

BACKGROUND INFORMATION ON AGENDA ITEMS

7b. Bills--- there is an extended list of tax refunds and the like on this month's list of bills paid. Most of these refunds are tax adjustments which were the result of the December Board of Review. While not showing, there also were also a significant number of supplementary tax bills sent out. March is the month of settlement with the County for taxes.

If you have other questions related to bills paid, please feel free to ask me or Mary prior to the meeting so your inquiry can be addressed in a timely manner.

7e. Performance Resolution for Governmental Agencies--- this is an annual resolution that Council is required to approve to allow DPW and our contractors to receive permits for work in roadways under MDOT and Macomb County jurisdiction. I have included a descriptive page at the end of the resolution that outlines the specific work covered by the permit. Given the routine nature of this item it was included in the Consent Agenda.

8a. \$2.00/unit surcharge-----about a year ago the Council adopted a fee for those businesses and industries that had a fire suppression hookup to our water system as a flat monthly ready to serve charge. Several businesses protested at a meeting and, long story short, the Council voted to remove that charge and replaced it with a \$2/unit surcharge to commercial and industrial customers. We have had some complaints from the small commercial businesses that this extra cost is burdensome. The request is to remove that charge for the remainder of the current Fiscal Year with the understanding that it is likely a new rate structure or system will replace our current system moving forward. Tanya is out for training right now, but I intend to have an estimate of the monetary impact by early next week.

8l. Budget Amendment---in reviewing the current requests for reimbursement there is insufficient funds to cover the upcoming Capitol Conference registration of \$585, let alone any other travel and room expenses. Please be aware that when this budget was done in May 2015, there was no way to predict the changeover that occurred in November. With so many new members some adjustment would have been necessary if all were interested in training. To date we have had four attend the recent MML session in Frankenmuth and we have four signed up for the upcoming Capitol Conference later this month. So, it is necessary the Council increase the line item for Conferences and Workshops for the remainder of the current fiscal year.

In reviewing Council expenses to date and anticipated expenses through the balance of the current FY line item 101-101-900-000 Publications will likely show a surplus. In discussing this with Mary and Kelly, no more than \$4,000 should be transferred to the Council Conferences and Workshops. Any more than this will have to come from Fund Balance.



City Of Fraser

CENTENNIAL COMMUNITY

MAYOR
Joseph Nichols

CITY MANAGER
Richard E. Haberman

CITY CLERK
Kelly Ann Dolland

COUNCIL
Mayor Pro Tem Michael Carnagie
Acting Mayor Matt Hemelberg
Patrice M. Schornak
Yvette Foster
Kathy Blanke
Michael Lesich

6:30-----Request Council Enter Into Closed Session in accordance with Section 15.268 (8)(C) of the Michigan Open Meetings Act regarding the strategy for the City for upcoming collective bargaining negotiations.

**FRASER CITY COUNCIL – REGULAR MEETING
THURSDAY – MARCH 10, 2016 – 7:00 P.M.
CITY HALL**

OPENING PRAYER: Father Greg Rozborski from St. Pio.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. CITIZEN PARTICIPATION ON AGENDA ITEMS
5. PRESENTATIONS:
6. PUBLIC HEARINGS:
 - a. The City of Fraser will be allocating \$26,308 (tentative amount) in Community Development Block Grant funds FY 2016. The Proposed project is the Fraser Senior Center, Exterior Masonry Improvement project. The project consists of Repair, tuck-point and repaint exterior masonry retaining wall and adjacent building wall.
7. CONSENT AGENDA
 - a. Approval of Minutes of the Regular Council Meeting of February 11, 2016.
 - b. Approval of Minutes of the Special Council Meeting of February 9, 2016.
 - c. Approval of Bills for the month of February 2016 in the amount of \$2,146,333.96
 - d. Receive and file the minutes of November 2, 2015 meeting of the Historic Commission.
 - e. Receive and file the minutes of the December 7, 2015 meeting of the Historic Commission.
 - f. Receive and file minutes of November 4, 2015 meeting of Planning Commission
 - g. Request Council approve the annual MDOT Performance Resolution for Government Agencies regarding permits for work within road right-of-ways.

8. REQUESTS FOR COUNCIL ACTION –

- a) Request Council approve the removal of the extra \$2.00/unit on Commercial businesses Water Bills for the remainder of the current Fiscal Year.
- b) Request Council reappoint the following to the Planning Commission for terms running through December 31, 2018:
 - I. Joanne Barr
 - II. Nancy Ehrke
 - III. Todd Quertermous
- c) Request Council appoint James Chamberlin to the Historic Commission for a vacant position with term to expire June 30, 2018.
- d) Request Council Appoint Councilmember Mike Lesich as delegate and Councilmember Yvette Foster as alternate delegate to SEMCOG.
- e) Request Council authorizes the Administration to act on behalf of the city in joining MACRO and appoints the Mayor and the primary City representative and City Manager Rich Haberman as the alternate representative.
- f) Request Council adopt Healthmark resolution as amended to include the following:

“WHEREAS, it is here by determined that the property compromising not less than 50% of the state equalized evaluation of the property within the proposed plant rehabilitation district is obsolete.”
- g) Request Council adopt the following resolutions as recommended by the Assessor:
 - a. Updating Compensation for Board of Review Members
 - b. Allowing Local Residents to Protest to the Board of Review in Writing
 - c. Allowing Updating of the Poverty Guidelines for Taxpayer Consideration at the Board of Review.
- h) Request Council approved local Governing Body Resolution for Charitable Gaming Licenses for Good Shepherd Coalition per State Bureau of State Lottery regulations.
- i) Request Council discuss issues and concerns regarding single and multi-family rental units in the City of Fraser and the City’s role in protecting the health and safety of occupants and prevention of blighted properties within our residential neighborhoods.
- j) Request Council approve the new Letter of Engagement and Professional Services Agreement for Plante Moran as presented.
- k) Request Council approve a budget amendment for the City Council Budget line item 101-101-862.000 Conferences and Workshops.

9. REPORT OF THE CITY ADMINISTRATION/PENDING ITEMS
10. REPORT OF MAYOR AND CITY COUNCIL/NEW BUSINESS
11. CITIZEN PARTICIPATION
12. ADJOURNMENT

(Posted Friday, March 4, 2016 at 4:30p.m.)

THE CITY OF FRASER WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES TO INDIVIDUALS WITH DISABILITIES AT THE MEETING UPON FOUR DAYS NOTICE TO:
RANDY WARUNEK, BUILDING DEPARTMENT (586) 293-3100 EXT 154
IT IS THE POLICY OF THE CITY OF FRASER THAT NO PERSON, ON THE BASIS OF RACE, CREED, COLOR, RELIGION, NATIONAL ORIGIN, OR ANCESTRY, AGE, SEX, MARITAL STATUS, OR DISABILITY SHALL BE DISCRIMINATED AGAINST, EXCLUDED FROM PARTICIPATION, DENIED THE BENEFITS OF, OR OTHERWISE SUBJECTED TO DISCRIMINATION IN ANY PROGRAM OR ACTIVITY FOR WHICH IT IS RESPONSIBLE.



Macomb County CDBG Program

Due March 2, 2016

RETURN TO:
MCCSA - Community Development
ATTN: Carrie L. Fortune, Esq.
21885 Dunham Road, Suite 10
Clinton Twp, MI 48036

NAME OF PROPOSAL: Fraser Senior Center, Exterior Masonry Improvements

APPLICANT INFORMATION:

Applicant Name: City of Fraser Address: 33000 Garfield Road
Tax ID Number: 38-6007219 DUNS # 08264423
Contact Person: Kelly Dolland Email: kellyd@micityoffraser.com
Telephone: 586-293-3100 ext. 110 Fax: 586-293-7470

PROJECT INFORMATION: The following information must be provided and be complete:

Requested CDBG funding: \$26,308.00 Total Project Cost: \$ \$26,308.00

Proposal Addresses Con Plan Priority Need #

Project Address: 34935 Hidden Pine Drive, Fraser, MI 48026

PROPOSAL DESCRIPTION: Attach additional pages if necessary

- A. Fully describe the proposed project.
Repair, tuck-point and repaint the exterior masonry retaining wall and adjacent building wall.
- B. Why is CDBG funding necessary for the project?
The retaining wall will continue to deteriorate until repaired; no other city funding is currently available.
- C. Describe project implementation.
Obtain possible funding through CDBG, prepare bidding documents, obtain bids after public advertisement, and perform work prior to winter of 2016.
- D. National Objectives/Project Beneficiaries - Projects must address a national objective.
Select from among the following:
 Proposal benefits an area with at least **44.26%** LMI persons.
 Proposal directly serves **ONLY** a limited clientele presumed to be LMI.
 Proposal benefits LMI through housing.
 Proposal prevents or eliminates slums or blight on an area-wide basis
 Proposal eliminates slums or blight on a spot basis.

Macomb County CDBG Program

1. Area Benefit Only: Provide a detailed description of the area to be served by the project. Applicant must provide a map in addition to the narrative. Map must include census tract(s) and block group(s), or shade it/them on the map.

2. Limited Clientele Benefit Only: Identify and list the proposal's intended beneficiaries, e.g. LMI persons, abused children, elderly persons, severely disabled persons, homeless persons, abused spouses, illiterate adults, migrant farm workers, and persons living with AIDS:

Type:	Total Number	Number LMI
Elderly Persons	15600	

3. Housing Benefit: (All housing activities)

Total # HH to be assisted: _____ # LMI households to be assisted. _____

4. Slums and Blight: Select the most appropriate factor immediately following and complete accordingly.

Slums/Blight (Area): If the proposal addresses a slum or a blighted area, identify it and describe the factors contributing to the blight.

Spot Blight: If the proposal addresses slums and blight on a spot basis, identify the factors causing the blight. You must also certify that they are a threat to public health and safety.

F. **Other Considerations** (Physical Activities Only) will the project...

Involve new construction, renovation, reconstruction, or conversion?	X <input type="checkbox"/> Yes <input type="checkbox"/> No
Change use or expand capacity by more than 20%?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Be located in a known floodplain or wetland?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Be located in a high noise area?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Cause displacement of persons, businesses or remove personal property?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Be located by explosive/flammable materials and/or noxious plant operations?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

What year was the property constructed (if applicable) 1992

G. **Implementation Schedule**: When will you do it? (Assume fund availability on July 1, 2016)

Start: <u>7/01/16</u>	Engineering: <u>7/2/16</u>
Bids Requested: <u>8/26/16</u>	Contract Award: <u>8/15/16</u>
Start Work: <u>10/4/16</u>	Project Complete: <u>11/1/16</u>

Macomb County CDBG Program

E. **Budget** how will you finance the proposal? (List all projected funding.)

Funding Source	Amount of Funding	\$\$\$ Committed? (Y/N)
Requested 2016 CDBG	• \$ 26,308.00	
Other Public Resources (Identify)		
• Undetermined	• \$ Undetermined	•
•	• \$	•
Private Resources (Identify)		
• Donations	• \$ 0.0	•
•	• \$	•
Total Project Costs	• \$ Undetermined	

2 CFR 200: OMB UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

2 CFR 200 requires all pass-through entities to evaluate each sub recipient's risk of noncompliance with Federal statutes, regulations, and terms and conditions of the sub award prior to the award of funding. The purpose of the evaluation will be to determine the level of monitoring or other special conditions that will be imposed should the activity be selected for funding. Levels of monitoring include: 1) on-site or 2) remote. Examples of other special conditions include but are not limited to: required training and/or technical assistance.

In order to comply with 2 CFR 200 your response to the following questions are mandatory. Failure to respond will result in denial of the request for funding.

- 1) History of performance related to managing prior federal awards: has your community met compliance with timeliness of reporting and expenditure of funds for all prior grant awards (have funds been recaptured)? (circle one) **Yes** N/A – first time grant recipient

If no, please provide an explanation for noncompliance.

- 2) If your community has been issued a monitoring finding, has it been cleared by the federal funding agency? (circle one) **Yes**

If no, please list the finding and your community's planned course of action to clear the finding:

- 3) Who are the key personnel assigned to administer the community's proposed CDBG project(s)?
Kelly Dolland, City Clerk

Do they have prior experience administering CDBG funds? (Circle one) **No**

If yes, please describe:

Macomb County CDBG Program

- 4) All contracts will be issued on a reimbursement basis. Does your community have the financial capacity to administer the proposed program on a reimbursement basis? (circle one) **Yes**

If your agency responded "no" to any of the questions above, onsite monitoring will be required as a condition of the award. Sub recipients should note that a secondary evaluation related to performance will be completed during the 4th quarter of each program year. Based on the results of the evaluation a sub recipient's initial monitoring level determination of "remote" may be changed to "on-site".

Application checklist:

- | | |
|---|---------------------------------|
| <input type="checkbox"/> Service area map for area projects | See attached |
| <input type="checkbox"/> Copy of public hearing advertisement | Will provide |
| <input type="checkbox"/> Copy of meeting minutes | Will provide from the 3-10-2016 |
| <input type="checkbox"/> Code of Conduct/Conflict of Interest Policies | |
| <input type="checkbox"/> Proof of procurement of engineering firm (if applicable) | A.E.W. |
| <input type="checkbox"/> Proof of active MITN account (if applicable) | If Applicable |

SIGNATURE OF AUTHORIZED OFFICIAL

Signature: Kelly Dolland Date February 19, 2016

Typed Name & Title: Kelly Dolland, City Clerk _____

I am authorized to sign this application on behalf of City of Fraser and certify that its contents are, to the best of my knowledge, true and accurate. I understand that the willful submission of false or misleading information will result in a disqualification of this application and a denial of CDBG funding.

STATE OF MICHIGAN, MACOMB COUNTY so:

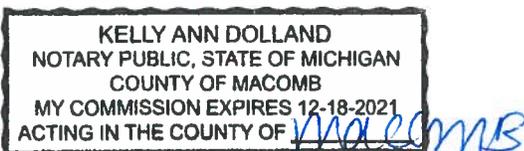
The foregoing instrument was acknowledged before me this February 19th, 2016

By Kelly Ann Dolland

Notary Public
State of Michigan
County of Macomb

My Commission Expires 12-18-2021

Acting in the County of Macomb



City of Fraser Public Hearing City of Fraser Residents

At 7:00pm on March 10th, 2016 t the Fraser Municipal Building, 33000 Garfield Rd, a public hearing will be held to obtain views of the citizens concerning community development and housing needs, as required by the Housing and Community Development Act of 1974, as amended. The City of Fraser will be allocating **\$26,308** (tentative amount) in Community Development Block Grant funds FY 2016.

The Proposed project is the Fraser Senior Center, Exterior Masonry Improvement project. The project consists of Repair, tuck-point and repaint exterior masonry retaining wall and adjacent building wall.

If you cannot attend this meeting and want your views known, please write or call City Clerk, Kelly Dolland, at 33000 Garfield Road, Fraser, MI 48026, telephone number 586-293-3100.

The City of Fraser will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting upon four days notice to the Fraser Building Department at 586-293-3100.

KELLY ANN DOLLAND
City Clerk

DRAFT MINUTES

**Minutes
Fraser City Council - Regular Meeting
Thursday, February 11th, 2016 - 7:00 P.M**

A Regular Meeting of the Fraser City Council was conducted on the above date at the City Municipal Building, located at 33000 Garfield Road, Fraser, County of Macomb, Michigan.

Present: Mayor Nichols and Council Members Blanke, Carnagie, Foster, Hemelberg, Lesich and Schornak

Absent: None

Also Present: Richard Haberman, City Manager
Kelly Dolland, City Clerk
Jack Dolan, City Attorney

- 1. **Call Meeting to Order** - Mayor Nichols called the regular meeting to order at **7:01pm**.

OPENING PRAYER: Rev. Robert Brannon

- 2. **Pledge of Allegiance**

- 3. **Approval of Agenda**

Mayor Nichols moved, seconded by Member Schornak, TO APPROVE AGENDA AS AMENDED.

The motion carried unanimously

Mayor Nichols moved, seconded by Mayor Pro-tem Carnagie, TO APPROVE AGENDA AS AMENDED TO add under 8c. the appointment and re-appointments of March Board of Review

The motion carried unanimously

- 4. **Citizen Participation on Agenda Item**

Susan Reese, Fraser resident spoke of CDBG funding as well as documented ‘blight areas’ in the City of Fraser.

- 5. **Presentations - None**

- 6. **Public Hearing -**

a.To obtain the views of citizens concerning community development and housing needs, as required by the Housing and Community Development Act of 1974, as amended.

Mr. Haberman stated the City of Fraser has been granted from the CDBG \$6,770 to sub recipients which is consistence with the list approved last year. Stated the total amount is \$6770 and please be consistent with the amount the recipients are requesting.

Public Hearing opened at 7:16pm

Keith Carlson, Macomb County Warming Center requested \$2,327 for laundry cost.
Susan Roberts, Christ Church Fraser, Christ Church is a warning location in Fraser.

Rachel Williams, Detroit Rescue Mission Ministries requested \$5,000 but will amend the amount to \$2,500 for dry goods.

Steve Gibson, Hope Center Macomb requested \$3,000 for client based shopping.

Dory Nolan, Care House, Child Advocacy Service request \$1,200 focus service on children of sexual and physical abuse.

Marie Bristol, Macomb County Office of Senior Services CHORE, amended the CDBG allocated \$2,000 to \$1,500.

Alisa Diaz, Macomb Literacy Partners requested \$1,000 for adult literacy.

Public Hearing Closed 7:53pm.

Member Lesich made the motion, seconded by Mayor Nichols, to

Care House	\$1,200	
DRMM Lighthouse	\$1,500	
Hope Center Macomb	\$2,000	
Macomb Warning Center	\$1,070	
MCREST	\$1,000	
Macomb Literacy	\$500	
CHORE	\$1,500	
		<u>TOTAL: \$8,770</u>

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Fraser City Council - Regular Meeting
Thursday, February 11th, 2016 – 7:00pm

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Member Blanke moved, seconded by Mayor Nichols to APPROVE THE RESOLUTION WITH THE NUMBERS AS PRESENTED BY COUNCIL MEMBER LESICH.

The motion carried unanimously

7. Consent Agenda

Mayor Pro-tem Carnagie moved, seconded by Acting Mayor Hemelberg, TO APPROVE THE CONSENT AGENDA ITEMS AS AMENDED.

The motion carried unanimously

Member Schornak requested to discuss #7b. of consent agenda, off consent agenda and add as a separate line item as 8k on the agenda.

Member Schornak moved, second by Acting Mayor Hemelberg to remove #7b from consent agenda and discuss now.

The motion carried unanimously

Member Schornak questioned line items of the attached January 2016 invoice report.

8. Requests For Council Action

a) Request Council approve a Resolution declaring the City of Fraser a Purple Heart City.

Mayor Pro-tem Carnagie moved, seconded by Member Hemelberg to DECLARE THE CITY OF FRASER AS A PURPLE HEART CITY.

Mike Sand, Fraser resident spoke of the military history in the City of Fraser.

Tom Stremпка, Represented the Military Order of the Purple Heart spoke of the honor.

The motion carried unanimously

Nancy Jolly, Fraser resident spoke.

Member Blanke spoke.

Beth Gonzales, DAV spoke.

b) Request Council consider appointment of the following persons to the Recreation Commission:

a. Sarah Kelley

b. David Winowiecki

c. Laura Lesich

Mayor Pro-tem Carnagie moved seconded by Member Foster to APPOINT SARAH KELLEY, DAVID WINOWIECKI AND LAURA LESICH TO THE RECREATION COMMISSION.

Member Lesich abstained from vote.

The motion carried 6-0.

c) Request Council consider the re-appointment of Betty Slominski, expired term of Laura Robinson, appointment of Sandy Decker, term ending 2017 and alternate Brian Krause to the Assessing Board of Review. Members receive \$15hr with a minimum of three (3) hours pay. Board meets March, July and December.

Member Schornak moved, second by Acting Mayor Hemelberg to APPOINT AND REAPPOINT THESE INDIVIDUALS TO THE BOARD OF REVIEW FOR A TWO (2) YEAR TERM BEGINNING IN 2016.

The motion carried unanimously

d) Request Council adopt and proclaim February 7 – 14, 2016 as Congenital Heart Defect Awareness Week in Fraser, MI.

Sarah Kelley spoke on the topic.

Member Lesich spoke of Sarah Kelley and her dedication.

Member Blanke spoke of Sarah Kelley.

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Mayor Nichols moved, seconded Member Schornak to adopt and proclaim February 7-14, 2016 as Congenital Heart Defect Awareness Week in the City of Fraser Michigan.

The motion carried unanimously

e) Request Council approve a new service agreement with WOW to include the interconnection of all City facilities to City Hall by fiber optic cable to create a private Local Area Network (LAN).

Member Schornak has reservations with WOW and not happy with their service.

Member Lesich deferred to Mr. Haberman and Ms. Kwiatkowski to properly address the Cities concerns.

Michele Kwiatkowski recommended WOW as new service for all departments in the City of Fraser.

Mayor Pro-tem Carnegie spoke on the topic.

Member Blanke asked about AT&T. ~ Ms. Kwiatkowski stated it is on back order.

Conversation ensued.

Mayor Nichols moved, seconded by Member Lesich to APPROVE THE NEW WOW SERVICE AGREEMENT.

The motion carried unanimously

f) Request the Council approve a budget amendment from Fund Balance to Account Number 101.260.801.100 in the amount of \$76,253.13 for services provided by Plante Moran through December 21, 2015.

Mary Jaganjac stated the dollar amount for approval is \$87,865 this amount includes services through January 31st, 2016, the January 2016 Council meeting and budgeting services for January. This is an \$11,000 increase.

Mayor Pro-tem Carnegie stated he is disappointed that this is coming to council after the fact.

Member Schornak expressed concern with Plante Moran.

Member Lesich is concerned with Plante Moran services and the conclusion of the services.

Acting Mayor Hemelberg spoke of the necessity of Plante Moran's services.

Gary Laine, Fraser resident spoke on the topic.

Gary Placido, Fraser resident spoke on the topic.

Paul Cilluffo, spoke on the topic.

Conversation ensued.

Member Lesich moved, seconded by Acting Mayor Hemelberg to REQUEST COUNCIL TO APPROVE A BUDGET AMENDMENT FROM FUND BALANCE TO ACCOUNT # 101.260.801.100 IN THE AMOUNT OF \$87,865 FOR SERVICES PROVIDED BY PLANTE MORAN THROUGH JANUARY 31ST, 2016. AND ALSO DIRECT THE CITY MANAGER TO EXECUTE A LETTER FORMALLY CONCLUDING THE LETTER OF ENGAGEMENT APRIL 2015 FOR ACCOUNTING SUPPORT SERVICES BY PLANTE MORAN.

The motion carried unanimously

g) Request the Council approve a budget amendment from Fund Balance to Account Number 101.260.801.100 in the amount of \$25,000 for budget services to be provided by Plante Moran through March 31, 2016.

Much conversation ensued regarding Plante Moran and its services.

Paul Cilluffo, Fraser resident spoke on the topic.

Gary Laine, Fraser resident spoke on the topic.

Anna Cameron, Fraser resident spoke on the topic.

Member Lesich moved seconded Member Blanke motion to AMEND THE SCOPE OF ENGAGEMENT FOR THE BUDGET PHASE OF THE FRASER FISCAL YEAR 2016/2017 INCLUDING MEETING WITH DEPARTMENT HEADS, INITIAL BUDGET COMPLETED BY THE CITY MANAGER AND FINANCE DIRECTOR. UPON COMPLETION THE BUDET WILL BE TURNED OVER TO AN OUTSIDE FIRM FOR REVIEW AND

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RECOMMENDATION TO THE CITY MANAGER, FINANCE DIRECTOR AND CITY COUNCIL FOR ADOPTION.

The motion carried unanimously

Mayor Nichols moved, seconded by member Lesich to TABLE 8G.

The motion carried unanimously

h) Request Council approves the License Agreement for Easement Encroachment as presented and approve the format and process followed as that to be followed by the Administration in the future should such circumstances arise.

Mr. Dolan explained the agreement as presented on behalf of V.I.P. Homes. It is a 12ft storm, sewer and surface drain easement that runs through the property, encroachment is 2.76ft into that area, it is a small encroachment. Mr. Dolan asked Council to approve this agreement and approve this type of agreement in the future.

Member Lesich questioned costs – the cost is \$500.

Mr. Dolan stated this is not a Zoning Board of Appeals issue.

Gary Placido, Fraser resident spoke on the topic.

Paul Cilluffo, Fraser resident spoke on the topic.

Mayor Pro-tem Carnegie spoke on the topic.

Mayor Pro-tem Carnegie moved, seconded by Member Blanke to MOTION TO APPROVE THE LICENSE AGREEMENT FOR EASEMENT ENCROACHMENT AS PRESENTED.

Member Lesich voted no.

The motion carried 6 to 1

i)TABLED ITEM: Request the Council consider rule changes regarding the use of electronic devices during Council meetings as recommended by the Mayor, Mayor Pro Tem and Acting Mayor and adopt the Electronic Equipment and Internet Policy presented by the Administration for Council and Employees.

Mr. Haberman spoke of proposed rule change.

Mr. Dolan drafted this as a discussion document.

Member Lesich moved, seconded by Mayor Pro-tem Carnegie to ADOPT A CITY COUNCIL RULE, AS NEW RULE 7.13 ELECTRONIC AND TELEPHONE COMMUNICATION DURING SESSION. WHILE COUNCIL IS IN SESSION, COUNCIL PERSONS SHALL NOT SEND OR REVIEW ELECTRONIC COMMUNICATIONS RELATING TO CITY BUSINESS FROM OTHER COUNCIL MEMBERS, STAFF OR PUBLIC AT LARGE. ITEM B. WHILE COUNCIL IS IN SESSION, COUNCIL MEMBERS ARE PERMITTED TO RECEIVE, REVIEW AND RESPOND TO ELECTRONIC COMMUNICATION INVOLVES MATTERS OTHER THAN CITY BUSINESS AND IS AN EMERGENCY IN NATURE.

The motion carried unanimously

j)TABLED ITEM: Request Council consider adding rule 4.01, an agenda will be created by the City Manager and approved by the Mayor. Three Council members in writing, e-mail, communication or telephone conversation with the City Manager may add or delete any reasonable item within the prepared and approved agenda. Change to be made before posted on Friday prior to the council meeting.

Mr. Haberman suggested an agenda process vs. a rule.

Conversation ensued.

Mayor Nichols read from an Agenda Process presented by the City Manager in the February 3rd, 2016 weekly update.

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Conversation ensued.

Member Blanke moved, second by Member Lesich to TABLE MOTION FOR ADDITIONAL INFORMATION.

The motion carried unanimously

9. Report of City Administration/Pending Items

Mr. Haberman stated in 2017 Garfield Rd. from Utica Rd. to 15 Mile Rd. will be resurfaced. The city will contribute \$110,00 and the County will pay the rest. Utica Rd. is under consideration.

10. Report of Mayor and City Council/New Business

Mayor Nichols	Thanks all and the Veterans and Sarah Kelley
Acting Mayor Hemelberg	Happy Valentine Day and Vintage House Fish Dinner
Mayor Pro-tem Carnagie	E-Commerce Exchange
Member Lesich	Thanked all
Member Foster	Spoke of Churches of Detroit tour
Member Schornak	Spoke of current events
Member Blanke	Thanked all

11. Citizen Participation

Nancy Berube, Fraser resident commented on City Council.
Charisse Campbell, Fraser resident commented on City Council.

12. Adjournment

Acting Mayor Hemelberg moved, seconded by Mayor Nichols, to ADJOURN THE REGULAR COUNCIL MEETING OF FEBRUARY 11TH, 2016 AT 11:50PM

The motion unanimously,

Respectfully submitted,

Kelly Dolland, City Clerk

Joe Nichols, Mayor

/kd

Draft Minutes

Minutes
Fraser City Council – Special Meeting
Tuesday, February 9th, 2016 - 6:00pm

A Regular Meeting of the Fraser City Council was conducted on the above date at the City Municipal Building, located at 33000 Garfield Road, Fraser, County of Macomb, Michigan.

Present: Mayor Nichols and Council Members Blanke, Carnagie, Foster, Hemelberg, Lesich and Schornak
Absent: None
Also Present: Richard Haberman, City Manager
Kelly Dolland, City Clerk
Jack Dolan, City Attorney

1. Call Meeting to Order - Mayor Nichols called the Special meeting to order at **6:17pm**.

2. Pledge of Allegiance

3. Approval of Agenda

Mayor Nichols moved, seconded by Mayor Pro-tem Carnagie, TO APPROVE AGENDA AS PRESENTED.

The motion carried unanimously

4. Citizen Participation on Agenda Item - None

5. Presentations –

a. Abraham & Gaffney Audit Presentation.

Mary Jaganjac provided clarification regarding the Audit Presentation provide by Abraham & Gaffney. Aaron Stevens with Abraham & Gaffney provided a power point presentation of the City of Fraser audit report.

Member Blanke asked how the City of Fraser compares with other cities in the area. ~ Not prepared to answer that question. Mr. Stevens stated the city is lower than where you need to be in regard to the fund balance, water and sewer fund the city took a step in the right direction but most of your net position is invested in capital.

Member Schornak spoke of many areas of the audit; bonds, court revenues. She also asked for a more detailed water bill.

Member Lesich covered the water and sewer and general fund. Member Lesich also questioned the MERS pension plan.

Member Foster spoke of the downward trend since 2008.

Mayor Pro-tem Carnagie pointed out the Governmental Activities; Current assets/current liabilities slide presentation decrease form 2013, 2014 and 2015, the Senior Housing, and the Affordable Care Act, - Mr. Haberman stated the city must report on every part-time, seasonal and summer-time help which is a huge time consuming report, he also stated the city is self-insured, pre-65 employee are under a high deductible plan, the report will show a small decrease in the premium. Also questioned court fees and fines, how can the city go forward in regard to revenues; Mr. Haberman stated will meet with Head Judge and discuss options.

Acting Mayor Hemelberg questioned the Recreation Boundless Park Grants and costs to the city.

Mayor Nichols, spoke of Plante Moran's presentation, realizes the council must make tough decisions for the 2016-2017 budget, stated he will not vote for a 'tax and spend budget'. Stated he will not vote for a budget that he and the residents don't know where the cuts and increases are.

Member Blanke is against of raising resident's taxes.

Member Foster also stated she is not interested in raising mills.

Mayor Nichols stated there will be a series of special meetings and workshops in addition to the regular scheduled meeting to discuss the budget.

Member Schornak stated she would like a 'monkey survey' like that of her work to generate public input regarding service cuts.

Member Foster stated she would like to meet with department heads.

Conversation ensued regarding previous council budget approvals.

6. Citizen Participation

Gil Harris, Fraser resident spoke of the meeting.

Anna Cameron, Fraser resident spoke of her participation with the Compensation Commission.

Minutes
Fraser City Council - Special Meeting
Tuesday, February 9th, 2016 - 6:00pm
2

Janet Calabrese, Fraser resident spoke of the number of meeting per month.

Member Blanke excused herself from the meeting at 9:08pm

Barbara Jennings, Fraser resident spoke of the audit presentation and previous audits.

7. Adjournment

Acting Mayor Hemelberg moved, seconded by Member Foster, to ADJOURN THE REGULAR COUNCIL MEETING OF February 9th, 2016 AT 12:19 A.M.

The motion unanimously,

Respectfully submitted,

Kelly Dolland, City Clerk

Joe Nichols, Mayor

/kd

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank PNC GENERAL CHECKING						
02/01/2016	PNC	120172	999FIN	ARTHUR & SANDRA CHAVEZ	REFUND - PARCEL 11-31-306-017 SUMMER REFUND PARCEL 11-31-306-017- WINTER	3,710.43 127.70 <u>3,838.13</u>
02/01/2016	PNC	120173	999FIN	VOID		V
02/01/2016	PNC	120174	999FIN	ARTHUR AND SUZANNE MARTZ	REFUND PARECL 11-31-405-008	3,819.15
02/01/2016	PNC	120175	999FIN	EIFEL MOLD & ENGINEERING	REFUND PARCEL 325-31071-00	4,229.55
02/01/2016	PNC	120176	999FIN	JAMES HARDY	REFUND PARCEL 11-31-328-017 SUMMER REFUND 11-31-328-017 WINTER	3,283.34 113.01 <u>3,396.35</u>
02/01/2016	PNC	120177	999FIN	VOID		V
02/01/2016	PNC	120178	999FIN	KATHLEEN BURNHAM	REFUND 14-05-252-049	788.34
02/01/2016	PNC	120179	999FIN	LCC PROPERTIES, LLC	REFUND PARCEL 14-05-428-035	2,009.54
02/01/2016	PNC	120180	999FIN	RAMIZA DIZDAREVIC	REFUND PARCEL 14-05-280-027	773.23
02/01/2016	PNC	120181	999FIN	ROBERT W.AND SUZAN MC CARN	REFUND PARCEL 14-05-457-006 SUMMER REFUND PARCEL 14-05-457-006 WINTER	1,876.29 64.58 <u>1,940.87</u>
02/01/2016	PNC	120182	999FIN	VOID		V
02/01/2016	PNC	120183	999FIN	SAPRENIA AND STEVEN MROZEK	REFUND PARCEL 14-05-128-028 SUMMER	1,824.66
02/01/2016	PNC	120184	999FIN	STEVEN & SAPRENIA MROZEK	REFUND PARCEL 14-05-128-028 WINTER	62.78
02/01/2016	PNC	120185	999FIN	ABSC PROPERTY LLC	OVERPAYMENT 14-05-376-032	124.66
02/01/2016	PNC	120186	999FIN	ARTUR SEJDARASI	OVERPAYMENT 11-31-211-005	24.13
02/01/2016	PNC	120187	999FIN	ASHLEY NONIS	OVERPAYMENT 11-31-379-006	108.17
02/01/2016	PNC	120188	999FIN	CHERYL L MC JENNETT	OVERPAYMENT 11-31-211-030	24.13
02/01/2016	PNC	120189	999FIN	DAVID A DEDONATIS	OVERPAYMENT 11-32-303-018	72.50
02/01/2016	PNC	120190	999FIN	DAVID M. RUTKOWSKI	OVERPAYMENT 11-31-279-065	60.66
02/01/2016	PNC	120191	999FIN	DERRICK & DANIELLE REEVES	OVERPAYMENT 14-05-278-029	79.60
02/01/2016	PNC	120192	999FIN	DONALD R & SANDRA V TORRENCE	OVERPAYMENT 14-06-151-027	89.06
02/01/2016	PNC	120193	999FIN	EIFEL MOLD & ENGINEERING	OVERPAYMENT 325-31071-00	167.86
02/01/2016	PNC	120194	999FIN	ELIZABETH SEBASTIAN	OVERPAYMENT 11-31-379-001	131.42
02/01/2016	PNC	120195	999FIN	GERALD TORRANCE	OVERPAYMENT 14-06-428-005	41.44
02/01/2016	PNC	120196	999FIN	HARRINGTON MANOR	OVERPAYMENT 11-31-426-005	147.53
02/01/2016	PNC	120197	999FIN	JAMES SCHEER & KRISTA DEMBOWSKI	OVERPAYMENT 14-06-355-004	68.38
02/01/2016	PNC	120198	999FIN	JEAN MARC COMTOIS (TRUST)	OVERPAYMENT 11-32-177-004	73.98
02/01/2016	PNC	120199	999FIN	JEFFREY & JOAN SKRZYNIARZ	OVERPAYMENT 14-05-280-009	78.78
02/01/2016	PNC	120200	999FIN	JONATHAN KHAMARKO	OVERPAYMENT 14-05-104-024	63.49
02/01/2016	PNC	120201	999FIN	JONNSON & OMOTOLA OLOUWOLE	OVERPAYMENT 11-31-128-010	132.98
02/01/2016	PNC	120202	999FIN	LAWRENCE B & DANIELLE M DUBAY	OVERPAYMENT 14-06-351-024	0.31
02/01/2016	PNC	120203	999FIN	MARK & ROBIN NADOLSKI	OVERPAYMENT 14-05-426-006	60.83
02/01/2016	PNC	120204	999FIN	MICHAEL KUSTARZ	OVERPAYMENT 14-05-276-004	59.28
02/01/2016	PNC	120205	999FIN	MIDDLETON AUTO PARTS	OVERPAYMENT 375-33215-00	12.63
02/01/2016	PNC	120206	999FIN	OTIS & DOROTHY PUTTMAN	OVERPAYMENT 14-06-427-025	112.09
02/01/2016	PNC	120207	999FIN	PATRICIA BERLIN	OVERPAYMENT 11-31-327-004	78.21
02/01/2016	PNC	120208	999FIN	RAMGE-STUART INC.	OVERPAYMENT 11-32-205-005	5,571.55
02/01/2016	PNC	120209	999FIN	SPYRIDON E. MELLOS	OVERPAYMENT 11-31-211-086	24.13
02/01/2016	PNC	120210	999FIN	STEVEN ADAMS	OVERPAYMENT 14-05-457-029	71.09
02/02/2016	PNC	111 (E)	TAX-STATED	MACOMB COUNTY STATE EDUCATION TAX	STATE EDUCATION - DISB # 6 PENALTIES - DISB # 6	35,895.60 1,456.41 <u>37,352.01</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
02/02/2016	PNC	112 (E)	TAX-COUNTY	MACOMB COUNTY	COUNTY - UNDISTRIBUTED TAXES - DISB # 6	27,790.49
					HCMA - UNDISTRIBUTED TAXES - DISB # 6	50,898.61
					SMART - UNDISTRIBUTED TAXES - DISB # 6	237,240.88
					VETERANS - UNDISTRIBUTED TAXES - DISB #6	9,474.35
					ART - UNDISTRIBUTED TAXES - DISB # 6	47,435.35
					ZOO - UNDISTRIBUTED TAXES - DISB # 6	23,709.67
					PENALTIES	1,108.93
					COUNTY - IFT - DISB # 6	47.26
					HCMA - IFT - DISB # 6	2,032.70
					SMART - IFT - DISB # 6	9,472.42
					VETERANS - IFT - DISB # 6	378.82
					ART - IFT - DISB # 6	1,894.39
					ZOO - IFT - DISB # 6	947.13
						<u>412,431.00</u>
02/02/2016	PNC	113 (E)	TAX-SCHOOL	FRASER PUBLIC SCHOOLS	FPS - DISB # 6	91,136.29
					PENALTIES - DISB # 6	3,588.44
					FPS DEBT - DISB # 6	38,098.62
					PENALTIES - DISB # 6	1,699.14
						<u>134,522.49</u>
02/02/2016	PNC	114 (E)	TAX-MISD	MACOMB INTERMEDIATE SCHOOL DISTRICT	MISD - DISB # 6	17,148.53
					PENALTIES - DISB # 6	714.37
						<u>17,862.90</u>
02/02/2016	PNC	115 (E)	TAX-MCC	MACOMB COMMUNITY COLLEGE	MCC - DISB # 6	8,281.06
					PENALTIES - DISB # 6	344.96
					MCC DEBT - DISB # 6	593.03
					PENALTIES - DISB # 6	26.41
						<u>9,245.46</u>
02/05/2016	PNC	120211	ABCWAR	ABC WAREHOUSE	WHITE COIL RANGE/SENIOR HOUSING	349.00
02/05/2016	PNC	120212	ABEELE	ABEL ELECTRONICS	750VA APC UPS SYSTEM/DPW	360.00
02/05/2016	PNC	120213	ABSWAT	ABSOPURE WATER COMPANY	COOLER CHARGE/LIBRARY	8.00
					MONTHLY ADMIN. CHARGE	1.55
						<u>9.55</u>
02/05/2016	PNC	120214	AEW	ANDERSON, ECKSTEIN & WESTRICK, INC	CONSTRUCTION EST 3 FOR 2015 HMA RESURFAC	14,802.70
02/05/2016	PNC	120215	ANDOVE	ANDERSON OVERHEAD DOOR CO	NE BAY OVERHEAD DOOR REPAIR/DPW	569.00
02/05/2016	PNC	120216	SBC	SBC	PHONE CHARGES/DPW	28.35
					PHONE CHARGES/MGR	90.42
					PHONE CHARGES/DPW	134.21
					PHONE CHARGES/FINANCE	30.78
					PHONE CHARGES/MGR	759.62
					PHONE CHARGES/MGR	152.81
					PHONE CHARGES/PS	57.20
					PHONE CHARGES/PS	35.14
						<u>1,288.53</u>
02/05/2016	PNC	120217	SBC	VOID		
02/05/2016	PNC	120218	AUBDON	DONALD M. AUBREY	INDIGENT ATTORNEY FEES	75.00

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
						10,415.10	
02/05/2016	PNC	120247	HARLIF	VOID			V
02/05/2016	PNC	120248	HARLIF	VOID			V
02/05/2016	PNC	120249	HARLIF	VOID			V
02/05/2016	PNC	120250	HDSFM	HD SUPPLY FACILITIES MAINTENANCE	SINKS/SENIOR HOUSING	134.07	
02/05/2016	PNC	120251	HENFOR	HENRY FORD HEALTH SYSTEM	OH DOT PHYSICAL EXAM FEES	136.00	
02/05/2016	PNC	120252	9999BB	HOLSBEKE CONSTRUCTION	BOND RELEASE	100.00	
02/05/2016	PNC	120253	INACOM	INACOMP	COMPUTER SUPPLIES	1,199.16	
02/05/2016	PNC	120254	21STCEN	21ST CENTURY MEDIA - MICHIGAN	PUBLIC SAFETY OFFICER AD/MACOMB DAILY	1,296.68	
02/05/2016	PNC	120255	INGRAM	INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	9.94	
					BOOKS/LIBRARY	60.82	
					BOOKS/LIBRARY	166.47	
					BOOKS/LIBRARY	184.68	
					BOOKS/LIBRARY	101.00	
					BOOKS/LIBRARY	60.69	
						<u>583.60</u>	
02/05/2016	PNC	120256	LUDJEN	JENNIFER L. LUDWIG	INDIGENT ATTORNEY FEES	225.00	
02/05/2016	PNC	120257	ELLJOH	JOHN C. ELLIS	HEALTH CARE REIMBURSEMENT JANUARY 2016	225.00	
02/05/2016	PNC	120258	JOHNTT	JOHNSON THERMOL TEMP INC	MAINTENANCE -SENIOR CENTER	531.33	
					MAINTENANCE - BAUMGARTNER & DEPOT HOUSE	82.00	
					MAINTENANCE - SENIOR HOUSING	139.95	
					MAINTENANCE - DPW	130.68	
					MAINTENANCE - LIBRARY	314.30	
						<u>1,198.26</u>	
02/05/2016	PNC	120259	NICJOE	JOSEPH NICHOLS	CONFERENCE & WORKSHOP	323.70	
02/05/2016	PNC	120260	999REC	KATHY APICE	PROGRAM REFUND/REC	35.00	
02/05/2016	PNC	120261	KINMAR	MARK KING	HEALTH CARE REIMBURSEMENT JANUARY 2016	225.00	
02/05/2016	PNC	120262	KONICA	KONICA MINOLTA BUSINESS SOLUTIONS	MONTHLY SERVICE FEE DC	40.96	
02/05/2016	PNC	120263	999REC	LEIGHA PETERSON	REFUND REC/PATRICK PETERSON	45.00	
02/05/2016	PNC	120264	LEMKAR	KAREN LEMKE	INDIGENT ATTORNEY FEES	225.00	
02/05/2016	PNC	120265	FRALIB	LIBRARY PETTY CASH	SUPPLIES/DOWNTON ABBEY PROGRAM	37.96	
02/05/2016	PNC	120266	999REC	LIEGHA PETERSON	PROGRAM REFUND/REC TIMOTHY PETERSON	45.00	
02/05/2016	PNC	120267	LUCMAN	LUCIDO & MANZELLA PC	INDIGENT ATTORNEY FEES	75.00	
02/05/2016	PNC	120268	MCROAD	MACOMB COUNTY DEPARTMENT OF ROADS	CONCRETE PAVEMENT REPAIR	3,814.80	
02/05/2016	PNC	120269	MCFIN	MACOMB COUNTY FINANCE DEPARTMENT	YEARLY COUNTY RADIO FEES/PS	5,925.00	
					DEC 2015 VIDEO CHARGES	110.00	
						<u>6,035.00</u>	
02/05/2016	PNC	120270	MCPWK	MACOMB COUNTY TREASURER	IWC CHARGES DEC 2015	7,672.50	
02/05/2016	PNC	120271	MCCGLE	GLENN MCCANDLLISS	INDIGENT ATTORNEY FEES	175.00	
02/05/2016	PNC	120272	MGFOA	MI GOVERNMENT FINANCE OFFICER ASSOC	MGFOA MEMBERSHIP RENEWAL	110.00	
02/05/2016	PNC	120273	MACP	MICHIGAN ASSOC OF CHIEFS OF POLICE	ACTIVE VOTING (CHIEF/DIRECTOR)/PS	115.00	
02/05/2016	PNC	120274	MAOM	MICHIGAN ASSOCIATION OF MAYORS	MICHIGAN ASSOC. OF MAYORS MEMBERSHIP 201	85.00	
02/05/2016	PNC	120275	MML	MICHIGAN MUNICIPAL LEAGUE	ELECTED OFFICIALS ACADEMY/COUNCILMEMBERS	300.00	
					ELECTED OFFICIALS ACADEMY/COUNCIL MEMBER	150.00	
					PUBLIC SAFETY OFFICER AD	79.60	
					ELECTED OFFICIAL ACADEMY/MAYOR NICOLS	150.00	
						<u>679.60</u>	
02/05/2016	PNC	120276	MWCOMP	MICHIGAN MUNICIPAL WORKER'S COMP	POLICY PREMIUM 7-1-15/7-1-16	21,565.00	
02/05/2016	PNC	120277	MWCOMP	VOID			V
02/05/2016	PNC	120278	MILSHE	SHEILA A. MILLER PLLC	INDIGENT ATTORNEY FEES	325.00	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	
02/09/2016	PNC	120337	CONENG	VOID			V
02/09/2016	PNC	120338	CONCON	CONTRACTORS CONNECTION	BADGER 5 DISPOSAL/SR. HOUSING	266.21	V
02/09/2016	PNC	120339	CREPRO	CREATIVE PRODUCT SOURCING, INC	DARE SUPPLIES	296.86	
02/09/2016	PNC	120340	DETSHE	SHERRIEE L. DETZLER PLLC	INDIGNT ATTORNEY FEES	75.00	
02/09/2016	PNC	120341	DPWPET	DPW PETTY CASH	DPW PETTY CASH	122.90	
02/09/2016	PNC	120342	FALTOC	FALK & TOCCO, PC	INDIGENT ATTORNEY FEES	175.00	
02/09/2016	PNC	120343	FISGAR	FISCHER, GARON, HOYUMPA, RANCILIO	INDIGENT ATTORNEY FEES	175.00	
					INDIGENT ATTORNEY FEES	175.00	
					INDIGENT ATTORNEY FEES	250.00	
						<hr/>	
						600.00	
02/09/2016	PNC	120344	FRAAUT	FRASER AUTOMOTIVE REPAIR LLC	REPLACE WINDSHIELD FORD PICK UP	306.50	V
02/09/2016	PNC	120345	FROFRA	FRANK FRONTCZAK	INDIGENT ATTORNEY FEES	175.00	
02/09/2016	PNC	120346	GALKAT	KATHLEEN G. GALEN	INDIGENT ATTORNEY FEES	225.00	
02/09/2016	PNC	120347	GERJOH	JOHN GERLACH	INDIGENT ATTORNEY FEES	250.00	
02/09/2016	PNC	120348	GRAJUD	JUDITH A GRADY	INDIGENT ATTORNEY FEES	175.00	
02/09/2016	PNC	120349	HANJUD	JUDITH L. HANSEN	INDIGENT ATTORNEY FEES	200.00	
02/09/2016	PNC	120350	HDSFM	HD SUPPLY FACILITIES MAINTENANCE	CHAIRMAT/SENIOR HOUSING	54.99	
02/09/2016	PNC	120351	INACOM	INACOMP	D-LINK 24 PORT GIGABIT SWT	209.00	
02/09/2016	PNC	120352	INGRAM	INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	3.09	
					BOOKS/LIBRARY	6.19	
					BOOKS/LIBRARY	8.04	
					BOOKS/LIBRARY	12.36	
						<hr/>	
						29.68	
02/09/2016	PNC	120353	JANGAR	GARY D. JANADIA	INDIGENT ATTORNEY FEES	175.00	
02/09/2016	PNC	120354	JANMIC	MICHAEL JANADIA	INDIGENT ATTORNEY FEES	175.00	
02/09/2016	PNC	120355	JOHNTT	JOHNSON THERMOL TEMP INC	REPAIR ROLL CALL ROOM/PS	225.00	
02/09/2016	PNC	120356	KNATRU	KNAPHEIDE TRUCK EQUIPMENT	PARTS TO REPAIR TRUCK #10/DPW	504.66	
02/09/2016	PNC	120357	LNNAUM	L.N. NAUMENKO, ATTORNEY AT LAW	INDIGENT ATTORNEY FEES	225.00	
02/09/2016	PNC	120358	LACMIC	MICHAEL J. LACEY	INDIGENT ATTORNEY FEES	175.00	
					INDIGENT ATTORNEY FEES	175.00	
						<hr/>	
						350.00	
02/09/2016	PNC	120359	LEBRO	LEBRO CHEMICAL COMPANY	ICE MELTER/DPW	758.75	
02/09/2016	PNC	120360	LESTIR	LESLIE TIRE SERVICE, INC.	BACK HOE REPAIR/SERVICE CALL/DPW	160.00	
02/09/2016	PNC	120361	FRALIB	LIBRARY PETTY CASH	LIBRARY PETTY CASH	30.34	
02/09/2016	PNC	120362	MCROAD	MACOMB COUNTY DEPARTMENT OF ROADS	TRAFFIC SIGNAL MAINTENANCE	361.17	
02/09/2016	PNC	120363	MACMEC	MACOMB MECHANICAL, INC	REPAIR FLUSH VALVE/PS	218.00	
02/09/2016	PNC	120364	MAIPLU	MAIL PLUS	MAILINGS	73.44	
02/09/2016	PNC	120365	MARLEJ	MARJI & LEJKOWSKI	INDIGENT ATTORNEY FEES	175.00	
02/09/2016	PNC	120366	9999CT	MELBA OHMER	RESTITUTION PAYMENT	77.00	
02/09/2016	PNC	120367	MILRA	STATE OF MICHIGAN	CERTIFICATE/INSPECTION FEE HEATING BOILE	250.00	
02/09/2016	PNC	120368	MICTEL	MICH TEL	MONTHLY PHONE CHARGES	991.80	
02/09/2016	PNC	120369	MIRCT	STATE OF MICHIGAN TREASURER	CRIME VICTIM FUND/JUROR COMP. REIMB./JUS	18,051.24	
02/09/2016	PNC	120370	MILDAY	DAYNA MILBRAND PC	INDIGENT ATTORNEY FEES	175.00	
02/09/2016	PNC	120371	MISANT	ANTHONY MISURACA	INDIGENT ATTORNEY FEES	225.00	
02/09/2016	PNC	120372	9999CT	MONIQUE TAYLOR	RESTITUTION PAYMENT	53.50	
02/09/2016	PNC	120373	NANJAC	JACQUELINE G. NANNI	INDIGENT ATTORNEY FEES	75.00	
02/09/2016	PNC	120374	NOVROB	ROBERT A. NOVAK	INDIGENT ATTORNEY FEES	175.00	
02/09/2016	PNC	120375	NXKEM	NXKEM USA,LLC	3/8 DR CROSS-OVER SOCKET/DPW	136.47	
02/09/2016	PNC	120376	PETMIC	MICHAEL PETTYES	OFFICE SUPPLIE REIMBURSEMENT	86.23	
02/09/2016	PNC	120377	PBEASY	EASYPERMIT POSTAGE	8000-9090-0604-2068 PAYMENT FEE	88.21	
02/09/2016	PNC	120378	PBRENT	PITNEY BOWES	RENTAL CHARGE	9.50	
02/09/2016	PNC	120379	PLAJOS	JOSEPH J. PLawecki	INDIGENT ATTORNEY FEES	225.00	
02/09/2016	PNC	120380	PRADIS	9YU-PRAXAIR DISTRIBUTION INC	OXYGEN/PS	251.02	

CHECK REGISTER FOR CITY OF FRASER
 CHECK DATE FROM 02/01/2016 - 02/29/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
02/09/2016	PNC	120381	PRO-LINE	PRO-LINE ASPHALT PAVING CORPORATION	AEW PROJECT NO. 0190/0356	14,802.70
02/09/2016	PNC	120382	RAYELE	RAY ELECTRIC	LIGHTING/DPW	103.62
					LIGHTING/DPW	15.25
						<u>118.87</u>
02/09/2016	PNC	120383	RICDEN	DENNIS J. RICKERT PC	INDIGENT ATTORNEY FEES	175.00
02/09/2016	PNC	120384	SCHKEV	LAW OFFICES OF KEVIN SCHNEIDER	INDIGENT ATTORNEY FEES	225.00
02/09/2016	PNC	120385	SCHCAH	SCHOENHERR, CAHILL & WARNEZ, PC	INDIGENT ATTORNEY FEES	75.00
02/09/2016	PNC	120386	SHEKEN	KEN SHEPARD	PAINTING #121/UNIT 316 SENIOR HOUSING	1,550.00
02/09/2016	PNC	120387	SKUGDE	G. DENO SKURAS	INDIGENT ATTORNEY FEES	175.00
02/09/2016	PNC	120388	SUPDEN	SUPPLY DEN	JANITORIAL SUPPLIES/PS	8.02
02/09/2016	PNC	120389	TAKE2	TAKE 2 AUTHENTICS LLC	BADGE & PATCH RETIREMENT COLLAGE/PS	250.00
02/09/2016	PNC	120390	WARPIP	WARREN PIPE & SUPPLY CO.	SELF-FLUSHER/LIBRARY	354.16
02/09/2016	PNC	120391	WEING	WEINGARTZ	PARTS TO REPAIR CHAINSAW/ FIRE DEPARTMEN	57.97
					PARTS TO REPAIR DPW CHAINSAW, BLOWER & F	104.77
						<u>162.74</u>
02/09/2016	PNC	120392	ZYBPAU	PAUL F. ZYBURSKI	INDIGENT ATTORNEY FEES	262.50
					INDIGENT ATTORNEY FEES	175.00
						<u>437.50</u>
02/12/2016	PNC	120393	AEW	ANDERSON, ECKSTEIN & WESTRICK, INC	PROJECT NO. 0190-0243-0 NPDES PHASE II P	150.50
					PROJECT # 0190-0306-0 FRASER GENERAL - B	200.00
					PROJECT #0190-0307-0 FRASER GEENERAL - D	620.00
					PROJECT # 0191-0324-0 HMSI PROJECT PERFO	1,170.50
					PROJECT # 0190-0363-0 SAW GRANT	2,787.00
					PROJECT #0190-0356-0 2015 ROAD PRO-ASPHA	180.00
					PROJECT # 0190-0349-0 UTICA RD WATER MAI	928.00
					PROJECT # 0190-0342-0 2014 SRF PROJECT P	3,863.90
					PROJECT # 0190-0329-0 MCKINLEY PARK BOU	503.50
						<u>10,403.40</u>
02/12/2016	PNC	120394	AEW	VOID		
02/12/2016	PNC	120395	AMEFIN	AMERICA'S FINEST	FOCUS ON FRASER NEWSLETTER JANUARY 2016	1,610.00
					PAPER/PS	85.00
						<u>1,695.00</u>
02/12/2016	PNC	120396	ASSSER	ASSESSMENT ADMINISTRATION SERVICES	2016 BOARD OF REVIEW CLASS	30.00
02/12/2016	PNC	120397	BACNIN	BACK NINE GRA-FX, LLC	GRAPHICS/COMPUTERS FOR PARKING SIGNS (DA	80.00
02/12/2016	PNC	120398	BESBUY	BEST BUY BUSINESS ADVANTAGE ACCT	APPLE ACCESSORIES/PS	39.99
					APPLE CORD/PS	12.99
						<u>52.98</u>
02/12/2016	PNC	120399	BS&A	BS&A SOFTWARE	FEB 2016/2017 SERVICE FEES/ FIXED ASSETS	4,367.00
02/12/2016	PNC	120400	C&GNEW	C & G NEWSPAPERS	PUBLIC HEARING CDBG ALLOCATIONS AD	108.00
					PUBLIC NOTICE/HEARING ADS	279.00
					PRECINCT ELECTION NOTICE	99.00
						<u>486.00</u>
02/12/2016	PNC	120401	CINTAS	CINTAS CORPORATION #354	JANITORIAL SUPPLIES/DPW	520.00

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
02/16/2016	PNC	120430	MISC	GREATER MACOMB TITLE AGENCY	UB refund for account: 103-01070-00	27.61
02/16/2016	PNC	120431	GUNMET	GUNNERS METERS & PARTS, INC	5/8", 1" 2 1/2", 3" AUTO REGISTERS/WATER	3,450.00
02/16/2016	PNC	120432	HARJEN	JENNIFER HARTRICK	MILEAGE REIMBURSEMENT	65.08
02/16/2016	PNC	120433	HDSWW	HD SUPPLY WATERWORKS, LTD	CLAMPS/STEEL CPLG PIPE/WATER DEPARTMENT	469.44
02/16/2016	PNC	120434	K/EELE	K/E ELECTRIC SUPPLY CORP.	LIGHTING SUPPLIES/SENIOR CENTER	139.64
02/16/2016	PNC	120435	KERALB	KERR ALBERT OFFICE SUPPLY	CHAIRMAT/DPW	60.07
					CHAIRMAT/DPW	60.07
					2 DZ BLK PENS/DPW	1.78
					POUCH,LTR,LAMT/DPW	30.89
					JACKET,LGL, STRT 2", MAN/FINANCE	52.44
					OFFICE SUPPLIES/FINANCE	83.95
						<u>289.20</u>
02/16/2016	PNC	120436	KINMEL	MELISSA M. KING, P.C.	MAGISTRATE & ADMIN. DUTIES JANUARY 2016	1,200.00
02/16/2016	PNC	120437	KIRHUT	KIRK, HUTH, LANGE & BADALAMENTI PLC	PROFESSIONAL SERVICES JAN 2016	1,937.50
02/16/2016	PNC	120438	KOEDEN	DENNIS KOENDERS	MECHANICAL INSPECTIONS	2,392.00
02/16/2016	PNC	120439	KONICA	KONICA MINOLTA BUSINESS SOLUTIONS	MONTHLY SERVICE FEE DEC 2015/DPW	7.06
					MONTHLY SERVICE FEE JAN 2016/DPW	8.29
						<u>15.35</u>
02/16/2016	PNC	120440	KUCLIG	KUCHENMEISTER LIGHTING & ELECTRICAL	LIGHTING SUPPLIES/PS	21.48
02/16/2016	PNC	120441	KUTFAR	KUTCHEY FAMILY FARM	2016 STREET FLOWER BASKETS	1,610.00
02/16/2016	PNC	120442	FRALIB	LIBRARY PETTY CASH	PETTY CASH/LIBRARY	53.40
02/16/2016	PNC	120443	MCFIN	MACOMB COUNTY FINANCE DEPARTMENT	JANUARY 2016 VIDEO CHARGES	200.00
02/16/2016	PNC	120444	MCPWK	MACOMB COUNTY TREASURER	SPRING 2016 DEBT	272,255.17
					POLLUTANT SURCHARGE 11-17-15/12-17-15	63.49
					SERVICE RENDERED JANUARY 2016	205,086.37
						<u>477,405.03</u>
02/16/2016	PNC	120445	MCPWK	VOID		
02/16/2016	PNC	120446	MACMEC	MACOMB MECHANICAL, INC	TEST/CERT. (2) BACKFLOW PREVENTON DEVICE	258.00
02/16/2016	PNC	120447	MCDLOR	LORENA MCDOWELL	AISC SUB MEMBERSHIP/LIBRARY	50.00
02/16/2016	PNC	120448	MIAM	MIAM	MIAM SPRING CONFERENCE APRIL 14-15 2016/	150.00
02/16/2016	PNC	120449	MISC	MICHAEL LESICH	RETURNED PY CHECKS	1,157.38
02/16/2016	PNC	120450	OAKLAN	OAKLAND COUNTY	CLEMIS MEMBERSHIP	6,348.75
02/16/2016	PNC	120451	OFFMAX	OFFICEMAX INCORPORATED	LABELS/PENS/LIQ HILITE/ASSESSING	71.90
					LABESL/CLERK/ELECTIONS	87.38
						<u>159.28</u>
02/16/2016	PNC	120452	PETMIC	MICHAEL PETTYES	OFFICE SUPPLIES	53.98
02/16/2016	PNC	120453	PLAMOR	PLANTE MORAN	SERVICES RENDERED THROUGH JANUARY 31, 20	11,612.50
02/16/2016	PNC	120454	PULJOH	JOHN R. PULEO	PROF. SERVICES - COURT SECURITY DUTIES	405.00
02/16/2016	PNC	120455	RECPET	RECREATION PETTY CASH	RECREATION PETTY CASH	196.36
02/16/2016	PNC	120456	ROYNAM	ROYAL OAK NAME PLATE CO.	NAME PLATES- BLDG/COUNCIL/CLERK	28.40
02/16/2016	PNC	120457	SCHOLA	SCHOLASTIC INC.	BOOKS/LIBRARY	30.00
02/16/2016	PNC	120458	SHIJAM	JAMES SHIMKO	JAN 2016 PLUMBING INSPECTOR PAY	125.00
02/16/2016	PNC	120459	SHR-IT	SHRED-IT USA	SHREDDING SERVICE	61.25
02/16/2016	PNC	120460	SHRCOR	SHREDCORP	SHREDDING/ACTIVITY CENTER	30.00
02/16/2016	PNC	120461	MISC	SLOMINSKI, DAVID	UB refund for account: 002-00510-00	37.44
02/16/2016	PNC	120462	SPEEDC	SPEED CLEAN SERVICE	CLEANING OF ALL FLOORS AND STEPS/SENIOR	590.00
					EMERGENCY SERVICE CALL/PS BACKED UP REST	75.00
						<u>665.00</u>

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
02/16/2016	PNC	120463	SUPDEN	SUPPLY DEN	CLEANING SUPPLIES/DPW CLEANING SUPPLIES/DPW CLEANING SUPPLIES/PS CLEANING SUPPLIES/DPW	24.83 25.28 19.75 32.35 <u>102.21</u>
02/16/2016	PNC	120464	TRACT	TRACTION-GENUINE PARTS CO	RADIAL SEAL/DPW (4)AW32 HYD OIL 5 GALLON/DPW	83.72 182.00 <u>265.72</u>
02/17/2016	PNC	120465	MERS	MERS	EMPLOYEE RETIREMENT JAN 2016	218,182.00
02/18/2016	PNC	116 (E)	TAX-STATED	MACOMB COUNTY STATE EDUCATION TAX	STATE EDUCATION - DISB # 7 PENALTIES - DISB # 7	5,515.53 144.02 <u>5,659.55</u>
02/18/2016	PNC	117 (E)	TAX-COUNTY	MACOMB COUNTY	COUNTY - UNDISTRIBUTED TAXES - DISB # 7 HCMA - UNDISTRIBUTED TAXES - DISB # 7 SMART - UNDISTRIBUTED TAXES - DISB # 7 VETERANS - UNDISTRIBUTED TAXES - DISB #7 ART - UNDISTRIBUTED TAXES - DISB # 7 ZOO - UNDISTRIBUTED TAXES - DISB # 7 VETERANS - IFT - DISB # 7 HCMA - IFT - DISB # 7 SMART - IFT - DISB # 7 ZOO - IFT - DISB # 7 ART - IFT - DISB # 7 PENALTIES - DISB # 7 COUNTY - IFT - DISB # 7	4,745.55 7,315.07 34,094.31 1,361.77 6,817.27 3,407.71 108.00 579.61 2,701.14 270.08 540.19 124.75 13.46 <u>62,078.91</u>
02/18/2016	PNC	118 (E)	TAX-SCHOOL	FRASER PUBLIC SCHOOLS	FPS - DISB # 7 PENALTIES - DISB # 7 FPS DEBT - DISB # 7 PENALTIES - DISB # 7	1,331.25 53.25 7,013.24 191.14 <u>8,588.88</u>
02/18/2016	PNC	119 (E)	TAX-MISD	MACOMB INTERMEDIATE SCHOOL DISTRICT	MISD - DISB # 7 PENALTIES - DISB # 7	2,948.54 80.37 <u>3,028.91</u>
02/18/2016	PNC	120 (E)	TAX-MCC	MACOMB COMMUNITY COLLEGE	MCC - DISB # 7 PENALTIES - DISB # 7 MCC DEBT - DISB # 7 PENALTIES - DISB # 7	1,423.77 38.78 109.11 2.95 <u>1,574.61</u>
02/22/2016	PNC	121 (E)	ENTERP	ENTERPRISE FM TRUST	ENTERPRISE FLEET MANAGEMENT R & M PARTS-PS R & M PARTS-DPW	11,472.62 778.39 501.48 <u>12,752.49</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
02/23/2016	PNC	120466	39PROB	39TH DISTRICT COURT - ROSEVILLE	OVERSIGHT FEES ALCOHOL PROGRAM/AEP	112.00 250.00 <hr/> 362.00
02/23/2016	PNC	120467	39THRS	39TH DISTRICT COURT ROSEVILLE	NON REPORTING PROBATION FEES	200.00
02/23/2016	PNC	120468	3MLIB	3M LIBRARY SYSTEMS	SERVICE AGREEMENT RENEWAL12/12/15 - 12/1	1,599.00
02/23/2016	PNC	120469	ACCDAT	ACCESS DATA	FORENSIC SOFTWARE RENEWAL/PS	1,119.00
02/23/2016	PNC	120470	ADVPUB	ADVANCED PUBLIC SAFETY, INC	ZEBRA RW420 PRINTER CLEMIS/PS	2,003.40
02/23/2016	PNC	120471	AUTMOT	AUTO MOTIVE ENHANCERS, INC	OIL CHANGE 2010 CHEVERY TRAVERSE #327/PS OIL CHANGE.ROTOR REMOVE & REPLACE/2010 F OIL CHANGE/TIRE ROTATION 2014 TAURUS/PS OIL CHANGE/FIRE DEPT A-1	42.03 496.78 70.38 75.38 <hr/> 684.57
02/23/2016	PNC	120472	BANKNY	THE BANK OF NY MELLON REF: 2798	INTEREST FOR LOAN	69,375.00
02/23/2016	PNC	120473	999REC	BARB SECCHETTI	REFUND/REC	30.00
02/23/2016	PNC	120474	BOUABO	BOUNCE ABOUT RENTALS	MOONWALK/EASTER EGG HUNT/REC	140.00
02/23/2016	PNC	120475	BUFVHE	BUFF WHELAN CHEVROLET INC	COOLANT/9596070 NUT/CHEVY TRAVERSE/PS 9596070 NUT/19260060 PIN KIT/#04/DPW BATTERY 48 HPG/2010 CHEVY TRAVERSE/PS	52.22 126.18 158.95 <hr/> 337.35
02/23/2016	PNC	120476	CAPITAL	CAPITAL ONE PUBLIC FUNDING	WATER METERS INSTALLMENT PURCHASE AGREEM	7,225.87
02/23/2016	PNC	120477	999DPW	CITY OF MT. CLEMENS	RENEWAL OF SEPTIC/HAULER DISCHARGE PERMI	150.00
02/23/2016	PNC	120478	CONCON	CONTRACTORS CONNECTION	CHOKE LEVER/STOP SWITCH/GASKET/RUEL & AI	111.90
02/23/2016	PNC	120479	CREPRO	CREATIVE PRODUCT SOURCING, INC	DARE SUPPLIES	22.20
02/23/2016	PNC	120480	CROJAS	JASMIN CROMWELL	TEACHER FEE CHAIR YOGA/REC	360.00
02/23/2016	PNC	120481	DPWPET	DPW PETTY CASH	DPW PETTY CASH	124.58
02/23/2016	PNC	120482	9999CT	FRANCIS JAMINET	RESTITUTION PAYMENT	200.00
02/23/2016	PNC	120483	FRAUBO	FRASER AUTO BODY, INC	DOOR REPAIR/2012 FORD F-150/DPW	380.40
02/23/2016	PNC	120484	FRAWAT	CITY OF FRASER	CITY WATER BILLS	1,341.30
02/23/2016	PNC	120485	HALFIR	HALT FIRE	REPAIR FIRE TRUCK 1 - AIR LEAKING FROM S	732.92
02/23/2016	PNC	120486	999BLD	HOLSBEKE CONSTRUCTION	REFUND FOR CANCELLED PERMIT	127.00
02/23/2016	PNC	120487	JOHNS	JOHN'S LUMBER	20/2 X 10 -8' FIR/FOR SIDES OF DPW DUMP	215.80
02/23/2016	PNC	120488	NICJOE	JOSEPH NICHOLS	REIMBURSEMENT FOR INK CARTRIDGES	102.81
02/23/2016	PNC	120489	999REC	JULIAN KOPICH	REFUND BASKETBALL/REC	65.00
02/23/2016	PNC	120490	LEGSHI	LEGALSHIELD	EMPLOYEE PAID LEGAL FEE/JANUARY	102.60
02/23/2016	PNC	120491	LESTIR	LESLIE TIRE SERVICE, INC.	TIRES #37 & #38/PS TIRES/PS	1,163.79 340.00 <hr/> 1,503.79
02/23/2016	PNC	120492	LOWES	LOWE'S BUSINESS ACCT/GEMB	SUPPLIES/DPW SUPPLIES/DPW	18.98 57.77 <hr/> 76.75
02/23/2016	PNC	120493	MACPRO	MACOMB COUNTY PROSECUTER'S OFFICE	CIVIL FORFEITURE CASE #14-0022	5,365.80
02/23/2016	PNC	120494	MAIPLU	MAIL PLUS	MAILINGS LIBRARY MAILINGS LIBRARY MAILINGS LIBRARY	3.95 4.60 7.30 <hr/> 15.85
02/23/2016	PNC	120495	999REC	MARIA JACKS	REFUND BASKETBALL/REC	65.00
02/23/2016	PNC	120496	9999CT	MELBA OHMER	RESTITUTION PAYMENT	77.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
02/23/2016	PNC	120497	999REC	MELISSA LIPSKI	REFUND GYM RENTAL/REC	24.00
02/23/2016	PNC	120498	999DPS	MELISSA SLEEMAN	EMD TRAINING/CERT TEST	10.00
02/23/2016	PNC	120499	MGFOA	MI GOVERNMENT FINANCE OFFICER ASSOC	PUBLIC FINANCE CLASS	30.00
02/23/2016	PNC	120500	MICCAT	MICHIGAN CAT	REPAIR TO 1998 DPW FRON LOADER	11,783.97
02/23/2016	PNC	120501	MORCOM	MORE COMPUTER SUPPLIES	TONER/PS	361.76
02/23/2016	PNC	120502	NBCTRU	NBC TRUCK EQUIPMENT	AUGER MOTOR 4 BOLT/FLOOD LIGHT#12 DPW TR	341.56
02/23/2016	PNC	120503	OAKLAN	OAKLAND COUNTY	CLEMIS LEADS ON LINE ANNUAL RENEWAL	2,136.00
02/23/2016	PNC	120504	999REC	PAT NEWMAN	REFUND/RECREATION	18.00
02/23/2016	PNC	120505	PHAFOU	PHASE FOUR, INC.	FLOOR LINER/TRUCK 11 DPW	139.00
02/23/2016	PNC	120506	9999BB	PINNACLE CONTRACTING	BUILDING BOND RELEASE PB15-149	1,000.00
02/23/2016	PNC	120507	PURCHE	PURITY CHEMICALS, INC.	CLEANER FOR SALT TRUCKS FOR RUST/DPW	359.00
02/23/2016	PNC	120508	PYKDON	DON PYKE	JUMP STARTER/DPW	209.00
02/23/2016	PNC	120509	REINDE	REINDEL TRUE VALUE	JANUARY BILLING	643.48
02/23/2016	PNC	120510	999REC	STARLIGHT DANCE ACADEMY	TEACHER FEE/REC	560.00
02/23/2016	PNC	120511	SUBFOR	SUBURBAN FORD OF STERLING HEIGHTS	PARTS FOR DPW MP3 & POLICE CAR#39	56.29
02/23/2016	PNC	120512	TAGTIN	TAG TINTZ & GRAPHX LLC	WINDOW TINT DPW	304.36
					REF, CIRC SIGNS LIBRARY	90.00
					VEHICLE LETTERING #39/#31/#35 PUBLIC SA	965.26
					REMOVAL OF OLD LETTERING OFF DPW TRUCK #	25.00
					REMOVE LETTERING AND ADD NEW NUMBER 36/P	25.00
						<u>1,409.62</u>
02/23/2016	PNC	120513	TASER	TASER INTERNATIONAL	2-PPM BATTERY PACK/PS	112.82
02/23/2016	PNC	120514	TEAFIN	TEAM FINANCIAL GROUP, INC	SUPPLIES/LIBRARY COPIER	263.46
02/23/2016	PNC	120515	TEAMST	TEAMSTERS LOCAL 214	DC, DPW, CLERICAL UNION DUES JANUARY 201	1,200.68
02/23/2016	PNC	120516	CRISTO	CRIME STOPPERS OF MICHIGAN	PARTNERSHP SUPPORT THROUGH 2016	1,000.00
02/23/2016	PNC	120517	9999BB	THE RESTORATOIN DOCTOR	BUILDING BOND RELEASE PB15-232	250.00
02/23/2016	PNC	120518	UNIAUT	UNITED AUTO PARTS	BATTERY FOR DPW HI-LI/DPW	145.48
					PARTS FOR STOCK/PS	366.22
						<u>511.70</u>
02/23/2016	PNC	120519	WEING	WEINGARTZ	PARTS FOR FIRE DEPARTMENT T-1 FAN & VENT	177.45
02/23/2016	PNC	120520	WHITLO	WHITLOCK BUSINESS SYSTEMS	POSTAGE WATER BILLS	2,122.91
					WATER BILL MAILINGS	842.98
						<u>2,965.89</u>
02/23/2016	PNC	120521	999REC	WILLIAM RUSHFORD	REFUND BASKETBALL/REC	65.00
02/23/2016	PNC	120522	WORCAR	THE WORKS CAR WASH & DETAIL, LLC	FULL SERVICE WASH 1-3-16/1-29-16	220.00
02/23/2016	PNC	120523	ZIMELI	ELISSA ZIMMER	LIBRARY OF MICHIGAN TRAINING - REIMBURSE	35.00
02/25/2016	PNC	120524	APOEQU	APOLLO FIRE EQUIPMENT	FIRE DEPARTMENT HELMETS	324.26
					FIRE DEPARTMENT HELMETS	289.28
						<u>613.54</u>
02/25/2016	PNC	120525	ASSSER	ASSESSMENT ADMINISTRATION SERVICES	ASSESSOR SERVICES - FEBRUARY 2016	8,000.00
02/25/2016	PNC	120526	BOBSAN	BOBS SANITATION SERVICE, INC	RESTROOM RENTAL	320.00
02/25/2016	PNC	120527	COMPLA	COMMUNITY PLANNING & MANAGEMENT, PC	PROF. PLANNING SERVICES FOR JAN 2016	850.00
02/25/2016	PNC	120528	CONDOC	CONSOLIDATED DOCUMENTS SOLUTIONS	LABELS/DC	209.25
02/25/2016	PNC	120529	COMET	COUNTY OF MACOMB ENFORCEMENT TEAM	COMET 2016 ASSESSMENT FEE	400.00
02/25/2016	PNC	120530	CREPRO	CREATIVE PRODUCT SOURCING, INC	DARE SUPPLIES	2,376.54
02/25/2016	PNC	120531	DETWAT	DETROIT WATER & SEWERAGE DEPT	CITY WATER	91,051.07
02/25/2016	PNC	120532	9999CT	DONALD RAY TOMPKINS	REFUND FINES/COSTS	45.00
02/25/2016	PNC	120533	FIFTHI	FIFTH THIRD, EASTERN MICHIGAN	FIRE TRUCK	19,251.27
02/25/2016	PNC	120534	FIREXT	FIRE EXTINGUISHER SALES & SERVICE	WATER EXT. RECHARGE/PS	18.90
02/25/2016	PNC	120535	HDSWW	HD SUPPLY WATERWORKS, LTD	WATER DEPARTMENT SUPPLIES/DPW	3,961.34
02/25/2016	PNC	120536	HEWPAC	HEWLETT-PACKARD COMPANY	PRINTER/PS	579.50

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
02/25/2016	PNC	120537	HOMDEP	HOME DEPOT CREDIT SERVICES	SUPPLIES/DPW	39.61
					SUPPLIES/DPW	235.51
					SUPPLIES/DPW	36.08
					SUPPLIES/DPW	177.75
					SUPPLIES/BLDG	41.29
						<u>530.24</u>
02/25/2016	PNC	120538	HUMINT	HUMINTELL, LLC	TACTICAL INTERVIEWING COURSE/PS	500.00
02/25/2016	PNC	120539	INGRAM	INGRAM LIBRARY SERVICES	BOOKS/LIBRARY	911.49
					BOOKS/LIBRARY	125.33
					BOOKS/LIBRARY	3.71
					BOOKS/LIBRARY	13.65
						<u>1,054.18</u>
02/25/2016	PNC	120540	JOHNTT	JOHNSON THERMOL TEMP INC	INSTALL HEAT EXCHANGER/CITY HALL	6,800.00
					REPAIR HOT WATER TANK/SENIOR HOUSING	150.00
					RE-PIPE GAS PIPE/#311 HOT WATER TANK	569.75
					REPAIRED DEFECTIVE CIRCULATING PUMP/CITY	2,293.00
						<u>9,812.75</u>
02/25/2016	PNC	120541	NICJOE	JOSEPH NICHOLS	MILEAGE REIMBURSEMENT 2-23-16 LANSING MT	101.52
02/25/2016	PNC	120542	JUDMAN	JUDICIAL MANAGEMENT SYSTEMS INC	DISTRICT COURT SOFTWARE ANNUAL FEE	5,598.00
02/25/2016	PNC	120543	KERALB	KERR ALBERT OFFICE SUPPLY	OFFICE SUPPLIES/DPW	51.74
					ORGANIZER/DPW	359.00
					CREDIT/MAGNET DATA CD/DPW	(15.90)
						<u>394.84</u>
02/25/2016	PNC	120544	LEBRO	LEBRO CHEMICAL COMPANY	ICE MELTER/DPW	758.75
					ICE MELTER/DPW	758.75
					DRAIN CLEANER/SANITIZIING GEL/DPW	398.85
					DE ICER/DISENFECTANT/GLASS CLEANER/DPW	536.75
						<u>2,453.10</u>
02/25/2016	PNC	120545	MCROAD	MACOMB COUNTY DEPARTMENT OF ROADS	TRAFFIC SIGNAL MAINTENANCE	251.27
02/25/2016	PNC	120546	MCFIN	MACOMB COUNTY FINANCE DEPARTMENT	JAN 2016 RADIO INSTALL/PS	230.95
02/25/2016	PNC	120547	MACMEC	MACOMB MECHANICAL, INC	VALVE REPLACEMENT TOILET/PS	1,004.00
02/25/2016	PNC	120548	MORCOM	MORE COMPUTER SUPPLIES	TONER/PS	377.76
02/25/2016	PNC	120549	OFFMAX	OFFICEMAX INCORPORATED	OFFICE SUPPLIES/BLDG	25.79
					OFFICE SUPPLIES/BLDG	11.35
					OFFICE SUPPLIES/BLDG	16.90
					SUPPLIES/LIBRARY	56.72
						<u>110.76</u>
02/25/2016	PNC	120550	PAUSTE	STEVEN PAULL	MIRROR ADHESIVE KIT FOR PATROL VEHICLE	9.11
02/25/2016	PNC	120551	RAYELE	RAY ELECTRIC	43 LED WALL LIGHT/PHORO WLWXRCONDPW	295.47
					LIGHTING SUPPLIES/DPW	24.09
						<u>319.56</u>
02/25/2016	PNC	120552	SHRCOR	SHREDCORP	SHREDDING/DC	40.00
02/25/2016	PNC	120553	THOREU	THOMSON REUTERS - WEST	WEST INFORMATION CHARGES JAN 2016/PS	368.18
02/25/2016	PNC	120554	ULINE	ULINE	1X6CARD HOLDER W/MAGNETIC BACK/DPW	82.75

CHECK REGISTER FOR CITY OF FRASER
CHECK DATE FROM 02/01/2016 - 02/29/2016

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
02/25/2016	PNC	120555	UNIMAN	UNIQUE MANAGEMENT SERVICES, INC	SMALL BALANCE PLACEMENTS	8.85
02/25/2016	PNC	120556	WINPOL	WINDER POLICE EQUIPMENT	BLACKINGTON - BADGE SERGEANT #5/PS	89.77

PNC TOTALS:

Total of 396 Checks:

2,161,927.55

Less 18 Void Checks:

15,593.59

Total of 378 Disbursements:

2,146,333.96

Fraser Historical Commission

Minutes

Monday, November 2, 2015

Present: Harry Hodgson; Nancy Ehrke; Donald Coveny; Bob Buffa; Linda Champion; Lori Bargowski; Marilyn Wright; Joe Chimenti; Vince Calabrese; Betty Slominski; & Lorena McDowell, liaison.

Absent: Lorraine Fradle, Society President & Dori Guoin, Member-at-Large (both excused)

Guest: Paul Ritchie



1. **Call to order** at 7:02 p.m. by Marilyn.
2. **Pledge to Flag**
3. **Approve Agenda:** Linda made the motion, seconded by Nancy, to approve the agenda as amended. Motion carried.
4. **Approve Minutes:** On a motion made by Lori, seconded by Nancy, minutes were approved.
5. **Liaison report:** Lorena said there is still no fund report, but the City has closed out the fiscal year, 2014-15. We are promised a report very soon & then on a regular basis. The bill for the windows that Vince gave will be paid from the City Budget. We have used \$500 already from this budget, including garden items (\$12.75). The City has requested 4 pictures of Fraser to copy & then hang in Council Chambers. Nancy & Linda will do. [Did so before the end of the meeting, w/the full Commission's approval of chosen pictures]. Linda said she'd take them to Michelle at City Hall on Election Day. In regards to Harry's Home Depot card, the City said NO ONE should have one! The process is pending: the City is not approving new ones but will not rescind the ones already out there for right now.
 - 6a) **Builders Corp Report (BCR):** Joe stated that all jobs on his list have been completed, with the exception of hanging Sen. Bieda's proclamation, which will be done presently.
 - 7a) **Vintage Map:** Vince has been unable to do anything as of yet in regard to this project.
 - 7b) **Dinner Show:** The starting cash of \$60 has been returned to Marilyn. All the figures are not yet in to the Committee. There were 14 non-paid tickets that have to be paid to Zuccaro's which will certainly impact upon our profit/loss margin.
 - 7c) **Painting:** Marilyn Lane donated a painted picture which has had a price from Ebay quoted & is now hanging up at the Library for patrons to see & buy.
 - 7d) **Haunted House Tour:** Linda reported it was pretty much a failure, with only 5 patrons touring the House (7 if Lori & her granddaughter are counted & who did indeed take the tour). Linda was undaunted by this; she felt we needed a few different & extra activities to celebrate our 140th anniversary & if our residents didn't respond to our ads, at least we had events to attend & about which they couldn't complain that we didn't do anything to commemorate our special year. Lorena agreed with Linda that attendance at free activities here & at the Library are low. With all 3 of our special events, we did see attendance of people we've not seen at regular activities which is a good sign.
 - 8a) **Christmas Open House:** Nancy will put up the Depot tree ASAP. Joe will get it for her. Marilyn asked if Betty could, with the help of Karen & Pam Pitts, could put up the garland on the House's bannister. Most of this work will be accomplished the Saturday after Thanksgiving. Joe

will also get this for them, along with the Parlor tree for Linda & Lori. The men will hang the outside lights.

8b) Paul Ritchie, a professional singer who's worked on the "QEII" & is from Clinton Township, made a presentation. He mocked up two CDs of music in Christmas cards for the Holidays: 1 specifically with the Baumgartner House on the front with the song "I'll Be Home For Christmas; the other a generic Michigan one with a newly written song by him. He takes all the risks himself, financially, & would give us how many of them we would like to take on as a consignment basis. On a motion from Nancy, seconded by Betty & approved by the entire Commission, we agreed to take some to sell in the Depot & the House. We would make about \$1.50 on each one sold. They would sell for \$5 each. Paul's number is (586) 465-1953 & has a page on Facebook if anyone wants to look him up.

9. **Commissioners' Reports:** Marilyn reported that at the November Open House we made a total of \$308.06. It breaks down as follows: Gift Shop, \$13; Museum, \$36; Nancy, \$35; Pig, \$79.41; Cemetery Walk donations, \$13; & Depot, \$141.65. Marilyn shared an email from Betty Brumlow about how nice our advertising book was. She suggested that perhaps we could work w/the Roseville Historical Society to fix the tombstones of the Baumgartners buried in the cemetery on Little Mack & Masonic. Chesterfield Township shared information w/us in regards to an event it is holding. Betty said that she, Harry, & Sharon were working in the Barn for 2 ½ hours at a time. They are cleaning & eliminating stuff from it. There are carpenter ants in the Barn. Nick from DPW has looked at the situation & has ordered an item to spray once a week, both inside & out. They will spray every year. Carpenter ants tunnel, but don't eat what is stored in the Barn. Joe commented on the great job on the windows & how nice it looks. Also mentioned that he needs help in the House for tours once a month. Too many Commissioners are in the Depot doing nothing. Vince got an ad in McDonald's & in the Chronicle for the dinner show. He emailed them the information & it was run for free. Lori wrote the letters Marilyn had requested. Linda had the cleaning lady come who then cleaned the House. She wants to return, at our behest, to clean the Depot as well as the House, thoroughly, room by room. She requested the men to help her to move the furniture & other items so she can do the job correctly. Bob mentioned the rotted posts by the driveway & sidewalk. We will tackle having this job done in the Spring. Nancy said a camera had been donated to us w/undeveloped film in it. She had the film developed & asked if any of us knew the individuals in the pictures. No one did. At the Fraser HS Craft Show, she & Linda sold \$104 of our merchandise, mostly our cookbooks. She also showed a business card from the New Baltimore Historical Society & thought we could do something similar. Barbara Dethridge & Loreen Wilson helped getting the Barn items for the Church sale. The DPW needs to empty our trash cans. We need more black trash bags. Mrs. Claus is unable to attend our December Open House. The next HS craft shows for 2016 are slated for March 12 & October 15. Linda has volunteered with Nancy to attend both.

10. Adjourned

Next meeting: Monday, December 7, 2015, 7 p.m., at the Depot.

Respectfully submitted,

Linda S. Champion, Recording Secretary
LSC:11/22/15;REV12/5/15

Fraser Historical Commission

Minutes

Monday, December 7, 2015

Present: Harry Hodgson; Nancy Ehrke; Bob Buffa; Linda Champion; Lori Bargowski; Marilyn Wright; Joe Chimenti; Vince Calabrese; Betty Slominski; Karen Hodges; & Lorena McDowell, liaison.

Absent: Donald Coveny; Lorraine Fradle, Society President; & Dori Guoin, Member-at-Large

1. **Call to order** at 7:05 p.m. by Marilyn.
2. **Pledge to Flag**
3. **Approve Agenda:** Nancy made the motion, seconded by Linda, to approve the agenda. Motion carried.
4. **Approve Minutes:** On a motion made by Nancy, seconded by Lori, minutes were approved with the revised deletion in the "Liaison Report" section. [last sentence will be removed]
5. **Liaison report:** Lorena said there is now a Fund Report! It is up-to-date through November. We have \$400 left in the City Budget, \$300 in programs (payment to Ron Carley, aka Abe Lincoln). Eighty percent of the City Budget is spent. Lorena needs our 2016 meeting dates to give to the City. DPW did take down the bunting. Betty talked about moving items in the Barn with Harry & Karen because of the carpenter ants. The Barn has been sprayed outside & inside, & then will be redone in the spring. Trash was dumped! Linda picked up our 4 photos from City Hall & has them, but forgot to bring them to the meeting.
6. **Builders Corp Report:** All items on its list have been completed.
 - 7a) **Christmas Open House:** We made \$557.20.
 - 7b) **Metal Recycling:** Betty & Harry took what we had to Great Lakes. We had 36# at .15/#, & got \$5.00! It was almost not worth it, but \$5 is \$5.
 - 7c) **Painting:** Marilyn Lane donated a painted picture which has had a price from Ebay quoted & is now hanging up at the Library for patrons to see & buy.
 - 8a) **Volunteers Party:** This will be held at the Depot on Sunday, January 17, at 1:00 p.m. The Commission will buy the chicken; all other food items will be pot-luck from the Commissioners.
 - 8b) **Historical Society Conference:** This national conference, being held in Detroit, runs from September 14-17, 2016. Will we participate? Linda will look into it.
9. **Commissioners' Reports:** Marilyn reported that the money from the Open House was thus: Museum, \$27.50; Gift Shop, \$41.50; Depot, \$303;.70; Vania Apps' donation, \$100; & Christmas Card sales, \$24.50 for Paul, plus another \$42. Karen was Mrs. Santa. A lot of Fraser officials came, including Marilyn Lane, Joe Nichols, John Fleming, Steve Bieda, Paul Cilluffo, Barbara Jennings, & Patrice Schornak. Our alarm may not be working. Lorena will talk with the DPW. See sheet for prices charged for ads in the Fraser advertising book. (basically from \$95-\$650). Betty said that she, Harry, & Sharon worked in the Barn 5 or 6 times, & are about 99% finished. Joe apologized for not being here for our Open House. He got detained at the VFW & K of C. Vince had lunch w/Santa & wasn't here because of that. He commented that the minutes were wrong. Lori gave the dinner show report. We were out expenses of \$2,375 & took in \$2,536, for a total profit of \$161. Zuccaro's gave us back \$300, which went back into the Society's coffers. Lori gave Marilyn \$40 from the start-up cash. Comments were that the DJ was good. There was much discussion on this topic. Linda felt that it was each Commissioner's duty to literally SELL the

tickets, which means pitching the event when buyers are not too keen on attending. She also felt that she would have been shamed if she had not sold her 8 or 10 tickets each year. □ Linda suggested splitting the duties of the Open House, having people in the House from 1-2:30 & then switching duties w/those in the Depot from 2:30-4. This way everyone would be responsible for tours. Linda talked with Paul Ritchie who wants to do other musical cards for us for different seasons. □ Bob mentioned Commissioners not selling their fair share of dinner show tickets. □ Nancy visited the Octagon House in Washington Township. As she prices items, please don't take the non-priced ones. We now have 335 people registered for the e-newsletter!

10. Adjourned

Next meeting: Monday, February 1, 7 p.m., at the Depot.

Respectfully submitted,

Linda S. Champion, Recording Secretary
LSC:1/18/16/REV1/18/16



**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, NOVEMBER 4TH, 2015 ~ 7:00 P.M.
MINUTES**

PRESENT: MEMBERS: BARR, EHRKE, LARAMIE, LOY, NEIBORG, STONEBREAKER, And
QUERTERMOUS

EXCUSED ABSENCE: CHAIRMAN RICKARD

ALSO PRESENT: TIM TOMLISON CITY ATTORNEY
PATRICK MEAGHER CITY PLANNER CONSULTANT
LEAH BROWN RECORDING SECRETARY

1. CALL MEETING TO ORDER:

Chairman Rickard called the meeting to order at 7:00 PM

2.	Chairman	Rickard	Absent
	Members:	Barr	Present
		Calabrese	Present
		Ehrke	Present
		Laramie	Present
		Loy	Present
		Neiborg	Present
		Quertermous	Present
		Stonebreaker	Present

3. APPROVAL OF AGENDA ~ Regular Meeting of November 4th, 2015

Member Stonebreaker proposed a motion to exclude the Master Plan until Chairman Rickard is able to attend the meeting.

The commission asked representatives from Giffels Webster regarding the Bio Filter to come forward and explain the importance of being included on the November 4th agenda.

The representatives from Giffels Webster stated the importance of being added to the agenda.

Motion by Member: **Stonebreaker** Support by Member **Laramie**

TO: APPROVE the agenda of November 4th, 2015 as amended with the addition of the biofilter and the subtraction of the master plan.

AYES **8** NAYS **0** MOTION CARRIED

4. APPROVAL OF MINUTES ~ Meeting of the October 4th, 2015

Motion by Member **Ehrke** Support by Member **Laramie**

TO: APPROVE the October 4th, 2015 minutes.

AYES **8** NAYS **0** MOTION CARRIED

5. UNFINISHED BUSINESS: NONE

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, NOVEMBER 4TH, 2015 ~ 7:00 P.M.
MINUTES**

6. SITE PLANS, SIGN REVIEWS, AND OTHER REVIEWS:

a. #06-15SP/A & L CONSTRUCTION, INC., LARRY DUBAY, 33447 ROYAL PARK DRIVE/ TO REVIEW THE PROPOSED DETACHED SITE-CONDO PLAN FOR ROYAL PARK WEST SUBDIVISION

Mr. Dubay would like to propose the second phase of the original subdivision Royal Park West, 11 lots. Member Stonebreaker asked Mr. Dubay about the square footage on lots 2,3 and 9. Mr. Dubay replied that the large amount of square footage is to allow for detention for the flood plain area.

Member Stonebreaker asked for confirmation they are going to be consistent and will not have any more lots with that much square footage. Mr Dubay confirmed this.

Member Quertermous clarified that the lot coverage envelope size like on lot 2 says 22,138, that is more than 25% of the lot coverage so you can't build a house that whole size. You can only go 25% of that.

Mr Dubay explained that the dotted line in the back is the proposed flood plain area so you cannot build in that at all. When the study is completed that line will move either back or forward. Chances are it will move forward. They have done some preliminary numbers on what has to come out and what it is going to take to balance the site and achieve this flood plain study, so that is the approximate location.

The City Planner commented that this is about the 6th plan he has seen. Mr Dubay has been accommodating in keeping everyone up to date and has worked very hard to get the plan to where it is. This is about as good as it can get.

Member Neiborg asked about the City Planners comments about lot 6 and lot 10. The City Planner explained that as the depth decreases, the ordinance says you have to increase the width 2 ft for every 1 ft of depth needed.

Member Neiborg asked if the houses were going to be uniform, same style and construction type. Mr. Dubay confirmed this.

Member Stonebreaker asked what square footage the houses will be. Mr Dubay replied anywhere from 1,700 to 2,800 sq ft. A lot more families want three car garages now.

Motion by Member **Loy**, Supported Member **Calabrese**

To: APPROVE #06-15SP/A & L CONSTRUCTION, INC., LARRY DUBAY, 33447 ROYAL PARK DRIVE/ TO REVIEW THE PROPOSED DETACHED SITE-CONDO PLAN FOR ROYAL PARK WEST SUBDIVISION

AYES 8 NAYS 0 MOTION CARRIED

b. #02-13SP/ GIFFELS WEBSTER/ 16510 15 MILE RD/ TO REVISIT MACOMB COUNTY PUBLIC WORKS BIOFILTER SITE PLAN FOR SECURITY MODIFICATION—PERIMETER FENCING

John Bigsbsy and Steve Siklich, there on behalf of Anthony Morroco, the Macomb County Public Works commissioner, would like to construct a sign and fence for security. They have had issues with minor vandalism, and want to prevent any safety issues from occurring in the future. They would like to install a permanent monument sign in front of the property, and a chain link fence around three sides of the property with a decorative aluminum fence on the front side of the property.

Member Stonebreaker asked if it would be possible to forgo the chain link fence and have the whole thing be made of the decorative aluminum fence. The county representatives explained that the county is going to do

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
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MINUTES**

whatever the city wants. Although it will be more costly and take longer to get the project finished if all sides are decorative aluminum.

Member Stonebreaker asked the representatives about the foul smell that the biofilter lets out and why that happens.

The representatives explained this, and the City Attorney suggested that they document their explanation in letterform so the city can provide the letter to residents with complaints.

Member Stonebreaker asked for confirmation that the fence will be 6 ft all the way around. The representatives confirmed this.

Member Quertermous made a point based on the photo provided for the presentation that the fence should not have points at the top without a horizontal bar going across.

Member Stonebreaker agreed that the fence posts should be flat at the top.

The representatives confirmed that the posts will be flat at the top.

Member Loy asked if there is any proposed site lighting. The representatives replied that there are two small LED lights on the fascia of the sign. Member Loy clarified that he would like some motion sense lighting on site for safety purposes. The representative agreed that they may want to add lighting, if anything it would help visually on the security camera.

Member Stonebreaker asked if there would be any sort of gate structure out front. The representatives answered yes, there will be a sliding gate.

Member Stonebreaker asked if they have a plan in case of an electric failure. The representatives replied that the county would have to buzz them in. He also asked if there would be an emergency person to stay on site until Edison arrived. The representatives explained that there would be alarms that would go off, and there are actually two panels on that site. One is a primary and one is a secondary, which are both on separate lines so there would have to be two failures to shut everything down.

Member Stonebreaker asked if there is a fire hazard as far as the mulch that they have on top. The representatives said the only flammable item would be the sewer gas itself if there is any methane buildup inside the structure.

Member Calabrese thanked the representatives for being so complete and informative.

The City Attorney asked for confirmation that the sign will be illuminated. The representatives confirmed there will be two led lights in front of the sign to illuminate it.

Motion by Member **Calabrese**, Supported Member **Barr**

To: APPROVE #02-13SP/ GIFFELS WEBSTER/ 16510 15 MILE RD/ TO REVISIT MACOMB COUNTY PUBLIC WORKS BIOFILTER SITE PLAN FOR SECURITY MODIFICATION—PERIMETER FENCING

WITH THE FOLLOWING STIPULATIONS:

1. The decorative aluminum fence must go all the way around.
2. Fence posts must have a rounded/ flat top.
3. Fence must be 6ft tall.

AYES 8 NAYS 0 MOTION CARRIED

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
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7. PUBLIC HEARINGS: None

8. NEW BUSINESS: None

9. OLD BUSINESS: None

10. ZBA LIAISON: None

11. COMMISSION MEMBERS TO BE HEARD:

Chairman Rickard: Nothing at this time.

Member Laramie: Nothing at this time.

Member Barr: Nothing at this time.

Member Loy: Expressed concerns about the consecutive tent sales going on at 13 and Groesbeck.

Member Ehrke: Fraser Good Fellows Spaghetti dinner on Friday, November 6th.

Member Neiborg: Nothing at this time.

Member Stonebreaker: Nothing at this time.

City Planner Meagher: Nothing at this time.

City Attorney: Nothing at this time.

Building Official: Commend Mr. Stonebreaker for taking on the Chairman role for the month of November.

12. PUBLIC TO BE HEARD:

Bob Laforge from address 33417 Royal Park Dr – The back of his property faces Mr. Dubay’s project. His concern is about the temporary turn-around that is partially on his property. He wants confirmation that Mr. Dubay will have to restore the area when the work is complete. The Planning Commission confirmed this. He is also concerned about his fence. After looking at his survey, he can see that the fence is past the lot line. The fence is going to interfere with construction and will most likely have to be taken down. Mr. Laforge also commented

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
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MINUTES**

that there was a fence permit pulled originally and it was approved. Randy confirmed that the City of Fraser does not take responsibility for lot lines and surveys. It is up to the homeowner to obtain a survey to confirm the fence is placed in the correct spot.

Mr. Meagher, City Planner stated that Mr. Laforge should stay in contact with the building department and Mr. Dubay. He believes Mr. Dubay will be cordial with Mr. Laforge on the matter. Perhaps they could work the engineering around it.

At this point comments were made by Member Stonebreaker about Consumers Energy repairing the sidewalk areas that they currently have torn up. Work will begin November 15th, and they plan to be done by December 15th. Depending on the weather, if it is 32 degrees Fahrenheit or higher they will make a permanent patch. If the temperature is below 32 degrees Fahrenheit they will put in a temporary patch and come back for a permanent patch in the spring.

The City Attorney made comments about the quality of the products being used by Consumers Energy to temporarily patch the sidewalk areas. He is concerned that they are using materials that are not compact and this could be a tripping hazard.

It was decided that this topic would be brought up to the City Manager and AEW during their next meeting.

13. ADJOURNMENT:

Motion by Member **Calabrese**, Support by Member **Ehrke**

TO: Adjourn the meeting of November, 2015 at 8:05pm

AYES **8** NAYS **0** MOTION CARRIED.

THE MOTION WAS CARRIED UNANIMOUSLY.

ROBERT NEIBORG, Secretary

RANDY WARUNEK, Building Department Director

**PERFORMANCE RESOLUTION FOR
GOVERNMENTAL AGENCIES**

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Highway Right of Way" (form 2205), or an "Annual Application and Permit for Miscellaneous Operations Within State Highway Right of Way" (form 2205B).

RESOLVED WHEREAS, the _____
(city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utility or other facilities, or to conduct other activities, on, over, and under State Highway right of way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without its specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.
3. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
4. The GOVERNMENTAL AGENCY It will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
5. With respect to any activities authorized by PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.

- 6. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 7. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

Name	and/or	Title
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by
 the _____
 (Name of Board, etc)
 of the _____ of _____
 (Name of GOVERNMENTAL AGENCY) (County)
 at a _____ meeting held on the _____ day
 of _____ A.D. _____.

Signed _____ Title _____



ANNUAL CONSTRUCTION PERMIT

For Operations within State Highway Right-of-Way

Issued To:
City of Fraser

33000 Garfield Rd
Fraser MI 48026

Permit Number: 99018-036666-16-011316
Permit Type: Annual Application
Permit Fee:
Effective Date: Jan 13, 2016 to Dec 31, 2016
Bond Numbers:

THIS PERMIT IS VALID ONLY FOR THE FOLLOWING PROPOSED OPERATIONS IN THE TYPE OF RIGHT OF WAY AS NOTED:

2-UNDERGROUND UTILITY OPERATIONS - PRIOR APPROVAL SHALL BE OBTAINED FROM THE UTILITIES/PERMITS ENGINEER FOR ANY MAINTENANCE OR CONSTRUCTION OPERATIONS WHICH REQUIRE CUTTING PAVEMENT OR BORING OPERATIONS. IN FREE ACCESS STATE TRUNKLINE RIGHT-OF-WAY

- a. Installation of individual services from an existing facility to either side of the right of way. Services to the far right of way (crossing under the pavement) shall not exceed (3") diameter with this permit.
- b. Installation of cathodic protection devices.
- c. Installation of additional cable (electric or communication) in existing conduits.
- d. Installation of carrier pipes in an existing casing or tunnel.
- e. Adjustment/reconstruction of manholes.
- f. Routine maintenance of all existing underground facilities. IN LIMITED ACCESS STATE TRUNKLINE RIGHT-OF-WAY

7-EMERGENCY OPERATIONS - See General Conditions item # 15 in the Terms and Conditions. IN FREE AND LIMITED ACCESS STATE TRUNKLINE RIGHT-OF-WAY



City of Fraser

Building & Code Enforcement Department

MEMORANDUM

TO: City of Fraser Council Members
FROM: City of Fraser Planning Commission
RE: Recommendation to the Planning Commission

DATE: February 3rd, 2016

At the February 3rd, 2016 Planning Commission meeting, the board voted to recommend **Joanne Barr, Nancy Ehrke, and Todd Quertermous**, and to accept the application of **Rosanne Menendez** which was received after the deadline date, to the commission, term ending December 31st, 2018 to City Council for approval.

Ed Rickard
Planning Chairman

Cc: City Manager

From: Lorena McDowell
Sent: Thursday, February 04, 2016 3:28 PM
To: Rich Haberman; Kelly Dolland
Subject: James Chamberlin Recommendation

Hello,

The Historical Commission would like to recommend James Chamberline for one of the 2 vacant Commissioner seats. His application has been received and filed by the City and he has been interviewed by the Historical Commission at the 2/1/2016 meeting. After his interview, the Historical Commission made a motion (and seconded) to recommend him to Council for the position, which was unanimously carried.

Sincerely,

Lorena McDowell

SEMCOG Intergovernmental Agreement

Send to:
SEMCOG
ATTN: Membership
1001 Woodward Avenue, Ste. 1400
Detroit, MI 48226
communications@semcog.org

(Please return within two weeks of voting to join SEMCOG)

WHEREAS, SEMCOG, the Southeast Michigan Council of Governments, has organized and has adopted Bylaws; and

WHEREAS, the _____ recognizes the benefits it may receive and
(Governmental body)
the benefits that it may confer in voluntarily consulting with other units of local government in Southeast Michigan as to policies, problems, and plans that are of mutual interest and concern.

The _____ has voted to join SEMCOG on _____.
(Governmental body) **(Date)**

Pursuant to this action, the following official representatives to SEMCOG, the Southeast Michigan Council of Governments has been designated:

DELEGATE: (the delegate must be an elected official)

Name: _____ Title: _____

Preferred E-mail: _____
(Please note: E-mail is our primary form of communication)

Preferred Mailing Address: _____

Phone: (include as many as you like)

Business/Office: _____

Home: _____

Mobile/Text: _____

SEMCOG Intergovernmental Agreement
(continued)

ALTERNATE: (the alternate may be an elected official, staff, or individual selected by the member)

Name: _____ Title: _____

Preferred E-mail: _____

(Please note e-mail is our primary form of communication)

Preferred Mailing Address: _____

Phone:(include as many as you like)

Business/Office: _____

Home: _____

Mobile/Text: _____

Completed by _____ Date: _____
(Name and Title)

Note regarding membership fees

Membership fees shall be due and payable annually. A SEMCOG member may pay its membership fees either on the first day of the month following the anniversary date of its membership or on a date corresponding to the beginning of its fiscal year. Should you choose to pay dues on a date other than the first day of the month following your date of membership, an appropriate proation shall be made of the membership fees.

_____ of _____
County of Macomb, Michigan

~ Resolution ~

A resolution of the _____ of _____ in support of the *Macomb Area Communities for Regional Opportunities* (hereinafter MACRO).

- In the current economic climate, governmental entities at all levels are facing unprecedented financial challenges that are threatening to compromise or eliminate the delivery of core public services;
- To meet these challenges and assure the continued delivery of public services to residents and businesses, governmental agencies must be innovative and efficient;
- One means to achieve both innovation and efficiency is through intergovernmental cooperation, which dissolves artificial boundaries that lead to wasteful duplication of services, and creates an environment conducive to economies of scale;
- Recognizing that only through study and dialogue will the most beneficial innovations and efficiencies be identified and exploited, it is imperative that governmental agencies engage one another at this critical time;
- It is with this purpose in mind that the _____ of _____ lends its support to the formation and mission of MACRO;
- As a member of MACRO, the _____ of _____ will be well positioned to meet the potential mandate by the State of Michigan that future distributions of revenue sharing and other forms of state aid be tied to demonstrated efficiencies achieved through intergovernmental cooperation;
- Because the population of the municipalities serving as members of the MACRO comprises more than fifty percent of the total population of the County of Macomb, there is great potential to achieve the objective of preserving and delivering core public services in an efficient and cost-effective manner;

NOW, THEREFORE,

BE IT RESOLVED, that the _____ of _____ supports the formation and mission of the MACRO.

BE IT FURTHER RESOLVED, that _____ and _____ are designated as the representatives of the _____ of _____ for purposes of participating in the meetings of the MACRO; provided, however, that the representatives do not by reason of their designation have authority to bind the _____ of _____ to any agreement without formal approval by the _____.



City Of Fraser

CENTENNIAL COMMUNITY

MAYOR
Joseph Nichols

CITY MANAGER
Richard E. Haberman

COUNCIL
Mayor Pro Tem Michael Carnagie
Acting Mayor Matt Hemelberg
Patrice M. Schornak
Yvette Foster
Kathy Blanke
Michael Lesich

Kelly Ann Dolland
City Clerk

RESOLUTION APPROVING THE APPLICATION FOR THE ESTABLISHMENT OF A PLANT REHABILITATION DISTRICT FOR HEALTHMARK INDUSTRIES.

Minutes of a Regular Meeting of the Council of the City of Fraser, held on Thursday, March 10th, 2016 at 7:00pm in the Council Chambers of the City Municipal Building, located at 33000 Garfield Road, Fraser, County of Macomb, Michigan.

PRESENT:

ABSENT:

And the following preamble and resolution were offered by _____, and seconded by _____:

Resolution for the Approval of the IFTE Application for the Incentive of Healthmark Industries, Co., Inc.

WHEREAS, pursuant to P.A. 198 of 1974, M.C.L. 207.551 et seq., after a duly noticed public hearing held on June 16, 1977, the City of Fraser City Council by resolution established Industrial Development District 1; and

WHEREAS, Healthmark Industries Co., Inc., has filed an application for an Plant Rehab District with respect to real property to be acquired and installed within the Industrial Development District 1; and

WHEREAS, before acting on said application the City of Fraser held a hearing on March 10th, 2016 at the Fraser Municipal Building at 7:00pm at which hearing the applicant, the Assessor and a representative of the affected taxing units were given written notice and were afforded an opportunity to be heard on said application; and

WHEREAS, construction of the facility and installation of new machinery and equipment had not begun earlier than six (6) months before the date of acceptance of the application for the Industrial Facilities Exemption Certificate; and

WHEREAS, completion of the facility is calculated to and will at the time of issuance of the certificate have the reasonable likelihood to retain, create or prevent the loss of employment in the City of Fraser; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes with the City of Fraser, after granting this certificate, will exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV of personal and real property thus exempted.

WHEREAS, it is here by determined that the property compromising not less than 50% of the state equalized evaluation of the property within the proposed plant rehabilitation district is obsolete.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Fraser that:

1. The City of Fraser Council finds and determines that the granting of the Plant Rehab District Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974 and Act No. 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of the City of Fraser, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Fraser.

2. The application of Healthmark Co., Inc. for an Plant Rehab District Application, with respect to personal property on the following described parcel of real property situated within the Industrial Development District, to wit:

11-32-278-001

INSERT LEGAL DESCRIPTION

3. The Plant Rehab District Certificate, when issued, shall be and remain in force and effect for a period of twelve (12) years after completion.

AYES:

NAYES:

ABSENT:

RESOLUTION DECLARED _____.

CERTIFICATION

I, KELLY DOLLAND, duly appointed City Clerk for and in the City of Fraser, hereby certify that the foregoing constitutes a true and complete copy of a Resolution adopted by the Council of the City of Fraser, County of Macomb, Michigan, at their Regular Meeting held on Thursday, March 10th, 2016.

Kelly Dolland, City Clerk

**City of Fraser
County of Macomb, State of Michigan**

**RESOLUTION
UPDATING COMPENSATION
FOR BOARD OF REVIEW MEMBERS**

The board members devote their time, talent, and unbiased opinion to assist the assessing office and the residents through accurate, prudent, and well thought out judgment. We request the board members continue to receive \$15.00 per hour but for a minimum of 3 hours for each of the three board sessions, March, July, and December.

Date Adopted: _____

Signed by: _____
Kelly Dolland, City Clerk

City of Fraser
County of Macomb, State of Michigan

RESOLUTION
ALLOWING LOCAL RESIDENTS TO PROTEST TO
BOARD OF REVIEW IN WRITING

To ease the burden on taxpayers, the assessor, and the board of review and to ensure that all taxpayers have an equal opportunity to protest his or her assessment at the board of review, the City of Fraser hereby resolves, according to provisions of MCL 211.30 (8) of the General Property Tax Act, that the board of review may receive letters of protest regarding assessments from resident taxpayers from the first Tuesday in March until the board of review adjourns its sessions and closes the public hearings for which such meetings are intended.

All notices of assessment change and all advertisements of board of review meetings shall include a statement that the resident taxpayers may protest by letter to the board.

Date Adopted: _____

Signed by : _____

Kelly Dolland, City Clerk

**City of Fraser
County of Macomb, State of Michigan**

RESOLUTION

**ALLOWING UPDATING OF THE POVERTY GUIDELINES FOR
TAXPAYER CONSIDERATION AT THE BOARD OF REVIEW**

The attached, revised poverty guidelines are recommended by the assessing department to assure that the exemption request is properly documented to assure accurate consideration by the board of review.

Date Adopted: _____

Signed by: _____

Kelly Dolland, City Clerk

**CITY OF FRASER
BOARD OF REVIEW
2016 POVERTY EXEMPTION POLICY & GUIDELINES**

The attached guidelines and application are to be used for 2016 only

Section 211.7u(1) of the Michigan General Property Tax Act defines the poverty exemption as a method to provide relief for those who, in the judgment of the Supervisor and the Board of Review, are unable to fully contribute to the annual property tax burden of their principal residence due to their financial situation. The following policy & guidelines were adopted at the February 11, 2016, meeting of the City Council for the City of Fraser.

1. All applicants must obtain the proper application from the Assessing Department and complete it in its entirety. Handicapped or disabled applicants may call the Assessing Department at (586) 286-9468 to make necessary arrangements for assistance.
2. Applicant must own and occupy the subject property as their principal residence as of tax day (December 31st) for the year in which the exemption is being requested (i.e. 2016 Poverty Exemption Request – Principle Residence Exemption (PRE) & ownership must be in place as of 12/31/15). They must also provide a deed, land contract, or other evidence of ownership as requested by the Board of Review.
3. All applicants must submit a copy of the Federal Income Tax Return (1040 or 1040A), State Income Tax Return (MI-1040), and Homestead Tax Credit (MI-1040CR-4) filed for the immediately preceding year **for all persons living in the homestead**. If applicant(s) is not required to file a Federal or State Income Tax return, they must still complete and file a Poverty Exemption Affidavit.
4. Applicant must meet the Federal Poverty Income Guidelines or alternative guidelines adopted by the City of Fraser City Council.
5. In accordance with PA 390 of 1994, the applicant must meet the “Asset Guidelines” adopted by the City of Fraser City Council. (attached)
6. All financial institution balances will be taken into account. The Board will also consider stocks, bonds, life insurance policies, other real estate owned, vehicles, interest income and all additional assets.
7. Gifts and contributions by all persons whether or not they live in the household will be taken into consideration.
8. Extraordinary medical expenses may be taken into consideration.
9. The Board of Review shall follow the guidelines of the local assessing unit in granting or denying an exemption unless there are substantial and compelling reasons why there should be a deviation from the guidelines and the substantial and compelling reasons are communicated in writing to the claimant. Any deviation from the guidelines shall require a unanimous vote of the Board of Review or Assessor.
10. A person who files for a poverty exemption is not prohibited from also filing an appeal on the assessment and/or taxable value.

APPLICANT: Your application for poverty exemption may be **denied** if:

1. Your Poverty Exemption Application is not filled out completely and/or includes inaccurate information. ***Each question must be answered, as applicable, or filled in as N/A.***
2. Copies of your Federal and State Income Tax Returns (including Homestead Tax Credit) for the immediately preceding year are not included (or Poverty Exemption Affidavit in lieu of returns).
3. Savings Account, Checking Account, Investments, Interest Earnings, Dividends or other liquid assets either in total or individually meet or exceed double the amount of the current annual property tax obligation.
4. Applicant does not otherwise meet the asset levels set by the local governing body.
5. Recreational Vehicles* owned or leased in total exceed the amount of the current asset guidelines.
6. If you own and are receiving rents from other real estate, excluding your homestead.
7. If you own or are buying other real estate (*i.e. summer cottage, vacant land acreage or lot, camping lot*).
8. Total Household Income exceeds eligibility guidelines as adopted by the Fraser City Council.

* *Recreational vehicles may include snowmobiles, boats, camping trailers, travel trailers, motor home, jet ski, motorcycles, off road vehicles, or anything which may be considered a recreational vehicle.*

Income Guidelines Used in the Determination of Poverty Exemptions for 2016.

MCL 211.7u, which addresses poverty exemptions, was significantly altered by PA 390 of 1994 and was further amended by PA 620 of 2002.

Local governing bodies are required to adopt guidelines that set income levels for their poverty exemptions and those income levels shall not be set lower by a city or township than the federal poverty guidelines updated annually by the U.S. Department of Health and Human Services. This means, for example, that the income level for a household of 3 persons **shall not** be set lower than \$20,090 which is the amount shown on the following chart for a family of 3 persons. The income level for a family of 3 persons may be set higher than \$20,090.

Following are the federal poverty guidelines for use in setting poverty exemption guidelines for establishing poverty exemptions of the 2016 assessments:

Household size (yourself and any dependents)	Poverty Guidelines
1	\$11,770
2	\$15,930
3	\$20,090
4	\$24,250
5	\$28,410
6	\$32,570
7	\$36,730
8	\$40,890
For each additional person	\$4,160

Meeting the income levels of the City policy does NOT guarantee the approval of a poverty exemption. Income, expense, and assets are reviewed by the Board of Review in the decision making process.

The income guidelines shall include, the income of all persons living in the home or persons who contribute to the claimant's household.

Income includes:

- Money, wages, and salaries before any deductions.
- Net receipts from all self-employment (these are receipts from a person's own business, professional enterprise, or partnership, after deductions for allowable business operating expenses).
- Net receipts from self-employment (the same provisions as above for self-employment).
- Regular payments for social security, railroad retirement, unemployment, worker's compensation, veteran's payments, and public assistance.
- Alimony, child support, and military family allotments.
- Private pensions, governmental pensions, and regular insurance or annuity payments.
- College or university scholarships, grants, fellowships, and assistantships.
- Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.
- Tax Refunds, gifts, loans, lump-sum inheritances, one-time insurance payments or State and/or Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches.

Applicants may be eligible for consideration if they meet the following City of Fraser poverty guidelines:

<u>Persons In Household</u> (yourself and dependents)	<u>Household Income</u>	<u>Board of Review Action</u>
1	\$11,770	
	\$0-\$5,885	Total tax exemption.
	\$5,885-11,770	If box A or B on line 5 is checked on MI 1040CR, establish Taxable Value so that the total tax liability is 3.5% of household income after the maximum relief granted by the Michigan Homestead Tax Credit (\$1,200).
	\$11,770 and under	If box A or B on line 5 is <i>not</i> checked on MI 1040CR, try to establish net tax liability after Homestead Tax Credit within 5-10% of income depending on specifics of application.
	Over \$11,770	Generally, no hardship relief will be granted.
<hr/>		
2	\$15,930	
	\$0-\$7,965	Total tax exemption.
	\$7,965 - \$15,930	If box A or B on line 5 is checked on MI 1040CR, establish Taxable Value so that the total tax liability is 3.5% of income after the maximum relief granted by the Michigan Homestead Tax Credit (\$1,200).
	\$7,965 - \$15,930	If box A or B on line 5 is <i>not</i> checked on MI 1040CR, try to establish net tax liability after Homestead Tax Credit within 5-10% of income depending on specifics of application.
	Over \$15,930	Generally, no hardship relief will be granted.

For each additional person/dependent over 2 in the household, add \$4,160 to income levels to determine income qualifications.

Asset Guidelines

Used in the Determination of Poverty Exemptions for 2016.

As required by PA 390 of 1994, all guidelines for poverty exemptions as established by the governing body of the local assessing unit SHALL also include an asset level test. The following asset test shall apply to all applications for poverty exemption.

- The applicant shall not have “liquid” assets (excluding the value of the principal residence subject to the exemption request) in excess of two (2) times the amount of the estimated tax obligation of the current assessment.
- The applicant shall not have total assets (excluding the value of the principal residence subject to the exemption request) in excess of ten (10) times the amount of the estimated tax obligation of the current assessment.

All asset information, as requested in the Application for Poverty Exemption, must be completed in total. The Board of Review may request additional information and verification of assets as determined necessary and may reject any application if the assets are not properly identified.

Liquid Assets may include but are not limited to:

- Bank accounts
- Stocks and Bonds
- IRAs and other investment accounts
- Pensions
- Money received from the sale of property such as stocks, bonds, a house or a car unless a person is in the specific business of selling such property

In addition, total assets may also include but are not limited to:

- A second home
- Excess or vacant land
- Rental property
- Extraordinary automobiles
- Recreational vehicles*
- Buildings other than the principal residence
- Equipment
- Other personal property of value
- The value of food or housing received in lieu of wages

* *Recreational vehicles may include snowmobiles, boats, camping trailers, travel trailers, motor home, jet ski, motorcycles, off road vehicles, or anything which may be considered a recreational vehicle.*

CHECK LIST
2016 POVERTY EXEMPTION ATTACHMENTS

(Please submit copies only – not originals)

THIS COMPLETED CHECK LIST MUST BE RETURNED
WITH THE POVERTY EXEMPTION APPLICATION

Note: Provide copies as proof for **all** occupants living in the home even if not contributing to the expenses.

- _____ Mortgage Statement
- _____ Second Mortgage or Equity Loan Statement
- _____ Federal Income Tax Return (for 2015 year, filed in 2016) *OR Poverty Exemption Affidavit
if not required to file income tax returns*
- _____ State Income Tax Return (for 2015 year, filed in 2016) *OR Poverty Exemption Affidavit
if not required to file income tax returns*
- _____ Homestead or Senior Citizen Tax Credit (MI1040-CR)
- _____ W-2 Statements from employer
- _____ Social Security Statement
- _____ Pension – 1099 statement
- _____ Unemployment benefits statement
- _____ Alimony payment statement
- _____ Child support payment statement
- _____ ADC/Welfare statement
- _____ Savings Account(s) statement
- _____ Checking Account(s) statement
- _____ Certificates of Deposit – statements
- _____ Stocks, Bonds, etc. – statement
- _____ Unusual & excessive Medical bills

B.O.R. Mar Jul Dec
Letter / Appt
Date: _____
Time: _____
Petition #: _____

Parcel No. _____

Name: _____

**CITY OF FRASER
MACOMB COUNTY
POVERTY EXEMPTION APPLICATION
TAX YEAR 2016**

A. APPLICATION SUBMISSION

YOU MUST COMPLETE THIS APPLICATION IN FULL AND RETURN IT, ALONG WITH A COPY OF THE 2015 STATE AND FEDERAL INCOME TAX RETURNS FILED IN 2016 (OR AFFIDAVIT), WITH THE MICHIGAN PROPERTY HOMESTEAD TAX CREDIT FORM (MI-1040CR), FOR EACH PERSON RESIDING IN OR CONTRIBUTING TO THE HOMESTEAD, TO THE ASSESSING OFFICE BEFORE ADJOURNMENT OF BOARD OF REVIEW.

B. STATEMENT

I, _____ being the **owner and resident** of the property listed below, am applying for Tax Relief under Section 74 of the Michigan General Property Tax Act: (The *principal residence* of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation under this act. MCL Section 211.7u)

C. PROPERTY ADDRESS

Property address _____ Parcel # _____

How Long Have You Lived at the Above Address? _____

D. APPLICANT INFORMATION

APPLICANT: _____

CO-OWNER: _____

Date of Birth _____

Date of Birth _____

Phone Numbers: Home (____) _____

Home (____) _____

Work (____) _____

Work (____) _____

Cell (____) _____

Cell (____) _____

Other Contact Information: _____
(Name) (Phone)

Current Marital Status

For How Long?

Married Divorced Widowed Separated Single _____

Applicant Status

Employed: Full-time Part-time Employer: _____

Date of Hire: _____ Occupation: _____

Retired: Date Retired _____ Employer: _____

Laid-off: Date last worked _____ Employer: _____

Disabled: Date last worked _____ Employer: _____

Possible return date _____ Cause: _____

Not working - How long _____ Reason: _____

Describe any disability or health problems: _____

Spouse or Co-Owner Status

Employed: Full-time Part-time Employer: _____

Date of Hire: _____ Occupation: _____

Retired: Date Retired _____ Employer: _____

Laid-off: Date last worked _____ Employer: _____

Disabled: Date last worked _____ Employer: _____

Possible return date _____ Cause: _____

Not working - How long _____ Reason: _____

Describe any disability or health problems: _____

Resident Information

List ***ALL people, not listed above***, living in your household (attach additional sheet if necessary)

	1	2	3	4	5
Full Name					
Age					
Relationship					
Dependant	Yes No				
Occupation					
Annual Income					
Do they contribute to the household income?	Yes No				
Amount of Contribution					

E. ADDITIONAL ASSISTANCE

Does **any other person** not listed above make a financial contribution to the household? If yes how much?

Person's Name: _____ Monthly Contribution _____

Type of Contribution: Monetary _____ Other (explain) _____

F. PROPERTY

Are you and/or your spouse the sole owners of the property? Yes No

If no, list all owners and their percentage of ownership: _____

When did you and/or your spouse purchase this homestead? _____

Is the home paid in full? Yes No If no, number of years and dollar amount remaining on this Mortgage/Land Contract/Equity Loan/Refinance _____

What is the monthly payment? _____ Includes taxes Taxes are separate

Do you owe any delinquent mortgage payments? No Yes Amount \$ _____

Do you owe any delinquent taxes? Yes No

If yes, please list the year(s) and amount(s) _____

Have any improvements, changes or additions been made to the property in the last two (2) years? No Yes If yes, please explain: _____

Are there any changes or additions that need to be made to the property? No Yes If yes, please explain: _____

G. OTHER REAL ESTATE HOLDINGS

Do you, your spouse, or any other person residing in the homestead have a financial interest in other real estate? If yes, please provide the following information concerning that financial interest.

Location-City & State	Tax I.D. Number of Property	Value of Property	Amount of Equity
		\$ _____	\$ _____
		\$ _____	\$ _____
		\$ _____	\$ _____

H. ASSET INFORMATION (MUST BE COMPLETED)

List all current assets in addition to the real estate noted previously?

Cash \$ _____
 Checking Accounts \$ _____
 Saving Accounts \$ _____
 CDs, Money Markets \$ _____
 Stocks/Bonds/Treasury Bills \$ _____
 Insurance Policy (surrender-cash value) \$ _____
 Retirement Accounts \$ _____
 Personal Property (i.e. Jewelry, Coin Collection, Etc.) \$ _____
 Other - (please explain) _____ \$ _____

List **ALL** motor vehicles in household (whether or not paid in full) including cars, trucks, and recreational vehicles i.e.: boats, motorcycles, motor homes, travel trailers, jet skis, snow mobiles, ATV's, etc. Use additional pages if necessary.

	VEHICLES: YEAR/MAKE/MODEL	MILEAGE	DATE ACQUIRED	OWN OR LEASED	PURCHASE PRICE	BALANCE
1						
2						
3						
	RECREATIONAL VEHICLES: YEAR/MAKE/MODEL					
1						
2						

I. INCOME INFORMATION

List all sources of household income on a **MONTHLY** basis.

SOURCE	APPLICANT MONTHLY INCOME	SPOUSE/OTHER MONTHLY INCOME	OCCUPANT MONTHLY INCOME	OCCUPANT MONTHLY INCOME
Employment	\$	\$	\$	\$
Social Security	\$	\$	\$	\$
Pension- From:	\$	\$	\$	\$
Unemployment/Workers Compensation	\$	\$	\$	\$
General Assistance- Type:	\$	\$	\$	\$
Child Support/Alimony	\$	\$	\$	\$
Family Support/Gifts- From:	\$	\$	\$	\$
Interest (taxable & non-taxable); Dividends	\$	\$	\$	\$
Rental Income	\$	\$	\$	\$
Other Income (please explain in detail) _____ _____	\$	\$	\$	\$
Other Monetary Assistance- Source:	\$	\$	\$	\$

Has your income significantly changed in the last year? Yes No If yes, please explain:

Have you or your spouse sold any interest in real estate in the last 2 years? Yes No If yes, please provide complete address, date sold and sale price: _____

Do you receive Food Stamps or other Public Assistance? No Yes Amount \$ _____ per month.

Benefits received for: _____

J. EXPENSE INFORMATION

Please list all sources of household expenses on a **MONTHLY** basis.

House Payment (principal & interest)	\$
Association or Condo Fee	\$
House Insurance	\$
Auto Insurance	\$
Car Payment 1 st car	\$
Car Payment 2 nd car	\$
Cell Phones	\$
Child Care/Day Care	\$
Special Assessments	\$
Health Insurance (include prescription coverage)	\$
Medical Bills (not covered by insurance)	\$
Prescriptions (not covered by insurance)	\$
Taxes on other property	\$
Cable/Satellite/Internet/House Phone	\$
Utilities: Gas	\$
Electric	\$
Water	\$
Other, (please explain) _____ _____	\$

Have your expenses significantly changed in the last year? Yes No If yes, please explain:

Do you anticipate any major changes in income for the coming year? Yes No If yes, please explain: _____

Do you receive assistance or are household expenses paid for by another party? Yes No

***If Yes, please provide a letter from the party including exactly what is paid, when and how much.

K. DEBT INFORMATION

Please list any outstanding loans, credit cards, and personal debts. Provide the most current statements for each account.

(attach additional sheet if necessary)

	TO WHOM	FOR WHAT PURPOSE	MONTHLY PMT	BALANCE
1				
2				
3				
4				
5				
6				

Do you expect to sell the homestead for which the tax relief is being sought in the next year? _____

L. APPLICANT CERTIFICATION

Please initial EACH applicable statement.

_____ I/We understand that the statements contained in this application are true to the best of my/our knowledge.

_____ I/We also understand that this application will be denied or revoked if the information contained is found to be false or incomplete.

_____ I/We understand this application for exemption is for the tax year of 2016.

_____ I/We have received a copy of and understand the hardship guidelines.

_____ I/We certify that I/We did file a State or Federal Income Tax Return (1040 or MI 1040) and Michigan Homestead Property Tax Credit (MI1040-CR) for the tax year 2014 and included a copy with this application OR included the Poverty Exemption Affidavit.

_____ I/We hereby authorize The City of Fraser Assessing Department to verify and or obtain information from any creditor, financial institution, government agency, insurance company or any other organization necessary for the purpose of this application of hardship for the tax year of 2016.

Applicant Signature: _____ Date: _____

Spouse Signature: _____ Date: _____

Name of Preparer if other than applicant: _____
(Please Print)

POVERTY EXEMPTION

CHECKLIST

The following checklist is provided for your use to be sure all required information is available for the Board of Review's consideration.

- Complete Address
- Federal Income Tax Return for all owners and household members
- Michigan Income Tax Return for all owners and household members
- Homestead Tax Credit (MI-1040CR-4) State of Michigan
- Valid Michigan Operators License or State Identification Cards for all parties
- Most Current Income Statements for all assets
- Most Current Credit Card and Debt Statements for all accounts
- Written statement to explain reason for request
- Applicant Signatures
- Notary or Witness Signature

FEDERAL POVERTY GUIDELINES FOR 2016

Under State Law P.A 390, 1994 being sec. 211 7u, the Board of Review shall use the following Federal Poverty Income Guidelines based on the size of family and all household income.

Size of Family Unit	Poverty Guidelines
1	\$11,770
2	\$15,930
3	\$20,090
4	\$24,260
5	\$28,410
6	\$32,570
7	\$36,730
8	\$40,890
9	\$45,050
10	\$49,210
For each additional person more than 10 add	\$4,160

All income guidelines are for gross yearly earnings, not net yearly earnings. To view federal exemption guidelines please visit *federal poverty guidelines* for 2016.



RICK SNYDER
GOVERNOR

State of Michigan
Bureau of State Lottery
101 E. Hillsdale • P.O. BOX 30023 • Lansing, Michigan 48909
www.michigan.gov/cg • (517) 335-5780 • FAX (517) 267-2285



M. Scott Bowen
COMMISSIONER

February 12, 2016

Organization ID: 138617

Julie Kavanagh
Good Shepherd Coalition
33222 Groesbeck Hwy
Fraser, MI 48026



Dear Julie Kavanagh:

We have received documentation to qualify your organization as a Local Civic organization to conduct licensed gaming events as allowed by Act 382 of the Public Acts of 1972, as amended.

To complete the qualification process, please submit the following information:

1. A copy of the organization's current bylaws or constitution, including membership criteria, signed and dated by your Principal Officer.
2. A copy of the letter from the IRS stating the organization is exempt from federal income tax under IRS code 501(c) or copies of one bank statement per year for the previous five years, excluding the current year, from 2/12/2011 to 2/12/2015.
3. If incorporated, a complete filed copy of your Articles of Incorporation, including all amendments.
4. A provision in your bylaws, constitution, or Articles of Incorporation that states should the organization dissolve, all assets, and real and personal property will revert:
 - A. If exempt under 501(c)3, to another 501(c)3 organization.
 - B. If not exempt under 501(c)3, to the local government.
5. A copy of a resolution passed by the local government stating the organization is a recognized nonprofit organization in the community; form enclosed.
6. A revenue and expense statement for the previous 12 month period to prove all assets are used for charitable purposes, i.e. 990's, treasurer's report, audit. Do not send check registers or cancelled checks. Explain the purpose of each expenditure made to an individual. Once the organization has conducted licensed gaming events, the Bureau may require the organization to provide additional proof that all assets are being used for charitable purposes.
7. A provision in the bylaws, constitution, or Articles of Incorporation indicating the organization will remain nonprofit forever.
8. A written statement defining your membership criteria, if any. The charitable gaming rules require the licensed gaming event chairperson(s) be a bona fide member for 6 months. If you do not have general membership criteria, your chairperson(s) must be members of your board of directors.
9. Proof of a current bank account in the name of the organization.

Fraser City Council



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
 OVERNIGHT DELIVERY:
 101 E. Hillsdale, Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL 432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____.
APPROVAL/DISAPPROVAL

APPROVAL	DISAPPROVAL
Yeas: _____	Yeas: _____
Nays: _____	Nays: _____
Absent: _____	Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and
 adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL
 meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.
 BSL-CG-1153(R6/09)



Plante & Moran, PLLC
Suite 30C
19176 Hall Road
Clinton Township, MI 48038
Tel: 586.416.4900
Fax: 586.416.4901
plantemoran.com

February 26, 2016

Mr. Richard Haberman
City Manager
City of Fraser
33000 Garfield Road
Fraser, MI 48026

Dear Mr. Haberman:

We are complimented by your selection of our firm to assist you. We are sending this letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, to confirm our understanding of the nature, limitations, and terms of the services we will provide to City of Fraser ("Fraser").

Scope of Services

We will provide financial and accounting assistance and consulting, at your discretion, related to the City of Fraser's budget for the year ended June 30, 2017. Our work product will be in the form of:

- Reviewing documents prepared by City staff and management
- Compilation of our observations related to those documents, including suggestions for improvements
- Communication to City Management and City Council of our observations

We understand the City's schedule for adopting its budget as described in the City's code of ordinances and the timing of City Council meetings that have been scheduled for this purpose as of the date of this letter. Our communication to City Management and City Council will be timed as to be available for those meetings, provided City management is able to provide source documents, supporting information, and responds timely to our inquiries.

It should be noted that at no time during this engagement will we be responsible for making investment decisions, signing checks, making bank transfers, initiating ACH or wire transfers, and handling cash in any way.

Fees and Payment Terms

Our proposed monthly fee, subject to the terms and conditions of the accompanying Professional Services Agreement, will be based on the actual time that staff expend and will be billed at the following discounted hourly rates:

Financial Specialist	\$110
Manager	\$150
Senior Manager	\$225
Partner	\$255

Travel time after the first hour per day will be billed at 50% of the above rates.

Effective July 1, 2016 and annually thereafter, hourly rates will increase 2.0%.

Our fee for this project will not exceed \$5,000.

If the City requests our attendance at formal or informal meetings related to this project, any additional time will be billed at the above hourly rates over and above the aforementioned \$5,000.

Any other projects or consulting services in addition to the ones noted above, including employee benefits analysis, facility analysis, creation of general fund long-term forecast, preparation of utility rate model, etc..., may be requested by City management. Fees for those additional services will be billed as previously communicated in our engagement letter dated April 1, 2015 unless separately negotiated with the City at some time in the future.

Our invoices will be rendered monthly and are due when received.

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please circle the scope of service the City desires, sign the enclosed copy of this letter, and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

PLANTE & MORAN, PLLC



David W. Herrington

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement, which set forth the entire agreement between City of Fraser and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

City of Fraser

Mr. Richard Haberman

Date

City Manager

Professional Services Agreement – Temporary Finance Assistance Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for our temporary finance assistance services dated February 16, 2016 between Plante & Moran, PLLC (referred to herein as "PM") and City of Fraser (referred to herein as "Fraser").

1. **Management Responsibilities** – The temporary finance services PM will provide are advisory in nature. While providing these services, PM will have no authority or responsibility for any management decisions or management functions. Further, Fraser acknowledges that Fraser is solely responsible for all such management decisions and management functions. Fraser will also be responsible for evaluating the adequacy and results of the services PM will provide and accepting responsibility for the results of those services. Fraser has designated Richard Haberman to oversee the services PM will provide.

Fraser is responsible for the design, implementation, and maintenance of internal controls, including monitoring ongoing activities in connection with our engagement.

PM accepts no responsibility as a responsible party for the payment of taxes of any nature, including, but not limited to income, withholding, sales, excess of other taxes assessed at the Federal, State or local levels that may be owed or otherwise arise.

2. **Review and Supervision** – Fraser understands and acknowledges that all PM staff assigned to this project are working solely at Fraser's direction and agree that all work performed will be subject to the same supervision, review and approval practices that Fraser undertakes with its own staff. It is understood that, in accordance with the terms of this agreement, the work of PM staff assigned to this project will not be reviewed by any other person at PM. Fraser is solely responsible for supervision, review and approval of the work performed, including review and approval of any journal entries prepared by PM staff prior to posting.
3. **Nature and Limitations of Services** – PM's project activities will be based on information and records provided by Fraser. PM will rely on such underlying information and records and PM's project activities will not include audit or verification of the information and records provided to PM in connection with PM's project activities.

The project activities PM will perform will not constitute an examination or audit of any Fraser financial statements or any other items, including Fraser's internal controls. If Fraser requires financial statements or other financial information for third-party use, or if Fraser requires tax preparation or consulting services, a separate engagement letter will be required. Accordingly, Fraser agrees not to associate or make reference to PM in connection with any financial statements or other financial information of Fraser. In addition, PM's engagement is not designed and cannot be relied upon to disclose errors, fraud or illegal acts that may exist. However, PM will inform Fraser of any such matters that come to its attention.

4. **Project Deliverables** – At the conclusion of PM's project activities and periodically as the project progresses, PM will review the results of the project work with Fraser and provide Fraser with any observations related to PM's services that PM believes warrant Fraser's attention. PM also will provide Fraser with copies of analyses, tax filings, or other materials that PM may develop in the course of this engagement upon Fraser's request. PM will not issue a written report as a result of this engagement and Fraser agrees that the nature and extent of the work product that PM will provide, as outlined in this agreement, are sufficient for Fraser's purposes.
5. **Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to proprietary information of Fraser, including, but not limited to, information regarding trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to Fraser, and PM will not use such information for any purpose other than our consulting engagement or disclose such information to any other person or entity without the prior written consent of Fraser.

In the interest of facilitating PM's services to Fraser, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic method. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, Fraser recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Because the work performed under this agreement is subject solely to Fraser's review and supervision, we do not expect that we will need to retain detailed workpapers supporting our work. Workpapers and documentation created will become part of Fraser's accounting records. If, however, we conclude to retain copies of such workpapers or documentation, such workpapers retained in the course of this engagement are and shall remain

Professional Services Agreement – Temporary Finance Assistance

the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both Fraser and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this agreement. In the event that a request for any confidential information or workpapers covered by this agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform Fraser in a timely manner of such request and to cooperate with Fraser should it attempt, at Fraser's cost, to limit such access. This provision will survive the termination of this agreement. PM's efforts in complying with such requests will be deemed billable to Fraser as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

6. **Consent to Disclosures to Service Providers** – In some circumstances, PM may use third-party service providers to assist with its services. In those circumstances, PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for Fraser. In order to enable these service providers to assist PM in this capacity, Fraser, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of Fraser's information to such service providers to the extent such information is relevant to the services such third-party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this agreement. Fraser's consent shall be continuing until the services provided for this engagement agreement are completed.
6. **Fee Quotes** – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on responsibilities under the scope of services. PM's services frequently depends upon the availability and cooperation of those Fraser personnel relevant to PM's project activities and providing needed information to PM in a timely and orderly manner. In the event that undisclosed or unforeseeable facts regarding these matters causes the actual work required for this engagement to vary from PM's estimates, the estimated fees will be adjusted for the additional time PM incurs as a result.

In any circumstance where PM's work is rescheduled due to Fraser's failure to provide information or assistance necessary for the engagement, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadline related to the completion of the work. Because rescheduling work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for additional time PM incurs as a result of rescheduling its work. PM will endeavor to advise Fraser in the event any circumstances occur which would require PM's work to be rescheduled. However it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

7. **Payment Terms** – PM's invoices for the services provided are when received. In the event any of PM's invoices are not paid in accordance with the terms of this agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of our consulting work. Fraser agrees that in the event PM stops work or terminates this Agreement as a result of Fraser's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this Agreement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.
8. **Fee Adjustments** – Any fee adjustments for reasons described elsewhere in this agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. Fraser acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.
9. **Exclusion of Certain Damages** – In no event shall either party be liable to the other, whether a claim be in tort, contract, or otherwise, for any indirect, consequential, punitive, exemplary, lost profits, or similar damages in claims relating to PM's services provided under this engagement.

Professional Services Agreement – Temporary Finance Assistance

10. **Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving Fraser but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, Fraser agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
11. **Termination of Engagement** – This agreement may be terminated by either party upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. Fraser will be obligated to compensate PM for all time expended and to reimburse PM for all out-of-pocket expenditures through the date of termination of this engagement.
12. **Entire Agreement** – This engagement agreement is contractual in nature, and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this agreement, signed by all of the parties.
13. **Severability** – If any provision of this engagement agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
14. **Hold Harmless and Indemnification** – As a condition of this engagement, City of Fraser agrees to hold PM, and all of its partners and staff, harmless against any losses, claims, damages, or liabilities, to which PM may become subject in connection with services performed in the engagement, unless a court having jurisdiction shall have determined in a final judgment that such loss, claim, damage, or liability resulted primarily from the willful misconduct or gross negligence of PM, or one of its partners or staff. This hold harmless includes the agreement to reimburse PM for any legal or other expenses incurred by PM, as incurred, in connection with investigating or defending any such losses, claims, damages, or liabilities. This provision shall survive any termination of this engagement.
15. **Conflicts of Interest** – PM's engagement acceptance procedures include a check as to whether any conflicts of interest exists that would prevent acceptance of this engagement. No such conflicts have been identified. Fraser understands and acknowledges that PM may be engaged to provide professional services, now or in the future, unrelated to this engagement to parties whose interests may not be consistent with Fraser. If PM becomes aware of any conflicts of interest during the course of the engagement, PM will immediately disclose that fact to Fraser upon discovery.
16. **Agreement Not to Influence** – Fraser and PM each agree that each respective organization and its employees will not endeavor to influence the other's employees to seek any employment or other contractual arrangement with it, during this engagement or for a period of one year after termination of the engagement. Fraser agrees that PM employees are not "contract for hire." PM may release Fraser from these restrictions if Fraser agrees to reimburse PM for its recruiting, training, and administrative investment in the applicable employee. In such event, the reimbursement amount shall be equal to two hundred hours of billings at the current hourly rate for the PM employee.
17. **Governing Law** – This agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this agreement, or any dispute arising from or relating to this agreement shall reside exclusively within the State of Michigan.

End of Professional Services Agreement –Temporary Finance Assistance Services

		2013-14	2014-15	2015-16	2015-16	2016-17
		ACTUAL	ACTUAL	APPROVED	ACTIVITY	PROPOSED
				BUDGET	THRU 01/31/16	BUDGET
Dept 101-CITY COUNCIL						
101-101-702.000	SALARIES & WAGES	\$ 41,732	\$ 39,363	\$ 42,750	\$ 23,345	
101-101-717.000	FICA/MEDICARE	\$ 3,192	\$ 3,011	\$ 3,270	\$ 1,790	
101-101-718.000	MESC/WORKERS COMP	\$ 70	\$ 47	\$ 125	\$ 48	
101-101-802.200	MICH. MUN. LEAGUE	\$ 5,829	\$ 5,922	\$ 5,975	\$ 600	
101-101-802.300	SEMCOG	\$ 1,562	\$ 1,565	\$ 1,565	\$ 1,568	\$ -
101-101-862.000	CONF & WORKSHOPS	\$ 1,358		\$ 1,750	\$ 60	
101-101-882.000	COMMUNITY PROMOTION	\$ 5,438	\$ 2,617	\$ 6,500	\$ 5,192	
101-101-900.000	PUBLICATIONS	\$ 26,245	\$ 14,959	\$ 27,500	\$ 8,061	
Totals for dept 101-CITY COUNCIL		\$ 85,427	\$ 67,483	\$ 89,435	\$ 40,739	
