

William B. Matakas  
Mayor

# City of Allen Park



16630 SOUTHFIELD ROAD Suite 3100  
ALLEN PARK, MICHIGAN 48101  
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[www.cityofallenpark.org](http://www.cityofallenpark.org)

Michael I. Mizzi  
City Clerk

Maureen C. Armstrong  
Treasurer

## CITY COUNCIL

Bob Keenan  
Mayor Pro-Tem

Angelo A. DeGiulio

Dennis Hayes

Harry Sisko

Larry Templin

Tina Gaworecki

## AGENDA

### Regular Council Meeting of: Tuesday, September 22, 2015 – 6:00 PM

#### CALL TO ORDER

#### PLEDGE OF ALLEGIANCE

#### INVOCATION – Rev. William Cruthers

#### ROLL CALL

#### CORRECTIONS AND APPROVAL OF THE AGENDA FOR: September 22, 2015 (A)

#### APPROVAL OF THE MINUTES FOR: September 8, 2015 (A)

#### AWARDS, PRESENTATIONS & PROCLAMATIONS

1. Proclamation – Richard A. Huebler
2. Proclamation – Constitution Week

#### PUBLIC HEARINGS

1. Special Approval Use Permit #01-2015 – Little Jungle Learning Center 17455 Russell Article VII, Section 52.934, to allow the property to be used as a licensed child care center

#### ORGANIZATIONAL BUSINESS

##### A. City Administrator Operational updates/reports/document submissions

1. Motion to Accept & File the updates/reports/document submissions
2. Set a 2<sup>nd</sup> Street Improvement Millage Informational Town Hall Meeting on Thursday, October 22, 2015-7PM
3. Set a Council Work Session for a Water & Sewer Study on Tuesday, September 29, 2015 - 6 PM

#### PUBLIC COMMENT (4 minutes)

#### CONSENT AGENDA

##### A. Purchasing Actions

1. Claims & Accounts
2. Payroll Report

##### B. Licenses & Permits

1. Bottle Permit #03-2015 – AP Robotics Team – Flyers on 10/24/15 and bottle pickup 10/31/15

#### RESOLUTIONS

1. RESOLUTION to award Bid to Mannick & Smith Group for the City's Master Plan Update
2. RESOLUTION to award Bid to The Whitehall Group for the Citywide Operational Service Audit
3. RESOLUTION to approve the 27<sup>th</sup> Annual Pumpkin Patch and Downtown Allen Park Farmers Market on Saturday, October 31, 2015 pending the final approval from Police, Fire & DPW
4. RESOLUTION to approve the hiring of a part time employee for the Treasurer's Office

#### OTHER BUSINESS

1. Council Request for discussion on Commissions abolished by the Emergency Manager & other Orders
2. Appointment of Mark Kibby as City Administrator
3. 3<sup>rd</sup> & Final Reading of Ordinance #05 – 2015 an Ordinance of the City of Allen Park code of ordinances; amending Chapter 18, Article I Prohibiting the use of Sky Lantern in the city. (Roll Call)

#### CLOSED SESSION

#### ADJOURNMENT

**Next Regular Meeting: - Tuesday, October 13, 2015 @ 6:00 PM**

Please visit [www.cityofallenpark.org](http://www.cityofallenpark.org) for information on upcoming Meetings

City of Allen Park Regular Council Meeting Minutes  
Tuesday, September 8, 2015

Mayor William B. Matakas called the Meeting to order at 6:00 PM

Roll Call showed present: Councilman Bob Keenan, Councilman Angelo Americo DeGiulio, Councilman Dennis Hayes, Councilwomen Tina Gaworecki, Councilman Harry Sisko, and Councilman Larry Templin; Also present: City Attorney Joe Couvreur, City Administrator Robert Cady, Interim Assistant City Administrator Mark Kibby, Treasurer Maureen Armstrong and City Clerk Michael I. Mizzi.

Motion by Keenan

Supported by Templin

RESOLVED, to approve the Agenda with the following changes.

Claims and Accounts separated from the Consent Agenda and voted on separately.

Add Resolution 4, 1<sup>st</sup> and 2<sup>nd</sup> reading of Proposed Ordinance 06-2015, change in regulated use to C1 zoning district.

MOTION ADOPTED – 15-0908-0233

Motion by Hayes

Supported by Gaworecki

RESOLVED, to approve the Minutes for the Regular Meeting of August 25, 2015

MOTION ADOPTED – 15-0908-234

Motion by Gaworecki

Supported by Sisko

RESOLVED, to convene to a Public Hearing to discuss the Parks and Recreation 5 Year Master Plan 2015.

Roll Call: Yeas; Unanimous, No, None.

MOTION ADOPTED – 15-0908-235

Motion by Keenan

Supported by Gaworecki

RESOLVED, to accept and file the 2015-2019 Parks and Recreation 5 Year Master Plan as presented by the Parks & Rec Director Patrick Hawkins

MOTION ADOPTED – 15-0908-236

Motion by Hayes

Supported by DeGiulio

RESOLVED, to Accept and File the City Administrators operational updates/reports/documents and submissions.

MOTION ADOPTED – 15-0908-237

Motion by Keenan

Supported by DeGiulio

RESOLVED, to approve Claims and Accounts as presented.

MOTION ADOPTED – 15-0908-238

City of Allen Park Regular Council Meeting Minutes  
Tuesday, September 8, 2015

Motion by Hayes

Supported by Templin

RESOLVED to reject the Local Officers Compensation Commissions recommendation to restore the City Council salary from \$4,500 per year to \$5,000 per year

Roll Call Vote (2/3 needed): 4 Yes – DeGiulio, Gaworecki, Hayes & Templin 3 NO –Keenan, Matakas & Sisko

MOTION FAILED – 15-0908-245

No Action just record the recommendations that the City Clerk & City Treasurer be increased 2.5% for the next 4 years

RESOLVED, to adjourn Regular Council Meeting at 7:01 p.m.

MOTION ADOPTED – 15-0908-246

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William B. Matakas – Mayor

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Michael I. Mizzi – City Clerk



CITY OF ALLEN PARK

## PROCLAMATION

RICHARD ARTHUR HUEBLER

**WHEREAS:** Richard Arthur Huebler (Dick) has announced his retirement from the Allen Park Parks and Recreation Commission and will moving away from the City of Allen Park,

**WHEREAS:** he served the City of Allen Park for over 29 years as the Director of Parks & Recreation, then as City Administrator and also as Mayor,

**WHEREAS:** he has been an active participant in civic affairs and projects, having held responsible positions on many boards and commissions;

**WHEREAS:** he received the Colloquium Award from Michigan Local Government Management Association in 2004, the highest award

**WHEREAS:** he has been an outstanding citizen of the City of Allen Park for 45 years, for a City Manager/Administrator, was elected to the Michigan DeMolay Hall of Fame in 2014,

**WHEREAS:** Richard and Geraldine have been married for 59 years, and have been blessed with one daughter, one son, eight grandchildren and six great grandchildren,

**WHEREAS:** he has earned the affection of a host of area residents who are proud to call him "friend", and his dedication to the best interests of the community has won the high regard of all his associates,

**NOW THEREFORE,** by virtue of the authority vested in me as Mayor, I do hereby tender this Proclamation in recognition of Richard Huebler's many contributions to the progress of this community, and extending my personal best wishes and those of the City Council and all our citizens to him, his wife, and family, for a happy and successful future in their new home,

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the City of Allen Park to be affixed this 17<sup>th</sup> day of September in the year of the Lord , two thousand and fifteen.

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William B. Matakas  
Mayor, City of Allen Park



CITY OF ALLEN PARK

## PROCLAMATION

### CONSTITUTION WEEK

**WHEREAS:** The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law, and

**WHEREAS:** September 17, 2015, marks the two hundred and twenty-eighth anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

**WHEREAS:** It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

**WHEREAS:** Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

**NOW, THEREFORE I,** William B. Matakas by virtue of the authority vested in me as Mayor of the City of Allen Park do hereby proclaim the week of September 17 through 23 as

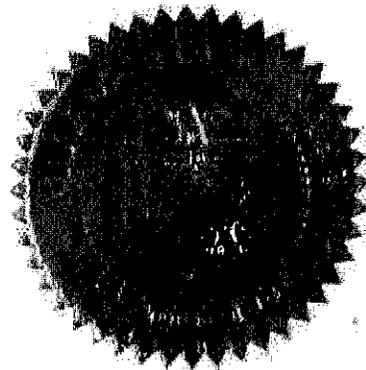
### CONSTITUTION WEEK

**AND** ask our citizens to reaffirm the ideals of the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the City of Allen Park to be affixed this 9th day of September in the year of the Lord, two thousand and fifteen.

A handwritten signature in cursive script, reading "William B. Matakas".

William B. Matakas  
Mayor, City of Allen Park



CITY OF ALLEN PARK

- APPLICATION FOR  REGULATED USE  
 SPECIAL APPROVAL USE  
 OUTDOOR STORAGE PERMIT

Applicant's Information (Please print all information)

Name: Little Jungle Learning Center  
 Address: 17505 Russell  
 Telephone Number: 313-453-1306 Alternate Number: 734.626.1306

Architect or Engineer's Information:

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

Property Information:

Address: 17453 Russell

- Zoning Classification:  Residential  C1  C2  C3  C4  C5  C6A  C6B  
 Multi-family  RD  RO  SD  GL  M1  M2

Proposed Use: (Be specific and include any proposed changes to any existing building. If approved, you will only be allowed to conduct the use you requested on this application):

We are proposing to lease this property as a child care center.

Describe how the proposed use is harmonious with the zoning district and the surrounding properties. The application and approval process follows the provisions of Article IV, A of the Allen Park Zoning Code. Some of the items that will be considered in the approval process are:

- The effect on the surrounding properties
- The effect on traffic, both motorized and pedestrian, in the area
- Any environmental impacts, including noise, odor and light
- Hours of operation
- Is the proposed use within the spirit and intent of the existing zoning classification

(Use this space or attach additional pages to this application):

(See Attached)

Legal information for 30 004 02 0842 000  
0313842 LOT 842 ALSO NE 1/2 ADJ VAC AL-LEX Dearborn Ecorse Township  
Sub No. 2 PC 31 449 P1 WOR

For City Use Only

- Fee Paid  Site Plan Required  Site Plan Submitted  
 Planning Com Hrg: \_\_\_\_\_  Council Hrg: \_\_\_\_\_

**CITY OF ALLEN PARK  
SITE PLAN APPLICATION**

Applicant's Name: Little Jungle Learning Center

Address: 17455 Russell  
Allen Park, MI 48101

Telephone Number: 313 ~~XXXXXXXXXX~~

1. The name and address of the owner(s) of record if different from the applicant (or firm or corporation having a legal or equitable interest in the land), and the signature of the owner(s).

Name: Andrea Rushing / Kristiana Ramey

Address: \_\_\_\_\_

Signature Andrea Rushing / Kristiana Ramey

2. The address and/or parcel number of the property:

Address: 17455 Russell  
Allen Park, MI 48101

0318842 lot 842 ALSO NE 1/2 ADJ VAC ALLEY DEARBORN FLORSE  
TOWNSHIP SUB NO. 2 PC 31249  
PI W

The property is located on Russell Avenue

Between Watson St. and Southfield Freeway Service Drive

On the East side of the street, with a frontage of

40 feet and a depth of 129 feet.

Parcel Number: 0318842 lot 842 Also NE 1/2 Adj vac Alley Dearborn Florse  
30 064 02 0842 000 Township sub No. 2 PC 31 119 PI  
WCR

Attach a complete copy of the legal description for the property. Failure to do so may delay your review.

3. Name and address of the developer (if different from the applicant). N/A

Developer's Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

4. Name and address of the engineer, architect and/or land surveyor. N/A

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

5. Project Title: Special Use

6. Project Description: (Complete all applicable items)

Number of Structures:	<u>1</u>
Number of Units:	<u>1</u>
Number of Bedrooms:	<u>0</u>
Number of Offices:	<u>0</u>
Gross Square Feet of Building:	<u>967</u>
Usable Floor Area:	<u>900</u>
Parking Spaces:	<u>3</u>
Employees by Shift:	<u>3</u>
Seating Capacity per Fire Code:	<u>12</u>
Moveable or Fixed Interior Partition:	<u>0</u>

7. The gross square footage of the property in the project:

Gross Square Feet: 967

8. Zoning and use of the property:

Zoning - Current: Residential C5 Proposed: Residential

Use - Current: Residential Proposed: Residential-Special Use

9. Existing structures on the subject parcel:

One single detached family home

One detached garage

10. Land uses, zoning classification and existing structures on adjoining parcels:

East of 17455 - empty parcel of land; Lot info: 30 004 02 08 3 000

West of 17455 - residential special use; one story brick veneer building;  
learning center

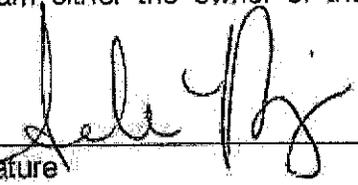
11. Tentative project completion schedule/development phases:

no development phase

project completion - September 2015

12. Attached written statements and/or engineering documentation that address project influences on existing infrastructure (including traffic capacity of streets, schools and existing utilities) and on the natural environment of the site and adjoining lands.

By signing this application, I acknowledge that I am either the owner of the subject property or officially acting on the owner's behalf.

  
Signature

You must submit 14 copies of the Site Plan Application, Checklist and Site Plan Drawings to the City of Allen Park Building Department thirty (30) days before the Planning Commission meeting. The City of Allen Park Planning Commission meets the first Thursday of each month. Failure to meet this time schedule will result in a delay in your Site Plan Review.

On this \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_, before me personally appeared the above named applicant, who being duly sworn, says that the applicant has read the foregoing Site Plan Application, signed by applicant and knows the contents thereof and that the same is true of applicant's own knowledge, except as to those matters stated to be based upon information and belief, and as to those matters, applicant believes to be true.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_ County, Michigan

My commission expires: \_\_\_\_\_

**CITY OF ALLEN PARK  
SITE PLAN REVIEW CHECKLIST**

Site Plan Contents

The site plan shall consist of an accurate, reproducible drawing at a scale of 1" = 20' or less, showing the site and all land within 150' of the site. If multiple sheets are used, each shall be labeled and the preparer identified. Each site plan shall depict the following items. Please mark the box with an "X" if included or an "NA" if Not Applicable.

- Location of proposed and/or existing property lines, dimensions, legal descriptions, setback lines and monument locations.
- Existing topographic elevations and proposed grades, at a maximum of (50') feet intervals sufficient to determine the direction of drainage flows.
- Location, type and condition of significant existing vegetation as determined by a registered landscape architect.
- Location and elevations of existing water courses and water bodies, including county drains and man-made surface drainage ways, floodplains and wetlands.
- Location of existing and proposed buildings and intended uses thereof, as well as the length, width and height of each building.
- Proposed location of accessory structures, buildings and uses, including but not limited to, all flagpoles, light poles, storage sheds, transformers, air conditioners, generators and similar equipment, and the method of screening where applicable.
- Location of existing public roads, rights-of-way and private easements of record and abutting streets.
- Location of and dimensions of proposed streets, drives, curb cuts, and access easements, as well as, acceleration, deceleration and passing lands (if any) serving the development.
- Location, design, and dimensions of existing and/or proposed curbing, barrier free access, carports, parking areas (including indication of all spaces and method of surfacing), fire lands and all lighting thereof.
- Location, size and characteristics of all loading and unloading areas.
- Location and design of all sidewalks, walkways, bicycle paths and areas for public use.

- [ X ] Location of water supply lines and/or wells, including fire hydrants and shut off valves, and the location and design of storm sewers, retention or detention ponds, waste water lines, clean out location, connection points and treatment systems, including septic systems if applicable.
- [ X ] Location of all other utilities on the site including but not limited to natural gas, electric, cable TV, telephone and steam.
- [ N/A ] Proposed location, dimensions and details of common open spaces and common facilities such as community buildings or swimming pools if applicable.
- [ N/A ] Location, size and specifications of all signs and advertising features.
- [ X ] Exterior lighting locations with area of illumination illustrated as well as the type of fixtures and shielding to be used.
- [ X ] Location and specifications of all fences, walls and other screening features with cross sections.
- [ N/A ] Location and specifications for all proposed perimeter and internal landscaping and other buffering features. For each new landscape material, the proposed size at the time of planting must be indicated. All vegetation to be retained on the site must also be indicated, as well as its typical size by general location or range of sizes as appropriate.
- [ X ] Location, size and specifications for screening of all trash receptacles and other solid waste disposal facilities.
- [ N/A ] Location and specifications for any existing or proposed, above or below ground storage facilities for any chemicals, salts, flammable materials, or hazardous materials as well as any containment structures or clear zones required by government authorities.
- [ N/A ] Identification of any significant site amenities or unique natural features.
- [ N/A ] Identification of any significant views onto or from the site to or from adjoining areas.
- [ X ] North arrow, scale and date of original submittal and last revision.
- [ N/A ] Seal of the registered engineer, architect or landscape architect.



Little Jungle Learning Center  
(Andreea Rushing and Kristeena Ramey)  
17455 Russell Avenue  
Allen Park, MI 48101  
313.581.8888

### Project Influences

***Describe how the proposed use is harmonious with the zoning district and the surrounding properties.***

Little Jungle Learning Center's current building (17505 Russell) has been in operation since September 2013. This property is currently zoned for special use and operates as a licensed children care facility. We teach children from birth to 5 years of age and also conduct before and after school care and summer care for school aged children. We are proposing to transfer our infants over to 17455 Russell (next door) in order to create better division within our current building. 17455 would operate during the same hours: 6:30 am to 6:00 pm. Our children do not begin outdoor play until 8:30 am at the earliest, so the noise impact is negligible. We propose to maintain the same exterior and outdoor esthetics as a residential property, but convert the inside to be more conducive to caring for children. Clients for both the current center and the proposed center will continue to use the existing parking lot at 17505 Russell. We are only anticipating being licensed for a maximum of 12 children inside the property, so there is not a huge impact on traffic or pedestrian flow. We have been very conscious of partnering with our neighbors to maintain the surrounding properties, such as theirs, by consistently caring for the outside grass, taking out trash in a timely manner, plowing snow on our property and sidewalks and caring for the public areas that we frequent during our walks and outdoor times.

Little Jungle Learning Center  
(Andreea Rushing and Kristeena Ramey)  
17455 Russell Avenue  
Allen Park, MI 48101  
313.581.8888

### **Not Applicable Items**

***Existing topographic elevations and proposed grades, at a maximum of (50') feet intervals sufficient to determine the direction of drainage flows.*** We are not proposing to change any topographic elevations or grades of the property.

***Location, type and condition of significant existing vegetation as determined by a registered architect.*** There is not significant vegetation on this property.

***Proposed location of accessory structures, buildings and uses, including, but not limited to, all flagpoles, light poles, storage sheds, transformers, air conditioners, generators and similar equipment, and the method of screening where applicable.*** There is only one existing structure of this kind located on the property. The air conditioner is visible on the property sketch.

***Location of and dimensions of proposed streets, drives, curb cuts, and access of easements, as well as acceleration, deceleration and passing lands (if any) serving the development.*** Included on the property sketch are the adjacent streets, driveway on the property and access easement on the property. We are propping no other change to the other items listed.

***Proposed location, dimensions and details of common open spaces and common facilities such as community buildings or swimming pools if applicable.*** We are not proposing any additional buildings/spaces such as those listed.

Little Jungle Learning Center  
(Andreea Rushing and Kristeena Ramey)  
17455 Russell Avenue  
Allen Park, MI 48101  
313. 331. 3333

### Summary Table

*Gross Building Area: 967 sq. ft.*

*Number of Parking Spaces Required: zero*

*Number of Parking Spaces Provided: parking provided from 17505 Russell parking lot; average drop off time is 4.25 minutes, no additional parking spaces needed*

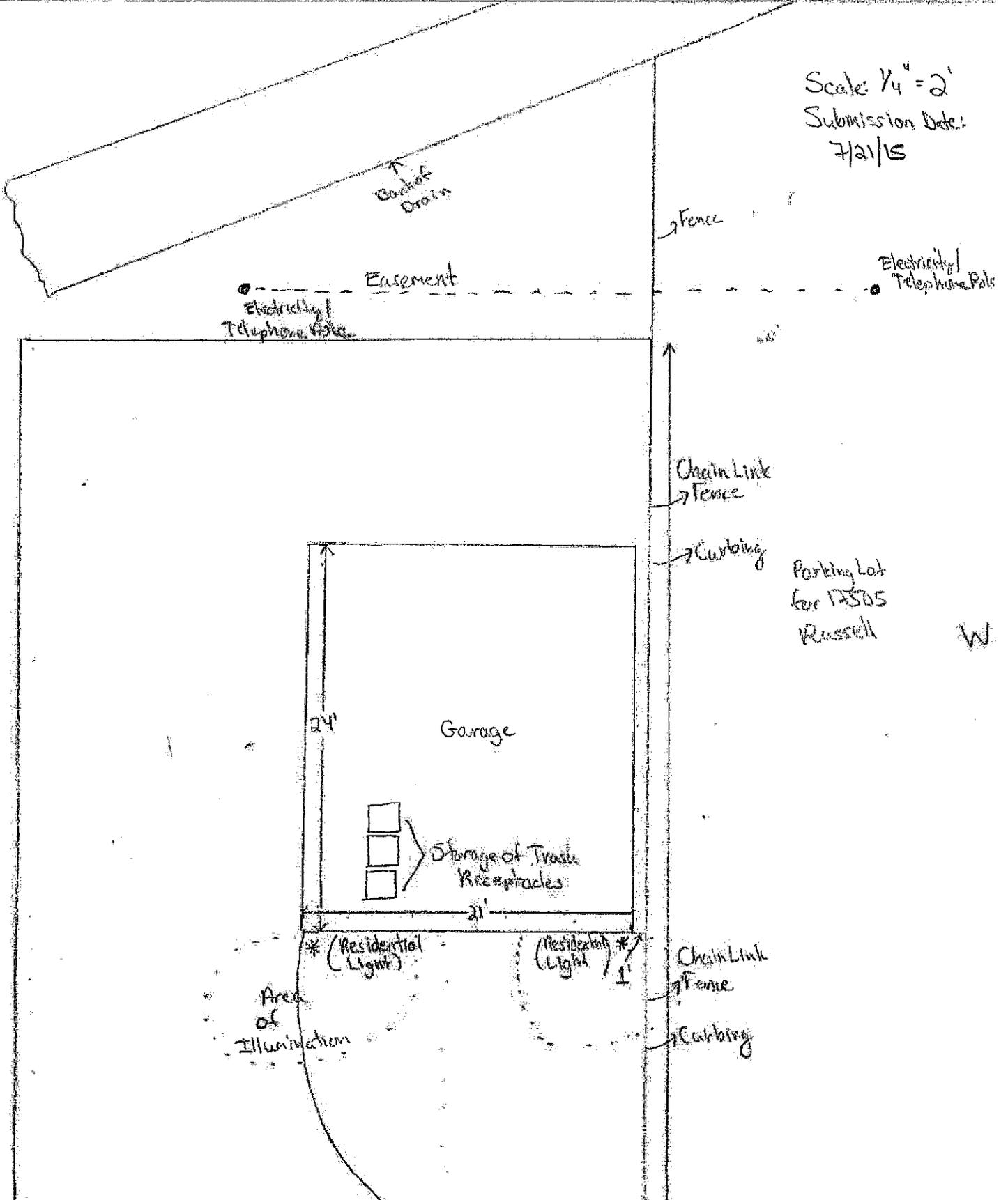
*Height of Structures (in stories and feet): one story building / N/A*

Little Chicago Learning Center  
17455 Russell Avenue  
Allen Park, MI 48101

Euclid Street

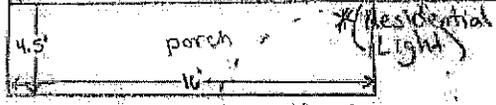
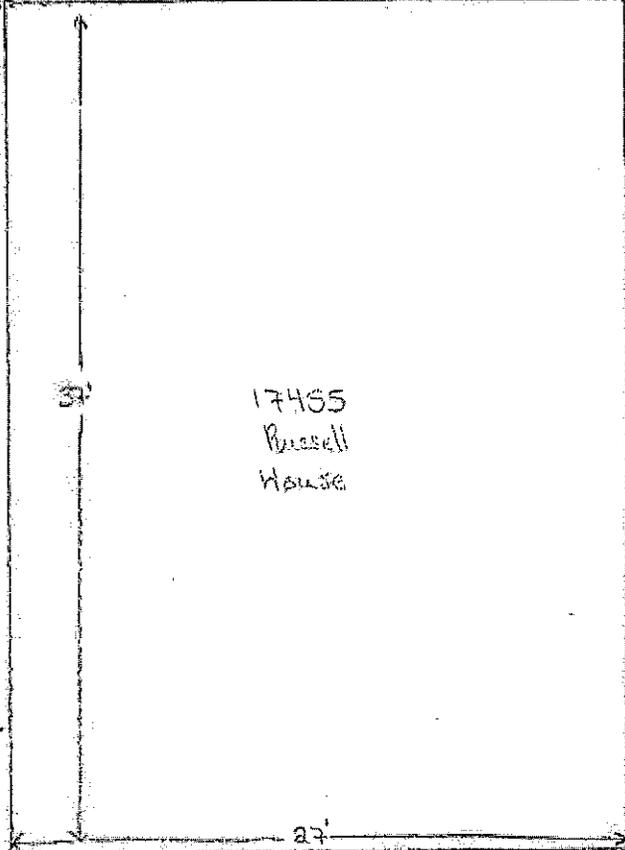
0313842 lot 842 ALSO NE 1/2 ADS VAC ALL  
Dearborn Eorose Townline Sub No. JPC 31 L19 P1 W1

Scale: 1/4" = 2'  
Submission Date:  
7/21/15



Area of Illumination  
\*(Residential Light)

A/C Unit



Area of Illumination

Concrete Drive-way  
(Barrier Free Access)

Parking Lot  
for 17505  
Russell

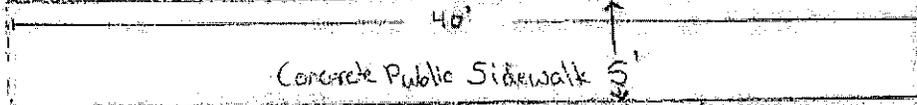
Chain Link Fence

Curbing

Chain Link Fence

Curbing

(Barrier Free Access)



Curbing

Curbing

Gas Line

Russell Street

N

Russell Street



**City of Allen Park  
State of Michigan**

**Mark A. Kibby**  
**Interim Assistant City Administrator**  
mkibby@cityofallenpark.org  
(P) 313-928-1883

16630 Southfield Road  
Suite 3100  
Allen Park, MI 48101

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**To:** Mayor Matakas and City Councilmembers  
**From:** Mark A. Kibby, Interim Assistant City Administrator  
**Date:** September 11, 2015  
**Re:** 2015 Street Improvement Millage Informational Meeting

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In anticipation of the upcoming election regarding the 2015 Street Improvement Millage, the City Administration would like to host a second informational meeting. The suggested date would be Thursday, October 22<sup>nd</sup> at 7:00 P.M.

Thank you for your consideration on this matter.

**City of Allen Park  
Wayne County, Michigan**

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**Water and Sewer Fund Utility Rate Model  
Significant Assumptions and Policies Considered  
For the Years Ending June 30, 2017 to 2021**

# **City of Allen Park, Wayne County, Michigan**

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## **Summary of Significant Assumptions/ Significant Accounting Policies Considered For Purposes of the Model**

The assumptions disclosed herein are those that management believes are significant for the calculation of customer water and sewer rates.

Significant assumptions include the following:

- All projected revenue and expenditures are reported using the cash flow basis. Revenue is recognized when it is received in cash. Expenditures are recorded when there is a cash outflow.
- The model projects operations on a cash basis so as to provide an analysis of sufficient working capital, minus receivables. The rate increases projected by the model are smoothed over a five year period so that the target amount of working capital is achieved in the fifth year, 2021.
- The City's water and sewer rate ordinance (Sec. 48-31(b)) states:

"After July 1, 2005, any water rate or fee increase assessed against the city by the Detroit Water and Sewerage Department, or its successor, shall be added to the rate or fee then in effect for city consumers in the same percentage as assessed or charged against the city by the Detroit Water and Sewerage Department. Such increase shall not require any action or ordinance by the city council and shall be effective on the date the assessment by the Detroit Water and Sewerage Department is effective against the city."

This ordinance has not been consistently followed over the last several years. Rates were most recently increased for fiscal year ending June 30, 2015, but were not increased the preceding two years. As such, the current city rates are lagging behind where they need to be in order to keep current with its increasing costs. Going forward, the City should raise rates consistent with the greater of the model's calculation or the actual increases from DWSD.

- The volume of water purchased and sold over the last several years has experienced some erratic fluctuations. Because there is no discernable trend by which to project an increase or decrease, the City is using the volume of water purchased in 2014 as the baseline and assumes water will continue to be purchased at this volume.
- The "per unit or variable rate" cost of water purchased from DWSD has increased, on average, by 7.3% per year over the past 6 years; however, the increase for fiscal year 2015-16 is 12%. In addition, there is uncertainty related to the cost of water once DWSD transitions its operations to the Great Lakes Water Authority. For the purposes of the model, we have assumed a cost increase of 10% going forward.

## **Summary of Significant Assumptions/ Significant Accounting Policies Considered For Purposes of the Model (Continued)**

- The City utilizes both the Downriver Wastewater Treatment Facility and DWSD for sewage treatment. This, in addition to the transition from a variable volume based charge to DWSD's monthly flat charge, makes it very challenging to see any kind of trend by which to project an increase or decrease. From 2011 to 2014, the annual increase to the total cost of sewage treatment was approximately 5.5% per year. We have assumed this same increase for each year of the model.
- Because of some difficulties the City experienced with billing its customers a few years ago, it is not possible to analyze water loss in several individual years as there were long periods of time without issuing bills. Instead of measuring water loss on an annual basis, we calculated it over a 6 year period. For the purpose of the model, water loss is estimated to be consistent with this previous 6 year period at 22 percent. This level of water loss is fairly high and is being addressed by management as noted in the following bullet.
- The City has developed a water and sewer capital plan for replacing water mains, improving several pump stations, performing sewer lining, and replacing various trucks and equipment. This plan totals over \$12 million, of which \$7.9 million is water related and the remainder is sewer related. As the City does not have adequate cash reserves to pay for these improvements and short term user charge increases would be unacceptably large, the model assumes the City will issue \$12.2 million of capital improvement bonds and include the debt service payments on these bonds over 20 years in the projected rates. For the 5 years of the model, this debt service is approximately \$1 million per year.
- Debt service related to the 2002 and 2005 General Obligation bonds is split between water and sewer at the ratio of 46/54. This is based on the capital improvements made in those years from the proceeds of those bonds.
- The City pays a portion of the debt of the Downriver Sewage Disposal System. For debt issued prior to 2005, the City makes its required payments from the proceeds of a judgment property tax levy. For debt issued since 2005, the City pays its required payments out of current cash flow. The payments related to that post-2005 debt are included in the model.
- In addition to the vehicles that would be paid for out of the bond proceeds noted above, the City would pay for any other necessary vehicle repairs, maintenance, or replacement out of current cash flows.
- In addition to the projects noted above, the model does include some less significant capital purchases for machinery or equipment that will be paid out of current cash flows.
- For operating and administrative expenses without a separate assumption, a 3 percent inflationary increase has been assumed.
- The model does not assume any further development or growth to the customer base, i.e. no additional water or sewer taps.

## **Summary of Significant Assumptions/ Significant Accounting Policies Considered For Purposes of the Model (Continued)**

- Beginning working capital has been allocated between water and sewer at the ratio of 40/60, consistent with the actual ratio of administrative expenses.
- Water and sewer rates have been allocated to cover proportional costs (water versus sewer) based on actual operating expenses in fiscal year 2015 and budgeted operating expenses in fiscal year 2016.
- Wages and non-insurance fringes are projected to be frozen for fiscal year 2017 and then increase 1.5% annually in the following 4 years. Healthcare insurance is assumed to increase 8 percent per year.
- The City has not begun prefunding the other postemployment benefits (i.e. retiree healthcare), instead retiree healthcare insurance premiums have been paid on a “pay-as-you-go” basis. The model does not assume any prefunding, nor does it include any expense related to paying down the growing recorded OPEB liability.
- The City has historically charged its customers three separate fixed charges on the monthly or quarterly bills: Sewer Maintenance, Sewer Operations- flat, and Meter Service. Each of these charges were different based on meter size, type of customer, and other factors. The proceeds from these charges were not segregated or accumulated in any way for current or future uses (i.e. no “running balance”). As these charges have not changed in many years, we were unable to locate any documentation to support the amount charged (i.e, a calculation of some kind).

The model proposes replacing these three separate charges with a single Readiness to Serve (RTS) charge. The RTS charge would be based on the customer’s meter size without any consideration of whether the customer is residential or commercial. Presently, the three individual charges generate approximately \$700,000 per year. Given the City’s existing fixed or non-variable costs, the RTS could justify generating as much as \$2.9 million per year. The model assumes the RTS will be set at such a rate as to generate \$1.5 million, which will be used to offset increases to the commodity (per unit) charge. With these changes, most customers will see an increase in the amount charged for fixed fees, although there will be some that will see a decrease. For residential accounts, the increase will be **\$2.36 over the course of a year**. The model does not include any additional increases to the RTS after the first year.

**Summary of Significant Assumptions/  
Significant Accounting Policies Considered For Purposes of the  
Model (Continued)**

The suggested RTS charge by meter size is as follows:

Meter Size (in inches)	Meter Volume Ratio	No. of Meters in City	Annual Charge Per Meter	If billed		
				monthly	bi-monthly	quarterly
5/8	1.00	20,645	\$ 63.00	\$ 5.25	\$ 10.50	\$ 15.75
3/4	1.00	894	\$ 63.00	\$ 5.25	\$ 10.50	\$ 15.75
1	1.00	356	\$ 63.00	\$ 5.25	\$ 10.50	\$ 15.75
1.5	2.25	166	\$ 141.75	\$ 11.81	\$ 23.63	\$ 35.44
2	4.00	170	\$ 252.00	\$ 21.00	\$ 42.00	\$ 63.00
3	9.00	47	\$ 567.00	\$ 47.25	\$ 94.50	\$ 141.75
4	16.00	21	\$ 1,008.00	\$ 84.00	\$ 168.00	\$ 252.00
6	36.00	4	\$ 2,268.00	\$ 189.00	\$ 378.00	\$ 567.00
8	64.00	1	\$ 4,032.00	\$ 336.00	\$ 672.00	\$ 1,008.00

**Water and Sewer Rates**

As a result of these assumptions, and after several discussions with the City management, the following rate increases were selected by management to be presented to the City Council for approval:

	Current Rate	Suggested Rate	Percent Increase
Water rate per 1,000 gallons	\$ 2.77	\$ 3.05	10%
Sewer rate per 1,000 gallons	\$ 2.33	\$ 2.74	18%
	<u>\$ 5.10</u>	<u>\$ 5.79</u>	<u>14%</u>

Given the assumptions noted above, the model requires an annual water rate increase of 10 percent. With this increase, water operations would generate a slight net increase in working capital; however, as these new rates were not in effect as of July 1, it is likely fiscal year 2016 will actually end with a decrease to working capital. In the short term, water operations will be subsidized by the accumulated working capital that already exists in the Water and Sewer Fund. Target working capital reserves will not be achieved until the fifth year of the model.

At these rates, sewer operations will also incur a net decrease in working capital during 2016, but it will also achieve the target level over the next five years. In the short term, sewer will be subsidized by the accumulated surplus that already exists in the Water and Sewer Fund. Given the assumptions noted above, the model requires an annual sewer rate increase of 18%.

**Summary of Significant Assumptions/  
Significant Accounting Policies Considered For Purposes of the  
Model (Continued)**

On the following two pages, you will find the summary calculation that supports the rate increases noted above. The bright yellow cell on each page is the amount over and above the target working capital the City will achieve after 5 years if all of the assumptions were to hold true and be achieved. If this number is negative, the model's suggested rate is not sufficient to meet the target working capital. If this number is positive, the target has been achieved. The goal of the model is for this number to approach zero.

# Charter Township of Huron, Wayne County, Michigan

## Water Summary

Fiscal Year Ended June,

### Working Capital and Use of Cash

#### Beginning Working Capital (July 1)

	Budget 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020	Forecast 2021
\$	1,862,917	1,857,035	1,732,594	1,642,908	1,614,411	1,737,280
Operating/Admin outflows	1,512,633	1,555,900	1,610,023	1,666,864	1,726,599	1,789,414
Consumption outflow	2,161,240	2,377,364	2,615,100	2,876,810	3,164,271	3,480,699
Capital improvements	482,150	65,150	95,150	105,000	65,150	25,000
Annual debt service (not covered by taxes)	217,636	833,832	881,249	873,292	866,957	858,033
Total Use of Cash	4,373,659	4,832,246	5,171,522	5,521,766	5,822,977	6,153,145

### Beginning Working Capital Less Total Use of Cash Target Working Capital and Reserves Balance

	(2,510,742)	(2,975,211)	(3,438,928)	(3,878,856)	(4,208,566)	(4,415,865)
	2,302,661	2,397,190	2,444,325	2,500,370	2,576,323	2,010,648

### Target Revenue Required to Meet Target Reserves

	4,813,403	5,372,401	5,883,253	6,379,228	6,784,890	6,426,514
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### Revenue Breakdown

#### Target Revenue Required to Meet Target Reserves

Less: Non user fee revenue:  
Readiness to Serve, Penalties, Interest, and Other

	4,813,403	5,372,401	5,883,253	6,379,228	6,784,890	6,426,514
	(967,500)	(967,500)	(967,500)	(967,500)	(967,500)	(967,500)

#### User Fee Required to Meet Target Reserves

	3,845,903	4,404,901	4,915,753	5,411,728	5,817,390	5,459,014
	3,400,277	3,740,305	4,114,336	4,525,769	4,978,348	5,476,181

#### Forecasted Revenue Generated under Smoothed Rate

	(445,626)	(664,596)	(801,417)	(885,959)	(939,044)	(1,167,167)
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### Over (Short) of Target Working Capital and Reserves at Year End

	1,857,035	1,732,594	1,642,908	1,614,411	1,737,280	2,027,815
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#### Flow usage in CF

	1,114,334	1,114,334	1,114,334	1,114,334	1,114,334	1,114,334
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### Resulting Usage Fee (MCF)

\$	2,774	3,05	3,36	3,69	4,06	4,47
		\$	\$	\$	\$	\$

### Annual Average Rate Increase

	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
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### Annual Rate Increase

	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
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# Charter Township of Huron, Wayne County, Michigan

## Fiscal Year Ended June,

Working Capital and Use of Cash	Budget 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020	Forecast 2021
Beginning Working Capital (July 1)	\$ 2,794,375	\$ 1,821,075	\$ 795,019	\$ 177,990	\$ 63,344	\$ 641,713
Operating/Admin outflows	1,852,963	1,906,440	1,971,079	2,038,752	2,109,643	2,183,949
Sewer Treatment Costs	2,487,515	2,624,329	2,768,667	2,920,944	3,081,595	3,251,083
Capital improvements	1,065,150	1,065,150	65,150	105,000	65,150	25,000
Annual debt service (not covered by taxes)	652,415	999,070	1,022,121	1,015,100	1,019,975	1,011,900
Total Use of Cash	6,058,044	6,594,988	6,827,017	6,079,795	6,276,363	6,471,933
Beginning Working Capital Less Total Use of Cash	(\$3,263,669)	(\$4,773,913)	(\$5,031,998)	(\$5,901,806)	(\$6,213,019)	(\$5,830,220)
Target Working Capital and Reserves Balance	1,973,010	2,018,907	2,038,297	2,030,341	2,035,784	2,044,409

Target Revenue Required to Meet Target Reserves	\$ 5,236,679	\$ 6,792,820	\$ 7,070,295	\$ 7,932,147	\$ 8,248,803	\$ 7,874,628
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## Revenue Breakdown

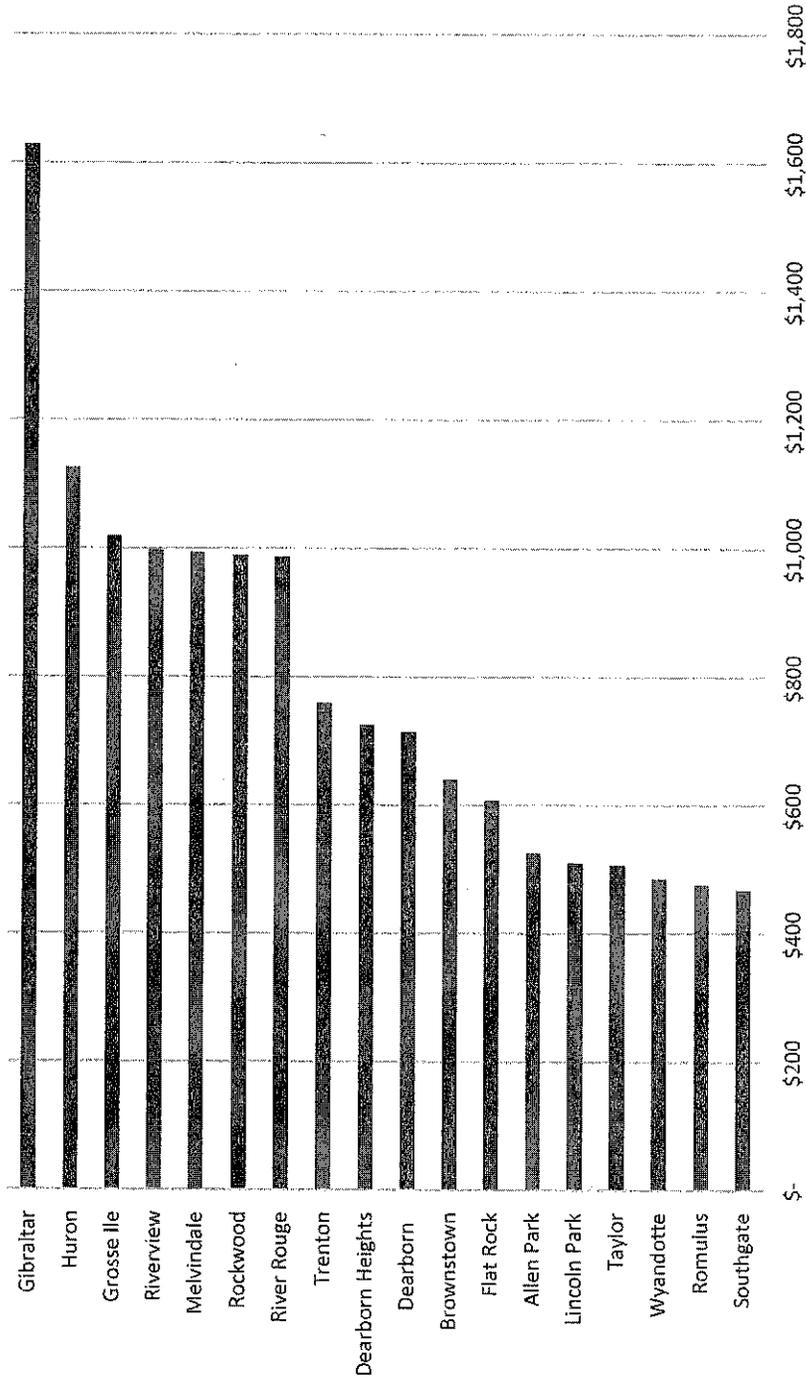
Target Revenue Required to Meet Target Reserves	5,236,679	\$ 6,792,820	7,070,295	7,932,147	8,248,803	7,874,628
Less: User & Non-user Fees	(2,027,500)	(1,967,500)	(967,500)	(967,500)	(967,500)	(967,500)
User Fee Required to Meet Target Reserves	\$ 3,209,179	\$ 4,825,320	\$ 6,102,795	\$ 6,964,647	\$ 7,281,303	\$ 6,907,128
Forecasted Revenue Generated under Smoothed Rate	\$ 3,057,243	\$ 3,601,432	\$ 4,242,487	\$ 4,997,650	\$ 5,987,232	\$ 6,935,159

Over (Short) of Target Working Capital and Reserves at Year End	(\$151,936)	(\$1,223,888)	(\$1,860,308)	(\$1,966,997)	(\$1,394,071)	\$28,031
Forecasted Working Capital and Reserves at Year End	\$1,821,075	\$795,019	\$177,990	\$63,344	\$641,713	\$2,072,440

Flow usage in CF	1,114,334	1,114,334	1,114,334	1,114,334	1,114,334	1,114,334
Resulting Usage Fee (MCF)	\$ 2.329	\$ 2.74	\$ 3.23	\$ 3.81	\$ 4.48	\$ 5.28
Annual Average Rate Increase	17.80%	17.80%	17.80%	17.80%	17.80%	17.80%

Annual Rate Increase 17.80%

Approximate Annual Cost of Water/Sewer for Average User



Note: Rate information for other cities obtained from their websites and phone calls to water departments. All rates may not be current. Separate fixed charges may also not be included if not specified on their websites. Further, some cities, including Allen Park, have separate millages to help pay for certain debt service.

This chart is for discussion purposes only for the City of Allen Park and should not be relied upon for other cities when considering changes to their own rate structure.

09/16/2015

INVOICE GL DISTRIBUTION REPORT FOR CITY OF ALLEN PARK  
EXP CHECK RUN DATES 09/16/2015 - 09/16/2015

GL Number	Inv. Line Desc	Vendor	Invoice Desc	Invoice	Due Date	Amount	Check #
<b>Fund 101 GENERAL FUND</b>							
<b>Dept 000</b>							
101-000-050-000	PREPAID EXPENSE-OTHER	DE LAGE LANDEN	PROPERTY TAX ON RICOH	46850523	09/16/15	92.99	92251
101-000-050-000	PREPAID EXPENSE-OTHER	DE LAGE LANDEN	PROPERTY TAX ON RICOH	46850518	09/16/15	113.63	92251
101-000-050-000	PREPAID EXPENSE-OTHER	DE LAGE LANDEN	PROPERTY TAX ON RICOH	46850520	09/16/15	114.83	92251
101-000-651-500	RENTAL REVENUE	LOWE,ANNA	REFUND ON RIEL PARK	3092	09/16/15	40.00	92279
101-000-677-000	MISCELLANEOUS	SODEN, JAMES	REIMBURSEMENT FOR RX CO PAY UNDER NEW REIMBURSEMENT		09/16/15	20.00	92304
			Total For Dept 000			381.45	
<b>Dept 101 101 MAYOR AND COUNCIL</b>							
101-101-728-000	OFFICE SUPPLIES	CADY,ROBERT	FOOT STOOLS AT COUNCIL TABLES	REIMBURSEMENT	09/16/15	86.54	92239
			Total For Dept 101 101 MAYOR AND COUNCIL			86.54	
<b>Dept 215 215 CLERK</b>							
101-215-900-000	PRINTING & PUBLISHING	21ST CENTURY NEWSPAPER	PUBLICATION OF LEGAL NOTICES 8/1-8/31/15	640621	09/16/15	492.01	92224
101-215-934-000	EQUIPMENT MAINTENANCE- MIKE VERIZON WIRELESS		SERVICES 8/2-9/1/15	9751479196	09/16/15	50.44	92316
			Total For Dept 215 215 CLERK			542.45	
<b>Dept 221 221 ADMINISTRATION</b>							
101-221-728-000	OFFICE SUPPLIES	CDW GOVERNMENT, INC.	SPAM SOFTWARE	XX05957	09/16/15	2,323.18	92241
101-221-728-000	OFFICE SUPPLIES	DAIHS USA INC	COFFEE SUPPLIES	367442	09/16/15	37.55	92250
101-221-828-000	LABOR ATTORNEY	CORNERSTONE MUNICIPAL	HEALTHCARE & BENEFITS CONSULTING 8/6-8/2 23110		09/16/15	5,118.75	92246
101-221-828-000	LABOR ATTORNEY	SECRET, WARDLE, LYNCH, H/	LABOR ATTORNEY AP EMP RETIREMENT HEALTH 1273195		09/16/15	12,768.00	92302
101-221-934-000	EQUIPMENT MAINTENANCE	CDW GOVERNMENT, INC.	CONF CALL IN EQUIP MNT ADMIN	WW08416	09/16/15	510.31	92241
101-221-963-000	PROFESSIONAL SERVICES	BROADRIDGE ICS	JOB E91475 SHAREOWNER POSITIONS	240074	09/16/15	3,910.33	92236
101-221-963-000	PROFESSIONAL SERVICES	MAT COURT RECORDING/COI	MEETING MINUTES FOR RTAB 9/2/15	RTAB MTG	09/16/15	124.50	92280
101-221-976-000	BLOCK GRANTS	COMMUNITY LIVING SERVICE	HOME HEALTHCARE AUG 2015	AUGUST 2015	09/16/15	510.00	92245
101-221-976-000	BLOCK GRANTS	DOMINIC GAGLIO CONSTRUC	CDBG PROG 12-01-03K,13-01-03K,14-01-03K/0: 11314		09/16/15	28,906.60	92253
101-221-976-000	BLOCK GRANTS	REFLECTIONS BUILDING CO	EXCAVATION SEWER LINE FROM EXISTING HOU 12377		09/16/15	10,640.00	92298
101-221-990-000	2010 GO BONDS (SLIP)	THE BANK OF NEW YORK MEL	TAX BONDS PMT	TAX BONDS 2010	09/16/15	68,312.50	92312
			Total For Dept 221 221 ADMINISTRATION			133,161.72	
<b>Dept 225 225 ASSESSOR</b>							
101-225-934-000	EQUIPMENT MAINTENANCE	CDW GOVERNMENT, INC.	SERVICES FOR SYSTEM IN ASSESSING	WX17244	09/16/15	157.63	92241
101-225-960-000	GENERAL EDUCATION	SOUTHEAST CHAPTER MICHIG	REGIS FOR 6 HRS CONTINUING ED FOR ASSESS (ASSESSING REGISTER		09/16/15	15.00	92305
			Total For Dept 225 225 ASSESSOR			172.63	
<b>Dept 230 230 FINANCE</b>							
101-230-958-000	MEMBERSHIP & DUES	MICHIGAN GOVERNMENT FIN	MEMBERSHIP RENEWAL 2015-2016	MEMBERSHIP	09/16/15	115.00	92286
101-230-963-000	PROFESSIONAL SERVICES	PLANTE MORAN	PROF SERVICE THRU 8/31/15 SAW GRANT	1273077	09/16/15	4,700.00	92295
101-230-963-000	PROFESSIONAL SERVICES	PLANTE MORAN	PROF SERV THRU 8/31 ACCOUNTING SERVICES	1273078	09/16/15	13,925.00	92295
			Total For Dept 230 230 FINANCE			18,740.00	

09/16/2015 INVOICE GL DISTRIBUTION REPORT FOR CITY OF ALLEN PARK  
 EXP CHECK RUN DATES 09/16/2015 - 09/16/2015

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
Dept 253 253 TREASURER							
101-253-985-000	CAPITAL LEASE	PITNEY-BOWES	LEASING 7/30-8/30/15 Total For Dept 253 253 TREASURER	1345165-AU15	09/16/15	490.79	92294
						490.79	
Dept 263 263 CITY HALL							
101-263-853-000	TELEPHONE- 31338912909724	AT & T	SERVICES VARIOUS DEPTS 8/13-9/30/15	ATTREG AUG	09/16/15	1,392.10	92227
101-263-920-000	UTILITIES -9493-8 MUNICIPAL	DTE ENERGY	SERVICES FROM 7/13-8/31/15	DTEZ AUG	09/16/15	18,141.71	92259
101-263-931-000	BUILDING MAINTENANCE	D & L GARDEN CENTER, INC.	REPAIR TO LAWN AFTER DPW REPAIRS	83576	09/16/15	350.00	92248
101-263-985-000	CAPITAL OUTLAY-BUILDING LEASE	CDW GOVERNMENT, INC.	SERV FOR BATTERY BACK UP IN SERVER RM	WGR94315	09/16/15	361.48	92241
101-263-985-000	CAPITAL OUTLAY-BUILDING LEASE	CDW GOVERNMENT, INC.	SHORT PAY FROM CK 91156 ON FREIGHT CHGS	VL94367	09/16/15	116.31	92241
101-263-985-000	CAPITAL OUTLAY-BUILDING LEASE	CDW GOVERNMENT, INC.	SHORT PAY ON CHECK 90596	TH55331	09/16/15	3,573.36	92241
101-263-985-000	CAPITAL OUTLAY-BUILDING LEASE	KNOX COMPANY	INSTALL NEW CITY HALL	INV00742710	09/16/15	282.00	92276
			Total For Dept 263 263 CITY HALL			24,216.96	
Dept 305 305 POLICE DEPARTMENT							
101-305-729-000	K-9 SUPPLIES	PET SUPPLIES PLUS	K-9 SUPPLIES	25505	09/16/15	51.28	92293
101-305-729-000	K-9 OPERATING COSTS	SOUTHPOINTE VETERINARY	VETERINARY SERVICES FOR CLYDE	264744	09/16/15	115.00	92307
101-305-731-000	ORDNANCE EXPENSE	LOUIS ORLEANS	CITY CUTTING VARIOUS LOCATIONS	15-9014	09/16/15	250.00	92278
101-305-853-000	TELEPHONE-313R0148570146	AT & T	SERVICES VARIOUS DEPTS 8/13-9/30/15	ATTREG AUG	09/16/15	143.85	92227
101-305-853-000	TELEPHONE- KEN SIMBERLY ORDIIN VERIZON WIRELESS		SERVICES 7/11-8/10/15	9750497539	09/16/15	684.28	92315
101-305-853-000	TELEPHONE- KEN SIMBERLY ORDIIN VERIZON WIRELESS		SERVICES 8/2-9/1/15	9751479196	09/16/15	28.25	92316
101-305-931-000	BUILDING MAINTENANCE	ADVANTAGE PEST CONTROL	RAT SERVICE FOR APRIL AND JULY 2015	SERVICES	09/16/15	700.00	92225
101-305-934-500	COMPUTER BREAK-FIX	SOUTHERN MICHIGAN INFOR	COMPUTER SERVICES POLICE DEPT	2025	09/16/15	4,760.00	92306
101-305-935-000	COMPUTER SOFTWARE MAINTENA/ SOUTHERN MICHIGAN INFOR	SOUTHERN MICHIGAN INFOR	ADMIN COST/DEP FOR FISCAL YEAR 2016	2051	09/16/15	10,000.00	92306
			Total For Dept 305 305 POLICE DEPARTMENT			16,732.66	
Dept 340 340 FIRE DEPARTMENT							
101-340-757-500	RESCUE SUPPLIES	BAKER'S GAS & WELDING SUF	OXYGEN CYLINDER RENTAL	09131697	09/16/15	51.56	92230
101-340-757-500	RESCUE SUPPLIES	J & B MEDICAL SUPPLY, INC.	RESCUE SUPPLIES	2434823	09/16/15	20.16	92272
101-340-853-000	TELEPHONE-EDWARD CANN	VERIZON WIRELESS	MONTHLY BILLING 07/11-8/10	9750430906	09/16/15	80.06	92315
101-340-853-000	TELEPHONE-EDWARD CANN	VERIZON WIRELESS	SERVICES 8/2-9/1/15	9751479196	09/16/15	100.32	92316
101-340-920-000	UTILITIES- 194036500123	DTE ENERGY	SERVICE 7/13-9/3	DTEL AUG	09/16/15	2,140.44	92254
101-340-920-000	UTILITIES- 457346800131	DTE ENERGY	VARIOUS DEPT BILLINGS	DTEGAS AUG	09/16/15	190.71	92260
101-340-934-000	EQUIPMENT MAINTENANCE	KENCO FIRE EQUIPMENT, INC	EQUIPMENT MINT	150903-2	09/16/15	25.00	92274
			Total For Dept 340 340 FIRE DEPARTMENT			2,608.25	
Dept 445 445 DEPARTMENT OF PUBLIC SERVICE							
101-445-751-000	GASOLINE	MICHIGAN FUELS	DIESEL DYES LS #2	110094	09/16/15	306.36	92285
101-445-751-000	GASOLINE	R&A PETROLEUM	GASOLINE E10	0025295	09/16/15	9,553.12	92299
101-445-757-000	OPERATING SUPPLIES	GLENDALE AUTO VALUE	PARTS	359-90232	09/16/15	7.79	92264
101-445-853-000	TELEPHONE- 845687521	AT & T LONG DISTANCE	LONG DISTANT SERVICE DPS JULY	ATTLON JULY	09/16/15	0.19	92228
101-445-853-000	TELEPHONE-GARAGE	VERIZON WIRELESS	SERVICES 8/2-9/1/15	9751479196	09/16/15	50.44	92316

09/16/2015  
EXP CHECK RUN DATES 09/16/2015 - 09/16/2015

INVOICE GL DISTRIBUTION REPORT FOR CITY OF ALLEN PARK

GL Number	Inv. Line Desc	Vendor	Invoice Desc	Invoice	Due Date	Amount	Check #
101-445-920-000	UTILITIES-193884900039	DTE ENERGY	SERVICE 7/13-9/3	DTE1 AUG	09/16/15	755.10	92254
101-445-920-000	UTILITIES-457362200018 APT R	DTE ENERGY	VARIOUS DEPT BILLINGS	DTEGAS AUG	09/16/15	55.71	92250
101-445-926-000	STREET LIGHTING-194036500222	DTE ENERGY	SERVICE 7/13-9/3	DTE1 AUG	09/16/15	37.43	92254
101-445-926-000	STREET LIGHTING-2-3835-2	DTE ENERGY	SERVICES FROM 7/13-8/31/15	DTEZ AUG	09/16/15	34,703.92	92259
101-445-939-000	VEHICLE MAINTENANCE	BELL EQUIPMENT CO.	SUPPLIES	0112902	09/16/15	2,115.68	92231
101-445-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	PARTS	359-90293	09/16/15	52.44	92264
101-445-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	PARTS FOR 2011 FORD VICTORIA	359-89752	09/16/15	88.49	92264
101-445-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	PARTS	359-90155	09/16/15	82.68	92264
101-445-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	PARTS OIL FILTERS	359-90242	09/16/15	67.58	92264
101-445-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	PARTS FOR 2003 FORD CROWN VICTORIA	359-90070	09/16/15	158.67	92264
101-445-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	PARTS FOR 2011 FORD CROWN VICTORIA	359-89656	09/16/15	26.49	92264
101-445-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	PARTS FOR 2005 FORD F450	359-89762	09/16/15	9.69	92264
101-445-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	PARTS	359-90687	09/16/15	6.09	92264
101-445-939-000	VEHICLE MAINTENANCE	VILLAGE FORD	PARTS	141766	09/16/15	100.24	92317
101-445-939-000	VEHICLE MAINTENANCE	WILLIAM F. SELL & SON	SUPPLIES	171927	09/16/15	12.60	92320
101-445-939-000	VEHICLE MAINTENANCE	WOLVERINE TRUCK SALES INC	PARTS #34	1002673	09/16/15	104.42	92323
101-445-939-000	VEHICLE MAINTENANCE	WOLVERINE TRUCK SALES INC	PARTS DPS	1002036	09/16/15	50.85	92323
101-445-962-000	MISCELLANEOUS	21ST CENTURY NEWSPAPER	NEWS HERALD AD DPS WORKER 8/1-8/31/15	531972	09/16/15	946.00	92224
101-445-962-000	MISCELLANEOUS	MIDWEST MEDICAL CENTER	FIT FOR DUTY AND VACCINES	79375	09/16/15	210.00	92287
101-445-985-000	CAPITAL OUTLAY	H. DOMINE ENTERPRISES, INC	2ND PARTIAL BILLING FOR CONF FOR GASBOY F 34200		09/16/15	13,937.10	92268
Total For Dept 445 445 DEPARTMENT OF PUBLIC SERVICE						63,439.08	
Dept 707 707 PARKS & REC							
101-707-853-000	TELEPHONE-31338866915884	AT & T	SERVICES VARIOUS DEPTS 8/13-9/30/15	ATTREG AUG	09/16/15	29.16	92227
101-707-920-000	UTILITIES-194036500396	DTE ENERGY	SERVICE 7/13-9/3	DTE1 AUG	09/16/15	75.13	92254
101-707-920-000	UTILITIES-457346800180 PARKS	DTE ENERGY	VARIOUS DEPT BILLINGS	DTEGAS AUG	09/16/15	72.19	92260
101-707-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	RET PARTS FROM INV 88450 AND 88422	CM359-90502	09/16/15	(106.68)	92264
101-707-985-000	CAPITAL OUTLAY	BROWNING SURVEILLANCE CI	CAMERA'S FOR CHAMPAIGN PARK	201450	09/16/15	2,918.16	92237
101-707-985-000	CAPITAL OUTLAY	GORNO FORD	VEH FORD F350 WITH DUMP AND PLOW	T.5154	09/16/15	40,439.00	92266
101-707-985-000	CAPITAL OUTLAY	S&J ASPHALT PAVING CO	PAVING OF CUNNINGHAM PARK	15-351	09/16/15	4,200.00	92300
Total For Dept 707 707 PARKS & REC						47,626.96	
Dept 751 751 COMMUNITY CENTER							
101-751-920-000	UTILITIES-2-8431-5 COMM CTR	DTE ENERGY	SERVICES FROM 7/13-8/31/15	DTE2 AUG	09/16/15	10,072.84	92259
101-751-920-000	UTILITIES-457346800123 CIVIC	DTE ENERGY	VARIOUS DEPT BILLINGS	DTEGAS AUG	09/16/15	1,800.26	92260
101-751-931-000	BUILDING MAINTENANCE	GREAT LAKES ACE 18415	SUPPLIES	519/416	09/16/15	7.49	92267
101-751-931-000	BUILDING MAINTENANCE	NETWORK SERVICES COMP	SUPPLIES	6337227-00	09/16/15	104.47	92289
101-751-931-000	BUILDING MAINTENANCE	NETWORK SERVICES COMP	SUPPLIES	6338635-00	09/16/15	42.72	92289
101-751-931-000	BUILDING MAINTENANCE	NETWORK SERVICES COMP	SUPPLIES	6337227-01	09/16/15	27.53	92289
101-751-931-000	BUILDING MAINTENANCE	ORKIN	PEST CONTROL COMM CTR	105031107	09/16/15	70.00	92292
101-751-934-000	EQUIPMENT MAINTENANCE	C&S ICE RESURFACING SERVIC	ZAMBONI REPAIR	2771	09/16/15	452.68	92238
101-751-934-000	EQUIPMENT MAINTENANCE	ELITE LABORATORIES INC	SEPT WATER COOLING TREATMENT	6965	09/16/15	200.00	92261
101-751-934-000	EQUIPMENT MAINTENANCE	SERV-ICE REFRIGERATION, INC	COMPRESSOR REPAIR	AP080415	09/16/15	408.93	92303

09/16/2015

INVOICE GL DISTRIBUTION REPORT FOR CITY OF ALLEN PARK  
EXP CHECK RUN DATES 09/16/2015 - 09/16/2015

GL Number	Inv. Line Desc	Vendor	Invoice Desc	Invoice	Due Date	Amount	Check #
Total For Dept 751 751 COMMUNITY CENTER							
Total For Fund 101 GENERAL FUND						13,186.92	
Total For Fund 101 GENERAL FUND						321,386.41	
Fund 203 LOCAL STREET FUND							
Dept 479 PRESERVATION - STREETS							
203-479-801-220	PROF'L SERVICES - TREES- 9051 REE T-N-T TREE SERVICE INC		REMOVE 3 TREES AND CLEAN UP	01704	09/16/15	2,500.00	92311
203-479-801-220	PROF'L SERVICES - TREES- 16999 SH T-N-T TREE SERVICE INC		REMOVED 2 TREES AND CLEAN UP	01710	09/16/15	2,000.00	92311
203-479-801-220	PROF'L SERVICES - TREES		REMOVED 4 TREES AND CLEAN UP	01706	09/16/15	2,931.25	92311
Total For Dept 479 PRESERVATION - STREETS						7,431.25	
Total For Fund 203 LOCAL STREET FUND						7,431.25	
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY							
Dept 000							
243-000-995-000	BOND INTEREST	THE BANK OF NEW YORK MEL ALLEN PARK BROWNFIELD 07 REDV		ALLENBO7AUTH	09/16/15	284,390.63	92349
Total For Dept 000						284,390.63	
Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY						284,390.63	
Fund 249 BUILDING FUND							
Dept 000							
249-000-607-000	FEES REVENUE	R&L HEATING & COOLING	PERMIT PM150254/PE150299 DUPLICATE PERM REFUND		09/16/15	258.00	92297
Total For Dept 000						258.00	
Dept 371 371 BUILDING DEPARTMENT							
249-371-821-000	MECHANICAL INSPECTIONS	CARNILL, STEVE	AUG 2015 MECHANICAL INSPECTIONS	AUG 2015	09/16/15	1,314.60	92240
249-371-822-000	PLUMBING INSPECTIONS	HALASH, JEROME	AUG 2015 PLUMBING INSPECTIONS	AUG 2015	09/16/15	1,481.20	92270
249-371-853-000	TELEPHONE- D BOOMER	VERIZON WIRELESS	SERVICES 8/2-9/1/15	9751479196	09/16/15	49.88	92316
249-371-958-000	MEMBERSHIP & DUES	D.R.A.C.O.	2016 MEMBERSHIP DUES	MEMBERSHIP DUE	09/16/15	60.00	92249
Total For Dept 371 371 BUILDING DEPARTMENT						2,905.68	
Total For Fund 249 BUILDING FUND						3,163.68	
Fund 250 DDA OPERATING							
Dept 000							
250-000-728-000	OFFICE SUPPLIES	KIBBY, JENNIFER	MARKETING REIMBURSEMENTS		09/16/15	244.13	92275
250-000-728-000	OFFICE SUPPLIES	STERLING OFFICE SYSTEMS	COPIER SERVICE	160019	09/16/15	100.00	92308
250-000-801-001	LAWN SERVICES	LOUIS ORLEANS	CITY CUTTING VARIOUS LOCATIONS	15-9014	09/16/15	1,221.00	92278
250-000-920-000	UTILITIES	COMCAST	DDA SERVICE 9/13-10/12	06102197244014	09/16/15	214.52	92244
250-000-920-000	UTILITIES	DTE ENERGY	DDA OFFICE 8/4-9/1/15	194036500057	09/16/15	175.46	92256
250-000-920-000	UTILITIES	DTE ENERGY	PARK LOT LIGHTS 8/4-9/1/15	193884900054	09/16/15	179.33	92257

09/16/2015

INVOICE GL DISTRIBUTION REPORT FOR CITY OF ALLEN PARK  
EXP CHECK RUN DATES 09/16/2015 - 09/16/2015

GL Number	Inv. Line Desc	Vendor	Invoice Desc	Invoice	Due Date	Amount	Check #
250-000-920-000	UTILITIES	DTE ENERGY	PARKING LOTS LIGHTS 8/5-9/3/15	194093500016	09/16/15	99.22	92258
250-000-931-000	BUILDING MAINTENANCE	CEE-CLEAN WINDOW CLEANING	WINDOW CLEANING AUG DDA OFFICE	95763	09/16/15	20.00	92242
250-000-931-000	BUILDING MAINTENANCE	HADDIX ELECTRIC	REMOVE POWER FROM 24 GF'S	7694	09/16/15	237.50	92269
250-000-931-000	BUILDING MAINTENANCE	KIBBY, JENNIFER	MARKETING REIMBURSEMENTS	REIMBURSEMENT	09/16/15	122.37	92275
250-000-931-000	BUILDING MAINTENANCE	WISNIEWSKI, ANTONIA	DDA OFFICE CLEANING 8/9-8/26/15	AUG 2015	09/16/15	60.00	92322
250-000-942-000	RENT	STOP & LOCK 2	SEMI-ANNUAL RENT FOR DDA STORAGE	SPACE 3-17	09/16/15	724.68	92309
250-000-958-000	MEMBERSHIP & DUES	KIBBY, JENNIFER	MARKETING REIMBURSEMENTS	REIMBURSEMENT	09/16/15	45.00	92275
250-000-960-000	MARKETING/PROMOTIONS	BRENDEL'S SEPTIC TANK SERV	PROTABLE TOILET RENTAL 8/23-9/19/15	109478	09/16/15	105.00	92235
250-000-960-000	MARKETING/PROMOTIONS	KIBBY, JENNIFER	MARKETING REIMBURSEMENTS	REIMBURSEMENT	09/16/15	168.83	92275
250-000-960-000	MARKETING/PROMOTIONS	THE HAYBALL GROUP, LLC	AP FARMERS MARKET 7/10-7/31/15	30	09/16/15	280.00	92313
250-000-975-000	DESIGN COMMITTEE	ALEX CLEANERS	FACADE GRANT REIMBURSEMENT	FACADE GRANT	09/16/15	3,400.00	92226
250-000-975-000	DESIGN COMMITTEE	JORDAN,LYNETTE	GACADE GRANT REIMBURSEMENT	FACADE GRANT	09/16/15	4,028.99	92273
			Total For Dept 000			11,426.03	
			Total For Fund 250 DDA OPERATING			11,426.03	

Fund 265 DRUG FORFEITURE - FEDERAL

Dept 000	GL Number	Inv. Line Desc	Vendor	Invoice Desc	Invoice	Due Date	Amount	Check #
265-000-934-000	EQUIPMENT MAINTENANCE	WINDER POLICE EQUIPMENT	PARTS	20152351	09/16/15	294.04	92321	
265-000-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	PARTS	359-89547	09/16/15	125.75	92264	
265-000-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	PARTS FOR 2011 FORD CROWN VICTORIA	359-90135	09/16/15	26.49	92264	
265-000-939-000	VEHICLE MAINTENANCE	GLENDALE AUTO VALUE	PARTS FOR 2001 FORD F150	359-90271	09/16/15	233.76	92264	
265-000-982-000	EQUIPMENT	GB2 TACTICAL	LAST PMT OF INV BACKORDER	1-13105	09/16/15	808.30	92263	
			Total For Dept 000			1,488.34		
			Total For Fund 265 DRUG FORFEITURE - FEDERAL			1,488.34		

Fund 271 LIBRARY

Dept 000	GL Number	Inv. Line Desc	Vendor	Invoice Desc	Invoice	Due Date	Amount	Check #
271-000-728-000	OFFICE SUPPLIES	BLAKNEY, SANDI	MISC SUPPLIES	REIMBURSEMENT	09/16/15	703.52	92234	
271-000-728-000	OFFICE SUPPLIES	DEMCO, INC.	OFFICE SUPPLIES	5678927	09/16/15	602.21	92252	
271-000-728-000	OFFICE SUPPLIES	HANNIBAL JENNY	PROGRAM SUPPLIES	10666543057516216	09/16/15	37.50	92271	
271-000-728-000	OFFICE SUPPLIES	MCKIBBEN NANCY	PAYMENT FOR SUPPLIES FOR LIBRARY	REIMBURSEMENT	09/16/15	699.98	92281	
271-000-728-000	OFFICE SUPPLIES	MOVIE LICENSING USA	MOVIE LIC 10/1/15-9/30/16	2092433	09/16/15	351.00	92288	
271-000-757-000	OPERATING SUPPLIES	HANNIBAL JENNY	PMT FOR CONFERENCE IN GRAND RAPIDS	REIMBURSEMENT	09/16/15	35.00	92271	
271-000-757-000	OPERATING SUPPLIES	MEYER, BEVERLY	MUSIC CONCERT AT FARMERS MARKET	4619	09/16/15	425.00	92284	
271-000-757-000	OPERATING SUPPLIES	SWINEHART, BRANDI	REIMBURSEMENT PROGRAM SUPPLIES	REIMBURSEMENT	09/16/15	56.65	92310	
271-000-827-000	LIBRARY SERVICES	THE LIBRARY NETWORK	CISCO SWITCH INSTALLATION	52807	09/16/15	150.00	92314	
271-000-828-000	MATERIALS	BAKER & TAYLOR	MATERIALS	2031031376	09/16/15	105.58	92229	
271-000-828-000	MATERIALS	BAKER & TAYLOR	MATERIALS	2031020093	09/16/15	196.10	92229	
271-000-828-000	MATERIALS	BAKER & TAYLOR	MATERIALS	2031012398	09/16/15	27.12	92229	
271-000-828-000	MATERIALS	BESTSELLERS AUDIO, LLC	AUDIOBOOKS	4971	09/16/15	475.00	92233	
271-000-828-000	MATERIALS	CENGAGE LEARNING INC	MATERIAL	56056512	09/16/15	31.19	92243	

09/16/2015 INVOICE GL DISTRIBUTION REPORT FOR CITY OF ALLEN PARK  
 EXP CHECK RUN DATES 09/16/2015 - 09/16/2015

GL Number	Inv. Line Desc	Vendor	Invoice Desc	Invoice	Due Date	Amount	Check #
271-000-828-000	MATERIALS	CENGAGE LEARNING INC	SUPPLIES	56055447	09/16/15	24.99	92243
271-000-828-000	MATERIALS	CENGAGE LEARNING INC	STANDING ORDERS FROM 5/1/15-6/30/16	55924557	09/16/15	304.00	92243
271-000-828-000	MATERIALS	MCKIBBEN, NANCY	PAYMENT FOR SUPPLIES FOR LIBRARY	REIMBURSEMENT	09/16/15	764.17	92281
271-000-828-000	MATERIALS	MCKIBBEN, NANCY	PMT FOR MATERIALS	10870424026603447	09/16/15	366.97	92282
271-000-828-000	MATERIALS	MCKIBBEN, NANCY	MATERIAL	4707338692	09/16/15	397.20	92283
271-000-828-000	MATERIALS	NINER ERICA	REIMBURSEMENT FOR DVD	REIMBURSEMENT	09/16/15	212.96	92290
271-000-828-000	MATERIALS	PROQUEST LLC	ONLINE SUBSCRIPTION 09/01/15-08/31/16	70358075	09/16/15	1,325.00	92296
271-000-828-000	MATERIALS	SCHOLASTIC LIBRARY PUBLISH	BOOKS FOR LIBRARY	11452326	09/16/15	156.00	92301
271-000-920-000	UTILITIES- 194036500214	DTE ENERGY	SERVICE 7/13-9/3	DTE1 AUG	09/16/15	1,575.18	92254
271-000-920-000	UTILITIES- 457346800172 LIB	DTE ENERGY	VARIOUS DEPT BILLINGS	DTEGAS AUG	09/16/15	90.41	92260
271-000-931-000	BUILDING MAINTENANCE	COVERALL NORTH AMERICA	COMM CLEANING SERV 9/1-9/30/15	1340228794	09/16/15	835.00	92247
271-000-931-000	BUILDING MAINTENANCE	LOUIS ORLEANS	CITY CUTTING VARIOUS LOCATIONS	15-9014	09/16/15	160.00	92278
			Total For Dept 000			10,107.73	
			Total For Fund 271 LIBRARY			10,107.73	
Fund 592 WATER & SEWER							
Dept 601 601 WATER AND SEWER							
592-601-643-000	UTILITIES- 31338223207931	AT & T	SERVICES VARIOUS DEPTS 8/13-9/30/15	ATTREG AUG	09/16/15	24.69	92227
592-601-643-000	UTILITIES- 194036500230	DTE ENERGY	SERVICE 7/13-9/3	DTE1 AUG	09/16/15	1,608.61	92254
592-601-667-001	VEHICLE MAINTENANCE	VILLAGE FORD	PARTS	142333	09/16/15	82.72	92317
592-601-667-001	VEHICLE MAINTENANCE	VILLAGE FORD	PARTS	141468	09/16/15	204.76	92317
592-601-673-001	MAIN MAINTENANCE	LAWRENCE M. CLARKE, INC	WATER MAIN REPAIR AT FAIRLANE BOOSTER ST 276		09/16/15	56,335.40	92277
592-601-673-001	MAIN MAINTENANCE	LAWRENCE M. CLARKE, INC	WATER MAIN REPAIR NEAR SIGN SOUTHFIELD F 277		09/16/15	26,400.00	92277
592-601-940-000	INTEREST EXPENSE	WAYNE COUNTY	INTEREST SEPT 2015	280949	09/16/15	786.78	92319
592-601-960-000	TRAINING & EDUCATION	ODEN TRAINING	WATER TRNG J HANKINS, M OLOUGHLIN, J MEN 515180-158		09/16/15	750.00	92291
592-601-962-000	MISCELLANEOUS-3134250372688J AT & T		SERVICES VARIOUS DEPTS 8/13-9/30/15	ATTREG AUG	09/16/15	164.81	92227
592-601-986-000	CAPITAL OUTLAY-SEWERS	WADE-TRIM/ASSOCIATES, INC	PROF SERV 5/31-6/27/15 REMA REPAIRS	2003600	09/16/15	17,004.05	92318
592-601-987-000	CAPITAL OUTLAY-MISCELLANEOUS	WADE-TRIM/ASSOCIATES, INC	PROF SERV 6/28-8/1/15 WATER DIST RELIABILIT 2003787		09/16/15	3,239.28	92318
592-601-987-100	CAPITAL OUTLAY - SAW GRANT	WADE-TRIM/ASSOCIATES, INC	PROF SERV 6/28-8/1/15 WATSON PUMP ST DES 2003788		09/16/15	4,806.00	92318
592-601-987-100	CAPITAL OUTLAY - SAW GRANT	WADE-TRIM/ASSOCIATES, INC	PROF SERV 6/28-8/1/15 SAW GRANT ASSET PRC 2003789		09/16/15	11,607.99	92318
			Total For Dept 601 601 WATER AND SEWER			123,015.09	
Dept 603 603 BASIN							
592-603-853-000	TELEPHONE- 31338892442812	AT & T	SERVICES VARIOUS DEPTS 8/13-9/30/15	ATTREG AUG	09/16/15	861.90	92227
592-603-853-000	TELEPHONE-BASIN PUMP TERRY KI VERIZON WIRELESS		SERVICES 7/11-8/10/15	9750497539	09/16/15	87.48	92315
592-603-853-000	TELEPHONE- DAVE HAGEMAN BAS VERIZON WIRELESS		SERVICES 8/2-9/1/15	9751479196	09/16/15	610.61	92316
592-603-920-000	UTILITIES- 273546100010	DTE ENERGY	SERVICE 7/13-9/3	DTE1 AUG	09/16/15	159.79	92254
592-603-920-000	UTILITIES- 457346800073 BASIN	DTE ENERGY	VARIOUS DEPT BILLINGS	DTEGAS AUG	09/16/15	61.81	92260
592-603-939-000	VEHICLE MAINTENANCE	BELLE TIRE DISTRIBUTORS	TRUCK REPAIRS	26653284	09/16/15	44.00	92232
592-603-939-000	VEHICLE MAINTENANCE	FLEETPRIDE, INC.	PARTS	71883767	09/16/15	38.30	92262
592-603-940-000	FAIRLANE/31398233371393	AT & T	SERVICES VARIOUS DEPTS 8/13-9/30/15	ATTREG AUG	09/16/15	112.56	92227
			Total For Dept 603 603 BASIN			1,976.45	

09/16/2015

INVOICE GL DISTRIBUTION REPORT FOR CITY OF ALLEN PARK  
EXP CHECK RUN DATES 09/16/2015 - 09/16/2015

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
Fund 701 TRUST AND AGENCY							
Dept 000							
701-000-241-000	HISTORICAL MUSEUM ESCROW	DTE ENERGY	VARIOUS DEPT BILLINGS	DTEGAS AUG	09/16/15	14.41	92260
701-000-242-000	CITY FESTIVITIES ESCROW	CDW GOVERNMENT, INC.	SERVICE PARKS & REC	XD25233	09/16/15	1,482.34	92241
701-000-242-000	CITY FESTIVITIES ESCROW	SOUTHERN MICHIGAN INFOR	FESTIVITIES MONTHLY CHARGE	2039	09/16/15	35.00	92306
			Total For Dept.000			1,531.75	
			Total For Fund 701 TRUST AND AGENCY			1,531.75	
Fund 703 SCHOOL AND COUNTY TAX FUND							
Dept 000							
703-000-225-009	DUE TO SCHOOLS	ALLEN PARK PUBLIC SCHOOLS	2015 SUMMER TAXES THRU 8/31/15	AUG SUMMER TX	09/16/15	2,547,060.95	92324
703-000-225-009	DUE TO SCHOOLS	MELVINDALE NAP PUBLIC SCH	SUMMER TAXES THRU 8/31/15	AUG SUMMER TX	09/16/15	2,555,864.65	92338
703-000-225-009	DUE TO SCHOOLS	SOUTHGATE COMMUNITY SO	SUMMER TAXES THRU 8/31/15	AUG SUMMER TX	09/16/15	283,664.10	92345
703-000-234-000	DUE TO WAYNE CTY/LAND BANK	WAYNE COUNTY TREASURER	2015 SUMMER TAXES THRU 8/31/15	AUG SUMMER TX	09/16/15	17,249.62	92347
703-000-236-000	DUE TO WAYNE CO. - RESA/ISD	WAYNE COUNTY TREASURER	2015 SUMMER TAXES THRU 8/31/15	AUG SUMMER TX	09/16/15	1,938,524.64	92347
703-000-240-000	DUE TO WAYNE CO. - S.E.T.	WAYNE COUNTY TREASURER	2015 SUMMER TAXES THRU 8/31/15	AUG SUMMER TX	09/16/15	3,084,429.71	92347
703-000-241-000	DUE TO WAYNE CO.-OPERATING	WAYNE COUNTY TREASURER	2015 SUMMER TAXES THRU 8/31/15	AUG SUMMER TX	09/16/15	3,160,730.43	92347
703-000-243-400	DUE TO WC - JUDGMNT LEVY	WAYNE COUNTY TREASURER	2015 SUMMER TAXES THRU 8/31/15	AUG SUMMER TX	09/16/15	546,177.83	92347
703-000-275-000	REFUNDABLE TAXES	AMERIFIRST HOME MORTGAG	OVERPMT OF 2015 SUMMER TAXES	30015030111002	09/16/15	1,713.34	92325
703-000-275-000	REFUNDABLE TAXES	BENKER, JUDITH-WASHBURN,	Sum Tax Refund 30 021 01 0108 001	09/16/2015	09/16/15	261.14	92326
703-000-275-000	REFUNDABLE TAXES	BOSH, DAVID	Sum Tax Refund 30 026 01 0523 301	09/16/2015	09/16/15	59.00	92327
703-000-275-000	REFUNDABLE TAXES	CORELOGIC	OVERPMT OF SUMMER 2015 TX	30016010123000	09/16/15	2,089.59	92328
703-000-275-000	REFUNDABLE TAXES	CORELOGIC	OVERPAYMENT OF VARIOUS 2015 SUMMER TX	OVERPMT TX	09/16/15	21,455.81	92328
703-000-275-000	REFUNDABLE TAXES	CVS PHARMACY, INC 8181-01	Sum Tax Refund 30 011 04 0126 000	09/16/2015	09/16/15	5,000.00	92329
703-000-275-000	REFUNDABLE TAXES	DUA FAMILY, LLC	Sum Tax Refund 30 014 01 0068 000	09/16/2015	09/16/15	47.06	92330
703-000-275-000	REFUNDABLE TAXES	FISHER, GALE A	Sum Tax Refund 30 007 02 0059 001	09/16/2015	09/16/15	120.00	92331

09/16/2015 INVOICE GI DISTRIBUTION REPORT FOR CITY OF ALLEN PARK  
 EXP CHECK RUN DATES 09/16/2015 - 09/16/2015

GI Number	Inv. Line Desc	Vendor	Invoice Desc	Invoice	Due Date	Amount	Check #
703-000-275-000	REFUNDABLE TAXES	FLANIGAN, CRAIG	Sum Tax Refund 30 026 02 0421 000	09/16/2015	138.54	92332	
703-000-275-000	REFUNDABLE TAXES	FRAZIER, DARRYL-JENNIFER K	Sum Tax Refund 30 009 02 0182 002	09/16/2015	26.06	92333	
703-000-275-000	REFUNDABLE TAXES	GOLKE-BEALES, BRYON	Sum Tax Refund 30 009 01 0375 000	09/16/2015	559.21	92334	
703-000-275-000	REFUNDABLE TAXES	GREER, TRAVIS G-RACHEL	Sum Tax Refund 30 015 01 0025 000	09/16/2015	471.77	92335	
703-000-275-000	REFUNDABLE TAXES	HALL, SARAH	Sum Tax Refund 30 009 06 0236 000	09/16/2015	61.81	92336	
703-000-275-000	REFUNDABLE TAXES	MARSHALL, KIMBERLEY	Sum Tax Refund 30 023 06 0176 000	09/16/2015	433.60	92337	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0002 000	09/16/2015	204.60	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0003 000	09/16/2015	391.02	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0004 000	09/16/2015	12,956.11	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0005 000	09/16/2015	7,433.32	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0006 000	09/16/2015	9,395.57	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0007 000	09/16/2015	1,319.08	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0008 000	09/16/2015	608.16	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0009 000	09/16/2015	286.06	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0010 000	09/16/2015	230.81	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0012 000	09/16/2015	2,666.00	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0013 000	09/16/2015	3,808.54	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0016 000	09/16/2015	3,025.95	92339	
703-000-275-000	REFUNDABLE TAXES	OUTER DRIVE 39 DEVELOPME	Sum Tax Refund 30 003 04 0015 000	09/16/2015	6,863.32	92339	
703-000-275-000	REFUNDABLE TAXES	PIEKARSKI, JOHN	Sum Tax Refund 30 007 01 0009 000	09/16/2015	11.75	92341	
703-000-275-000	REFUNDABLE TAXES	PROVENZANO, WILLIAM	Sum Tax Refund 30 020 02 0093 002	09/16/2015	272.15	92342	
703-000-275-000	REFUNDABLE TAXES	REKUC, LAURA S	Sum Tax Refund 30 018 01 0658 002	09/16/2015	383.60	92343	
703-000-275-000	REFUNDABLE TAXES	ROBSON, KEVIN B	Sum Tax Refund 30 028 07 0122 002	09/16/2015	402.58	92344	
703-000-275-000	REFUNDABLE TAXES	SUMMER PROPERTIES LLC	Sum Tax Refund 30 008 02 0084 002	09/16/2015	376.19	92346	
703-000-275-000	REFUNDABLE TAXES	WELLS FARGO	OVERPMT OF 2015 SUMMER TX Total For Dept 000	09/16/2015	1,922.84	92348	
					14,218,696.46		
			Total For Fund 703 SCHOOL AND COUNTY TAX FUND		14,218,696.46		
			Fund Totals:				
			Fund 101 GENERAL FUND		321,386.41		
			Fund 203 LOCAL STREET FUND		7,431.25		
			Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY		284,390.63		
			Fund 249 BUILDING FUND		3,163.68		
			Fund 250 DDA OPERATING		11,426.03		
			Fund 265 DRUG FORFEITURE - FEDERAL		1,488.34		
			Fund 271 LIBRARY		10,107.73		
			Fund 592 WATER & SEWER		124,991.54		
			Fund 701 TRUST AND AGENCY		1,531.75		
			Fund 703 SCHOOL AND COUNTY TAX FUND		14,218,696.46		
			Total For All Funds:		14,984,613.82		

09/18/2015 Departmental Hours and Gross Summary by Rate Report  
 For 09/04/2015 TO 09/17/2015

Pay Code ID	Reg Hours	Reg Gross
Department: 101 101	MAYOR & COUNCIL	
SALARY	0.00	3,150.00
Totals:	0.00	3,150.00
Department: 101 215	CITY CLERK	
REGULAR	186.00	4,122.65
Totals:	186.00	4,122.65
Department: 101 221	ADMINISTRATION	
REGULAR	191.50	4,566.50
Totals:	191.50	4,566.50
Department: 101 225	ASSESSING	
REGULAR	63.00	1,903.86
VAC APPOINTEE	7.00	211.54
Totals:	70.00	2,115.40
Department: 101230	FINANCE	
COMP	20.00	421.35
OVER TIME	5.50	229.14
REGULAR	244.50	6,261.94
SICK CLER ERI	6.25	173.59
VAC APPOINTEE	14.00	669.23
Totals:	290.25	7,755.25
Department: 101253	TREASURER	
REGULAR	70.00	1,558.20
Totals:	70.00	1,558.20

Department: 101305	POLICE		
DOUBLE TIME	23.00	1,444.49	
HOLIDAY WORKED	117.00	1,716.37	
MEDICAL REF 2WK	0.00	92.30	
MINIMUM	46.00	1,319.17	
OVER TIME	384.00	17,136.34	
POL STEPUP	0.00	316.66	
REGULAR	3,192.22	88,835.59	
RETRO	0.00	876.99	
VAC APPOINT PF	8.00	341.01	
Totals:	3,770.22	112,078.92	

Department: 101340	FIRE		
FIRE STEP UP	0.00	318.45	
HOLIDAY WORKED	125.50	1,339.61	
MEDICAL REF 2WK	0.00	92.30	
OVER TIME	177.50	6,149.33	
REGULAR	2,462.40	58,586.49	
VAC APPOINT PF	16.00	551.92	
Totals:	2,781.40	67,038.10	

Department: 101445	DEPARTMENT OF PUBLIC SERVICE		
CALL OUT	8.00	162.12	
COMP	12.00	204.62	
OVER TIME	37.25	1,406.07	
REGULAR	749.75	16,023.10	
RETRO	0.00	1,048.58	
SICK SVC ERI	21.00	400.18	
SICK SVC MAINT	17.00	405.98	
STANDBY	10.00	291.40	
STEP UP	8.00	233.12	
VAC SVC ERI	12.00	217.56	
VAC SVC MAINT	34.00	843.72	
Totals:	909.00	21,236.45	

Department: 101707	PARKS & RECREATION	
REGULAR	303.25	5,033.68
Totals:	303.25	5,033.68
Department: 101751	COMMUNITY CENTER	
REGULAR	730.50	6,691.97
Totals:	730.50	6,691.97
Department: 249371	BUILDING DEPARTMENT	
COMP	10.00	143.60
MEDICAL REF 2WK	0.00	92.30
PERS CLERICAL	7.00	100.52
REGULAR	250.75	6,569.76
Totals:	267.75	6,906.18
Department: 250000	D.D.A.	
REGULAR	70.00	2,621.59
Totals:	70.00	2,621.59
Department: 271000	LIBRARY	
REGULAR	788.00	11,481.74
Totals:	788.00	11,481.74
Department: 592601	WATER DEPARTMENT	
CALL OUT	8.00	175.44
OVER TIME	50.75	1,525.58
PERS SVC MAINT	1.00	23.71
REGULAR	428.00	9,286.89
RETRO	0.00	685.30
SICK CLER ERI	1.25	22.11
SICK SVC ERI	9.00	153.87
STANDBY	48.00	1,030.56
STEP UP	40.50	1,304.02

STEP UP MECH	32.00	716.80
VAC APPOINTEE	28.00	1,076.92
VAC SVC ERI	64.00	1,068.56
VAC SVC MAINT	32.00	932.48
Totals:	742.50	18,002.24

Department: 592603 WATER DEPARTMENT - BASIN

CALL OUT	12.00	296.28
CALL OUT HOL	8.00	395.04
DOUBLE TIME	2.75	135.80
OVER TIME	8.00	296.28
REGULAR	104.00	2,567.76
RETRO	0.00	257.76
SICK SVC MAINT	8.00	197.52
STANDBY	20.00	493.80
VAC SVC MAINT	48.00	1,185.12
Totals:	210.75	5,825.36

<b>Grand Totals:</b>	<b>9,833.87</b>	<b>226,111.72</b>
REGULAR	663.00	26,742.74
OVER TIME	7.00	100.52
PERS CLERICAL	7.50	195.70
SICK CLER ERI	28.00	633.84
CALL OUT	42.00	769.57
COMP	25.75	1,580.29
DOUBLE TIME	242.50	3,055.98
HOLIDAY WORKED	46.00	1,319.17
MINIMUM	0.00	316.66
POL STEPUP	0.00	2,868.63
RETRO	0.00	318.45
FIRE STEP UP	49.00	1,957.69
VAC APPOINTEE	1.00	23.71
PERS SVC MAINT	30.00	554.05
SICK SVC ERI		

VAC SVC ERI	76.00	1,286.12
CALL OUT HOL	8.00	395.04
STANDBY	78.00	1,815.76
MEDICAL REF 2WK	0.00	276.90
VAC APPOINT PF	24.00	892.93
SALARY	0.00	3,150.00
STEP UP	48.50	1,537.14
SICK SVC MAINT	25.00	603.50
VAC SVC MAINT	114.00	2,961.32
STEP UP MECH	32.00	716.80
Grand Totals:	11,381.12 \$	280,184.23

APPLICATION FOR CANVASSERS/SOLICITORS PERMIT  
(Streets of Allen Park)

2015

#03-2015

Name of Organization Allen Park FIRST Robotics Team 815

Address: 18401 Champaign

Type of Solicitation: Bottle Drive

Area of Solicitation: (Separate Map Attached)

Reason for Solicitation: Fundraiser

Date(s) of Solicitation: Flyers: 10/24/15 Pick-up: 10/31/15

Name of Chairman: MICHAEL A. PORTER

Address: 18740 GREY

Telephone (313) ~~XXXXXXXX~~ Fax ( --- )

Co-Chairman Name/Address/ Telephone: \_\_\_\_\_

**BY SIGNING, YOU ARE AGREEING** CONSIDERATION FOR THE CITY OF ALLEN PARK (CITY) GRANTING THE USE OF THE PUBLIC STREET AND/OR PUBLIC SIDEWALK THE ORGANIZATION HEREBY RELEASES AND SHALL INDEMNIFY AND HOLD HARMLESS THE CITY FOR ANY AND ALL LIABILITY FOR ANY CLAIM, LOSS OR DAMAGE TO EITHER PERSON OR PROPERTY RESULTING FROM THE USE OF THE PUBLIC STREET/SIDEWALK. THE ORGANIZATION SHALL NOTIFY THE CITY IN WRITING, WITHIN 30 DAYS, OF ANY CLAIM MADE OR FILED AGAINST THE ORGANIZATION, ANY RESIDENT OR INDIVIDUAL AS RESULT OF THE EVENT.

APPLICANT'S SIGNATURE: *Michael A. Porter*

PRESIDENT OF ORGANIZATION: ALLEN PARK FRC 815

SIGNATURE OF PRESIDENT: *Michael A. Porter*

RECEIVED

SEP 17 2015

Please return application to City Clerk's Office a week before City Council Meeting to allow Clerk to place on agenda. Council Meetings are every 2<sup>nd</sup> & 4<sup>th</sup> Tuesday of the month. City Clerk will notify Chairman of Council decision. Fee, if applicable, will be payable at the time of application at City Clerk's Office.

CLERK'S OFFICE  
CITY OF ALLEN PARK  
AMOUNT OF FEE \$2.00  
(NON-PROFIT)

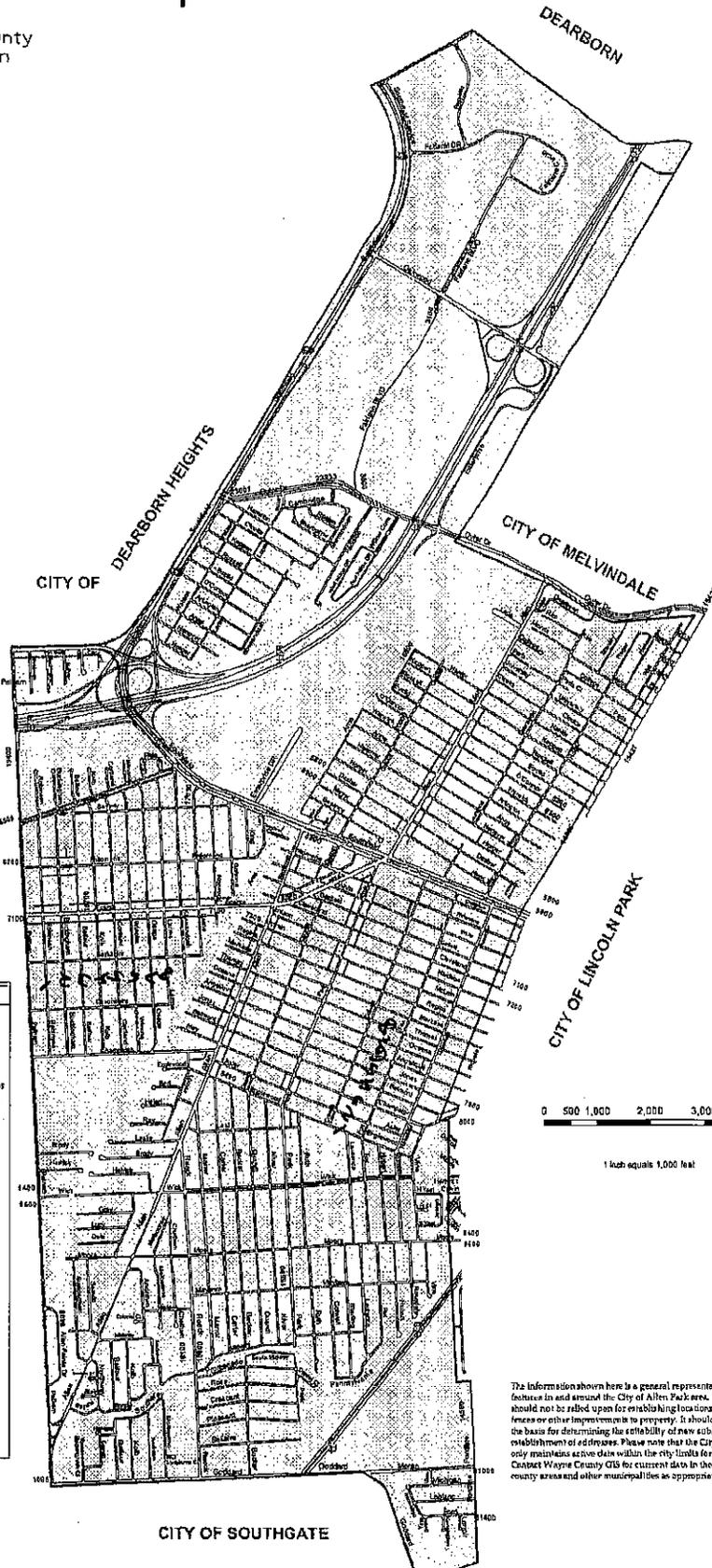
DATE PAID \_\_\_\_\_ STAFF INITIALS \_\_\_\_\_

RECEIPT NO. \_\_\_\_\_ LICENSE NUMBER \_\_\_\_\_

8 streets

# City of Allen Park Street Map

Wayne County  
Michigan



STREET SYSTEM		
Alca 101, 102, 103, 104	Alca 105, 106, 107, 108	Alca 109, 110, 111, 112
Alca 113, 114, 115, 116	Alca 117, 118, 119, 120	Alca 121, 122, 123, 124
Alca 125, 126, 127, 128	Alca 129, 130, 131, 132	Alca 133, 134, 135, 136
Alca 137, 138, 139, 140	Alca 141, 142, 143, 144	Alca 145, 146, 147, 148
Alca 149, 150, 151, 152	Alca 153, 154, 155, 156	Alca 157, 158, 159, 160
Alca 161, 162, 163, 164	Alca 165, 166, 167, 168	Alca 169, 170, 171, 172
Alca 173, 174, 175, 176	Alca 177, 178, 179, 180	Alca 181, 182, 183, 184
Alca 185, 186, 187, 188	Alca 189, 190, 191, 192	Alca 193, 194, 195, 196
Alca 197, 198, 199, 200	Alca 201, 202, 203, 204	Alca 205, 206, 207, 208
Alca 209, 210, 211, 212	Alca 213, 214, 215, 216	Alca 217, 218, 219, 220
Alca 221, 222, 223, 224	Alca 225, 226, 227, 228	Alca 229, 230, 231, 232
Alca 233, 234, 235, 236	Alca 237, 238, 239, 240	Alca 241, 242, 243, 244
Alca 245, 246, 247, 248	Alca 249, 250, 251, 252	Alca 253, 254, 255, 256
Alca 257, 258, 259, 260	Alca 261, 262, 263, 264	Alca 265, 266, 267, 268
Alca 269, 270, 271, 272	Alca 273, 274, 275, 276	Alca 277, 278, 279, 280
Alca 281, 282, 283, 284	Alca 285, 286, 287, 288	Alca 289, 290, 291, 292
Alca 293, 294, 295, 296	Alca 297, 298, 299, 300	Alca 301, 302, 303, 304
Alca 305, 306, 307, 308	Alca 309, 310, 311, 312	Alca 313, 314, 315, 316
Alca 317, 318, 319, 320	Alca 321, 322, 323, 324	Alca 325, 326, 327, 328
Alca 329, 330, 331, 332	Alca 333, 334, 335, 336	Alca 337, 338, 339, 340
Alca 341, 342, 343, 344	Alca 345, 346, 347, 348	Alca 349, 350, 351, 352
Alca 353, 354, 355, 356	Alca 357, 358, 359, 360	Alca 361, 362, 363, 364
Alca 365, 366, 367, 368	Alca 369, 370, 371, 372	Alca 373, 374, 375, 376
Alca 377, 378, 379, 380	Alca 381, 382, 383, 384	Alca 385, 386, 387, 388
Alca 389, 390, 391, 392	Alca 393, 394, 395, 396	Alca 397, 398, 399, 400
Alca 401, 402, 403, 404	Alca 405, 406, 407, 408	Alca 409, 410, 411, 412
Alca 413, 414, 415, 416	Alca 417, 418, 419, 420	Alca 421, 422, 423, 424
Alca 425, 426, 427, 428	Alca 429, 430, 431, 432	Alca 433, 434, 435, 436
Alca 437, 438, 439, 440	Alca 441, 442, 443, 444	Alca 445, 446, 447, 448
Alca 449, 450, 451, 452	Alca 453, 454, 455, 456	Alca 457, 458, 459, 460
Alca 461, 462, 463, 464	Alca 465, 466, 467, 468	Alca 469, 470, 471, 472
Alca 473, 474, 475, 476	Alca 477, 478, 479, 480	Alca 481, 482, 483, 484
Alca 485, 486, 487, 488	Alca 489, 490, 491, 492	Alca 493, 494, 495, 496
Alca 497, 498, 499, 500	Alca 501, 502, 503, 504	Alca 505, 506, 507, 508
Alca 509, 510, 511, 512	Alca 513, 514, 515, 516	Alca 517, 518, 519, 520
Alca 521, 522, 523, 524	Alca 525, 526, 527, 528	Alca 529, 530, 531, 532
Alca 533, 534, 535, 536	Alca 537, 538, 539, 540	Alca 541, 542, 543, 544
Alca 545, 546, 547, 548	Alca 549, 550, 551, 552	Alca 553, 554, 555, 556
Alca 557, 558, 559, 560	Alca 561, 562, 563, 564	Alca 565, 566, 567, 568
Alca 569, 570, 571, 572	Alca 573, 574, 575, 576	Alca 577, 578, 579, 580
Alca 581, 582, 583, 584	Alca 585, 586, 587, 588	Alca 589, 590, 591, 592
Alca 593, 594, 595, 596	Alca 597, 598, 599, 600	Alca 601, 602, 603, 604
Alca 605, 606, 607, 608	Alca 609, 610, 611, 612	Alca 613, 614, 615, 616
Alca 617, 618, 619, 620	Alca 621, 622, 623, 624	Alca 625, 626, 627, 628
Alca 629, 630, 631, 632	Alca 633, 634, 635, 636	Alca 637, 638, 639, 640
Alca 641, 642, 643, 644	Alca 645, 646, 647, 648	Alca 649, 650, 651, 652
Alca 653, 654, 655, 656	Alca 657, 658, 659, 660	Alca 661, 662, 663, 664
Alca 665, 666, 667, 668	Alca 669, 670, 671, 672	Alca 673, 674, 675, 676
Alca 677, 678, 679, 680	Alca 681, 682, 683, 684	Alca 685, 686, 687, 688
Alca 689, 690, 691, 692	Alca 693, 694, 695, 696	Alca 697, 698, 699, 700
Alca 701, 702, 703, 704	Alca 705, 706, 707, 708	Alca 709, 710, 711, 712
Alca 713, 714, 715, 716	Alca 717, 718, 719, 720	Alca 721, 722, 723, 724
Alca 725, 726, 727, 728	Alca 729, 730, 731, 732	Alca 733, 734, 735, 736
Alca 737, 738, 739, 740	Alca 741, 742, 743, 744	Alca 745, 746, 747, 748
Alca 749, 750, 751, 752	Alca 753, 754, 755, 756	Alca 757, 758, 759, 760
Alca 761, 762, 763, 764	Alca 765, 766, 767, 768	Alca 769, 770, 771, 772
Alca 773, 774, 775, 776	Alca 777, 778, 779, 780	Alca 781, 782, 783, 784
Alca 785, 786, 787, 788	Alca 789, 790, 791, 792	Alca 793, 794, 795, 796
Alca 797, 798, 799, 800	Alca 801, 802, 803, 804	Alca 805, 806, 807, 808
Alca 809, 810, 811, 812	Alca 813, 814, 815, 816	Alca 817, 818, 819, 820
Alca 821, 822, 823, 824	Alca 825, 826, 827, 828	Alca 829, 830, 831, 832
Alca 833, 834, 835, 836	Alca 837, 838, 839, 840	Alca 841, 842, 843, 844
Alca 845, 846, 847, 848	Alca 849, 850, 851, 852	Alca 853, 854, 855, 856
Alca 857, 858, 859, 860	Alca 861, 862, 863, 864	Alca 865, 866, 867, 868
Alca 869, 870, 871, 872	Alca 873, 874, 875, 876	Alca 877, 878, 879, 880
Alca 881, 882, 883, 884	Alca 885, 886, 887, 888	Alca 889, 890, 891, 892
Alca 893, 894, 895, 896	Alca 897, 898, 899, 900	Alca 901, 902, 903, 904
Alca 905, 906, 907, 908	Alca 909, 910, 911, 912	Alca 913, 914, 915, 916
Alca 917, 918, 919, 920	Alca 921, 922, 923, 924	Alca 925, 926, 927, 928
Alca 929, 930, 931, 932	Alca 933, 934, 935, 936	Alca 937, 938, 939, 940
Alca 941, 942, 943, 944	Alca 945, 946, 947, 948	Alca 949, 950, 951, 952
Alca 953, 954, 955, 956	Alca 957, 958, 959, 960	Alca 961, 962, 963, 964
Alca 965, 966, 967, 968	Alca 969, 970, 971, 972	Alca 973, 974, 975, 976
Alca 977, 978, 979, 980	Alca 981, 982, 983, 984	Alca 985, 986, 987, 988
Alca 989, 990, 991, 992	Alca 993, 994, 995, 996	Alca 997, 998, 999, 1000



1 inch equals 1,000 feet

The information shown here is a general representation of features in and around the City of Allen Park, Michigan. It should not be relied upon for establishing locations for building, fences or other improvements to property. It should not be used as the basis for determining the feasibility of new subdivisions or the establishment of addresses. Please note that the City of Allen Park only maintains active data within the city limits for Allen Park. Contact Wayne County GIS for current data in the surrounding county areas and other municipalities as appropriate.

CITY OF SOUTHGATE

Bill Varun Muthyala  
GIS Technician

Date Updated  
9/17/2005



**City of Allen Park  
State of Michigan**

**Mark A. Kibby**  
**Interim Assistant City Administrator**  
mkibby@cityofallenpark.org

16630 Southfield Road  
Suite 3100  
Allen Park, MI 48101  
(P) 313-928-1883

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**To:** Mayor Matakas and City Councilmembers

**From:** Mark A. Kibby, Interim Assistant City Administrator *M.A.K.*

**Date:** September 17, 2015

**Re:** Recommendation for Master Plan Update Services

On July 28, 2015, the City received seven (7) bid proposals for services to update the Master Plan. Bids ranged in cost from \$17,644.00 by Mannik & Smith Group to \$125,000 by Houseal Lavigne Associates. The bid tabulation has been attached for your review.

Over the past few weeks, I have reviewed the bid proposals and can agree that the low bidder, Mannik & Smith Group, met the scope of services that were outlined in the City's Bid Proposal Specifications. The Mannik & Smith Group proposal anticipates that the project will require nearly 200 hours, covering a total of five (5) meetings over a 12 month period.

It is my recommendation to award the City of Allen Park Master Plan Update Services to Mannik & Smith Group, for an amount not to exceed \$17,644.00. The City has approximately \$3,500.00 available in CDBG funding to be applied to this project. The remaining funds will come from the Planning Escrow fund.

Thank you for your consideration on this matter.

Bid Tabulation  
2016 Master Plan Update Bid Opening July 28th.

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<u>Company</u>	<u>Bid Amount</u>
Mannik Smith Group	\$17,644
McKenna & Assoc.	\$41,000
OHM Advisors	\$35,000
Carlisle/Wortman	\$36,365
Rowe Professional	\$39,740
Wade Trim	\$18,000
Housel Lavigne	\$125,000



**City of Allen Park  
State of Michigan**

**Robert Cady**  
**Interim City Administrator/Finance Director**  
rcady@cityofallenpark.org

16850 Southfield Road  
Allen Park, MI 48101  
(P) 313-928-3236

---

September 9, 2015

To: Mayor and Council

From: Robert E. Cady, Interim City Administrator  
Mark A. Kibby, Interim Assistant City Administrator

Re: Citywide Operational Service Audit

Back before the ended of the fiscal year, staff received permission to go to bid for an operational service audit to look at how the City is functioning and make recommendations to sustain, provide and develop City services in the most economical manner. Five bids were received by the City Clerk and were opened on August 17<sup>th</sup>. The complete bid packages are available for review in the City Clerk's office.

Of the five proposals, one stood above the others and met the qualifications set forth in the RFQ. The Whitehall Group of Troy, Michigan has the experience and has also worked with other RTAB communities. It is also one of the few companies that submitted an estimated total price for it services, as most just submitted hourly rates. Lastly, Whitehall Group is one of the approved bidders by the State of Michigan (MiDeal) for Restructuring and Transformation services.

The review and evaluation is estimated to take between 160-200 hours to complete at a cost of approximately \$47,000. If approved, a transfer will be necessary from contingency (101-221-999.000) to Professional Services (101-221-963.000).

CITY OF ALLEN PARK – CITY CLERK’S OFFICE  
16850 SOUTHFIELD ROAD, ALLEN PARK, MICHIGAN 48101

**APPLICATION FOR PARADE PERMIT**

NAME OF APPLICANT: Mark Bailey

ADDRESS: 6605 Park Ave.

TELEPHONE: 313.382.4258

DATE OF PARADE: Saturday, October 31, 2015

START TIME: 2:00 p.m.

APPROXIMATE FINISH TIME: 11:00 p.m.

REASON FOR PARADE: 27<sup>th</sup> Annual Pumpkin Patch and Downtown Allen Park Farmers Market

PARADE ROUTE: One block of Park Ave., to be determined by status of the construction. The preferred block is between Philomene and White, but if that block is inaccessible, the event will move down the street towards Regina to an available location. The applicant will coordinate with police, fire, and DPS the Wednesday before the event (October 28) to finalize the location.

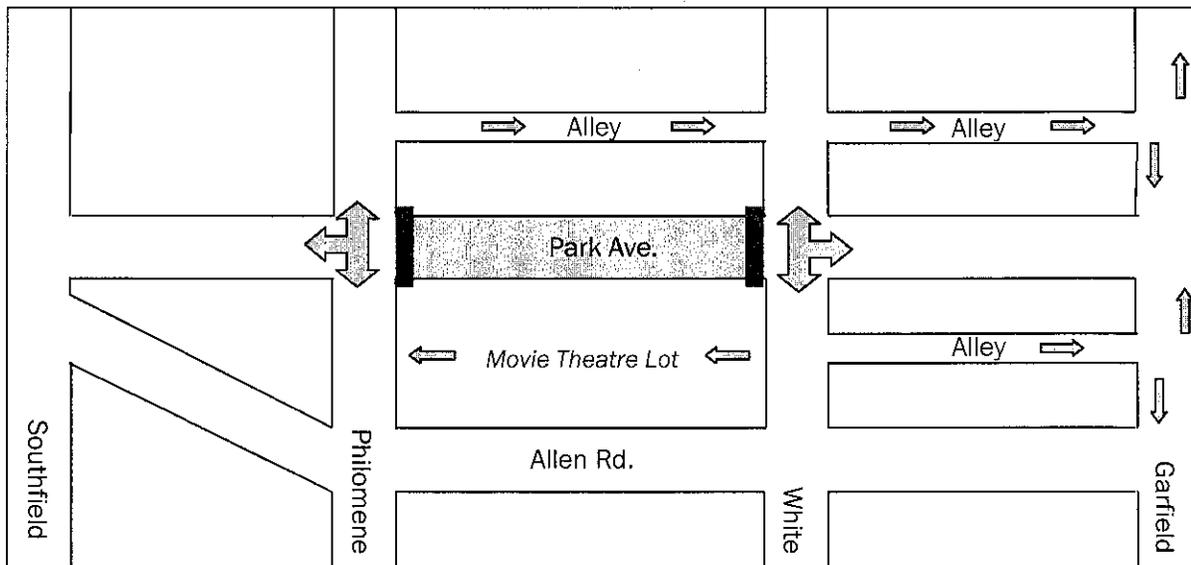
APPLICANT’S SIGNATURE:

APPLICATION DATE: September 17, 2015

NOTE: If DPS leaves the barricades at the corners in the morning, volunteers can place them in the streets at the appropriate time and remove them at the end of the event.

AMOUNT OF FEE \$100

DATE PAID:



# City of Allen Park

16630 SOUTHFIELD ROAD, SUITE 3100  
ALLEN PARK, MICHIGAN 48101-2599  
PHONE: 313-928-1400  
www.cityofallenpark.org



September 11, 2015

To: Mayor & Council

From: Bob Cady *BC*

Maureen Armstrong *MA*

RE: Treasury Department Part-Time Employee

In the approved 2015-16 budget and included in the 5-year budget approved by the RTAB, is a part-time position for the Treasurer's office. I would like Council's permission to advertise for a 20 hour a week position in the Treasurer's office. Estimated pay for this position would be between \$10-13.00 an hour depending on the individual's qualifications.

MEMORANDUM TO COUNCIL. RE: RECOMMENDATION OF CITY ADMINISTRATOR

The Council after agreeing with the Michigan Department of Treasury appointed the Council's Human Resources committee to conduct the initial search and interviews of potential candidates. The State agreed to pay \$25,000 of the TJA Staffing (TJA) company's fee for conducting the search and bringing the 5 candidates to the Human Resource committee. TJA was the recruiter that the State wanted.

The committee provided TJA Staffing with the criteria for our city administrator and put out ad in the MML, International City Managers Association and our website. The city's committee consisted of Bob Keenan, Harry Sisko and Bill Matakas. In July the committee went through the process to be used by TJA and how we would be involved. By the end of July TJA provided us with a written booklet on 5 candidates that they selected from 22 applicants.

The Committee reviewed the 5 candidates resumes and psychological profiles that were done by TJA. The committee met and ask for TJA to set up "skype interviews" for 2 out of state applicants and personal interviews for the 3 that were instate. The skype interview was for one candidate as the other withdrew from consideration and it occurred on 8/12. 3 personal interviews were done on Friday, August 14. Randall Byrne of Treasury participated in all the interviews and did question all candidates. The committee then met on the 16<sup>th</sup> to discuss the candidates and to see if there was a consensus as to who they ranked 1-3. To our surprise we all ranked the candidates the same and these ranking were the same as TJA's ranking.

Over the next month, the committee and with the help of TJA went back to their 3 candidates to discuss follow up matters and to discuss what salary and benefit package each candidate expected., or would accept. Finally on Wednesday night, September 16 the committee came to terms it feels the council should approve and hire , Mark Kibby as our City Administrator. We have all approved of Mark's work that he has done as the interim deputy administrator for last 6 months as well as his 2 years of work as our block grant administrator.

A contract would be drafted that is "at will" with following terms:

1. Annual salary, \$95,000.
2. Monthly car allowance, \$175
3. Monthly cell phone allowance, \$75
4. Retiree health savings account, \$1,500/year
5. 2 weeks vacation for the first 6 months as CA.
6. 90 day severance package salary only where termination by city is not for cause.
7. Employee benefit package for benefits not in nos. 1-6 above.

Submitted by:

Mayor William B. Matakas, Mayor Pro Tem Robert Keen and Councilman Harry Sisko

STATE OF MICHIGAN  
COUNTY OF WAYNE  
CITY OF ALLEN PARK

ORDINANCE #05-2015

AN ORDINANCE OF THE CITY OF ALLEN PARK CODE OF ORDINANCES; AMENDING CHAPTER 18, "FIRE PREVENTION AND PROTECTION", ARTICLE I, "IN GENERAL", SECTION 18-1 "DEFINITIONS" AND ADDING SECTION 18-8 "SKY LANTERNS" TO PROHIBIT THE SALE AND USE OF SKY LANTERNS IN THE CITY.

The City of Allen Park Ordains:

**SECTION 1. Amendment to Code.**

Chapter 18, Fire Prevention and Protection  
Article I, In General

Section 18-1 "Definitions" is hereby repealed and readopted, and Section 18-8 "Sky Lanterns" is hereby added to hereafter read as follows:

**Sec. 18-1. - Definitions.**

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Building* includes tanks, reservoirs or other receptacles for storage.

*Fire hazard* means any building, or parts and accessories thereof, premises, place or material of any kind which, by reason of its nature, location, occupancy, condition or use, may cause loss, damage, or injury to persons or property by reason of fire, explosion or action of the elements.

*Inspector* means the chief of the fire department or any member of the fire department designated by the chief to make inspections under this chapter.

*Owner* includes the executor, administrator, trustee or board of trustees in charge of a building.

*Sky Lanterns* also known as Chinese Lanterns or Kongming Lanterns, are airborne paper lanterns constructed from oiled rice or other paper on a frame, and contain a small candle or fuel cell composed of a waxy flammable material. When lit, the flame heats the air inside the lantern causing the lantern to rise into the air. A sky lantern is classified as a recreational fire and is prohibited under sections 302, 307 and 307.5 of the International Fire Code.

**Sec. 18-8. – Sky Lanterns.**

A person shall not sell at retail or ignite a sky lantern, or release an ignited sky lantern anywhere in the city.

**SECTION 2. Repeal.** All ordinance or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

**SECTION 3. Saving Clause.**

Nothing in this Ordinance or in the code hereby adopted shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquiring or existing, under any act or ordinance hereby repealed; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

**SECTION 4. Severability.**

Should any word, sentence, phrase or any portion of this Ordinance be deemed invalid by any court of competent jurisdiction or by any state agency having authority to do so for any reason whatsoever, such holdings shall be construed and limited to such work, sentence, phrase, or any portion of the Ordinance deemed invalid and shall not be construed as affecting the validity of any of the remaining words, sentences, phrases or portions of this Ordinance.

**SECTION 5. Publication.**

The Clerk for the City of Allen Park shall cause this ordinance to be published in the manner required by law.

**SECTION 6. Adoption.**

This Ordinance is hereby declared to have been adopted by the City Council of the City of Allen Park, County of Wayne, State of Michigan, at a regular meeting, called and held on the 22<sup>nd</sup> day of **September, 2015**.

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WILLIAM MATAKAS, Mayor  
City of Allen Park

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MICHAEL I. MIZZI , City Clerk  
City of Allen Park