-000	ADVERTISING	0.00	200.00	200.00	0.00	0.00
CONTRACTUAL SERVICES		18,101.76	1,010.00	1,010.00	2,888.75	286.01
UTILITIES						
101-265-853-000	TELEPHONE	11,645.44	7,500.00	7,500.00	7,525.95	100.35
101-265-920-000	UTILITIES	42,723.13	39,000.00	39,000.00	34,103.53	87.44
UTILITIES		54,368.57	46,500.00	46,500.00	41,629.48	89.53
OTHER CHARGES						
101-265-931-000	BUILDING MAINTENANCE	92,736.33	0.00	0.00	11,037.17	100.00
101-265-946-000	OFFICE EQUIPMENT RENTAL	10,468.98	10,000.00	10,000.00	7,333.68	73.34
101-265-960-000	PROFESSIONAL DEVELOPMENT	60.36	13,000.00	10,300.00	4,427.39	42.98
OTHER CHARGES		103,265.67	23,000.00	20,300.00	22,798.24	112.31
CAPITAL OUTLAY						
101-265-971-150	LAND IMPROVEMENTS	69,454.66	0.00	50,040.00	84,028.00	167.92
101-265-976-000	BUILDING IMPROVEMENTS	72,264.49	0.00	27,736.00	4,400.00	15.86
101-265-976-001	PARKING LOT REPAIR	0.00	0.00	0.00	10,312.50	100.00
101-265-976-002	HEAT/COOLING	227,252.99	0.00	1,661,530.00	1,357,203.67	81.68
101-265-981-000	FURNITURE	5,770.00	2,000.00	2,000.00	0.00	0.00
CAPITAL OUTLAY		374,742.14	2,000.00	1,741,306.00	1,455,944.17	83.61
INSURANCE						
101-265-914-000	LIABILITY INSURANCE	21,277.50	42,616.00	42,616.00	20,687.50	48.54
101-265-915-000	LIABILITY INSURANCE CLAIMS/NET LOSS	544.50	2,000.00	2,000.00	0.00	0.00
INSURANCE		21,822.00	44,616.00	44,616.00	20,687.50	46.37
Total Dept 265 - CITYWIDE PROJECTS		599,828.04	140,200.00	1,879,506.00	1,563,185.49	83.17
Dept 266 - CITY ATTORNEY						
CONTRACTUAL SERVICES						
101-266-824-000	LEGAL SERVICES - LABOR	12,209.00	10,000.00	10,000.00	5,162.00	51.62
101-266-825-000	CITY ATTORNEY	91,813.84	115,000.00	115,000.00	67,576.76	58.76
101-266-826-000	LEGAL SERVICES - GENERAL LIABILITY	175.00	10,000.00	10,000.00	0.00	0.00
CONTRACTUAL SERVICES		104,197.84	135,000.00	135,000.00	72,738.76	53.88
Total Dept 266 - CITY ATTORNEY		104,197.84	135,000.00	135,000.00	72,738.76	53.88
Dept 267 - FACILITIES						
SALARIES AND FRINGE BENEFITS						
101-267-704-000	FULL TIME EMPLOYEES	0.00	0.00	0.00	2,652.25	100.00
101-267-715-000	FICA	0.00	0.00	0.00	200.86	100.00
SALARIES AND FRINGE BENEFITS		0.00	0.00	0.00	2,853.11	100.00



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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
MATERIALS AND SUPPLIES								
101-267-776-101	MAINTENANCE SUPPLIES - CITY HALL	0.00		5,700.00	5,700.00	3,936.49		69.06
101-267-776-271	MAINTENANCE SUPPLIES - LIBRARY	0.00		3,400.00	3,400.00	2,508.76		73.79
101-267-776-345	MAINTENANCE SUPPLIES - PUB SAFETY	0.00		1,500.00	1,500.00	3,086.39		205.76
101-267-776-441	MAINTENANCE SUPPLIES - DPW	0.00		1,500.00	1,500.00	2,939.66		195.98
MATERIALS AND SUPPLIES		0.00		12,100.00	12,100.00	12,471.30		103.07
CONTRACTUAL SERVICES								
101-267-811-101	CUSTODIAL SERVICES - CITY HALL	0.00		15,000.00	15,000.00	9,471.37		63.14
101-267-811-271	CUSTODIAL SERVICES - LIBRARY	0.00		27,300.00	27,300.00	20,419.65		74.80
101-267-811-345	CUSTODIAL SERVICES - PUB SAFETY	0.00		23,000.00	23,000.00	15,405.39		66.98
101-267-811-441	CUSTODIAL SERVICES - DPW	0.00		5,000.00	5,000.00	2,545.29		50.91
101-267-818-000	CONTRACTUAL SERVICES	0.00		0.00	27,500.00	27,500.00		100.00
CONTRACTUAL SERVICES		0.00		70,300.00	97,800.00	75,341.70		77.04
OTHER CHARGES								
101-267-931-001	BUILDING MAINTENANCE - MARQUEE	0.00		0.00	0.00	4,000.00		100.00
101-267-931-101	BUILDING MAINTENANCE - CITY HALL	0.00		17,000.00	37,000.00	34,085.51		92.12
101-267-931-271	BUILDING MAINTENANCE - LIBRARY	0.00		18,000.00	18,000.00	6,855.67		38.09
101-267-931-345	BUILDING MAINTENANCE - PUB SAFETY	0.00		59,000.00	59,000.00	22,661.46		38.41
101-267-931-441	BUILDING MAINTENANCE - DPW	0.00		17,000.00	32,000.00	20,561.63		64.26
OTHER CHARGES		0.00		111,000.00	146,000.00	88,164.27		60.39
CAPITAL OUTLAY								
101-267-976-101	BUILDING IMPROVEMENTS - CITY HALL	0.00		20,000.00	0.00	0.00		0.00
101-267-976-271	BUILDING IMPROVEMENTS - LIBRARY	0.00		100,000.00	100,000.00	0.00		0.00
101-267-976-345	BUILDING IMPROVEMENTS - PUB SAFETY	0.00		150,000.00	150,000.00	0.00		0.00
101-267-976-441	BUILDING IMPROVEMENTS - DPW	0.00		40,000.00	25,000.00	0.00		0.00
CAPITAL OUTLAY		0.00		310,000.00	275,000.00	0.00		0.00
Total Dept 267 - FACILITIES		0.00		503,400.00	530,900.00	178,830.38		33.68
Dept 270 - HUMAN RESOURCES								
SALARIES AND FRINGE BENEFITS								
101-270-704-000	FULL TIME EMPLOYEES	0.00		0.00	0.00	3,461.54		100.00
101-270-715-000	FICA	0.00		0.00	0.00	262.16		100.00
SALARIES AND FRINGE BENEFITS		0.00		0.00	0.00	3,723.70		100.00
Total Dept 270 - HUMAN RESOURCES		0.00		0.00	0.00	3,723.70		100.00
Dept 305 - PUBLIC SAFETY ADMINISTRATION								
SALARIES AND FRINGE BENEFITS								
101-305-704-000	FULL TIME EMPLOYEES	166,560.40		221,474.00	221,474.00	130,591.36		58.96
101-305-707-000	PART TIME EMPLOYEES	26,959.60		0.00	0.00	0.00		0.00
101-305-709-000	OVERTIME	172.17		1,000.00	1,000.00	0.00		0.00
101-305-715-000	FICA	7,410.78		9,396.00	9,396.00	4,317.40		45.95
101-305-725-000	WORKERS COMPENSATION	4,367.09		4,361.00	4,361.00	3,831.04		87.85
SALARIES AND FRINGE BENEFITS		205,470.04		236,231.00	236,231.00	138,739.80		58.73

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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	03/31/2025 NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND								
Expenditures								
MATERIALS AND SUPPLIES								
101-305-744-000	UNIFORMS		1,997.80	1,000.00	1,300.00	1,270.74		97.75
101-305-755-000	EMERGENCY MANagements EXPENSES		0.00	1,000.00	700.00	0.00		0.00
MATERIALS AND SUPPLIES			1,997.80	2,000.00	2,000.00	1,270.74		63.54
CONTRACTUAL SERVICES								
101-305-803-000	MEMBERSHIPS		759.00	750.00	750.00	195.00		26.00
101-305-901-000	ADVERTISING		4.00	1,000.00	500.00	0.00		0.00
CONTRACTUAL SERVICES			763.00	1,750.00	1,250.00	195.00		15.60
UTILITIES								
101-305-853-000	TELEPHONE		1,610.50	0.00	500.00	412.84		82.57
UTILITIES			1,610.50	0.00	500.00	412.84		82.57
OTHER CHARGES								
101-305-934-000	OFFICE EQUIPMENT MAINTENANCE		1,828.96	1,919.00	1,919.00	293.50		15.29
101-305-960-000	PROFESSIONAL DEVELOPMENT		4,729.16	5,000.00	5,000.00	872.34		17.45
OTHER CHARGES			6,558.12	6,919.00	6,919.00	1,165.84		16.85
CAPITAL OUTLAY								
101-305-981-000	FURNITURE		899.98	2,000.00	1,400.00	1,101.54		78.68
101-305-982-000	EQUIPMENT		0.00	0.00	600.00	531.78		88.63
CAPITAL OUTLAY			899.98	2,000.00	2,000.00	1,633.32		81.67
Total Dept 305 - PUBLIC SAFETY ADMINISTRATION			217,299.44	248,900.00	248,900.00	143,417.54		57.62
Dept 325 - DISPATCH								
SALARIES AND FRINGE BENEFITS								
101-325-704-000	FULL TIME EMPLOYEES		436,517.25	400,119.00	404,191.00	305,888.60		75.68
101-325-706-000	DISPATCHERS		2,000.00	0.00	0.00	0.00		0.00
101-325-707-000	PART TIME EMPLOYEES		5,597.90	15,000.00	15,000.00	690.66		4.60
101-325-709-000	OVERTIME		15,613.84	15,000.00	15,000.00	11,080.58		73.87
101-325-715-000	FICA		36,150.42	36,190.00	36,153.00	24,909.85		68.90
101-325-722-000	SICK LEAVE		0.00	2,363.00	5,400.00	5,375.01		99.54
101-325-723-000	HOLIDAY / PERSONAL DAYS		15,524.48	13,496.00	13,496.00	1,504.00		11.14
101-325-725-000	WORKERS COMPENSATION		12,248.37	12,231.00	12,231.00	10,744.66		87.85
SALARIES AND FRINGE BENEFITS			523,652.26	494,399.00	501,471.00	360,193.36		71.83
MATERIALS AND SUPPLIES								
101-325-744-000	UNIFORMS-CLEANING AND PURCHASES		4,540.22	6,000.00	7,400.00	7,121.56		96.24
101-325-758-000	PROGRAM SUPPLIES		588.54	907.00	907.00	0.00		0.00
MATERIALS AND SUPPLIES			5,128.76	6,907.00	8,307.00	7,121.56		85.73
CONTRACTUAL SERVICES								
101-325-818-000	CONTRACTUAL SERVICES		92.00	100.00	100.00	0.00		0.00
101-325-835-000	DISPATCH MEDICAL EXPENSES		2,066.00	1,000.00	2,000.00	1,059.00		52.95
101-325-855-000	E-911 EQUIPMENT MAINTENANCE		593.26	594.00	594.00	593.26		99.88
CONTRACTUAL SERVICES			2,751.26	1,694.00	2,694.00	1,652.26		61.33

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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
UTILITIES								
101-325-853-000	TELEPHONE	1,749.39		0.00	0.00	0.00		0.00
UTILITIES		1,749.39		0.00	0.00	0.00		0.00
OTHER CHARGES								
101-325-934-000	OFFICE EQUIPMENT MAINTENANCE	2,953.04		6,000.00	9,500.00	9,436.85		99.34
101-325-960-000	PROFESSIONAL DEVELOPMENT	874.90		3,000.00	1,500.00	1,010.00		67.33
OTHER CHARGES		3,827.94		9,000.00	11,000.00	10,446.85		94.97
CAPITAL OUTLAY								
101-325-976-306	BUILDING IMPROVEMENTS-DISPATCH	1,687.62		5,000.00	5,000.00	0.00		0.00
101-325-982-000	EQUIPMENT	10,828.49		0.00	37,700.00	0.00		0.00
CAPITAL OUTLAY		12,516.11		5,000.00	42,700.00	0.00		0.00
Total Dept 325 - DISPATCH		549,625.72		517,000.00	566,172.00	379,414.03		67.01
Dept 345 - PUBLIC SAFETY OPERATIONS								
SALARIES AND FRINGE BENEFITS								
101-345-704-000	FULL TIME EMPLOYEES	2,290,795.38		2,646,700.00	2,606,700.00	1,755,596.62		67.35
101-345-706-000	PUBLIC SAFETY OFFICERS	32,012.90		0.00	74,000.00	73,731.94		99.64
101-345-707-000	CROSSING GUARDS	94,059.60		102,600.00	102,600.00	69,589.96		67.83
101-345-709-000	OVERTIME	277,215.21		250,000.00	250,000.00	235,038.58		94.02
101-345-709-003	DREAM CRUISE	0.00		0.00	2,000.00	1,846.50		92.33
101-345-712-000	IN LIEU	0.00		0.00	4,000.00	3,079.68		76.99
101-345-715-000	FICA	47,786.85		49,218.00	49,218.00	40,984.23		83.27
101-345-722-000	SICK LEAVE	0.00		30,000.00	30,000.00	28,161.55		93.87
101-345-723-000	HOLIDAY / PERSONAL DAYS	85,565.07		93,000.00	93,000.00	0.00		0.00
101-345-725-000	WORKERS COMPENSATION	68,989.30		69,228.00	69,228.00	60,815.25		87.85
SALARIES AND FRINGE BENEFITS		2,896,424.31		3,240,746.00	3,280,746.00	2,268,844.31		69.16
MATERIALS AND SUPPLIES								
101-345-728-000	SUPPLIES	13,114.25		20,050.00	19,950.00	8,791.09		44.07
101-345-730-000	POSTAGE-PRINTING-MAILING	380.06		0.00	0.00	0.00		0.00
101-345-731-000	BOOKS / PERIODICALS	100.00		100.00	100.00	0.00		0.00
101-345-732-000	OPERATING SUPPLIES	0.00		0.00	100.00	37.59		37.59
101-345-741-000	AMMUNITION	1,161.00		2,400.00	2,400.00	180.19		7.51
101-345-741-001	AMMUNITION - TRAINING	7,329.98		7,500.00	7,500.00	4,050.00		54.00
101-345-741-002	RANGE/TRAINING SUPPLIES	9,528.66		17,000.00	17,000.00	2,814.98		16.56
101-345-742-000	BIKE PATROL EXPENSE	0.00		500.00	500.00	110.00		22.00
101-345-744-000	UNIFORMS-CLEANING & PURCHASES	56,051.31		65,000.00	65,000.00	38,836.18		59.75
101-345-744-002	FIRE GEAR	6,315.90		16,000.00	16,000.00	453.00		2.83
101-345-751-000	FUEL & OIL	75,807.17		65,000.00	65,000.00	32,915.73		50.64
101-345-753-000	PRISONER BOARD	3,465.05		3,000.00	3,000.00	2,244.61		74.82
101-345-754-000	FIRE PLAN REVIEW	2,936.27		3,000.00	3,150.00	3,024.36		96.01
101-345-758-009	SUPPLIES - OWI 2ND/3RD FORFEITURE	0.00		5,000.00	5,000.00	0.00		0.00
101-345-758-011	MEDICAL SUPPLIES	1,334.75		3,000.00	3,000.00	1,000.17		33.34
101-345-758-202	K9 PROGRAM EXPENSES	1,444.13		85,000.00	85,000.00	570.25		0.67
101-345-779-000	MEDICAL EQUIPMENT	1,118.00		4,000.00	4,000.00	1,791.29		44.78
101-345-780-000	VEHICLE EQUIPMENT	133.79		1,000.00	1,100.00	1,004.32		91.30
101-345-781-000	VEHICLE SUPPLIES	200.69		250.00	300.00	252.03		84.01
MATERIALS AND SUPPLIES		180,421.01		297,800.00	298,100.00	98,075.79		32.90

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		END BALANCE	2024-25	YTD BALANCE		
		06/30/2024	ORIGINAL	2024-25	03/31/2025	% BDGT
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
CONTRACTUAL SERVICES						
101-345-803-000	MEMBERSHIPS	7,219.60	8,000.00	8,000.00	6,132.00	76.65
101-345-811-000	CUSTODIAL	20,949.28	0.00	0.00	0.00	0.00
101-345-814-000	DATA PROCESSING	73,509.09	68,200.00	68,200.00	38,306.34	56.17
101-345-818-000	CONTRACTUAL SERVICES	180.00	600.00	300.00	120.00	40.00
101-345-818-012	BLOOD DRAWS	4,056.00	7,500.00	7,500.00	3,120.00	41.60
101-345-825-000	CASCADE SYSTEM MAINTENANCE	0.00	1,000.00	1,000.00	0.00	0.00
101-345-835-000	PUBLIC SAFETY MEDICAL EXPENSES	12,014.00	14,500.00	13,050.00	6,328.00	48.49
101-345-851-000	RADIO MAINTENANCE	0.00	1,000.00	900.00	0.00	0.00
101-345-904-000	PRINTING	0.00	0.00	100.00	75.00	75.00
CONTRACTUAL SERVICES		117,927.97	100,800.00	99,050.00	54,081.34	54.60
UTILITIES						
101-345-853-000	TELEPHONE	5,740.13	10,000.00	10,000.00	7,259.32	72.59
101-345-920-000	UTILITIES	50,759.35	50,000.00	50,000.00	37,263.34	74.53
UTILITIES		56,499.48	60,000.00	60,000.00	44,522.66	74.20
OTHER CHARGES						
101-345-758-012	BERKLEY CRUISEFEST EXPENSES	2,565.59	2,500.00	2,500.00	510.57	20.42
101-345-931-000	BUILDING MAINTENANCE	38,234.06	0.00	8,350.00	8,336.02	99.83
101-345-933-000	EQUIPMENT MAINTENANCE	0.00	2,500.00	2,500.00	48.00	1.92
101-345-939-000	VEHICLE MAINTENANCE	19,847.54	15,000.00	15,000.00	9,238.22	61.59
101-345-939-001	FIRE TRUCK MAINTENANCE	20,602.28	30,000.00	30,000.00	8,534.19	28.45
101-345-939-002	VEHICLE MAINTENANCE - DPW	28,602.17	25,000.00	25,000.00	10,506.91	42.03
101-345-960-000	PROFESSIONAL DEVELOPMENT	21,723.51	30,000.00	30,000.00	26,264.04	87.55
101-345-960-001	REIMBURSABLE PROF DEVELOPMENT	584.00	10,000.00	10,000.00	0.00	0.00
101-345-961-000	PUBLIC SAFETY 302 TRAINING FUNDS	9,945.82	6,000.00	6,000.00	5,790.43	96.51
101-345-961-118	MCOLES CONTINUING PROFESSIONAL EDUCATION	0.00	2,000.00	2,100.00	2,100.00	100.00
101-345-962-000	PUBLIC SAFETY FIRE/MEDICAL TRAINING	11,477.15	18,000.00	18,000.00	724.35	4.02
OTHER CHARGES		153,582.12	141,000.00	149,450.00	72,052.73	48.21
CAPITAL OUTLAY						
101-345-976-000	BUILDING IMPROVEMENTS	0.00	0.00	100,000.00	0.00	0.00
101-345-979-000	FIRE EQUIPMENT	9,689.74	15,000.00	15,000.00	3,319.44	22.13
101-345-981-000	FURNITURE	919.97	5,000.00	5,000.00	70.48	1.41
101-345-982-000	EQUIPMENT	116,697.41	121,000.00	121,000.00	113,851.95	94.09
101-345-984-000	RADIO EQUIPMENT	19,245.83	5,000.00	5,000.00	2,588.40	51.77
101-345-985-000	VEHICLES	150,288.00	230,000.00	230,000.00	162,909.68	70.83
101-345-985-001	CAR COMPUTERS	17,718.63	20,000.00	20,000.00	14,321.16	71.61
101-345-991-005	SCBA EQUIPMENT	36.98	3,000.00	3,000.00	0.00	0.00
CAPITAL OUTLAY		314,596.56	399,000.00	499,000.00	297,061.11	59.53
INSURANCE						
101-345-913-000	VEHICLE INSURANCE	8,854.00	18,239.00	18,239.00	8,854.00	48.54
101-345-914-000	LIABILITY INSURANCE	55,687.00	114,715.00	107,715.00	55,687.00	51.70
INSURANCE		64,541.00	132,954.00	125,954.00	64,541.00	51.24
Total Dept 345 - PUBLIC SAFETY OPERATIONS		3,783,992.45	4,372,300.00	4,512,300.00	2,899,178.94	64.25
Dept 355 - PUBLIC SAFETY RETIREE BENEFITS						

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		END BALANCE	2024-25	YTD BALANCE		
		06/30/2024	ORIGINAL	2024-25	03/31/2025	% BDGT
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
SALARIES AND FRINGE BENEFITS						
101-355-712-000	IN LIEU	2,737.28	3,200.00	8,820.00	9,880.51	112.02
101-355-716-000	DENTAL/VISION/LIFE-LTD/RHCS	32,218.05	23,300.00	32,280.00	1,147.45	3.55
101-355-716-500	HEALTH CARE COSTS - BC/BS	174,293.42	203,300.00	188,700.00	0.00	0.00
101-355-716-600	HEALTH CARE-BC/BS RETIREE-MED ADVANTAGE	121,133.76	147,900.00	188,330.00	117,185.13	62.22
101-355-718-000	RETIREMENT-DB PSO PENSION	1,325,000.00	1,325,000.00	1,466,000.00	0.00	0.00
SALARIES AND FRINGE BENEFITS		1,655,382.51	1,702,700.00	1,884,130.00	128,213.09	6.80
Total Dept 355 - PUBLIC SAFETY RETIREE BENEFITS		1,655,382.51	1,702,700.00	1,884,130.00	128,213.09	6.80
Dept 430 - ANIMAL CONTROL						
SALARIES AND FRINGE BENEFITS						
101-430-704-000	FULL TIME EMPLOYEES	56,723.12	56,270.00	62,434.00	45,624.33	73.08
101-430-707-000	PART TIME EMPLOYEES	0.00	5,000.00	0.00	0.00	0.00
101-430-709-000	OVERTIME	1,831.99	3,000.00	3,000.00	2,172.41	72.41
101-430-715-000	FICA	4,639.68	4,948.00	5,014.00	3,666.98	73.13
101-430-723-000	HOLIDAY / PERSONAL DAYS	2,401.28	1,800.00	0.00	0.00	0.00
101-430-725-000	WORKERS COMPENSATION	703.42	702.00	702.00	616.69	87.85
SALARIES AND FRINGE BENEFITS		66,299.49	71,720.00	71,150.00	52,080.41	73.20
MATERIALS AND SUPPLIES						
101-430-744-000	UNIFORMS-CLEANING & PURCHASES	1,576.80	1,500.00	1,500.00	792.50	52.83
101-430-751-000	FUEL & OIL	4,085.90	3,000.00	2,570.00	1,083.07	42.14
101-430-758-000	PROGRAM SUPPLIES	989.21	2,930.00	2,930.00	148.57	5.07
MATERIALS AND SUPPLIES		6,651.91	7,430.00	7,000.00	2,024.14	28.92
CONTRACTUAL SERVICES						
101-430-818-000	CONTRACTUAL SERVICES	335.49	1,500.00	2,300.00	2,268.00	98.61
101-430-835-000	ANIMAL CONTROL MEDICAL EXPENSES	0.00	1,000.00	1,200.00	1,174.00	97.83
CONTRACTUAL SERVICES		335.49	2,500.00	3,500.00	3,442.00	98.34
UTILITIES						
101-430-853-000	TELEPHONE	485.96	500.00	500.00	364.48	72.90
UTILITIES		485.96	500.00	500.00	364.48	72.90
OTHER CHARGES						
101-430-931-000	BUILDING MAINTENACE-ANIMAL CONTROL	184.42	500.00	500.00	0.00	0.00
101-430-939-000	VEHICLE MAINTENANCE	0.00	750.00	750.00	540.12	72.02
101-430-960-000	PROFESSIONAL DEVELOPMENT	0.00	1,000.00	1,000.00	0.00	0.00
OTHER CHARGES		184.42	2,250.00	2,250.00	540.12	24.01
Total Dept 430 - ANIMAL CONTROL		73,957.27	84,400.00	84,400.00	58,451.15	69.25
Dept 441 - PUBLIC WORKS						
SALARIES AND FRINGE BENEFITS						
101-441-704-000	FULL TIME EMPLOYEES	243,630.71	184,511.00	171,536.00	157,184.82	91.63
101-441-706-000	LABORERS	24,596.26	0.00	40,200.00	40,168.47	99.92

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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
101-441-706-003	SPECIAL EVENTS		8,155.59	0.00	25,500.00	25,409.10		99.64
101-441-707-000	PART TIME EMPLOYEES		11,091.50	13,184.00	21,184.00	20,791.50		98.15
101-441-709-000	OVERTIME		5,537.55	12,000.00	11,751.00	9,424.83		80.20
101-441-709-003	DREAM CRUISE		27,321.37	28,000.00	18,000.00	17,980.01		99.89
101-441-715-000	FICA		26,674.55	17,652.00	22,652.00	20,560.64		90.77
101-441-722-000	SICK LEAVE		27,881.28	7,451.00	0.00	0.00		0.00
101-441-725-000	WORKERS COMPENSATION		13,990.51	13,971.00	13,971.00	12,273.21		87.85
SALARIES AND FRINGE BENEFITS			388,879.32	276,769.00	324,794.00	303,792.58		93.53
MATERIALS AND SUPPLIES								
101-441-728-000	OFFICE SUPPLIES		436.83	1,025.00	500.00	397.71		79.54
101-441-744-000	UNIFORMS		1,111.41	3,000.00	3,000.00	1,988.28		66.28
101-441-751-000	FUEL & OIL		70,487.38	49,600.00	50,100.00	40,076.29		79.99
101-441-758-000	PROGRAM SUPPLIES		967.84	2,000.00	2,000.00	1,872.11		93.61
101-441-776-000	MAINTENANCE SUPPLIES		1,102.19	0.00	0.00	0.00		0.00
101-441-787-000	TOOLS		1,212.43	1,100.00	1,100.00	153.02		13.91
MATERIALS AND SUPPLIES			75,318.08	56,725.00	56,700.00	44,487.41		78.46
CONTRACTUAL SERVICES								
101-441-803-000	MEMBERSHIPS		1,979.00	2,500.00	2,500.00	424.00		16.96
101-441-811-000	CUSTODIAL SERVICES		3,776.36	5,300.00	4,400.00	1,187.60		26.99
101-441-818-000	CONTRACTUAL SERVICES		2,142.27	11,500.00	11,500.00	2,857.25		24.85
101-441-818-125	CONTRACTUAL SERVICES - PARKING AGREEMENT		0.00	0.00	500.00	420.60		84.12
101-441-835-000	MEDICAL EXPENSES		1,514.85	1,000.00	1,200.00	1,142.50		95.21
101-441-864-000	MEETINGS & CONFERENCES		0.00	1,000.00	1,000.00	161.00		16.10
101-441-901-000	ADVERTISING		0.00	1,000.00	1,000.00	826.38		82.64
101-441-904-000	PRINTING		0.00	1,000.00	1,000.00	0.00		0.00
CONTRACTUAL SERVICES			9,412.48	23,300.00	23,100.00	7,019.33		30.39
UTILITIES								
101-441-853-000	TELEPHONE		3,062.48	2,900.00	3,500.00	3,459.19		98.83
101-441-920-000	UTILITIES		15,414.76	14,000.00	14,000.00	9,505.34		67.90
UTILITIES			18,477.24	16,900.00	17,500.00	12,964.53		74.08
OTHER CHARGES								
101-441-931-000	BUILDING MAINTENANCE		11,965.08	0.00	853.00	846.92		99.29
101-441-940-000	EQUIPMENT RENTAL-SPECIAL EVENTS		6,081.48	500.00	9,000.00	8,638.76		95.99
101-441-946-000	OFFICE EQUIPMENT RENTAL		349.45	480.00	480.00	276.78		57.66
101-441-960-000	PROFESSIONAL DEVELOPMENT		6,317.16	6,300.00	6,300.00	1,159.05		18.40
OTHER CHARGES			24,713.17	7,280.00	16,633.00	10,921.51		65.66
CAPITAL OUTLAY								
101-441-976-000	BUILDING IMPROVEMENTS		5,896.89	10,000.00	5,400.00	0.00		0.00
101-441-981-000	FURNITURE		0.00	1,500.00	3,510.00	3,507.50		99.93
101-441-982-000	EQUIPMENT		6,966.66	65,000.00	65,000.00	3,972.58		6.11
101-441-983-000	OFFICE EQUIPMENT		0.00	500.00	0.00	0.00		0.00
101-441-984-000	RADIO EQUIPMENT		1,274.38	1,500.00	4,090.00	4,082.75		99.82
101-441-985-000	VEHICLES		64,928.00	60,000.00	170,072.00	141,977.58		83.48
CAPITAL OUTLAY			79,065.93	138,500.00	248,072.00	153,540.41		61.89
INSURANCE								
101-441-913-000	VEHICLE INSURANCE		7,169.50	14,769.00	7,170.00	7,169.50		99.99



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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
101-441-914-000	LIABILITY INSURANCE		2,940.50	6,057.00	2,941.00	2,940.50		99.98
101-441-914-001	LIABILITY INSURANCE-STORAGE TANK		647.45	500.00	1,962.00	1,961.50		99.97
INSURANCE			10,757.45	21,326.00	12,073.00	12,071.50		99.99
Total Dept 441 - PUBLIC WORKS			606,623.67	540,800.00	698,872.00	544,797.27		77.95
Dept 443 - PUBLIC WORKS GARAGE								
SALARIES AND FRINGE BENEFITS								
101-443-704-000	FULL TIME EMPLOYEES		(779.54)	0.00	0.00	0.00		0.00
101-443-706-000	MECHANIC		104,390.18	114,592.00	114,592.00	82,840.96		72.29
101-443-709-000	OVERTIME		19,809.37	20,000.00	20,000.00	14,492.90		72.46
101-443-715-000	FICA		9,365.18	10,297.00	10,297.00	7,390.58		71.77
101-443-725-000	WORKERS COMPENSATION		2,624.99	2,621.00	2,621.00	2,302.49		87.85
SALARIES AND FRINGE BENEFITS			135,410.18	147,510.00	147,510.00	107,026.93		72.56
MATERIALS AND SUPPLIES								
101-443-728-000	OFFICE SUPPLIES		0.00	190.00	190.00	0.00		0.00
101-443-744-000	UNIFORMS		1,100.00	3,000.00	3,000.00	2,030.18		67.67
101-443-781-000	VEHICLE SUPPLIES		152,893.50	107,500.00	107,500.00	103,729.65		96.49
101-443-787-000	TOOLS		13,175.56	10,000.00	10,000.00	8,467.99		84.68
MATERIALS AND SUPPLIES			167,169.06	120,690.00	120,690.00	114,227.82		94.65
OTHER CHARGES								
101-443-939-000	VEHICLE MAINTENANCE		46,401.22	30,000.00	29,900.00	12,967.88		43.37
101-443-939-002	VEHICLE MAINTENANCE - PSO		0.00	0.00	100.00	67.32		67.32
101-443-960-000	PROFESSIONAL DEVELOPMENT		5,714.54	4,000.00	4,000.00	1,418.43		35.46
OTHER CHARGES			52,115.76	34,000.00	34,000.00	14,453.63		42.51
CAPITAL OUTLAY								
101-443-982-000	EQUIPMENT		19,139.72	7,500.00	33,360.00	27,542.71		82.56
CAPITAL OUTLAY			19,139.72	7,500.00	33,360.00	27,542.71		82.56
Total Dept 443 - PUBLIC WORKS GARAGE			373,834.72	309,700.00	335,560.00	263,251.09		78.45
Dept 448 - PUBLIC WORKS - STREET PROGRAMS								
OTHER CHARGES								
101-448-922-000	STREET LIGHTING		241,968.06	231,000.00	256,000.00	187,605.39		73.28
OTHER CHARGES			241,968.06	231,000.00	256,000.00	187,605.39		73.28
Total Dept 448 - PUBLIC WORKS - STREET PROGRAMS			241,968.06	231,000.00	256,000.00	187,605.39		73.28
Dept 701 - PLANNING								
SALARIES AND FRINGE BENEFITS								
101-701-704-000	FULL TIME EMPLOYEES		160,298.19	161,786.00	161,786.00	121,040.57		74.82
101-701-715-000	FICA		12,143.17	12,377.00	12,377.00	9,169.16		74.08

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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		06/30/2024 NORMAL (ABNORMAL)		ORIGINAL BUDGET	2024-25 AMENDED BUDGET	03/31/2025 NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND								
Expenditures								
101-701-725-000	WORKERS COMPENSATION		347.57	347.00	347.00	304.83		87.85
SALARIES AND FRINGE BENEFITS			172,788.93	174,510.00	174,510.00	130,514.56		74.79
MATERIALS AND SUPPLIES								
101-701-758-000	PROGRAM SUPPLIES		171.30	200.00	200.00	0.00		0.00
MATERIALS AND SUPPLIES			171.30	200.00	200.00	0.00		0.00
CONTRACTUAL SERVICES								
101-701-803-000	MEMBERSHIPS		674.00	1,400.00	1,400.00	674.00		48.14
101-701-817-000	CONSULTANT		8,093.91	24,000.00	24,000.00	2,315.00		9.65
101-701-818-000	CONTRACTUAL SERVICES		70,322.51	25,000.00	35,000.00	34,476.36		98.50
101-701-901-000	ADVERTISING		4,411.64	6,000.00	5,500.00	2,659.01		48.35
CONTRACTUAL SERVICES			83,502.06	56,400.00	65,900.00	40,124.37		60.89
UTILITIES								
101-701-853-000	TELEPHONE		710.59	590.00	1,090.00	825.04		75.69
UTILITIES			710.59	590.00	1,090.00	825.04		75.69
OTHER CHARGES								
101-701-960-000	PROFESSIONAL DEVELOPMENT		4,310.00	5,000.00	5,000.00	2,120.34		42.41
OTHER CHARGES			4,310.00	5,000.00	5,000.00	2,120.34		42.41
CAPITAL OUTLAY								
101-701-981-000	FURNITURE		149.99	0.00	0.00	0.00		0.00
CAPITAL OUTLAY			149.99	0.00	0.00	0.00		0.00
Total Dept 701 - PLANNING			261,632.87	236,700.00	246,700.00	173,584.31		70.36
Dept 741 - COMMUNITY PROMOTION								
MATERIALS AND SUPPLIES								
101-741-728-000	OFFICE SUPPLIES		2,580.91	0.00	0.00	0.00		0.00
101-741-729-000	STATIONARY		5,007.99	3,980.00	860.00	0.00		0.00
101-741-730-000	POSTAGE-PRINTING-MAILING		5,878.07	3,000.00	2,000.00	0.00		0.00
101-741-758-000	PROGRAM SUPPLIES		135.25	0.00	120.00	118.99		99.16
MATERIALS AND SUPPLIES			13,602.22	6,980.00	2,980.00	118.99		3.99
CONTRACTUAL SERVICES								
101-741-803-000	MEMBERSHIPS		5,184.67	13,000.00	17,000.00	16,900.33		99.41
101-741-818-000	CONTRACTUAL SERVICES		0.00	1,000.00	1,000.00	1,000.00		100.00
101-741-901-000	ADVERTISING		1,809.35	3,000.00	3,000.00	1,128.00		37.60
101-741-998-000	BERKLEY BUZZ		16,985.00	29,700.00	29,700.00	0.00		0.00
CONTRACTUAL SERVICES			23,979.02	46,700.00	50,700.00	19,028.33		37.53
OTHER CHARGES								
101-741-931-000	BUILDING MAINTENACE		203.33	0.00	0.00	0.00		0.00
101-741-932-100	COMMUNITY EVENTS		1,921.19	1,620.00	1,620.00	1,413.30		87.24
OTHER CHARGES			2,124.52	1,620.00	1,620.00	1,413.30		87.24

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		END BALANCE	2024-25		YTD BALANCE	
		06/30/2024	ORIGINAL	2024-25	03/31/2025	% BDGT
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 741 - COMMUNITY PROMOTION		39,705.76	55,300.00	55,300.00	20,560.62	37.18
Dept 745 - BUILDING DEPARTMENT						
SALARIES AND FRINGE BENEFITS						
101-745-704-000	FULL TIME EMPLOYEES	129,339.23	170,927.00	167,927.00	122,650.88	73.04
101-745-709-000	OVERTIME	518.87	0.00	0.00	0.00	0.00
101-745-715-000	FICA	9,834.81	13,751.00	12,851.00	9,288.96	72.28
101-745-725-000	WORKERS COMPENSATION	431.11	431.00	431.00	378.62	87.85
SALARIES AND FRINGE BENEFITS		140,124.02	185,109.00	181,209.00	132,318.46	73.02
MATERIALS AND SUPPLIES						
101-745-728-000	OFFICE SUPPLIES	92.05	200.00	200.00	0.00	0.00
101-745-729-000	STATIONARY	78.26	0.00	0.00	0.00	0.00
101-745-731-000	BOOKS / PERIODICALS	303.48	600.00	600.00	0.00	0.00
101-745-758-000	PROGRAM SUPPLIES	1,782.20	1,591.00	1,591.00	1,490.94	93.71
MATERIALS AND SUPPLIES		2,255.99	2,391.00	2,391.00	1,490.94	62.36
CONTRACTUAL SERVICES						
101-745-803-000	MEMBERSHIPS	780.00	1,800.00	800.00	225.00	28.13
101-745-818-000	CONTRACTUAL SERVICES	1,301.33	10,000.00	2,000.00	1,016.94	50.85
101-745-822-001	INSPECTIONS - BUILDING	206,760.55	0.00	39,869.00	39,869.26	100.00
101-745-822-002	HOUSE INSPECTIONS-RENTALS	39,297.75	0.00	6,141.00	6,141.00	100.00
101-745-822-003	CONTRACTUAL INSPECTIONS	115,622.50	195,000.00	166,890.00	112,979.63	67.70
101-745-822-006	BUSINESS LICENSE INSPECTION-ALL	6,535.00	0.00	0.00	0.00	0.00
101-745-822-008	VACANT HOUSING INSPECTION	900.00	0.00	0.00	0.00	0.00
101-745-835-000	MEDICAL EXPENSES	339.00	0.00	0.00	0.00	0.00
101-745-901-000	ADVERTISING	178.05	0.00	0.00	0.00	0.00
101-745-986-000	COMPUTER SOFTWARE	10,771.66	15,000.00	10,000.00	2,860.09	28.60
CONTRACTUAL SERVICES		382,485.84	221,800.00	225,700.00	163,091.92	72.26
OTHER CHARGES						
101-745-960-000	PROFESSIONAL DEVELOPMENT	1,040.00	700.00	700.00	519.00	74.14
OTHER CHARGES		1,040.00	700.00	700.00	519.00	74.14
CAPITAL OUTLAY						
101-745-981-000	FURNITURE	2,817.00	1,000.00	1,000.00	0.00	0.00
CAPITAL OUTLAY		2,817.00	1,000.00	1,000.00	0.00	0.00
Total Dept 745 - BUILDING DEPARTMENT		528,722.85	411,000.00	411,000.00	297,420.32	72.37
Dept 790 - LIBRARY						
SALARIES AND FRINGE BENEFITS						
101-790-704-000	FULL TIME EMPLOYEES	145,621.92	149,195.00	152,132.00	111,172.85	73.08
101-790-705-000	PART-TIME LIBRARIANS	43.28	0.00	0.00	0.00	0.00
101-790-707-000	PART TIME EMPLOYEES	260,109.87	260,000.00	260,000.00	201,709.56	77.58
101-790-715-000	FICA	30,950.56	31,304.00	31,529.00	23,858.71	75.67
101-790-723-000	HOLIDAY / PERSONAL DAYS	263.68	0.00	295.00	108.21	36.68
101-790-725-000	WORKERS COMPENSATION	1,217.11	1,215.00	1,215.00	1,067.35	87.85

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		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
SALARIES AND FRINGE BENEFITS		438,206.42		441,714.00	445,171.00	337,916.68		75.91
MATERIALS AND SUPPLIES								
101-790-728-000	OFFICE SUPPLIES	5,547.94		5,572.00	5,572.00	4,624.96		83.00
101-790-731-000	BOOKS / PERIODICALS	10,213.81		9,000.00	9,000.00	4,971.30		55.24
101-790-731-001	DOWNLOADABLE CONTENT	22,116.09		30,000.00	30,000.00	20,852.59		69.51
101-790-758-000	PROGRAM SUPPLIES	2,542.51		2,500.00	2,500.00	2,039.10		81.56
101-790-758-005	PROGRAM SUPPLIES-CONTRIBUTIONS - LIBRARY	5,763.31		7,000.00	7,000.00	3,648.50		52.12
101-790-776-000	MAINTENANCE SUPPLIES	2,438.84		0.00	0.00	0.00		0.00
101-790-978-000	BOOKS	34,296.24		36,000.00	36,000.00	20,615.10		57.26
101-790-978-001	RENTED MATERIALS	16,637.88		19,500.00	19,500.00	8,772.69		44.99
101-790-978-002	BOOKS FROM DONATIONS	2,090.77		3,000.00	3,700.00	3,629.40		98.09
MATERIALS AND SUPPLIES		101,647.39		112,572.00	113,272.00	69,153.64		61.05
CONTRACTUAL SERVICES								
101-790-803-000	MEMBERSHIPS	856.00		980.00	867.00	867.00		100.00
101-790-811-000	CUSTODIAL SERVICES	25,166.93		0.00	0.00	0.00		0.00
101-790-818-000	CONTRACTUAL SERVICES	1,777.97		1,500.00	1,500.00	291.25		19.42
101-790-828-000	LIBRARY COOP	51,451.40		56,800.00	56,100.00	39,246.64		69.96
101-790-904-000	PRINTING	127.30		200.00	200.00	0.00		0.00
CONTRACTUAL SERVICES		79,379.60		59,480.00	58,667.00	40,404.89		68.87
UTILITIES								
101-790-853-000	TELEPHONE	1,993.39		1,900.00	2,100.00	1,621.40		77.21
101-790-920-000	UTILITIES	27,268.70		25,000.00	25,000.00	19,503.49		78.01
UTILITIES		29,262.09		26,900.00	27,100.00	21,124.89		77.95
OTHER CHARGES								
101-790-931-000	BUILDING MAINTENANCE	8,921.62		0.00	0.00	0.00		0.00
101-790-934-000	OFFICE EQUIPMENT MAINTENANCE	3,095.19		3,000.00	3,000.00	2,585.10		86.17
101-790-960-000	PROFESSIONAL DEVELOPMENT	1,015.78		1,500.00	1,400.00	101.24		7.23
OTHER CHARGES		13,032.59		4,500.00	4,400.00	2,686.34		61.05
CAPITAL OUTLAY								
101-790-983-000	OFFICE EQUIPMENT	0.00		27,500.00	27,500.00	27,500.00		100.00
CAPITAL OUTLAY		0.00		27,500.00	27,500.00	27,500.00		100.00
INSURANCE								
101-790-914-000	LIABILITY INSURANCE	5,308.00		10,934.00	7,490.00	5,308.00		70.87
INSURANCE		5,308.00		10,934.00	7,490.00	5,308.00		70.87
Total Dept 790 - LIBRARY								
		666,836.09		683,600.00	683,600.00	504,094.44		73.74
Dept 966 - OTHER FINANCING USES-TRASFRS OUT								
OTHER FINANCING USES								
101-966-995-208	TRANSFER OUT - RECREATION REVOLV FUND	900,000.00		788,000.00	788,000.00	591,000.00		75.00
101-966-995-284	TRANSFER OUT - OPIOID SETTLE FUND	0.00		0.00	0.00	29,480.29		100.00
101-966-995-809	TRANSFERS OUT TO SIDEWALKS	84,074.12		0.00	0.00	0.00		0.00
OTHER FINANCING USES		984,074.12		788,000.00	788,000.00	620,480.29		78.74

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		06/30/2024	ORIGINAL	2024-25	03/31/2025	
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 966 - OTHER FINANCING USES-TRASFERS OUT		984,074.12	788,000.00	788,000.00	620,480.29	78.74
TOTAL EXPENDITURES		14,893,841.59	15,569,900.00	18,134,695.00	10,305,467.53	56.83
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		15,926,889.78	15,569,900.00	17,571,825.00	14,369,553.35	81.78
TOTAL EXPENDITURES		14,893,841.59	15,569,900.00	18,134,695.00	10,305,467.53	56.83
NET OF REVENUES & EXPENDITURES		1,033,048.19	0.00	(562,870.00)	4,064,085.82	722.03

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## MATERIALS AND SUPPLIES



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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		06/30/2024	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	03/31/2025	(ABNORMAL)	
Fund 202 - MAJOR STREET								
Expenditures								
202-464-744-000	UNIFORMS		1,432.73	3,000.00	3,000.00	2,662.78		88.76
202-464-758-000	PROGRAM SUPPLIES		551.97	5,000.00	4,000.00	3,000.57		75.01
202-464-782-000	ROAD SUPPLIES		7,547.50	10,000.00	11,000.00	10,004.11		90.95
MATERIALS AND SUPPLIES			9,532.20	18,000.00	18,000.00	15,667.46		87.04
CONTRACTUAL SERVICES								
202-464-818-000	CONTRACTUAL SERVICES		305,099.68	210,000.00	210,000.00	147,076.75		70.04
202-464-821-010	ENGINEERING		217,689.07	152,000.00	152,000.00	53,049.97		34.90
CONTRACTUAL SERVICES			522,788.75	362,000.00	362,000.00	200,126.72		55.28
OTHER CHARGES								
202-464-940-000	EQUIPMENT RENTAL		17,949.96	8,000.00	20,000.00	18,792.75		93.96
OTHER CHARGES			17,949.96	8,000.00	20,000.00	18,792.75		93.96
CAPITAL OUTLAY								
202-464-975-100	CONSTRUCTION - MAJOR STREETS		1,499,554.15	600,000.00	480,000.00	18,531.04		3.86
202-464-982-000	EQUIPMENT		0.00	52,500.00	0.00	0.00		0.00
CAPITAL OUTLAY			1,499,554.15	652,500.00	480,000.00	18,531.04		3.86
Total Dept 464 - STREET MAINT OPERATIONS			2,067,856.25	1,203,243.00	964,743.00	279,367.93		28.96
Dept 468 - STREET TREES								
SALARIES AND FRINGE BENEFITS								
202-468-706-000	LABORERS		270.19	0.00	400.00	126.97		31.74
202-468-707-000	PART TIME EMPLOYEES		208.00	0.00	500.00	461.44		92.29
202-468-709-000	OVERTIME		640.93	1,000.00	1,000.00	0.00		0.00
202-468-715-000	FICA		85.03	0.00	100.00	44.93		44.93
SALARIES AND FRINGE BENEFITS			1,204.15	1,000.00	2,000.00	633.34		31.67
MATERIALS AND SUPPLIES								
202-468-758-000	PROGRAM SUPPLIES		27,363.46	12,000.00	27,000.00	12,136.80		44.95
MATERIALS AND SUPPLIES			27,363.46	12,000.00	27,000.00	12,136.80		44.95
CONTRACTUAL SERVICES								
202-468-818-000	CONTRACTUAL SERVICES		189,042.27	120,000.00	120,000.00	86,331.02		71.94
CONTRACTUAL SERVICES			189,042.27	120,000.00	120,000.00	86,331.02		71.94
OTHER CHARGES								
202-468-940-000	EQUIPMENT RENTAL		5,777.23	3,000.00	3,000.00	515.77		17.19
OTHER CHARGES			5,777.23	3,000.00	3,000.00	515.77		17.19
Total Dept 468 - STREET TREES			223,387.11	136,000.00	152,000.00	99,616.93		65.54
Dept 469 - CATCH BASINS								
SALARIES AND FRINGE BENEFITS								
202-469-706-000	LABORERS		4,333.27	5,000.00	5,000.00	1,446.39		28.93

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		06/30/2024	06/30/2024	ORIGINAL	2024-25	03/31/2025	
		NORMAL	(ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL	(ABNORMAL)
Fund 202 - MAJOR STREET							
Expenditures							
202-469-707-000	PART TIME EMPLOYEES		48.00	0.00	0.00	0.00	0.00
202-469-709-000	OVERTIME		527.07	500.00	500.00	200.26	40.05
202-469-715-000	FICA		373.87	651.00	651.00	125.43	19.27
SALARIES AND FRINGE BENEFITS			5,282.21	6,151.00	6,151.00	1,772.08	28.81
MATERIALS AND SUPPLIES							
202-469-758-000	PROGRAM SUPPLIES		8,161.16	1,000.00	1,000.00	277.66	27.77
MATERIALS AND SUPPLIES			8,161.16	1,000.00	1,000.00	277.66	27.77
CONTRACTUAL SERVICES							
202-469-818-000	CONTRACTUAL SERVICES		298.50	1,500.00	1,500.00	0.00	0.00
CONTRACTUAL SERVICES			298.50	1,500.00	1,500.00	0.00	0.00
OTHER CHARGES							
202-469-940-000	EQUIPMENT RENTAL		9,162.83	3,000.00	10,000.00	5,535.34	55.35
OTHER CHARGES			9,162.83	3,000.00	10,000.00	5,535.34	55.35
Total Dept 469 - CATCH BASINS			22,904.70	11,651.00	18,651.00	7,585.08	40.67
Dept 471 - GRASS AND WEEDS							
SALARIES AND FRINGE BENEFITS							
202-471-706-000	LABORERS		1,811.04	1,500.00	1,100.00	519.87	47.26
202-471-707-000	PART TIME EMPLOYEES		80.00	0.00	3,000.00	2,768.64	92.29
202-471-709-000	OVERTIME		1,002.82	0.00	100.00	61.80	61.80
202-471-715-000	FICA		219.51	0.00	300.00	256.00	85.33
SALARIES AND FRINGE BENEFITS			3,113.37	1,500.00	4,500.00	3,606.31	80.14
MATERIALS AND SUPPLIES							
202-471-758-000	PROGRAM SUPPLIES		261.76	1,000.00	1,000.00	689.49	68.95
MATERIALS AND SUPPLIES			261.76	1,000.00	1,000.00	689.49	68.95
CONTRACTUAL SERVICES							
202-471-818-000	CONTRACTUAL SERVICES		530.00	3,000.00	3,000.00	795.00	26.50
CONTRACTUAL SERVICES			530.00	3,000.00	3,000.00	795.00	26.50
OTHER CHARGES							
202-471-940-000	EQUIPMENT RENTAL		4,560.20	1,500.00	4,500.00	2,768.26	61.52
OTHER CHARGES			4,560.20	1,500.00	4,500.00	2,768.26	61.52
Total Dept 471 - GRASS AND WEEDS			8,465.33	7,000.00	13,000.00	7,859.06	60.45
Dept 475 - STREET SIGNS							
SALARIES AND FRINGE BENEFITS							
202-475-706-000	LABORERS		222.30	0.00	500.00	215.47	43.09
202-475-709-000	OVERTIME		155.09	0.00	400.00	377.68	94.42
202-475-715-000	FICA		28.64	0.00	100.00	45.05	45.05

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		NORMAL	06/30/2024 (ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	03/31/2025 (ABNORMAL)	
Fund 202 - MAJOR STREET								
Expenditures								
SALARIES AND FRINGE BENEFITS		406.03		0.00	1,000.00		638.20	63.82
MATERIALS AND SUPPLIES								
202-475-758-000	PROGRAM SUPPLIES	2,262.25		8,000.00	5,000.00		3,618.57	72.37
MATERIALS AND SUPPLIES		2,262.25		8,000.00	5,000.00		3,618.57	72.37
CONTRACTUAL SERVICES								
202-475-803-000	MEMBERSHIPS	3,019.00		3,200.00	3,200.00		3,019.00	94.34
202-475-818-000	CONTRACTUAL SERVICES	54,122.39		34,000.00	34,000.00		21,245.77	62.49
CONTRACTUAL SERVICES		57,141.39		37,200.00	37,200.00		24,264.77	65.23
OTHER CHARGES								
202-475-922-000	STREET LIGHTING	0.00		0.00	145,000.00		24,641.59	16.99
202-475-933-000	EQUIPMENT MAINTENANCE	10,280.14		25,000.00	7,000.00		6,083.53	86.91
202-475-940-000	EQUIPMENT RENTAL	1,808.10		2,000.00	2,000.00		1,193.16	59.66
OTHER CHARGES		12,088.24		27,000.00	154,000.00		31,918.28	20.73
Total Dept 475 - STREET SIGNS								
		71,897.91		72,200.00	197,200.00		60,439.82	30.65
Dept 478 - WINTER MAINTENANCE								
SALARIES AND FRINGE BENEFITS								
202-478-706-000	LABORERS	10,119.91		4,500.00	4,500.00		3,473.85	77.20
202-478-707-000	PART TIME EMPLOYEES	330.08		0.00	0.00		0.00	0.00
202-478-709-000	OVERTIME	4,796.64		3,000.00	13,000.00		9,297.96	71.52
202-478-715-000	FICA	1,160.63		0.00	1,000.00		972.25	97.23
SALARIES AND FRINGE BENEFITS		16,407.26		7,500.00	18,500.00		13,744.06	74.29
MATERIALS AND SUPPLIES								
202-478-758-000	PROGRAM SUPPLIES	38,450.31		50,000.00	63,000.00		62,278.93	98.86
MATERIALS AND SUPPLIES		38,450.31		50,000.00	63,000.00		62,278.93	98.86
OTHER CHARGES								
202-478-940-000	EQUIPMENT RENTAL	9,275.30		23,000.00	16,000.00		15,583.14	97.39
OTHER CHARGES		9,275.30		23,000.00	16,000.00		15,583.14	97.39
Total Dept 478 - WINTER MAINTENANCE								
		64,132.87		80,500.00	97,500.00		91,606.13	93.96
Dept 483 - STREET ADMINISTRATION								
SALARIES AND FRINGE BENEFITS								
202-483-726-200	INTERNAL SRVC - LABOR & ADMIN	122,000.00		135,000.00	135,000.00		101,250.00	75.00
SALARIES AND FRINGE BENEFITS		122,000.00		135,000.00	135,000.00		101,250.00	75.00
CONTRACTUAL SERVICES								
202-483-807-000	AUDIT SERVICES	3,000.00		3,600.00	3,800.00		3,800.00	100.00
CONTRACTUAL SERVICES		3,000.00		3,600.00	3,800.00		3,800.00	100.00

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		NORMAL	(ABNORMAL)					NORMAL	(ABNORMAL)	
Fund 202 - MAJOR STREET										
Expenditures										
Total Dept 483 - STREET ADMINISTRATION		125,000.00		138,600.00		138,800.00		105,050.00		75.68
Dept 522 - STREET SWEEPING										
SALARIES AND FRINGE BENEFITS										
202-522-706-000	LABORERS	4,208.70		0.00		6,300.00		3,116.78		49.47
202-522-709-000	OVERTIME	2,195.78		0.00		1,000.00		706.21		70.62
202-522-715-000	FICA	563.10		0.00		500.00		290.45		58.09
SALARIES AND FRINGE BENEFITS		6,967.58		0.00		7,800.00		4,113.44		52.74
CONTRACTUAL SERVICES										
202-522-818-000	CONTRACTUAL SERVICES	5.29		0.00		0.00		0.00		0.00
CONTRACTUAL SERVICES		5.29		0.00		0.00		0.00		0.00
OTHER CHARGES										
202-522-940-000	EQUIPMENT RENTAL	24,225.79		16,000.00		23,000.00		20,027.50		87.08
OTHER CHARGES		24,225.79		16,000.00		23,000.00		20,027.50		87.08
CAPITAL OUTLAY										
202-522-985-000	VEHICLES	264,830.00		325,000.00		377,500.00		0.00		0.00
CAPITAL OUTLAY		264,830.00		325,000.00		377,500.00		0.00		0.00
Total Dept 522 - STREET SWEEPING		296,028.66		341,000.00		408,300.00		24,140.94		5.91
Dept 966 - OTHER FINANCING USES-TRASFRS OUT										
OTHER FINANCING USES										
202-966-995-203	TRANSFERS OUT TO LOCAL STREET	200,000.00		697,000.00		697,000.00		0.00		0.00
OTHER FINANCING USES		200,000.00		697,000.00		697,000.00		0.00		0.00
Total Dept 966 - OTHER FINANCING USES-TRASFRS OUT		200,000.00		697,000.00		697,000.00		0.00		0.00
TOTAL EXPENDITURES		3,141,828.21		2,772,194.00		2,772,194.00		688,281.71		24.83
Fund 202 - MAJOR STREET:										
TOTAL REVENUES		1,497,192.42		1,572,194.00		1,572,194.00		1,088,326.91		69.22
TOTAL EXPENDITURES		3,141,828.21		2,772,194.00		2,772,194.00		688,281.71		24.83
NET OF REVENUES & EXPENDITURES		(1,644,635.79)		(1,200,000.00)		(1,200,000.00)		400,045.20		33.34

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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 203 - LOCAL STREETS								
Revenues								
Dept 001 - REVENUES								
LICENSES AND PERMITS								
203-001-497-000	RIGHT OF WAY-RECON PERMIT FEE	96,951.94		0.00	0.00	90,023.69		100.00
LICENSES AND PERMITS		96,951.94		0.00	0.00	90,023.69		100.00
MISCELLANEOUS								
203-001-672-001	SUNDRY REVENUE	1,105.69		35,000.00	35,000.00	0.00		0.00
MISCELLANEOUS		1,105.69		35,000.00	35,000.00	0.00		0.00
STATE GRANTS								
203-001-546-000	ACT 51 STATE REVENUE	495,104.46		526,800.00	526,800.00	386,467.34		73.36
203-001-556-000	OTHER STATE GRANTS	19,763.50		0.00	0.00	0.00		0.00
STATE GRANTS		514,867.96		526,800.00	526,800.00	386,467.34		73.36
CHARGES FOR SERVICES								
203-001-645-000	TREE PROGRAM SALES	4,973.00		0.00	0.00	6,224.00		100.00
CHARGES FOR SERVICES		4,973.00		0.00	0.00	6,224.00		100.00
INVESTMENT EARNINGS								
203-001-665-000	INVESTMENT EARNINGS (LOSSES)	26,861.20		20,227.00	20,227.00	0.00		0.00
INVESTMENT EARNINGS		26,861.20		20,227.00	20,227.00	0.00		0.00
OTHER FINANCING SOURCES								
203-001-699-202	TRANSFERS IN FROM MAJOR STREETS	200,000.00		697,000.00	697,000.00	0.00		0.00
OTHER FINANCING SOURCES		200,000.00		697,000.00	697,000.00	0.00		0.00
Total Dept 001 - REVENUES		844,759.79		1,279,027.00	1,279,027.00	482,715.03		37.74
TOTAL REVENUES		844,759.79		1,279,027.00	1,279,027.00	482,715.03		37.74
Expenditures								
Dept 252 - ACTIVE EMPLOYEE BENEFITS								
SALARIES AND FRINGE BENEFITS								
203-252-716-000	DENTAL/VISION/LIFE-LTD/RHCS	4,626.11		5,400.00	5,400.00	2,892.48		53.56
203-252-716-500	HEALTH CARE COSTS - BC/BS	34,537.83		48,000.00	40,000.00	0.00		0.00
203-252-718-000	RETIREMENT-DB MERS	16,732.92		17,000.00	17,021.00	12,765.33		75.00
SALARIES AND FRINGE BENEFITS		55,896.86		70,400.00	62,421.00	15,657.81		25.08
Total Dept 252 - ACTIVE EMPLOYEE BENEFITS		55,896.86		70,400.00	62,421.00	15,657.81		25.08
Dept 464 - STREET MAINT OPERATIONS								
SALARIES AND FRINGE BENEFITS								
203-464-706-000	LABORERS	33,408.35		52,000.00	40,000.00	38,309.56		95.77
203-464-707-000	PART TIME EMPLOYEES	3,346.05		2,000.00	4,000.00	3,032.32		75.81
203-464-709-000	OVERTIME	4,584.20		7,000.00	7,000.00	3,646.01		52.09
203-464-715-000	FICA	3,137.69		9,915.00	7,894.00	3,414.39		43.25

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		END BALANCE		2024-25		YTD BALANCE				
		06/30/2024		ORIGINAL		2024-25		03/31/2025		%
GL NUMBER	DESCRIPTION	NORMAL	(ABNORMAL)	BUDGET		AMENDED BUDGET	NORMAL	(ABNORMAL)	BDGT USED	
Fund 203 - LOCAL STREETS										
Expenditures										
203-464-725-000	WORKERS COMPENSATION		6,119.55	6,112.00		6,112.00		5,369.26	87.85	
SALARIES AND FRINGE BENEFITS			50,595.84	77,027.00		65,006.00		53,771.54	82.72	
MATERIALS AND SUPPLIES										
203-464-744-000	UNIFORMS		826.24	2,000.00		2,000.00		1,977.86	98.89	
203-464-758-000	PROGRAM SUPPLIES		603.14	3,500.00		3,500.00		1,314.52	37.56	
203-464-782-000	ROAD SUPPLIES		3,232.94	5,000.00		5,000.00		4,289.40	85.79	
MATERIALS AND SUPPLIES			4,662.32	10,500.00		10,500.00		7,581.78	72.21	
CONTRACTUAL SERVICES										
203-464-818-000	CONTRACTUAL SERVICES		435,266.60	195,000.00		195,000.00		156,185.00	80.09	
203-464-821-010	ENGINEERING		4,821.12	82,000.00		14,000.00		8,494.16	60.67	
CONTRACTUAL SERVICES			440,087.72	277,000.00		209,000.00		164,679.16	78.79	
OTHER CHARGES										
203-464-940-000	EQUIPMENT RENTAL		34,805.11	13,000.00		35,000.00		34,599.47	98.86	
OTHER CHARGES			34,805.11	13,000.00		35,000.00		34,599.47	98.86	
CAPITAL OUTLAY										
203-464-975-100	CONSTRUCTION		100,118.62	0.00		0.00		0.00	0.00	
203-464-982-000	EQUIPMENT		0.00	52,500.00		52,500.00		0.00	0.00	
CAPITAL OUTLAY			100,118.62	52,500.00		52,500.00		0.00	0.00	
Total Dept 464 - STREET MAINT OPERATIONS			630,269.61	430,027.00		372,006.00		260,631.95	70.06	
Dept 468 - STREET TREES										
SALARIES AND FRINGE BENEFITS										
203-468-706-000	LABORERS		10,172.55	0.00		6,000.00		5,812.43	96.87	
203-468-707-000	PART TIME EMPLOYEES		1,088.00	0.00		0.00		0.00	0.00	
203-468-709-000	OVERTIME		2,901.61	0.00		1,000.00		926.67	92.67	
203-468-715-000	FICA		1,074.42	0.00		900.00		511.47	56.83	
SALARIES AND FRINGE BENEFITS			15,236.58	0.00		7,900.00		7,250.57	91.78	
MATERIALS AND SUPPLIES										
203-468-758-000	PROGRAM SUPPLIES		63,841.46	26,250.00		28,350.00		28,319.20	99.89	
MATERIALS AND SUPPLIES			63,841.46	26,250.00		28,350.00		28,319.20	99.89	
CONTRACTUAL SERVICES										
203-468-818-000	CONTRACTUAL SERVICES		177,272.63	250,000.00		250,000.00		176,096.35	70.44	
CONTRACTUAL SERVICES			177,272.63	250,000.00		250,000.00		176,096.35	70.44	
OTHER CHARGES										
203-468-940-000	EQUIPMENT RENTAL		11,352.72	5,000.00		5,000.00		1,027.04	20.54	
OTHER CHARGES			11,352.72	5,000.00		5,000.00		1,027.04	20.54	
Total Dept 468 - STREET TREES			267,703.39	281,250.00		291,250.00		212,693.16	73.03	



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% BDGT

		END BALANCE 06/30/2024	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 03/31/2025 NORMAL (ABNORMAL)	% BDGT USED
GL NUMBER	DESCRIPTION	NORMAL	(ABNORMAL)			
Fund 203 - LOCAL STREETS						
Expenditures						
Dept 469 - CATCH BASINS						
MATERIALS AND SUPPLIES						
203-469-758-000	PROGRAM SUPPLIES	11,062.50	10,000.00	7,000.00	593.21	8.47
MATERIALS AND SUPPLIES		11,062.50	10,000.00	7,000.00	593.21	8.47
CONTRACTUAL SERVICES						
203-469-818-000	CONTRACTUAL SERVICES	696.50	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES		696.50	0.00	0.00	0.00	0.00
OTHER CHARGES						
203-469-940-000	EQUIPMENT RENTAL	16,142.68	7,000.00	11,500.00	10,838.75	94.25
OTHER CHARGES		16,142.68	7,000.00	11,500.00	10,838.75	94.25
Total Dept 469 - CATCH BASINS		27,901.68	17,000.00	18,500.00	11,431.96	61.79
Dept 471 - GRASS AND WEEDS						
SALARIES AND FRINGE BENEFITS						
203-471-706-000	LABORERS	9,866.82	8,000.00	2,000.00	1,347.52	67.38
203-471-707-000	PART TIME EMPLOYEES	2,075.78	0.00	7,500.00	6,592.00	87.89
203-471-709-000	OVERTIME	1,817.51	0.00	1,000.00	371.77	37.18
203-471-715-000	FICA	1,044.95	0.00	1,000.00	634.71	63.47
SALARIES AND FRINGE BENEFITS		14,805.06	8,000.00	11,500.00	8,946.00	77.79
MATERIALS AND SUPPLIES						
203-471-758-000	PROGRAM SUPPLIES	112.14	1,000.00	1,000.00	309.24	30.92
MATERIALS AND SUPPLIES		112.14	1,000.00	1,000.00	309.24	30.92
OTHER CHARGES						
203-471-940-000	EQUIPMENT RENTAL	9,052.48	3,000.00	6,000.00	5,886.11	98.10
OTHER CHARGES		9,052.48	3,000.00	6,000.00	5,886.11	98.10
Total Dept 471 - GRASS AND WEEDS		23,969.68	12,000.00	18,500.00	15,141.35	81.85
Dept 475 - STREET SIGNS						
SALARIES AND FRINGE BENEFITS						
203-475-706-000	LABORERS	4,965.45	0.00	3,000.00	1,870.18	62.34
203-475-707-000	PART TIME EMPLOYEES	768.00	0.00	0.00	0.00	0.00
203-475-709-000	OVERTIME	702.21	0.00	500.00	142.84	28.57
203-475-715-000	FICA	489.11	0.00	500.00	152.66	30.53
SALARIES AND FRINGE BENEFITS		6,924.77	0.00	4,000.00	2,165.68	54.14
MATERIALS AND SUPPLIES						
203-475-758-000	PROGRAM SUPPLIES	2,603.83	10,000.00	7,000.00	5,783.74	82.62
MATERIALS AND SUPPLIES		2,603.83	10,000.00	7,000.00	5,783.74	82.62
CONTRACTUAL SERVICES						

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		END BALANCE		2024-25		YTD BALANCE			
		06/30/2024		ORIGINAL		2024-25		03/31/2025	
GL NUMBER	DESCRIPTION	NORMAL	(ABNORMAL)	BUDGET		AMENDED BUDGET	NORMAL	(ABNORMAL)	% BDGT USED
Fund 203 - LOCAL STREETS									
Expenditures									
203-475-803-000	MEMBERSHIPS		3,019.00	3,250.00		3,250.00		3,019.00	92.89
203-475-818-000	CONTRACTUAL SERVICES		0.00	5,000.00		0.00		0.00	0.00
CONTRACTUAL SERVICES			3,019.00	8,250.00		3,250.00		3,019.00	92.89
OTHER CHARGES									
203-475-933-000	EQUIPMENT MAINTENANCE		6,777.69	5,500.00		5,500.00		675.98	12.29
203-475-940-000	EQUIPMENT RENTAL		4,453.13	4,000.00		4,000.00		2,380.81	59.52
OTHER CHARGES			11,230.82	9,500.00		9,500.00		3,056.79	32.18
Total Dept 475 - STREET SIGNS			23,778.42	27,750.00		23,750.00		14,025.21	59.05
Dept 478 - WINTER MAINTENANCE									
SALARIES AND FRINGE BENEFITS									
203-478-706-000	LABORERS		7,957.42	0.00		15,133.00		15,132.35	100.00
203-478-707-000	PART TIME EMPLOYEES		330.08	0.00		0.00		0.00	0.00
203-478-709-000	OVERTIME		3,893.94	0.00		1,417.00		14,441.89	1,019.19
203-478-715-000	FICA		925.80	0.00		2,250.00		2,249.61	99.98
SALARIES AND FRINGE BENEFITS			13,107.24	0.00		18,800.00		31,823.85	169.28
MATERIALS AND SUPPLIES									
203-478-758-000	PROGRAM SUPPLIES		18,153.77	22,000.00		19,000.00		30,544.80	160.76
MATERIALS AND SUPPLIES			18,153.77	22,000.00		19,000.00		30,544.80	160.76
OTHER CHARGES									
203-478-940-000	EQUIPMENT RENTAL		17,971.08	46,000.00		20,000.00		26,538.56	132.69
OTHER CHARGES			17,971.08	46,000.00		20,000.00		26,538.56	132.69
Total Dept 478 - WINTER MAINTENANCE			49,232.09	68,000.00		57,800.00		88,907.21	153.82
Dept 483 - STREET ADMINISTRATION									
SALARIES AND FRINGE BENEFITS									
203-483-726-200	INTERNAL SRVC - LABOR & ADMIN		52,000.00	49,000.00		49,000.00		36,750.00	75.00
SALARIES AND FRINGE BENEFITS			52,000.00	49,000.00		49,000.00		36,750.00	75.00
CONTRACTUAL SERVICES									
203-483-807-000	AUDIT SERVICES		3,000.00	3,600.00		3,800.00		3,800.00	100.00
CONTRACTUAL SERVICES			3,000.00	3,600.00		3,800.00		3,800.00	100.00
Total Dept 483 - STREET ADMINISTRATION			55,000.00	52,600.00		52,800.00		40,550.00	76.80
Dept 522 - STREET SWEEPING									
SALARIES AND FRINGE BENEFITS									
203-522-706-000	LABORERS		11,954.62	0.00		12,400.00		12,375.28	99.80
203-522-709-000	OVERTIME		7,069.07	0.00		6,600.00		1,567.54	23.75
203-522-715-000	FICA		1,097.50	0.00		1,000.00		1,060.66	106.07

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GL NUMBER	DESCRIPTION	END BALANCE	2024-25	2024-25		YTD BALANCE	% BDGT
		06/30/2024	ORIGINAL	AMENDED	BUDGET	03/31/2025	
		NORMAL (ABNORMAL)	BUDGET			NORMAL (ABNORMAL)	USED
Fund 203 - LOCAL STREETS							
Expenditures							
203-522-716-000	DENTAL/VISION/LIFE-LTD/RHCS	(341.90)	0.00	0.00		0.00	0.00
SALARIES AND FRINGE BENEFITS		19,779.29	0.00	20,000.00		15,003.48	75.02
CONTRACTUAL SERVICES							
203-522-818-000	CONTRACTUAL SERVICES	5.29	0.00	0.00		0.00	0.00
CONTRACTUAL SERVICES		5.29	0.00	0.00		0.00	0.00
OTHER CHARGES							
203-522-940-000	EQUIPMENT RENTAL	47,033.04	0.00	42,000.00		31,466.78	74.92
OTHER CHARGES		47,033.04	0.00	42,000.00		31,466.78	74.92
Total Dept 522 - STREET SWEEPING		66,817.62	0.00	62,000.00		46,470.26	74.95
TOTAL EXPENDITURES		1,200,569.35	959,027.00	959,027.00		705,508.91	73.57
Fund 203 - LOCAL STREETS:							
TOTAL REVENUES		844,759.79	1,279,027.00	1,279,027.00		482,715.03	37.74
TOTAL EXPENDITURES		1,200,569.35	959,027.00	959,027.00		705,508.91	73.57
NET OF REVENUES & EXPENDITURES		(355,809.56)	320,000.00	320,000.00		(222,793.88)	69.62

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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 208 - RECREATION REVOLVING FUND								
Revenues								
Dept 001 - REVENUES								
MISCELLANEOUS								
208-001-670-060	INSURANCE REIMBURSEMENTS		0.00	0.00	0.00	2,200.51		100.00
208-001-672-002	EV REVENUE-OXFORD PARK		865.55	0.00	0.00	2,906.68		100.00
MISCELLANEOUS			865.55	0.00	0.00	5,107.19		100.00
STATE GRANTS								
208-001-539-010	STATE GRANTS		94,000.00	0.00	0.00	0.00		0.00
STATE GRANTS			94,000.00	0.00	0.00	0.00		0.00
CHARGES FOR SERVICES								
208-001-626-112	YOUTH CAMP		240,349.64	320,000.00	320,000.00	294,512.00		92.04
208-001-626-316	YOUTH DANCE		0.00	0.00	0.00	1,650.00		100.00
208-001-626-411	GIRLS B-BALL CLINIC		2,391.33	0.00	0.00	14.00		100.00
208-001-626-412	GIRL'S VOLLEYBALL CAMP		7,884.00	0.00	0.00	88.00		100.00
208-001-626-416	BOYS B-BALL CLINIC		4,692.20	0.00	0.00	0.00		0.00
208-001-626-417	SPECIALITY CAMPS		620.00	30,000.00	30,000.00	7,882.00		26.27
208-001-626-502	WOMENS SOFTBALL		4,094.00	7,000.00	7,000.00	550.00		7.86
208-001-626-803	TENNIS CONTRACT		11,739.50	15,500.00	15,500.00	1,354.00		8.74
208-001-626-901	COMMUNITY CENTER USE		13,385.00	15,000.00	15,000.00	12,760.00		85.07
208-001-626-902	ATHLETIC FACILITIES USAGE FEE		0.00	0.00	0.00	7,500.00		100.00
208-001-626-915	DREAM CRUISE/CRUISEFEST		82,480.03	70,000.00	70,000.00	24,220.00		34.60
208-001-626-925	SUMMER/WINTERFEST FEES		6,090.00	8,000.00	8,000.00	4,850.00		60.63
208-001-626-950	RECREATION CLASSES		65,355.00	60,000.00	60,000.00	38,356.00		63.93
CHARGES FOR SERVICES			439,080.70	525,500.00	525,500.00	393,736.00		74.93
INVESTMENT EARNINGS								
208-001-665-000	INVESTMENT EARNINGS (LOSSES)		2,365.80	1,343.00	1,343.00	0.00		0.00
INVESTMENT EARNINGS			2,365.80	1,343.00	1,343.00	0.00		0.00
CONTRIBUTION/DONATIONS								
208-001-675-002	MARQUEE		325.00	300.00	300.00	150.00		50.00
208-001-675-003	PARK RENTALS		3,492.50	7,000.00	7,000.00	5,792.50		82.75
CONTRIBUTION/DONATIONS			3,817.50	7,300.00	7,300.00	5,942.50		81.40
OTHER FINANCING SOURCES								
208-001-699-101	TRANSFER IN FROM GENERAL FUND		900,000.00	788,000.00	788,000.00	591,000.00		75.00
OTHER FINANCING SOURCES			900,000.00	788,000.00	788,000.00	591,000.00		75.00
Total Dept 001 - REVENUES			1,440,129.55	1,322,143.00	1,322,143.00	995,785.69		75.32
TOTAL REVENUES			1,440,129.55	1,322,143.00	1,322,143.00	995,785.69		75.32
Expenditures								
Dept 252 - ACTIVE EMPLOYEE BENEFITS								
SALARIES AND FRINGE BENEFITS								
208-252-716-000	DENTAL/VISION/LIFE-LTD/RHCS		16,769.23	17,800.00	17,756.00	9,568.67		53.89
208-252-716-500	HEALTH CARE COSTS - BC/BS		92,100.90	120,000.00	120,000.00	0.00		0.00
208-252-718-000	RETIREMENT-DB MERS		18,956.48	19,000.00	19,044.00	14,282.91		75.00

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YTD BALANCE

		END BALANCE	2024-25	YTD BALANCE	
		06/30/2024	ORIGINAL	03/31/2025	% BDGT
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	BUDGET	2024-25 AMENDED BUDGET	NORMAL (ABNORMAL) USED
Fund 208 - RECREATION REVOLVING FUND					
Expenditures					
208-252-718-010	MERS DC RETIREMENT	4,311.50	3,200.00	3,200.00	787.97 24.62
SALARIES AND FRINGE BENEFITS		132,138.11	160,000.00	160,000.00	24,639.55 15.40
Total Dept 252 - ACTIVE EMPLOYEE BENEFITS		132,138.11	160,000.00	160,000.00	24,639.55 15.40
Dept 267 - FACILITIES					
MATERIALS AND SUPPLIES					
208-267-776-208	MAINTENANCE SUPPLIES - PARKS	0.00	3,000.00	3,000.00	1,819.31 60.64
MATERIALS AND SUPPLIES		0.00	3,000.00	3,000.00	1,819.31 60.64
CONTRACTUAL SERVICES					
208-267-811-208	CUSTODIAL SERVICES - PARKS	0.00	19,000.00	16,638.00	12,478.41 75.00
CONTRACTUAL SERVICES		0.00	19,000.00	16,638.00	12,478.41 75.00
OTHER CHARGES					
208-267-931-208	BUILDING MAINTENANCE -PARKS	0.00	6,000.00	5,462.00	3,538.94 64.79
OTHER CHARGES		0.00	6,000.00	5,462.00	3,538.94 64.79
CAPITAL OUTLAY					
208-267-976-208	BUILDING IMPROVEMENTS - PARKS	94,000.00	0.00	29,100.00	29,100.60 100.00
CAPITAL OUTLAY		94,000.00	0.00	29,100.00	29,100.60 100.00
Total Dept 267 - FACILITIES		94,000.00	28,000.00	54,200.00	46,937.26 86.60
Dept 751 - PARKS AND REC ADMINISTRATION					
SALARIES AND FRINGE BENEFITS					
208-751-704-000	FULL TIME EMPLOYEES	333,598.86	352,819.00	332,619.00	210,111.76 63.17
208-751-707-000	PART TIME EMPLOYEES	23,209.02	30,000.00	30,000.00	17,772.61 59.24
208-751-709-000	OVERTIME	945.45	500.00	1,000.00	531.12 53.11
208-751-712-000	IN LIEU	0.00	0.00	500.00	403.72 80.74
208-751-715-000	FICA	27,189.44	29,324.00	29,324.00	17,342.86 59.14
208-751-725-000	WORKERS COMPENSATION	5,653.37	5,647.00	5,647.00	4,960.76 87.85
SALARIES AND FRINGE BENEFITS		390,596.14	418,290.00	399,090.00	251,122.83 62.92
MATERIALS AND SUPPLIES					
208-751-728-000	OFFICE SUPPLIES	820.55	1,000.00	1,000.00	582.82 58.28
208-751-729-000	STATIONARY	78.26	0.00	0.00	0.00 0.00
208-751-744-000	UNIFORMS	1,042.35	1,500.00	1,500.00	949.75 63.32
208-751-750-000	PLAYGROUND/ATHLETIC	3,406.16	3,700.00	3,500.00	1,591.84 45.48
208-751-751-000	FUEL & OIL	5,217.29	5,500.00	5,500.00	2,996.93 54.49
208-751-758-000	PROGRAM SUPPLIES	2,397.75	4,500.00	4,500.00	1,200.78 26.68
208-751-776-000	MAINTENANCE SUPPLIES	2,274.11	0.00	200.00	56.44 28.22
208-751-778-000	EQUIPMENT SUPPLIES	6,263.03	6,000.00	6,000.00	5,438.45 90.64
208-751-787-000	TOOLS	313.73	0.00	0.00	0.00 0.00
MATERIALS AND SUPPLIES		21,813.23	22,200.00	22,200.00	12,817.01 57.73
CONTRACTUAL SERVICES					

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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	03/31/2025 NORMAL (ABNORMAL)		
Fund 208 - RECREATION REVOLVING FUND								
Expenditures								
208-751-803-000	MEMBERSHIPS AND DUES		1,300.00	1,800.00	1,500.00	835.00	55.67	
208-751-811-000	CUSTODIAL SERVICES		17,055.61	0.00	0.00	0.00	0.00	
208-751-818-000	CONTRACTUAL SERVICES		17,941.59	20,000.00	17,000.00	10,723.42	63.08	
208-751-901-000	ADVERTISING		223.95	1,000.00	1,000.00	142.38	14.24	
208-751-986-000	COMPUTER SOFTWARE		7,000.00	7,000.00	9,718.00	9,714.39	99.96	
CONTRACTUAL SERVICES			43,521.15	29,800.00	29,218.00	21,415.19	73.29	
UTILITIES								
208-751-853-000	TELEPHONE		8,094.08	5,000.00	5,600.00	5,555.61	99.21	
208-751-920-000	UTILITIES		35,444.96	32,000.00	32,000.00	25,446.78	79.52	
208-751-920-001	PARK CONCESSION WATER		381.13	0.00	500.00	336.97	67.39	
UTILITIES			43,920.17	37,000.00	38,100.00	31,339.36	82.26	
OTHER CHARGES								
208-751-931-000	BUILDING MAINTENANCE		347.00	0.00	0.00	0.00	0.00	
208-751-933-000	EQUIPMENT MAINTENANCE		6,500.22	14,000.00	2,700.00	2,684.21	99.42	
208-751-939-000	VEHICLE MAINTENANCE		1,883.43	3,000.00	16,000.00	14,245.34	89.03	
208-751-946-000	OFFICE EQUIPMENT RENTAL		2,381.61	2,000.00	2,000.00	1,573.13	78.66	
208-751-960-000	PROFESSIONAL DEVELOPMENT		3,044.44	4,000.00	4,000.00	967.56	24.19	
OTHER CHARGES			14,156.70	23,000.00	24,700.00	19,470.24	78.83	
CAPITAL OUTLAY								
208-751-981-000	FURNITURE		1,000.00	0.00	0.00	0.00	0.00	
208-751-982-000	EQUIPMENT		0.00	45,000.00	63,432.00	63,431.88	100.00	
CAPITAL OUTLAY			1,000.00	45,000.00	63,432.00	63,431.88	100.00	
INSURANCE								
208-751-913-000	VEHICLE INSURANCE		1,348.00	2,777.00	1,427.00	1,348.00	94.46	
208-751-914-000	LIABILITY INSURANCE		2,112.00	4,351.00	3,851.00	2,112.00	54.84	
INSURANCE			3,460.00	7,128.00	5,278.00	3,460.00	65.56	
Total Dept 751 - PARKS AND REC ADMINISTRATION			518,467.39	582,418.00	582,018.00	403,056.51	69.25	
Dept 754 - YOUTH CAMP								
SALARIES AND FRINGE BENEFITS								
208-754-707-000	PART TIME EMPLOYEES		114,882.30	140,000.00	140,000.00	81,409.65	58.15	
208-754-709-000	OVERTIME		0.00	1,000.00	1,000.00	0.00	0.00	
208-754-715-000	FICA		8,801.41	10,787.00	10,787.00	6,227.86	57.73	
SALARIES AND FRINGE BENEFITS			123,683.71	151,787.00	151,787.00	87,637.51	57.74	
MATERIALS AND SUPPLIES								
208-754-758-000	PROGRAM SUPPLIES		2,087.38	5,000.00	4,200.00	622.80	14.83	
MATERIALS AND SUPPLIES			2,087.38	5,000.00	4,200.00	622.80	14.83	
CONTRACTUAL SERVICES								
208-754-818-000	CONTRACTUAL SERVICES		56,216.21	70,000.00	70,000.00	40,764.94	58.24	
208-754-835-000	MEDICAL EXPENSES		629.30	0.00	0.00	0.00	0.00	
CONTRACTUAL SERVICES			56,845.51	70,000.00	70,000.00	40,764.94	58.24	



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		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 208 - RECREATION REVOLVING FUND								
Expenditures								
Total Dept 754 - YOUTH CAMP		182,616.60		226,787.00	225,987.00	129,025.25		57.09
Dept 803 - TENNIS CONTRACT								
CONTRACTUAL SERVICES								
208-803-818-000	CONTRACTUAL SERVICES	7,327.60		12,000.00	12,000.00	8,255.80		68.80
CONTRACTUAL SERVICES		7,327.60		12,000.00	12,000.00	8,255.80		68.80
Total Dept 803 - TENNIS CONTRACT		7,327.60		12,000.00	12,000.00	8,255.80		68.80
Dept 816 - GIRL'S TEEN B BALL CLINIC								
MATERIALS AND SUPPLIES								
208-816-758-000	PROGRAM SUPPLIES	400.00		0.00	0.00	0.00		0.00
MATERIALS AND SUPPLIES		400.00		0.00	0.00	0.00		0.00
CONTRACTUAL SERVICES								
208-816-818-000	CONTRACTUAL SERVICES	3,051.78		0.00	0.00	0.00		0.00
CONTRACTUAL SERVICES		3,051.78		0.00	0.00	0.00		0.00
Total Dept 816 - GIRL'S TEEN B BALL CLINIC		3,451.78		0.00	0.00	0.00		0.00
Dept 817 - GIRL'S VOLLEYBALL CAMP								
MATERIALS AND SUPPLIES								
208-817-758-000	PROGRAM SUPPLIES	916.39		0.00	0.00	0.00		0.00
MATERIALS AND SUPPLIES		916.39		0.00	0.00	0.00		0.00
CONTRACTUAL SERVICES								
208-817-818-000	CONTRACTUAL SERVICES	5,099.80		0.00	0.00	0.00		0.00
CONTRACTUAL SERVICES		5,099.80		0.00	0.00	0.00		0.00
Total Dept 817 - GIRL'S VOLLEYBALL CAMP		6,016.19		0.00	0.00	0.00		0.00
Dept 818 - BOYS TEEN B BALL CLINIC								
MATERIALS AND SUPPLIES								
208-818-758-000	PROGRAM SUPPLIES	1,011.50		0.00	0.00	0.00		0.00
MATERIALS AND SUPPLIES		1,011.50		0.00	0.00	0.00		0.00
CONTRACTUAL SERVICES								
208-818-818-000	CONTRACTUAL SERVICES	5,887.17		0.00	0.00	0.00		0.00
CONTRACTUAL SERVICES		5,887.17		0.00	0.00	0.00		0.00
Total Dept 818 - BOYS TEEN B BALL CLINIC		6,898.67		0.00	0.00	0.00		0.00

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		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 208 - RECREATION REVOLVING FUND								
Expenditures								
Dept 819 - WOMEN'S SOFTBALL								
MATERIALS AND SUPPLIES								
208-819-758-000	PROGRAM SUPPLIES	639.31		700.00	700.00	0.00		0.00
MATERIALS AND SUPPLIES		639.31		700.00	700.00	0.00		0.00
CONTRACTUAL SERVICES								
208-819-818-000	CONTRACTUAL SERVICES	1,742.00		2,528.00	2,528.00	783.00		30.97
CONTRACTUAL SERVICES		1,742.00		2,528.00	2,528.00	783.00		30.97
Total Dept 819 - WOMEN'S SOFTBALL		2,381.31		3,228.00	3,228.00	783.00		24.26
Dept 821 - SPECIALITY CAMPS								
MATERIALS AND SUPPLIES								
208-821-758-000	PROGRAM SUPPLIES	0.00		3,000.00	3,000.00	0.00		0.00
MATERIALS AND SUPPLIES		0.00		3,000.00	3,000.00	0.00		0.00
CONTRACTUAL SERVICES								
208-821-818-000	CONTRACTUAL SERVICES	0.00		20,000.00	20,000.00	10,399.65		52.00
CONTRACTUAL SERVICES		0.00		20,000.00	20,000.00	10,399.65		52.00
Total Dept 821 - SPECIALITY CAMPS		0.00		23,000.00	23,000.00	10,399.65		45.22
Dept 840 - COMMUNITY CENTER USE								
SALARIES AND FRINGE BENEFITS								
208-840-707-000	PART TIME EMPLOYEES	13,700.05		20,000.00	20,000.00	3,763.83		18.82
208-840-715-000	FICA	1,048.11		1,530.00	1,530.00	287.95		18.82
SALARIES AND FRINGE BENEFITS		14,748.16		21,530.00	21,530.00	4,051.78		18.82
Total Dept 840 - COMMUNITY CENTER USE		14,748.16		21,530.00	21,530.00	4,051.78		18.82
Dept 843 - DREAM CRUISE/CRUISEFEST								
MATERIALS AND SUPPLIES								
208-843-758-000	PROGRAM SUPPLIES	2,676.29		8,000.00	8,000.00	2,815.93		35.20
MATERIALS AND SUPPLIES		2,676.29		8,000.00	8,000.00	2,815.93		35.20
CONTRACTUAL SERVICES								
208-843-818-000	CONTRACTUAL SERVICES	50,083.35		52,000.00	52,000.00	7,775.00		14.95
CONTRACTUAL SERVICES		50,083.35		52,000.00	52,000.00	7,775.00		14.95
OTHER CHARGES								
208-843-940-000	EQUIPMENT RENTAL	0.00		4,000.00	4,000.00	1,475.46		36.89
OTHER CHARGES		0.00		4,000.00	4,000.00	1,475.46		36.89

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		NORMAL	06/30/2024 (ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	03/31/2025 (ABNORMAL)	
Fund 208 - RECREATION REVOLVING FUND								
Expenditures								
Total Dept 843 - DREAM CRUISE/CRUISEFEST			52,759.64	64,000.00	64,000.00		12,066.39	18.85
Dept 844 - SUMMERFEST/WINTERFEST								
MATERIALS AND SUPPLIES								
208-844-758-000	PROGRAM SUPPLIES		1,937.05	3,500.00	3,500.00		1,859.47	53.13
MATERIALS AND SUPPLIES			1,937.05	3,500.00	3,500.00		1,859.47	53.13
CONTRACTUAL SERVICES								
208-844-818-000	CONTRACTUAL SERVICES		11,302.73	14,000.00	14,000.00		10,410.00	74.36
CONTRACTUAL SERVICES			11,302.73	14,000.00	14,000.00		10,410.00	74.36
Total Dept 844 - SUMMERFEST/WINTERFEST								
			13,239.78	17,500.00	17,500.00		12,269.47	70.11
Dept 845 - RECREATION CLASSES								
SALARIES AND FRINGE BENEFITS								
208-845-707-000	PART TIME EMPLOYEES		9,976.15	8,000.00	10,500.00		9,167.13	87.31
208-845-715-000	FICA		763.16	612.00	805.00		701.30	87.12
SALARIES AND FRINGE BENEFITS			10,739.31	8,612.00	11,305.00		9,868.43	87.29
MATERIALS AND SUPPLIES								
208-845-750-000	PLAYGROUND SUPPLY		0.00	6,000.00	5,000.00		0.00	0.00
208-845-758-000	PROGRAM SUPPLIES		609.03	3,000.00	3,000.00		333.51	11.12
MATERIALS AND SUPPLIES			609.03	9,000.00	8,000.00		333.51	4.17
CONTRACTUAL SERVICES								
208-845-801-000	BANK CHARGES		8,654.88	9,900.00	10,550.00		0.00	0.00
208-845-818-000	CONTRACTUAL SERVICES		39,389.65	40,000.00	40,000.00		14,652.20	36.63
208-845-821-000	ENGINEERING		2,142.71	35,000.00	21,000.00		0.00	0.00
CONTRACTUAL SERVICES			50,187.24	84,900.00	71,550.00		14,652.20	20.48
UTILITIES								
208-845-920-000	UTILITIES		53,455.95	33,000.00	50,000.00		21,683.05	43.37
UTILITIES			53,455.95	33,000.00	50,000.00		21,683.05	43.37
CAPITAL OUTLAY								
208-845-971-150	LAND IMPROVEMENTS		184,317.88	90,000.00	140,000.00		0.00	0.00
208-845-982-000	EQUIPMENT		0.00	7,500.00	7,500.00		0.00	0.00
CAPITAL OUTLAY			184,317.88	97,500.00	147,500.00		0.00	0.00
INSURANCE								
208-845-914-000	LIABILITY INSURANCE		324.50	668.00	325.00		324.50	99.85
INSURANCE			324.50	668.00	325.00		324.50	99.85
Total Dept 845 - RECREATION CLASSES								
			299,633.91	233,680.00	288,680.00		46,861.69	16.23

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		06/30/2024	ORIGINAL	2024-25	03/31/2025	
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	
Fund 208 - RECREATION REVOLVING FUND						
Expenditures						
TOTAL EXPENDITURES		1,333,679.14	1,372,143.00	1,452,143.00	698,346.35	48.09
Fund 208 - RECREATION REVOLVING FUND:						
TOTAL REVENUES		1,440,129.55	1,322,143.00	1,322,143.00	995,785.69	75.32
TOTAL EXPENDITURES		1,333,679.14	1,372,143.00	1,452,143.00	698,346.35	48.09
NET OF REVENUES & EXPENDITURES		106,450.41	(50,000.00)	(130,000.00)	297,439.34	228.80

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		06/30/2024		ORIGINAL	2024-25	03/31/2025		
		NORMAL	(ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 211 - SENIOR ACTIVITIES								
Revenues								
Dept 001 - REVENUES								
MISCELLANEOUS								
211-001-672-001	SUNDRY REVENUE		0.00	0.00	0.00	60.00		100.00
MISCELLANEOUS			0.00	0.00	0.00	60.00		100.00
FEDERAL GRANTS								
211-001-540-000	SMART GRANT		22,007.44	19,000.00	19,000.00	9,530.08		50.16
FEDERAL GRANTS			22,007.44	19,000.00	19,000.00	9,530.08		50.16
CHARGES FOR SERVICES								
211-001-651-000	SENIOR PROGRAMS		26,441.00	20,000.00	20,000.00	18,008.00		90.04
CHARGES FOR SERVICES			26,441.00	20,000.00	20,000.00	18,008.00		90.04
INVESTMENT EARNINGS								
211-001-665-000	INVESTMENT EARNINGS (LOSSES)		1,404.97	829.00	829.00	0.00		0.00
INVESTMENT EARNINGS			1,404.97	829.00	829.00	0.00		0.00
CONTRIBUTION/DONATIONS								
211-001-675-001	SENIOR BUS - MUNICIPAL CREDITS		10,665.75	15,000.00	15,000.00	7,110.50		47.40
211-001-675-002	INDEPENDENCE FOR LIFE		26,547.50	30,000.00	30,000.00	18,260.00		60.87
211-001-675-003	RED HAT SOCIETY		53.00	0.00	0.00	45.00		100.00
CONTRIBUTION/DONATIONS			37,266.25	45,000.00	45,000.00	25,415.50		56.48
Total Dept 001 - REVENUES			87,119.66	84,829.00	84,829.00	53,013.58		62.49
TOTAL REVENUES			87,119.66	84,829.00	84,829.00	53,013.58		62.49
Expenditures								
Dept 252 - ACTIVE EMPLOYEE BENEFITS								
SALARIES AND FRINGE BENEFITS								
211-252-716-000	DENTAL/VISION/LIFE-LTD/RHCS		36.62	0.00	0.00	115.92		100.00
SALARIES AND FRINGE BENEFITS			36.62	0.00	0.00	115.92		100.00
Total Dept 252 - ACTIVE EMPLOYEE BENEFITS			36.62	0.00	0.00	115.92		100.00
Dept 752 - PARKS AND REC ADMIN								
SALARIES AND FRINGE BENEFITS								
211-752-706-000	SENIOR COORDINATOR		0.00	10,682.00	10,682.00	0.00		0.00
211-752-707-000	PART-TIME EMPLOYEES		1,644.22	2,000.00	2,000.00	1,917.58		95.88
211-752-715-000	FICA		125.76	164.00	164.00	146.70		89.45
SALARIES AND FRINGE BENEFITS			1,769.98	12,846.00	12,846.00	2,064.28		16.07
MATERIALS AND SUPPLIES								
211-752-758-000	PROGRAM SUPPLIES		1,843.10	2,000.00	2,000.00	1,162.40		58.12
211-752-781-000	VEHICLE SUPPLIES		800.68	1,000.00	1,000.00	0.00		0.00
MATERIALS AND SUPPLIES			2,643.78	3,000.00	3,000.00	1,162.40		38.75

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		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 211 - SENIOR ACTIVITIES								
Expenditures								
CONTRACTUAL SERVICES								
211-752-818-000	CONTRACTUAL SERVICES	19,571.13		20,000.00	20,000.00	9,400.06		47.00
CONTRACTUAL SERVICES		19,571.13		20,000.00	20,000.00	9,400.06		47.00
OTHER CHARGES								
211-752-939-000	VEHICLE MAINTENANCE	1,157.34		5,000.00	5,000.00	1,873.22		37.46
OTHER CHARGES		1,157.34		5,000.00	5,000.00	1,873.22		37.46
INSURANCE								
211-752-913-000	VEH EQ INSURANCE	337.50		695.00	695.00	337.50		48.56
211-752-914-000	LIABILITY INSURANCE	350.00		721.00	721.00	350.00		48.54
INSURANCE		687.50		1,416.00	1,416.00	687.50		48.55
Total Dept 752 - PARKS AND REC ADMIN		25,829.73		42,262.00	42,262.00	15,187.46		35.94
Dept 755 - VAN TRANSPORTATION PROGRAM								
SALARIES AND FRINGE BENEFITS								
211-755-706-000	MECHANICS	915.48		0.00	2,700.00	2,672.28		98.97
211-755-707-000	PART-TIME EMPLOYEES	23,273.13		30,000.00	27,000.00	18,125.50		67.13
211-755-709-000	OVERTIME	0.00		0.00	300.00	225.46		75.15
211-755-715-000	FICA	1,850.70		2,295.00	2,295.00	1,606.36		69.99
SALARIES AND FRINGE BENEFITS		26,039.31		32,295.00	32,295.00	22,629.60		70.07
MATERIALS AND SUPPLIES								
211-755-751-000	FUEL&LUBE	4,972.37		4,500.00	4,500.00	2,738.52		60.86
MATERIALS AND SUPPLIES		4,972.37		4,500.00	4,500.00	2,738.52		60.86
CONTRACTUAL SERVICES								
211-755-818-000	CONTRACTUAL SERVICES	270.00		0.00	0.00	0.00		0.00
211-755-835-000	MEDICAL EXPENSES	342.00		0.00	0.00	0.00		0.00
CONTRACTUAL SERVICES		612.00		0.00	0.00	0.00		0.00
UTILITIES								
211-755-853-000	TELEPHONE	492.47		510.00	510.00	369.90		72.53
UTILITIES		492.47		510.00	510.00	369.90		72.53
OTHER CHARGES								
211-755-939-000	VEHICLE MAINTENANCE	487.34		2,000.00	2,000.00	1,912.08		95.60
OTHER CHARGES		487.34		2,000.00	2,000.00	1,912.08		95.60
INSURANCE								
211-755-913-000	VEH EQ INSURANCE	1,583.50		3,262.00	3,262.00	1,583.50		48.54
INSURANCE		1,583.50		3,262.00	3,262.00	1,583.50		48.54
Total Dept 755 - VAN TRANSPORTATION PROGRAM		34,186.99		42,567.00	42,567.00	29,233.60		68.68



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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 211 - SENIOR ACTIVITIES								
Expenditures								
TOTAL EXPENDITURES		60,053.34		84,829.00	84,829.00	44,536.98		52.50
Fund 211 - SENIOR ACTIVITIES:								
TOTAL REVENUES		87,119.66		84,829.00	84,829.00	53,013.58		62.49
TOTAL EXPENDITURES		60,053.34		84,829.00	84,829.00	44,536.98		52.50
NET OF REVENUES & EXPENDITURES		27,066.32		0.00	0.00	8,476.60		100.00

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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 226 - SOLID WASTE								
Revenues								
Dept 001 - REVENUES								
PROPERTY TAXES								
226-001-402-000	PROPERTY TAXES	1,204,883.91		1,234,000.00	1,306,764.00	1,239,910.53		94.88
226-001-402-990	PROPERTY TAXES - CHARGEBACKS	78,353.85		0.00	0.00	0.00		0.00
PROPERTY TAXES		1,283,237.76		1,234,000.00	1,306,764.00	1,239,910.53		94.88
MISCELLANEOUS								
226-001-672-001	SUNDRY REVENUE	16,134.00		10,000.00	10,000.00	11,639.98		116.40
MISCELLANEOUS		16,134.00		10,000.00	10,000.00	11,639.98		116.40
STATE GRANTS								
226-001-573-000	LOCAL COMMUNITY STABILIZATION SHARE-PPT	7,826.09		6,000.00	6,000.00	0.00		0.00
STATE GRANTS		7,826.09		6,000.00	6,000.00	0.00		0.00
CHARGES FOR SERVICES								
226-001-629-001	RESIDENTIAL TRASH	480,488.46		448,000.00	448,000.00	376,333.58		84.00
226-001-629-002	COMMERCIAL TRASH	148,415.31		194,000.00	177,100.00	126,300.30		71.32
226-001-629-003	SPECIAL TRASH	201,273.83		120,000.00	64,136.00	56,343.40		87.85
CHARGES FOR SERVICES		830,177.60		762,000.00	689,236.00	558,977.28		81.10
INVESTMENT EARNINGS								
226-001-665-000	INVESTMENT EARNINGS (LOSSES)	24,415.51		15,292.00	15,292.00	0.00		0.00
INVESTMENT EARNINGS		24,415.51		15,292.00	15,292.00	0.00		0.00
Total Dept 001 - REVENUES		2,161,790.96		2,027,292.00	2,027,292.00	1,810,527.79		89.31
TOTAL REVENUES		2,161,790.96		2,027,292.00	2,027,292.00	1,810,527.79		89.31
Expenditures								
Dept 252 - ACTIVE EMPLOYEE BENEFITS								
SALARIES AND FRINGE BENEFITS								
226-252-716-000	DENTAL/VISION/LIFE-LTD/RHCS	1,762.96		1,885.00	1,885.00	1,801.09		95.55
226-252-716-500	HEALTH CARE COSTS - BC/BS	11,512.63		16,072.00	16,126.00	0.00		0.00
226-252-718-000	RETIREMENT-DB MERS	8,865.12		9,100.00	9,046.00	6,784.38		75.00
SALARIES AND FRINGE BENEFITS		22,140.71		27,057.00	27,057.00	8,585.47		31.73
Total Dept 252 - ACTIVE EMPLOYEE BENEFITS		22,140.71		27,057.00	27,057.00	8,585.47		31.73
Dept 528 - SOLID WASTE SERVICES								
SALARIES AND FRINGE BENEFITS								
226-528-704-000	FULL TIME EMPLOYEES	0.00		44,640.00	0.00	0.00		0.00
226-528-706-000	LABORERS	38,634.39		62,000.00	62,000.00	16,509.33		26.63
226-528-707-000	PART TIME EMPLOYEES	4,642.40		3,300.00	6,300.00	5,051.12		80.18
226-528-709-000	OVERTIME	11,117.77		2,000.00	5,000.00	2,987.87		59.76
226-528-715-000	FICA	3,974.75		9,374.00	10,014.00	6,381.94		63.73
226-528-722-000	SICK LEAVE	0.00		1,600.00	1,600.00	0.00		0.00
226-528-725-000	WORKERS COMPENSATION	2,623.99		2,621.00	2,621.00	2,302.50		87.85

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GL NUMBER	DESCRIPTION	END BALANCE	2024-25		YTD BALANCE	% BDGT USED
		06/30/2024 NORMAL (ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	03/31/2025 NORMAL (ABNORMAL)	
Fund 226 - SOLID WASTE						
Expenditures						
226-528-726-200	INTERNAL SRVC - LABOR & ADMIN	192,000.00	192,000.00	192,000.00	144,000.00	75.00
SALARIES AND FRINGE BENEFITS		252,993.30	317,535.00	279,535.00	177,232.76	63.40
MATERIALS AND SUPPLIES						
226-528-744-000	UNIFORMS	1,994.88	2,000.00	2,700.00	1,450.00	53.70
226-528-758-000	PROGRAM SUPPLIES	18,210.27	7,500.00	7,500.00	199.90	2.67
MATERIALS AND SUPPLIES		20,205.15	9,500.00	10,200.00	1,649.90	16.18
CONTRACTUAL SERVICES						
226-528-807-000	AUDIT SERVICES	1,500.00	1,800.00	1,900.00	1,900.00	100.00
226-528-818-000	CONTRACTUAL SERVICES	439.00	500.00	495.00	109.75	22.17
226-528-818-001	RUBBISH COLLECTION	801,165.12	825,000.00	825,205.00	584,519.84	70.83
226-528-818-003	TRASH DISPOSAL	463,324.78	485,000.00	484,000.00	335,804.87	69.38
CONTRACTUAL SERVICES		1,266,428.90	1,312,300.00	1,311,600.00	922,334.46	70.32
OTHER CHARGES						
226-528-940-000	EQUIPMENT RENTAL	65,241.77	5,000.00	43,000.00	0.00	0.00
OTHER CHARGES		65,241.77	5,000.00	43,000.00	0.00	0.00
CAPITAL OUTLAY						
226-528-982-000	EQUIPMENT	0.00	125,000.00	125,000.00	0.00	0.00
226-528-985-000	VEHICLE	12,192.00	67,000.00	67,000.00	54,403.00	81.20
CAPITAL OUTLAY		12,192.00	192,000.00	192,000.00	54,403.00	28.33
Total Dept 528 - SOLID WASTE SERVICES		1,617,061.12	1,836,335.00	1,836,335.00	1,155,620.12	62.93
Dept 529 - CURBSIDE LEAF PICKUP						
SALARIES AND FRINGE BENEFITS						
226-529-706-441	DPW LABOR - DIRECT ALLOCATION	0.00	35,000.00	43,000.00	42,810.75	99.56
226-529-709-000	OVERTIME	0.00	20,000.00	17,000.00	16,476.65	96.92
SALARIES AND FRINGE BENEFITS		0.00	55,000.00	60,000.00	59,287.40	98.81
MATERIALS AND SUPPLIES						
226-529-758-000	PROGRAM SUPPLIES	0.00	2,000.00	2,200.00	2,164.99	98.41
MATERIALS AND SUPPLIES		0.00	2,000.00	2,200.00	2,164.99	98.41
CONTRACTUAL SERVICES						
226-529-818-005	LEAF DISPOSAL	0.00	5,000.00	4,800.00	0.00	0.00
CONTRACTUAL SERVICES		0.00	5,000.00	4,800.00	0.00	0.00
OTHER CHARGES						
226-529-940-000	EQUIPMENT RENTAL	0.00	75,000.00	70,000.00	47,466.00	67.81
OTHER CHARGES		0.00	75,000.00	70,000.00	47,466.00	67.81
Total Dept 529 - CURBSIDE LEAF PICKUP		0.00	137,000.00	137,000.00	108,918.39	79.50

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GL NUMBER	DESCRIPTION	END BALANCE	2024-25		YTD BALANCE	% BDGT
		06/30/2024	ORIGINAL	2024-25	03/31/2025	
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	USED
Fund 226 - SOLID WASTE						
Expenditures						
TOTAL EXPENDITURES		1,639,201.83	2,000,392.00	2,000,392.00	1,273,123.98	63.64
Fund 226 - SOLID WASTE:						
TOTAL REVENUES		2,161,790.96	2,027,292.00	2,027,292.00	1,810,527.79	89.31
TOTAL EXPENDITURES		1,639,201.83	2,000,392.00	2,000,392.00	1,273,123.98	63.64
NET OF REVENUES & EXPENDITURES		522,589.13	26,900.00	26,900.00	537,403.81	1,997.78

		END BALANCE		2024-25		YTD BALANCE		
		06/30/2024		ORIGINAL		03/31/2025		% BDGT
GL NUMBER	DESCRIPTION	NORMAL	(ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL	(ABNORMAL)	USED
Fund 231 - PARKING FUND								
Revenues								
Dept 001 - REVENUES								
CHARGES FOR SERVICES								
231-001-486-000	PARKING PERMITS	0.00		0.00	0.00	5,450.00		100.00
CHARGES FOR SERVICES		0.00		0.00	0.00	5,450.00		100.00
Total Dept 001 - REVENUES		0.00		0.00	0.00	5,450.00		100.00
TOTAL REVENUES		0.00		0.00	0.00	5,450.00		100.00
Fund 231 - PARKING FUND:								
TOTAL REVENUES		0.00		0.00	0.00	5,450.00		100.00
TOTAL EXPENDITURES		0.00		0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		0.00		0.00	0.00	5,450.00		100.00

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GL NUMBER	DESCRIPTION	END BALANCE	2024-25		YTD BALANCE	% BDGT USED
		06/30/2024 NORMAL (ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	03/31/2025 NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 001 - REVENUES						
PROPERTY TAXES						
248-001-402-000	PROPERTY TAXES	37,490.25	36,000.00	36,000.00	32,997.96	91.66
248-001-402-001	PROPERTY TAX CAPTURE - DDA	414,194.11	388,000.00	388,000.00	404,455.87	104.24
248-001-402-990	PROPERTY TAXES - CHARGEBACKS	15,268.92	0.00	0.00	0.00	0.00
PROPERTY TAXES		466,953.28	424,000.00	424,000.00	437,453.83	103.17
STATE GRANTS						
248-001-539-010	STATE GRANTS	7,500.00	10,000.00	10,000.00	0.00	0.00
STATE GRANTS		7,500.00	10,000.00	10,000.00	0.00	0.00
INVESTMENT EARNINGS						
248-001-665-000	INVESTMENT EARNINGS (LOSSES)	11,767.78	10,234.00	10,234.00	0.00	0.00
INVESTMENT EARNINGS		11,767.78	10,234.00	10,234.00	0.00	0.00
CONTRIBUTION/DONATIONS						
248-001-674-005	MERCHANDISE REVENUE	2,137.48	5,000.00	5,000.00	0.00	0.00
248-001-675-814	EVENT SPONSORSHIPS/FEES	9,713.90	10,000.00	10,000.00	620.00	6.20
CONTRIBUTION/DONATIONS		11,851.38	15,000.00	15,000.00	620.00	4.13
Total Dept 001 - REVENUES		498,072.44	459,234.00	459,234.00	438,073.83	95.39
TOTAL REVENUES		498,072.44	459,234.00	459,234.00	438,073.83	95.39
Expenditures						
Dept 252 - ACTIVE EMPLOYEE BENEFITS						
SALARIES AND FRINGE BENEFITS						
248-252-716-000	DENTAL/VISION/LIFE-LTD/RHCS	3,997.17	3,738.00	3,738.00	2,712.06	72.55
248-252-716-500	HEALTH CARE COSTS - BC/BS	17,268.91	16,072.00	16,224.00	0.00	0.00
248-252-718-000	RETIREMENT-DB MERS	25,708.80	26,000.00	25,948.00	19,460.52	75.00
SALARIES AND FRINGE BENEFITS		46,974.88	45,810.00	45,910.00	22,172.58	48.30
Total Dept 252 - ACTIVE EMPLOYEE BENEFITS		46,974.88	45,810.00	45,910.00	22,172.58	48.30
Dept 722 - DDA OPERATIONS						
SALARIES AND FRINGE BENEFITS						
248-722-726-200	INTERNAL SRVC - LABOR & ADMIN	20,000.00	20,000.00	20,000.00	15,000.00	75.00
SALARIES AND FRINGE BENEFITS		20,000.00	20,000.00	20,000.00	15,000.00	75.00
MATERIALS AND SUPPLIES						
248-722-730-000	POSTAGE-PRINTING-MAILING	0.00	300.00	300.00	146.00	48.67
MATERIALS AND SUPPLIES		0.00	300.00	300.00	146.00	48.67
CONTRACTUAL SERVICES						
248-722-803-000	MEMBERSHIPS AND DUES	857.25	1,100.00	1,100.00	527.00	47.91
248-722-807-000	AUDIT SERVICES	1,800.00	2,100.00	2,200.00	2,200.00	100.00



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		END BALANCE	2024-25		YTD BALANCE	
		06/30/2024	ORIGINAL	2024-25	03/31/2025	% BDGT
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Expenditures						
248-722-818-205	SECRETARIAL SERVICES	1,650.00	2,000.00	1,800.00	1,250.00	69.44
248-722-866-000	SUBSCRIPTION SERVICES	189.00	300.00	300.00	0.00	0.00
248-722-904-000	PRINTING	0.00	300.00	300.00	0.00	0.00
CONTRACTUAL SERVICES		4,496.25	5,800.00	5,700.00	3,977.00	69.77
UTILITIES						
248-722-853-000	TELEPHONE	485.15	600.00	600.00	364.41	60.74
UTILITIES		485.15	600.00	600.00	364.41	60.74
Total Dept 722 - DDA OPERATIONS		24,981.40	26,700.00	26,600.00	19,487.41	73.26
Dept 724 - SPECIAL EVENTS						
SALARIES AND FRINGE BENEFITS						
248-724-706-000	DPW WORKERS	2,433.62	0.00	3,000.00	1,646.53	54.88
248-724-709-000	OVERTIME	298.83	0.00	0.00	689.31	100.00
248-724-715-000	FICA	208.19	0.00	0.00	177.31	100.00
SALARIES AND FRINGE BENEFITS		2,940.64	0.00	3,000.00	2,513.15	83.77
MATERIALS AND SUPPLIES						
248-724-758-001	BOOKLEY SEASON	15,781.00	20,000.00	17,000.00	17,941.11	105.54
MATERIALS AND SUPPLIES		15,781.00	20,000.00	17,000.00	17,941.11	105.54
CONTRACTUAL SERVICES						
248-724-817-004	DDA - EVENTS	60,065.58	45,000.00	45,000.00	14,031.28	31.18
248-724-817-005	DDA - MEDIA	2,532.15	0.00	0.00	0.00	0.00
248-724-817-015	HOLIDAY LIGHTS	39,017.04	40,000.00	40,000.00	46,197.95	115.49
CONTRACTUAL SERVICES		101,614.77	85,000.00	85,000.00	60,229.23	70.86
OTHER CHARGES						
248-724-940-000	EQUIPMENT RENTAL	1,600.94	0.00	8,000.00	7,119.70	89.00
OTHER CHARGES		1,600.94	0.00	8,000.00	7,119.70	89.00
Total Dept 724 - SPECIAL EVENTS		121,937.35	105,000.00	113,000.00	87,803.19	77.70
Dept 726 - MARKETING AND ADVERTISING						
CONTRACTUAL SERVICES						
248-726-814-000	WEBSITE	380.48	500.00	500.00	175.99	35.20
248-726-817-002	DOWNTOWN MERCHANDISE EXPENDITURES	1,338.98	1,000.00	1,000.00	0.00	0.00
248-726-818-000	CONTRACTUAL SERVICES	51,275.00	48,000.00	48,000.00	49,200.00	102.50
248-726-901-000	ADVERTISING/MARKETING	17,680.94	30,000.00	22,000.00	3,603.50	16.38
CONTRACTUAL SERVICES		70,675.40	79,500.00	71,500.00	52,979.49	74.10
Total Dept 726 - MARKETING AND ADVERTISING		70,675.40	79,500.00	71,500.00	52,979.49	74.10
Dept 729 - STREETSCAPE & DESIGN						

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		END BALANCE	2024-25	YTD BALANCE	
		06/30/2024	ORIGINAL	03/31/2025	% BDGT
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	BUDGET	2024-25 AMENDED BUDGET	NORMAL (ABNORMAL) USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
Expenditures					
CONTRACTUAL SERVICES					
248-729-818-200	FLOWER BASKET PROGRAM	73,799.61	50,000.00	56,000.00	55,557.30 99.21
248-729-818-201	PUBLIC ART/PLACEMAKING	19,655.73	40,000.00	34,000.00	28,091.45 82.62
248-729-818-207	PEST CONTROL	400.00	500.00	500.00	630.00 126.00
CONTRACTUAL SERVICES		93,855.34	90,500.00	90,500.00	84,278.75 93.13
CAPITAL OUTLAY					
248-729-972-100	FACADE GRANT INCENTIVE PROGRAM	30,000.00	15,000.00	15,000.00	3,678.50 24.52
CAPITAL OUTLAY		30,000.00	15,000.00	15,000.00	3,678.50 24.52
Total Dept 729 - STREETScape & DESIGN		123,855.34	105,500.00	105,500.00	87,957.25 83.37
Dept 740 - DDA ADMINISTRATION					
SALARIES AND FRINGE BENEFITS					
248-740-704-000	FULL TIME EMPLOYEES	75,457.75	81,954.00	81,954.00	59,506.62 72.61
248-740-707-000	PART TIME EMPLOYEES	0.00	0.00	0.00	3,701.50 100.00
248-740-715-000	FICA	8,152.93	6,270.00	6,270.00	4,795.62 76.49
248-740-725-000	WORKERS COMPENSATION	336.00	0.00	336.00	295.17 87.85
SALARIES AND FRINGE BENEFITS		83,946.68	88,224.00	88,560.00	68,298.91 77.12
MATERIALS AND SUPPLIES					
248-740-728-000	OFFICE SUPPLIES	452.22	500.00	464.00	0.00 0.00
MATERIALS AND SUPPLIES		452.22	500.00	464.00	0.00 0.00
OTHER CHARGES					
248-740-817-008	BOARD TRAININGS	18.60	0.00	0.00	0.00 0.00
248-740-960-000	PROFESSIONAL DEVELOPMENT	3,758.84	3,000.00	2,700.00	365.95 13.55
OTHER CHARGES		3,777.44	3,000.00	2,700.00	365.95 13.55
Total Dept 740 - DDA ADMINISTRATION		88,176.34	91,724.00	91,724.00	68,664.86 74.86
Dept 902 - PUBLIC IMPROVEMENT					
CONTRACTUAL SERVICES					
248-902-821-001	ENGINEERING - ROBINA PROJECT	3,801.78	0.00	0.00	0.00 0.00
CONTRACTUAL SERVICES		3,801.78	0.00	0.00	0.00 0.00
CAPITAL OUTLAY					
248-902-972-200	STREETScape IMPROVEMENTS	95,591.30	60,000.00	60,000.00	64,297.86 107.16
248-902-972-500	WAYFINDING	0.00	10,000.00	10,000.00	0.00 0.00
248-902-972-700	BERKLEY PLAZA PROJECT	2,304.00	0.00	0.00	0.00 0.00
CAPITAL OUTLAY		97,895.30	70,000.00	70,000.00	64,297.86 91.85
Total Dept 902 - PUBLIC IMPROVEMENT		101,697.08	70,000.00	70,000.00	64,297.86 91.85

REVENUE AND EXPENDITURE REPORT FOR CITY OF BERKLEY  
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GL NUMBER	DESCRIPTION	END BALANCE	2024-25		YTD BALANCE	% BDGT
		06/30/2024	ORIGINAL	2024-25	03/31/2025	
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Expenditures						
TOTAL EXPENDITURES		578,297.79	524,234.00	524,234.00	403,362.64	76.94
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		498,072.44	459,234.00	459,234.00	438,073.83	95.39
TOTAL EXPENDITURES		578,297.79	524,234.00	524,234.00	403,362.64	76.94
NET OF REVENUES & EXPENDITURES		(80,225.35)	(65,000.00)	(65,000.00)	34,711.19	53.40

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		END BALANCE 06/30/2024	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 03/31/2025	% BDGT USED
GL NUMBER	DESCRIPTION	NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)
Fund 275 - CDBG						
Revenues						
Dept 001 - REVENUES						
FEDERAL GRANTS						
275-001-530-023	CDBG-PROGRAM REVENUE - 22/23	11,052.94	35,000.00	35,000.00	0.00	0.00
FEDERAL GRANTS		11,052.94	35,000.00	35,000.00	0.00	0.00
Total Dept 001 - REVENUES		11,052.94	35,000.00	35,000.00	0.00	0.00
TOTAL REVENUES		11,052.94	35,000.00	35,000.00	0.00	0.00
Expenditures						
Dept 902 - PUBLIC IMPROVEMENT						
CONTRACTUAL SERVICES						
275-902-818-045	CDBG EXPENSES-PROGRAM YEAR 2022-2023	1,895.14	0.00	2,000.00	1,041.26	52.06
275-902-818-046	CDBG EXPENSES-PROGRAM YEAR 2023-2024	2,640.00	35,000.00	33,000.00	17,946.56	54.38
CONTRACTUAL SERVICES		4,535.14	35,000.00	35,000.00	18,987.82	54.25
Total Dept 902 - PUBLIC IMPROVEMENT		4,535.14	35,000.00	35,000.00	18,987.82	54.25
TOTAL EXPENDITURES		4,535.14	35,000.00	35,000.00	18,987.82	54.25
Fund 275 - CDBG:						
TOTAL REVENUES		11,052.94	35,000.00	35,000.00	0.00	0.00
TOTAL EXPENDITURES		4,535.14	35,000.00	35,000.00	18,987.82	54.25
NET OF REVENUES & EXPENDITURES		6,517.80	0.00	0.00	(18,987.82)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF BERKLEY  
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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 284 - OPIOID SETTLEMENT FUND								
Revenues								
Dept 001 - REVENUES								
MISCELLANEOUS								
284-001-685-000	OPIOID SETTLEMENT REVENUE		0.00	0.00	0.00	21,524.76		100.00
MISCELLANEOUS			0.00	0.00	0.00	21,524.76		100.00
OTHER FINANCING SOURCES								
284-001-699-101	TRANSFER IN FROM GENERAL FUND		0.00	0.00	0.00	29,480.29		100.00
OTHER FINANCING SOURCES			0.00	0.00	0.00	29,480.29		100.00
Total Dept 001 - REVENUES			0.00	0.00	0.00	51,005.05		100.00
TOTAL REVENUES			0.00	0.00	0.00	51,005.05		100.00
Fund 284 - OPIOID SETTLEMENT FUND:								
TOTAL REVENUES			0.00	0.00	0.00	51,005.05		100.00
TOTAL EXPENDITURES			0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES			0.00	0.00	0.00	51,005.05		100.00

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GL NUMBER	DESCRIPTION	END BALANCE	2024-25		YTD BALANCE	% BDGT	
		06/30/2024	ORIGINAL	2024-25	03/31/2025		
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	USED	
Fund 443 - INFRASTRUCTURE MILLAGE FUND							
Revenues							
Dept 001 - REVENUES							
PROPERTY TAXES							
443-001-402-000	PROPERTY TAXES	1,383,304.53	1,421,000.00	1,500,211.00	1,423,456.52	94.88	
443-001-402-990	PROPERTY TAXES - CHARGEBACKS	2,576.90	0.00	0.00	0.00	0.00	
PROPERTY TAXES		1,385,881.43	1,421,000.00	1,500,211.00	1,423,456.52	94.88	
STATE GRANTS							
443-001-573-000	LOCAL COMMUNITY STABILIZATION SHARE-PPT	8,984.94	0.00	0.00	0.00	0.00	
STATE GRANTS		8,984.94	0.00	0.00	0.00	0.00	
INVESTMENT EARNINGS							
443-001-665-000	INVESTMENT EARNINGS (LOSSES)	38,980.41	29,000.00	29,789.00	0.00	0.00	
INVESTMENT EARNINGS		38,980.41	29,000.00	29,789.00	0.00	0.00	
Total Dept 001 - REVENUES		1,433,846.78	1,450,000.00	1,530,000.00	1,423,456.52	93.04	
TOTAL REVENUES		1,433,846.78	1,450,000.00	1,530,000.00	1,423,456.52	93.04	
Expenditures							
Dept 901 - CAPITAL PROJECT							
CONTRACTUAL SERVICES							
443-901-821-000	ENGINEER - ROAD PROJECT	228,046.39	50,000.00	50,000.00	48,445.87	96.89	
CONTRACTUAL SERVICES		228,046.39	50,000.00	50,000.00	48,445.87	96.89	
CAPITAL OUTLAY							
443-901-975-000	CONSTRUCTION - ROAD PROJECT	1,386,585.26	700,000.00	700,000.00	18,531.05	2.65	
CAPITAL OUTLAY		1,386,585.26	700,000.00	700,000.00	18,531.05	2.65	
Total Dept 901 - CAPITAL PROJECT		1,614,631.65	750,000.00	750,000.00	66,976.92	8.93	
TOTAL EXPENDITURES		1,614,631.65	750,000.00	750,000.00	66,976.92	8.93	
Fund 443 - INFRASTRUCTURE MILLAGE FUND:							
TOTAL REVENUES		1,433,846.78	1,450,000.00	1,530,000.00	1,423,456.52	93.04	
TOTAL EXPENDITURES		1,614,631.65	750,000.00	750,000.00	66,976.92	8.93	
NET OF REVENUES & EXPENDITURES		(180,784.87)	700,000.00	780,000.00	1,356,479.60	173.91	



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		END BALANCE	2024-25	YTD BALANCE		
		06/30/2024	ORIGINAL	2024-25	03/31/2025	% BDGT
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	USED
Fund 592 - WATER AND SEWER						
Revenues						
Dept 001 - REVENUES						
MISCELLANEOUS						
592-001-670-060	INSURANCE REIMBURSEMENTS	3,093.98	0.00	0.00	0.00	0.00
592-001-672-001	SUNDRY REVENUE	34,442.94	20,000.00	19,000.00	22,756.53	119.77
592-001-673-000	SALE OF FIXED ASSETS	181,619.60	0.00	1,000.00	1,215.96	121.60
MISCELLANEOUS		219,156.52	20,000.00	20,000.00	23,972.49	119.86
STATE GRANTS						
592-001-539-010	STATE GRANTS	0.00	0.00	0.00	7,122.83	100.00
592-001-557-000	OTHER GRANTS-COUNTY, ETC.	0.00	0.00	0.00	100,000.00	100.00
STATE GRANTS		0.00	0.00	0.00	107,122.83	100.00
CHARGES FOR SERVICES						
592-001-642-000	WATER SALES	4,259,128.73	4,842,000.00	4,782,000.00	3,905,185.08	81.66
592-001-642-001	NONRESIDENTIAL SURCHARGE	39,066.64	40,517.00	40,517.00	29,580.39	73.01
592-001-642-002	FIXED WATER CHARGE	818,123.15	896,000.00	855,000.00	675,242.75	78.98
592-001-642-003	STORM UTILITY CHARGE	2,914,905.42	3,168,000.00	3,209,000.00	2,363,472.74	73.65
592-001-656-002	LATE FEES	200,970.82	161,000.00	221,000.00	147,592.46	66.78
CHARGES FOR SERVICES		8,232,194.76	9,107,517.00	9,107,517.00	7,121,073.42	78.19
INVESTMENT EARNINGS						
592-001-665-000	INVESTMENT EARNINGS (LOSSES)	5,628.69	7,652.00	7,652.00	0.00	0.00
INVESTMENT EARNINGS		5,628.69	7,652.00	7,652.00	0.00	0.00
PROPERTY/EQUIPMENT RENTAL						
592-001-668-000	EQUIPMENT RENTAL	13,225.48	20,000.00	20,000.00	26,942.26	134.71
PROPERTY/EQUIPMENT RENTAL		13,225.48	20,000.00	20,000.00	26,942.26	134.71
Total Dept 001 - REVENUES		8,470,205.45	9,155,169.00	9,155,169.00	7,279,111.00	79.51
TOTAL REVENUES		8,470,205.45	9,155,169.00	9,155,169.00	7,279,111.00	79.51
Expenditures						
Dept 252 - ACTIVE EMPLOYEE BENEFITS						
SALARIES AND FRINGE BENEFITS						
592-252-716-000	DENTAL/VISION/LIFE-LTD/RHCS	29,010.08	34,500.00	34,500.00	15,067.37	43.67
592-252-716-500	HEALTH CARE COSTS - BC/BS	241,764.82	308,000.00	288,000.00	0.00	0.00
592-252-716-718	HEALTH BENEFITS-MERS RHV RETIREES	0.00	10,000.00	10,000.00	0.00	0.00
592-252-718-000	RETIREMENT-DB MERS	147,545.88	31,000.00	34,994.00	26,244.90	75.00
592-252-718-003	PENSION EXPENSE - MERS RETIREMENT-DPW	(1,490,257.48)	210,000.00	226,147.00	169,609.77	75.00
592-252-718-010	MERS DC RETIREMENT	14,456.37	18,200.00	18,059.00	2,081.79	11.53
SALARIES AND FRINGE BENEFITS		(1,057,480.33)	611,700.00	611,700.00	213,003.83	34.82
Total Dept 252 - ACTIVE EMPLOYEE BENEFITS		(1,057,480.33)	611,700.00	611,700.00	213,003.83	34.82
Dept 536 - WATER & SEWER SERVICE						
SALARIES AND FRINGE BENEFITS						

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		END BALANCE		2024-25		YTD BALANCE		
		06/30/2024		ORIGINAL		03/31/2025		% BDGT
GL NUMBER	DESCRIPTION	NORMAL	(ABNORMAL)	BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	USED
Fund 592 - WATER AND SEWER								
Expenditures								
592-536-704-000	FULL TIME EMPLOYEES	155,956.97		113,512.00	166,512.00	139,426.15		83.73
592-536-706-000	LABORERS	264,665.66		212,377.00	300,377.00	238,443.36		79.38
592-536-707-000	PART TIME EMPLOYEES	7,645.83		24,000.00	5,000.00	1,318.40		26.37
592-536-709-000	OVERTIME	33,543.88		35,000.00	90,000.00	71,916.97		79.91
592-536-715-000	FICA	36,054.07		32,859.00	45,459.00	34,266.95		75.38
592-536-721-000	ANNUAL LEAVE	(13,934.63)		0.00	0.00	0.00		0.00
592-536-722-000	SICK LEAVE	(15,763.52)		0.00	0.00	0.00		0.00
592-536-725-000	WORKERS COMP	35,050.65		35,009.00	31,009.00	30,754.62		99.18
592-536-726-200	INTERNAL SRVC - LABOR & ADMIN	400,000.00		400,000.00	400,000.00	300,000.00		75.00
SALARIES AND FRINGE BENEFITS		903,218.91		852,757.00	1,038,357.00	816,126.45		78.60
MATERIALS AND SUPPLIES								
592-536-728-000	OFFICE SUPPLIES	248.53		750.00	3,000.00	2,202.70		73.42
592-536-729-000	STATIONARY	6,121.63		10,000.00	7,000.00	2,090.03		29.86
592-536-730-000	POSTAGE-PRINTING-MAILING	15,282.11		20,000.00	20,000.00	11,624.23		58.12
592-536-744-000	UNIFORMS	7,873.90		8,000.00	8,000.00	6,819.25		85.24
592-536-751-000	FUEL & LUBE	30,773.65		30,000.00	30,000.00	5,785.43		19.28
592-536-758-000	PROGRAM SUPPLIES	7,161.84		6,500.00	6,500.00	266.68		4.10
592-536-787-000	TOOLS	2,892.89		4,000.00	4,000.00	2,644.63		66.12
MATERIALS AND SUPPLIES		70,354.55		79,250.00	78,500.00	31,432.95		40.04
CONTRACTUAL SERVICES								
592-536-801-000	BANK CHARGES	117.99		200.00	450.00	0.00		0.00
592-536-803-000	MEMBERSHIPS AND DUES	96.92		0.00	0.00	0.00		0.00
592-536-807-000	AUDIT SERVICES	6,000.00		7,200.00	7,700.00	7,700.00		100.00
592-536-811-000	CUSTODIAL	3,776.27		4,860.00	4,860.00	1,187.60		24.44
592-536-817-000	CONSULTANT	0.00		9,000.00	9,000.00	0.00		0.00
592-536-818-000	CONTRACTUAL SERVICES	95,246.88		1,071,000.00	1,071,000.00	424,961.39		39.68
592-536-821-000	ENGINEER	0.00		130,400.00	130,400.00	91,785.58		70.39
592-536-822-000	CROSS CONNECTIONS	20,229.00		24,400.00	24,400.00	15,921.00		65.25
592-536-830-000	DPW CONTRACTUAL	25,980.00		50,000.00	50,000.00	35,649.12		71.30
592-536-835-000	MEDICAL EXPENSES	1,991.30		1,000.00	2,000.00	1,682.75		84.14
592-536-851-000	RADIO MAINTENANCE	538.99		500.00	500.00	0.00		0.00
592-536-926-000	BULK WATER	880,497.52		1,005,000.00	960,000.00	595,729.43		62.06
592-536-927-000	BULK SEWAGE	1,152,181.92		1,205,000.00	1,155,000.00	793,782.42		68.73
592-536-928-000	NONRESIDENTIAL SURCHARGE	38,831.52		40,517.00	40,517.00	26,456.64		65.30
592-536-986-000	COMPUTER SOFTWARE	11,266.46		25,500.00	22,000.00	13,955.35		63.43
CONTRACTUAL SERVICES		2,236,754.77		3,574,577.00	3,477,827.00	2,008,811.28		57.76
UTILITIES								
592-536-853-000	TELEPHONE	2,912.05		3,250.00	3,250.00	2,608.85		80.27
592-536-920-000	UTILITIES	13,941.51		12,000.00	12,000.00	8,966.29		74.72
UTILITIES		16,853.56		15,250.00	15,250.00	11,575.14		75.90
OTHER CHARGES								
592-536-939-000	VEHICLE MAINTENANCE	20,991.99		30,000.00	20,000.00	9,783.48		48.92
592-536-940-000	EQUIPMENT RENTAL-LEAD LINES	35,456.35		0.00	40,000.00	16,819.80		42.05
592-536-940-001	EQUIPMENT RENTAL - VENDOR	9,500.00		10,000.00	10,000.00	498.60		4.99
592-536-946-000	OFFICE EQUIPMENT RENTAL	4,015.70		5,000.00	5,000.00	3,002.73		60.05
592-536-960-000	PROFESSIONAL DEVELOPMENT	12,925.50		13,000.00	13,000.00	7,702.50		59.25
OTHER CHARGES		82,889.54		58,000.00	88,000.00	37,807.11		42.96

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2024		2024-25 ORIGINAL BUDGET		2024-25 AMENDED BUDGET		YTD BALANCE 03/31/2025		% BDGT USED
		NORMAL	(ABNORMAL)					NORMAL	(ABNORMAL)	
Fund 592 - WATER AND SEWER										
Expenditures										
CAPITAL OUTLAY										
592-536-982-000	CONCRETE REPAIR		0.00	200,000.00		200,000.00		65,831.00		32.92
592-536-982-592	EQUIPMENT		0.00	476,500.00		476,500.00		142,063.20		29.81
592-536-984-000	RADIO EQUIPMENT		1,264.37	500.00		3,000.00		2,748.25		91.61
592-536-985-000	VEHICLE		0.00	317,000.00		317,000.00		275,562.23		86.93
CAPITAL OUTLAY			1,264.37	994,000.00		996,500.00		486,204.68		48.79
INSURANCE										
592-536-913-000	VEHICLE INSURANCE		3,474.50	7,100.00		3,500.00		3,474.50		99.27
592-536-914-000	LIABILITY INSURANCE		2,887.00	5,947.00		2,947.00		2,887.00		97.96
INSURANCE			6,361.50	13,047.00		6,447.00		6,361.50		98.67
DEPRECIATION										
592-536-989-001	DEPRECIATION		837,217.66	0.00		0.00		0.00		0.00
DEPRECIATION			837,217.66	0.00		0.00		0.00		0.00
Total Dept 536 - WATER & SEWER SERVICE			4,154,914.86	5,586,881.00		5,700,881.00		3,398,319.11		59.61
Dept 537 - STORM SEWER SYSTEM										
SALARIES AND FRINGE BENEFITS										
592-537-706-000	LABORERS		13,306.68	45,000.00		20,000.00		14,723.38		73.62
592-537-709-000	OVERTIME		6,668.08	10,000.00		7,000.00		1,316.76		18.81
592-537-715-000	FICA		1,565.98	4,181.00		2,181.00		1,219.89		55.93
592-537-725-000	WORKERS COMP		10,495.95	10,481.00		10,481.00		9,207.32		87.85
SALARIES AND FRINGE BENEFITS			32,036.69	69,662.00		39,662.00		26,467.35		66.73
MATERIALS AND SUPPLIES										
592-537-744-000	UNIFORMS		1,292.92	2,000.00		2,000.00		938.08		46.90
MATERIALS AND SUPPLIES			1,292.92	2,000.00		2,000.00		938.08		46.90
CONTRACTUAL SERVICES										
592-537-927-000	STORM FLOW		1,961,823.24	2,041,000.00		1,957,000.00		1,445,518.63		73.86
CONTRACTUAL SERVICES			1,961,823.24	2,041,000.00		1,957,000.00		1,445,518.63		73.86
DEBT SERVICE										
592-537-992-000	INTEREST EXPENSE		4,027.80	4,260.00		4,260.00		4,246.77		99.69
592-537-993-000	DEBT PRINCIPAL		0.00	39,666.00		39,666.00		39,665.68		100.00
DEBT SERVICE			4,027.80	43,926.00		43,926.00		43,912.45		99.97
Total Dept 537 - STORM SEWER SYSTEM			1,999,180.65	2,156,588.00		2,042,588.00		1,516,836.51		74.26
Dept 902 - PUBLIC IMPROVEMENT										
CAPITAL OUTLAY										
592-902-971-150	IMPROVEMENTS-SEWER		0.00	800,000.00		800,000.00		143,351.00		17.92
CAPITAL OUTLAY			0.00	800,000.00		800,000.00		143,351.00		17.92

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GL NUMBER	DESCRIPTION	END BALANCE	2024-25			YTD BALANCE	% BDGT
		06/30/2024	ORIGINAL	2024-25		03/31/2025	
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET		NORMAL (ABNORMAL)	USED
Fund 592 - WATER AND SEWER Expenditures							
Total Dept 902 - PUBLIC IMPROVEMENT		0.00	800,000.00	800,000.00		143,351.00	17.92
TOTAL EXPENDITURES		5,096,615.18	9,155,169.00	9,155,169.00		5,271,510.45	57.58
Fund 592 - WATER AND SEWER:							
TOTAL REVENUES		8,470,205.45	9,155,169.00	9,155,169.00		7,279,111.00	79.51
TOTAL EXPENDITURES		5,096,615.18	9,155,169.00	9,155,169.00		5,271,510.45	57.58
NET OF REVENUES & EXPENDITURES		3,373,590.27	0.00	0.00		2,007,600.55	100.00

DB: City Of Berkley

% Fiscal Year Completed: 75.07

03/31/2025

% BDGT

		END BALANCE 06/30/2024	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 03/31/2025	% BDGT USED
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	
Fund 732 - PUBLIC SAFETY PENSION						
Revenues						
Dept 001 - REVENUES						
PROPERTY TAXES						
732-001-402-732	PROP TAXES PUBLIC SAFETY PA 345	1,325,000.00	1,449,788.00	1,449,788.00	0.00	0.00
PROPERTY TAXES		1,325,000.00	1,449,788.00	1,449,788.00	0.00	0.00
MISCELLANEOUS						
732-001-672-001	SUNDRY REVENUE	679.10	371.00	371.00	2,697.03	726.96
MISCELLANEOUS		679.10	371.00	371.00	2,697.03	726.96
INVESTMENT EARNINGS						
732-001-665-000	INVESTMENT EARNINGS (LOSSES)	2,377,586.07	1,394,000.00	1,394,000.00	0.00	0.00
INVESTMENT EARNINGS		2,377,586.07	1,394,000.00	1,394,000.00	0.00	0.00
CONTRIBUTION/DONATIONS						
732-001-675-732	EMPLOYEE CONTRIBUTIONS	79,806.51	35,000.00	35,000.00	8,321.31	23.78
CONTRIBUTION/DONATIONS		79,806.51	35,000.00	35,000.00	8,321.31	23.78
Total Dept 001 - REVENUES		3,783,071.68	2,879,159.00	2,879,159.00	11,018.34	0.38
TOTAL REVENUES		3,783,071.68	2,879,159.00	2,879,159.00	11,018.34	0.38
Expenditures						
Dept 345 - PUBLIC SAFETY OPERATIONS						
SALARIES AND FRINGE BENEFITS						
732-345-706-310	PSO RETIREES	2,058,930.65	2,100,000.00	2,100,000.00	1,526,535.26	72.69
732-345-726-200	INTERNAL SRVC - LABOR & ADMIN	25,000.00	25,000.00	25,000.00	18,750.00	75.00
SALARIES AND FRINGE BENEFITS		2,083,930.65	2,125,000.00	2,125,000.00	1,545,285.26	72.72
CONTRACTUAL SERVICES						
732-345-807-000	AUDIT SERVICES	2,100.00	2,500.00	2,700.00	2,700.00	100.00
732-345-817-000	CONSULTANT	94,245.43	130,000.00	115,000.00	72,574.81	63.11
732-345-818-000	CONTRACTUAL SERVICES	50,100.00	35,000.00	50,000.00	6,000.00	12.00
732-345-826-000	LEGAL SERVICES - GENERAL LIABILITY	2,916.00	2,000.00	2,000.00	162.00	8.10
CONTRACTUAL SERVICES		149,361.43	169,500.00	169,700.00	81,436.81	47.99
INSURANCE						
732-345-914-000	LIABILITY INSURANCE	21,770.95	19,659.00	19,459.00	9,543.00	49.04
INSURANCE		21,770.95	19,659.00	19,459.00	9,543.00	49.04
Total Dept 345 - PUBLIC SAFETY OPERATIONS		2,255,063.03	2,314,159.00	2,314,159.00	1,636,265.07	70.71
TOTAL EXPENDITURES		2,255,063.03	2,314,159.00	2,314,159.00	1,636,265.07	70.71
Fund 732 - PUBLIC SAFETY PENSION:						

REVENUE AND EXPENDITURE REPORT FOR CITY OF BERKLEY  
PERIOD ENDING 03/31/2025  
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE	2024-25			YTD BALANCE	% BDGT USED
		06/30/2024	ORIGINAL	2024-25		03/31/2025	
		NORMAL (ABNORMAL)	BUDGET	AMENDED BUDGET		NORMAL (ABNORMAL)	
Fund 732 - PUBLIC SAFETY PENSION							
TOTAL REVENUES		3,783,071.68	2,879,159.00	2,879,159.00		11,018.34	0.38
TOTAL EXPENDITURES		2,255,063.03	2,314,159.00	2,314,159.00		1,636,265.07	70.71
NET OF REVENUES & EXPENDITURES		1,528,008.65	565,000.00	565,000.00		(1,625,246.73)	287.65

REVENUE AND EXPENDITURE REPORT FOR CITY OF BERKLEY  
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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 735 - OTHER POST EMPLOYMENT BENEFITS-MERS								
Revenues								
Dept 001 - REVENUES								
INVESTMENT EARNINGS								
735-001-665-000	INVESTMENT EARNINGS (LOSSES)	730,553.02	0.00	0.00	326,556.85	100.00		
INVESTMENT EARNINGS		730,553.02	0.00	0.00	326,556.85	100.00		
CONTRIBUTION/DONATIONS								
735-001-675-735	EMPLOYER CONTRIBUTIONS	748,991.08	0.00	0.00	13,639.59	100.00		
CONTRIBUTION/DONATIONS		748,991.08	0.00	0.00	13,639.59	100.00		
Total Dept 001 - REVENUES		1,479,544.10	0.00	0.00	340,196.44	100.00		
TOTAL REVENUES		1,479,544.10	0.00	0.00	340,196.44	100.00		
Expenditures								
Dept 256 - RETIREE HEALTH-RHFV								
SALARIES AND FRINGE BENEFITS								
735-256-716-720	RETIREE HEALTH BENEFITS-FROM RHFV	736,004.37	0.00	0.00	0.00	0.00		
SALARIES AND FRINGE BENEFITS		736,004.37	0.00	0.00	0.00	0.00		
OTHER CHARGES								
735-256-808-000	ADMINISTRATIVE FEES	15,748.88	0.00	0.00	12,944.01	100.00		
OTHER CHARGES		15,748.88	0.00	0.00	12,944.01	100.00		
Total Dept 256 - RETIREE HEALTH-RHFV		751,753.25	0.00	0.00	12,944.01	100.00		
TOTAL EXPENDITURES		751,753.25	0.00	0.00	12,944.01	100.00		
Fund 735 - OTHER POST EMPLOYMENT BENEFITS-MERS:								
TOTAL REVENUES		1,479,544.10	0.00	0.00	340,196.44	100.00		
TOTAL EXPENDITURES		751,753.25	0.00	0.00	12,944.01	100.00		
NET OF REVENUES & EXPENDITURES		727,790.85	0.00	0.00	327,252.43	100.00		



REVENUE AND EXPENDITURE REPORT FOR CITY OF BERKLEY  
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GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 809 - SIDEWALKS								
Revenues								
Dept 001 - REVENUES								
PROPERTY TAXES								
809-001-402-000	PROPERTY TAXES	63,486.79		0.00	0.00	0.00		0.00
PROPERTY TAXES		63,486.79		0.00	0.00	0.00		0.00
INVESTMENT EARNINGS								
809-001-665-000	INVESTMENT EARNINGS (LOSSES)	666.71		0.00	0.00	0.00		0.00
INVESTMENT EARNINGS		666.71		0.00	0.00	0.00		0.00
OTHER FINANCING SOURCES								
809-001-699-101	TRANSFERS IN FROM GENERAL FUND	84,074.12		0.00	0.00	0.00		0.00
OTHER FINANCING SOURCES		84,074.12		0.00	0.00	0.00		0.00
SPECIAL ASSESSMENT REVENUE								
809-001-676-000	SPECIAL ASSESSMENT REVENUE	143,175.98		0.00	0.00	0.00		0.00
SPECIAL ASSESSMENT REVENUE		143,175.98		0.00	0.00	0.00		0.00
Total Dept 001 - REVENUES		291,403.60		0.00	0.00	0.00		0.00
TOTAL REVENUES		291,403.60		0.00	0.00	0.00		0.00
Expenditures								
Dept 901 - CAPITAL PROJECT								
CONTRACTUAL SERVICES								
809-901-821-000	ENGINEER	32,156.19		2,500.00	2,500.00	0.00		0.00
CONTRACTUAL SERVICES		32,156.19		2,500.00	2,500.00	0.00		0.00
CAPITAL OUTLAY								
809-901-975-001	CONSTRUCTION - SIDEWALKS	276,163.91		5,000.00	5,000.00	0.00		0.00
CAPITAL OUTLAY		276,163.91		5,000.00	5,000.00	0.00		0.00
Total Dept 901 - CAPITAL PROJECT		308,320.10		7,500.00	7,500.00	0.00		0.00
TOTAL EXPENDITURES		308,320.10		7,500.00	7,500.00	0.00		0.00
Fund 809 - SIDEWALKS:								
TOTAL REVENUES		291,403.60		0.00	0.00	0.00		0.00
TOTAL EXPENDITURES		308,320.10		7,500.00	7,500.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		(16,916.50)		(7,500.00)	(7,500.00)	0.00		0.00
TOTAL REVENUES - ALL FUNDS		37,925,079.15		35,833,947.00	37,915,872.00	28,348,233.53		74.77

REVENUE AND EXPENDITURE REPORT FOR CITY OF BERKLEY  
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% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE		2024-25		YTD BALANCE		% BDGT USED
		06/30/2024		ORIGINAL		03/31/2025		
		NORMAL	(ABNORMAL)	BUDGET	AMENDED	BUDGET	NORMAL (ABNORMAL)	
TOTAL EXPENDITURES - ALL FUNDS		32,878,389.60		35,544,547.00	38,189,342.00		21,125,312.37	55.32
NET OF REVENUES & EXPENDITURES		5,046,689.55		289,400.00	(273,470.00)		7,222,921.16	2,641.21