



**Lives Built Here
AGENDA**

January 27, 2025

Regular Meeting – 6:00 P.M.

- Call to Order
- Roll Call
- Accept Resignation of Trustee Joe Leeson – page 3
- Set Deadline for Applications for Village Trustee (Remaining Term of Joe Leeson)
- Review Minutes of Regular Meeting of December 9, 2024 – page 5
- Review Minutes of Committee of the Whole Meeting of January 8, 2025 – page 15
- Review Financial Statement ending December 31, 2024 – page 17
- Citizen Comments
- Budget and Finance
 - Approval of Bills
- Public Services Committee
 - Approve Ratification of DEQ Permit Fees – page 39
 - Approve Purchase of 2024 Ford F-250 – page 45
 - Approve DNR Grant for Street Forestry Management – page 51
- Personnel and Public Safety
- Parks and Recreation Committee
- Downtown Development Authority– Meeting Minutes of November 12, 2024 - page 61
 - Appoint Gavin Frederick to Downtown Development Authority Board – page 63
- Economic Development Corporation – Meeting Minutes of November 12, 2024 - page 67
 - Appoint Gavin Frederick to Economic Development Corporation Board – page 69
- Planning Commission– Meeting Minutes of November 20, 2024 - page 71
 - Reappoint Leeson, Severance, Tamlyn, Barnes to Planning Commission – page 73
 - **Introduction and First Reading** of Proposed Ordinance #200, Permitted Use of First Floor Buildings in Community Business Districts – page 75
 - **Set Public Hearing** to receive comments on Proposed Ordinance #200, Permitted Use of First Floor Buildings in Community Business Districts
- Manager's Report – page 77
- Communications
- Other Business
 - **Closed Session**, in accordance with the Open Meetings Act 267 of 1976, Section 15.268, Sec. 8 (c) for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement.
- Adjournment

February 2025 Meetings and Events:

February 4 – Planning Commission, 7 pm
February 11 – Parks and Recreation Committee, 4 pm
February 11 – DDA/EDC Meeting, 1:30 pm
February 12 – Personnel & Public Safety Committee, 4 pm
February 19 – Public Services Committee, 12 pm
February 24 – Budget & Finance Committee, 5 pm
February 24 – Council Meeting, 6 pm

Debbie Powell

From: Fred Leeson <fleeson01@gmail.com>
Sent: Thursday, January 23, 2025 9:35 AM
To: Debbie Powell; Robert Piaskowski
Subject: Resignation as village council trustee, Cass City MI.

I am resigning as a village council trustee immediately due to personal reasons that have most recently come up. Serving on the board is a most challenging duty that cannot be taken lightly. I wish the best for all on the council and the village of Cass City.

Respectfully,

Joe Leeson

A Regular Meeting of the Cass City Village Council was held at the Cass City Municipal Building on Monday, December 9, 2024, at 6:00 p.m. Council Members present: President Robert Piaskowski, Trustees: Jeffrey Benkelman, Jordan Goka, Dustin Griesing, Michael Kirn and Joe Leeson. Excused: Kevven Dorland

Public Hearing, – Proposed 2025 Village of Cass City Millage Rates

MOTION# 2024.12.09-01

MOTION by Kirn, Supported by Trustee Griesing, to open a public hearing to receive comments on the proposed 2025 Village of Cass City Millage Rates. Roll Call Vote: Benkelman: yea, Dorland: excused, Goka: yea, Griesing: yea, Kirn: yea, Leeson: yea, Piaskowski: yea. MOTION CARRIED 6 yeas, 0 nays, 1 excused

A Public Hearing began at 6:02 pm to receive public comments on the Proposed 2025 Millage Rates.

There were no comments from the public. There were no comments from the Councilmembers.

MOTION# 2024.12.09-02

MOTION by Trustee Benkelman, Supported by Trustee Leeson, to close a public hearing to receive comments on the Proposed 2025 Village of Cass City Millage Rates. Roll Call Vote: Benkelman: yea, Dorland: excused, Goka: yea, Griesing: yea, Kirn: yea, Leeson: yea, Piaskowski: yea. MOTION CARRIED 6 yeas, 0 nays, 1 excused

The Public Hearing was closed at 6:03 pm.

Public Hearing, – Proposed 2025 Village of Cass City Financial Budget

MOTION# 2024.12.09-03

MOTION by Benkelman, Supported by Trustee Leeson, to open a public hearing to receive comments on the Proposed 2025 Village of Cass City Financial Budget. Roll Call Vote: Benkelman: yea, Dorland: excused, Goka: yea, Griesing: yea, Kirn: yea, Leeson: yea, Piaskowski: yea. MOTION CARRIED 6 yeas, 0 nays, 1 excused

A Public Hearing began at 6:04 pm to receive public comments on the Proposed 2025 Village of Cass City Financial Budget.

There were no comments from the public. There were no comments from the Councilmembers.

MOTION# 2024.12.09-04

MOTION by Trustee Griesing, Supported by Trustee Leeson, to close a public hearing to receive comments on the Proposed 2025 Village of Cass City Financial Budget. Roll Call Vote: Benkelman: yea, Dorland: excused, Goka: yea, Griesing: yea, Kirn: yea, Leeson: yea, Piaskowski: yea. MOTION CARRIED 6 yeas, 0 nays, 1 excused

The Public Hearing was closed at 6:06 pm.

MOTION# 2024.12.09-05

MOTION by Trustee Kirn, Supported by Trustee Leeson, to receive, approve, and file the minutes of the November 25, 2024, Regular Meeting. MOTION CARRIED 6 years 0 nays.

MOTION# 2024.12.09-06

MOTION by Trustee Benkelman, Supported by Trustee Kirn, to receive, approve, and file the minutes of the December 4, 2024, Committee of the Whole Meeting. MOTION CARRIED 6 years 0 nays.

MOTION# 2024.12.09-07

MOTION by Trustee Leeson, Supported by Trustee Benkelman to receive, and accept the Financial Statements of November 30, 2024. MOTION CARRIED 6 years 0 nays.

There were no comments during Citizen Comments.

MOTION# 2024.12.09-08

MOTION by Trustee Leeson, Supported by Trustee Benkelman, to receive and file the Village of Cass City Accounts Payable paid invoices. MOTION CARRIED 6 years 0 nays.

MOTION# 2024.12.09-09

MOTION by Trustee Leeson, Supported by Trustee Benkelman to approve the Fourth Quarter 2024 Village of Cass City Budget Amendment. MOTION CARRIED 6 years 0 nays.

MOTION# 2024.12.09-10

MOTION by Trustee Leeson, Supported by Trustee Benkelman to Adopt a Resolution approving the 2025 Village of Cass City **Millage Rates**. Roll Call Vote: Benkelman: yea, Dorland: excused, Goka: yea, Griesing: yea, Kirn: yea, Leeson: yea, Piaskowski: yea. MOTION CARRIED 6 years, 0 nays, 1 excused

MOTION# 2024.12.09-11

MOTION by Trustee Leeson, Supported by Trustee Benkelman, to Adopt a Resolution approving the 2025 Village of Cass City **Financial Budget**. Roll Call Vote: Benkelman: yea, Dorland: excused, Goka: yea, Griesing: yea, Kirn: yea, Leeson: yea, Piaskowski: yea. MOTION CARRIED 6 years, 0 nays, 1 excused

MOTION# 2024.12.09-12

MOTION by Trustee Leeson, Supported by Trustee Benkelman, to approve the Renewal of the Insurance Policy with Decker Agency for the 2025 Fiscal Year in the total amount of \$59,400. MOTION CARRIED 6 years 0 nays.

MOTION# 2024.12.09-13

MOTION by Trustee Kirn, Supported by Trustee Leeson, to ratify payment to Biotech Agronomics Inc. for the 2024 Fall Biosolids Haul in the amount of \$18,971.75. MOTION CARRIED 6 years 0 nays.

MOTION# 2024.12.09-14

MOTION by Trustee Leeson, Supported by Trustee Kirm, to adopt the updated Michigan Department of Transportation (MDOT) Performance Resolution for Municipalities. Roll Call Vote: Benkelman: yea, Dorland: excused, Goka: yea, Griesing: yea, Kirm: yea, Leeson: yea, Piaskowski: yea. MOTION CARRIED 6 yeas, 0 nays, 1 excused

Manager Powell presented the Village of Cass City 2024 Annual Report, highlighting the Marketing, Economic Development and Public Participation Plans. The 2024 Village Strategic Planning Goals Update was reviewed.

MOTION# 2024.12.09-15

MOTION by Trustee Kirm, Supported by Trustee Benkelman, to adjourn the meeting at 6:35 pm. MOTION CARRIED 6 yeas 0 nays.

Nanette S. Walsh

Nanette Walsh, CMC, CPFA, CPFIM, MCAT

Village of Cass City Resolution

2025 MILLAGE RATE

A RESOLUTION TO PROVIDE FOR ADOPTION OF THE 2025 MILLAGE RATE

At a Regular Cass City Village Council Meeting held on Monday, December 9, 2024:

MOTION BY: Trustee Leeson SUPPORTED BY: Trustee Benkelman

Now therefore be it resolved, the Village Council hereby adopts the proposed Village of Cass City Millage Rates for 2025 and set the millage to provide the Tax Revenues included in the Adopted Fiscal Year 2025 budget as follows:

	Mills
Village General Operating	12.3096
Streets	4.9237
PA Act 359 – Promotion	0.6800
Total Village Millage:	17.9133

Be it further resolved, 1% administration fee be charged and that ½ of the above millage rates on the Industrial Development Exemption Tax Roll be levied.

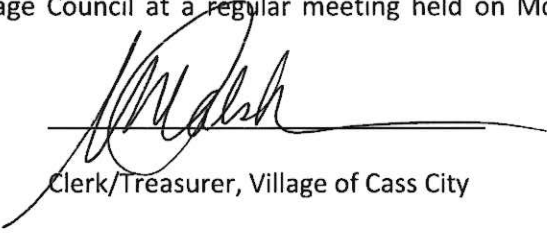
Ayes: 6 Nays: 0 Excused: 1

Nanette S. Walsh

Village Clerk/Treasurer

CERTIFICATE

I do hereby certify that the foregoing is a complete and true copy of a resolution, the original of which is on file in my office, adopted by the Cass City Village Council at a regular meeting held on Monday, December 9, 2024.



Clerk/Treasurer, Village of Cass City

VILLAGE OF CASS CITY RESOLUTION

2025 FISCAL YEAR BUDGET GENERAL APPROPRIATIONS ACT

A RESOLUTION TO PROVIDE FOR ADOPTION OF A BUDGET AND CAPITAL IMPROVEMENT PROGRAM PROPOSED BY THE VILLAGE MANAGER CONTAINING ESTIMATES OF PROPOSED REVENUES AND EXPENDITURES FOR

THE FISCAL YEAR BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025

At a Regular Cass City Village Council Meeting on Monday, December 9, 2024:

MOTION by: Leeson Supported by: Benkelman

WHEREAS, in accordance with the provisions of Public Act 2 of 1968, Public Act 621 of 1978, As Amended, the Uniform Budgeting and Accounting Act for Local Government, and Ordinance 124 of the Village of Cass City, the Village Manager as the Chief Administrative Officer and the Chief Financial Officer, shall prepare the budget proposal for the ensuing year and shall submit it to the Village Council at its meeting on November 25, 2024 and

WHEREAS, at its November 25, 2024, Meeting, Village Council received the Village Manager's Proposed 2025 Village Budget Plan and Six-Year Capital Improvement Program, and held a Public Hearing on December 9, 2024 at 6:05 PM to hear comments on the Proposed Budget Plan; and

WHEREAS, the Village Council, following the Public Hearing on the Proposed Budget, acknowledges the Village tax rates for 2025 that were presented at the November 25, 2024 Regular Meeting, to provide the tax revenues included in the Proposed 2025 Budget as follows:

Village General Operating	12.3096 Mills
Streets	4.9237 Mills
Community Promotion	0.6800 Mills
Total Village Millage:	17.9133 Mills

per Thousand Dollars (\$1,000) of taxable valuation, as equalized; and

NOW, THEREFORE, BE IT RESOLVED that the Village Council of the Village of Cass City:

SECTION 1. That for the revenues and expenditures of the Village Government and its activities for the fiscal year, **beginning January 1, 2025 and ending December 31, 2025**, the amounts in the following sections are hereby appropriated.

SECTION 2. That for the said fiscal year the General Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 2,122,258
TOTAL EXPENDITURES	\$ 2,122,258
TOTAL FROM FUND BALANCE	\$ 48,000

SECTION 3. That for the said fiscal year the Major Streets Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 447,958
TOTAL EXPENDITURES	\$ 385,115

SECTION 4. That for the said fiscal year the Local Streets Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 850,796
TOTAL EXPENDITURES	\$ 850,796
TOTAL FROM FUND BALANCE	\$ 330,376

SECTION 5. That for the said fiscal year the Economic Development Corporation is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 14,250
TOTAL EXPENDITURES	\$ 14,250

SECTION 6. That for the said fiscal year the Downtown Development Authority is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 46,631
TOTAL EXPENDITURES	\$ 46,631

SECTION 8. That for the said fiscal year the Water Recreation Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 520
TOTAL EXPENDITURES	\$ 520

SECTION 9. That for the said fiscal year the Wastewater Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 1,083,591
TOTAL EXPENDITURES	\$ 980,333

SECTION 10. That for the said fiscal year the Water Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 1,555,968
TOTAL EXPENDITURES	\$ 1,527,210

SECTION 11. That for the said fiscal year the Motor Vehicle Fund is hereby appropriated, on a fund basis, as follows:

TOTAL REVENUES	\$ 478,052
TOTAL EXPENDITURES	\$ 402,884

SECTION 11. That amounts budgeted for specific items or purposes and are not required to be utilized for such items or purposes, may be spent by the Village Manager, for other items or purposes within the same fund for which such allocations are made, except as provided for in Village Code, Sections 2-84 and 2-85, limitations.

SECTION 12. Be it further resolved that the Property Tax Collection Fee and any type of late penalty charge as provided for by statute be assessed.

SECTION 13. Be it further resolved that charges, services, fees, permits, licenses, penalties, and fines are hereby assessed, to provide for the revenues included in the proposed 2025 Fiscal Year Budget excepting where ordinance amendment and public notice is required.

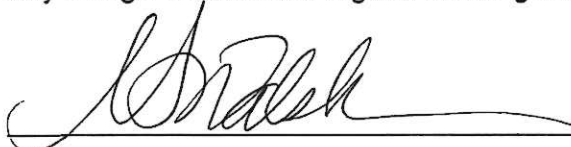
Ayes: Benkelman, Goka, Griesing, Kirn, Leeson, Piaskowski

Nays: None Excused: Dorland


Resolution Adopted

CERTIFICATE

I, Nanette S. Walsh, Cass City Village Clerk, do hereby certify that the foregoing is a complete and true copy of a resolution, the original of which is on file in my office, adopted by the Cass City Village Council at a regular meeting thereof held on Monday, December 9, 2024.



Nanette S. Walsh Village Clerk/Treasurer



Date

PERFORMANCE RESOLUTION FOR MUNICIPALITIES

This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the _____ Village of Cass City
(County, City, Village, Township, etc.)

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

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

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this Resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This Resolution shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

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

Title and/or Name:

James Freeman, Chief of Police, Cass City Police Department

Deboria Powell, Village Manager, Village of Cass City

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the Cass City Village Council
(Name of Board, etc.)

of the Village of Cass City of Tuscola County
(Name of MUNICIPALITY) (County)

at a Regular meeting held on the 9th day

of December A.D. 2024.

Nanette S. Walsh
Signed

Clerk/Treasurer, Village of Cass City
Title

Nanette S. Walsh
Print Signed Name

A Committee of the Whole Meeting of the Cass City Village Council was held Monday, January 8, 2025 at 6:00 p.m. at the Municipal Building.

Present: President Robert Piaskowski, Trustees: Jeffrey Benkelman, Jordan Goka, Michael Kirn, Joe Leeson, Dustin Griesing

Guests: Barb Kirn, Andrew Klco, Eric Osland, and Mike Day

Excused: Kevven Dorland

Staff Present were Debbie Powell, Village Manager, Jim Freeman, Police Chief, Ryan Pierce, Police Sergeant

The Michigan Municipal League "Newly Elected Officials" training was presented by Christopher Johnson and Anthony Minghine. The training covered information concerning local government in Michigan; Ethics; and Municipal Finance. Michigan's Sunshine Laws for the Open Meetings Act (OMA) and Freedom of Information Act (FOIA) were also presented. The attendees were given presentation handouts and the revised Handbook for General Law Village Officials.

There were no Citizen's Comments.

By consensus, the meeting was adjourned at 8:49 p.m.

Respectfully submitted,

Debbie Powell

Debbie Powell
Village Manager

Village of Cass City

Financial Statements

Month Ending 12/31/24

100% of Fiscal Year

Please Note:

As in previous years, additional information continues to be posted for Fiscal Year 2024. (Accrued revenues and expenses, Act 51 Gas and Weight Tax Revenues, State Shared Revenue Payments, Depreciation, and other transactions)

The Financial Audit field work begins on April 21, 2025, and should be presented to the Village Council in June, 2025.

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
Fund 101 - GENERAL FUND							
101-000-402.000	REAL PROPERTY TAXES	657,604.00	0.00	656,772.58	0.00	831.42	99.87
101-000-404.000	REAL PROPERTY TX-PA359 (PROMOTIONS)	36,360.00	0.00	35,986.20	0.00	373.80	98.97
101-000-410.000	PERSONAL PROPERTY TAXES	78,565.00	0.00	78,565.00	0.00	0.00	100.00
101-000-418.000	PER PROP TAX-PA 359 (PROMOTIONS)	4,306.00	0.00	4,305.24	0.00	0.76	99.98
101-000-445.000	PENALTIES & INTEREST TAXES	150.00	0.00	89.71	0.00	60.29	59.81
101-000-447.000	COLLECTION FEES TAXES	10,941.00	0.00	10,940.14	0.00	0.86	99.99
101-000-451.000	LIQUOR LICENSE FEES	2,518.00	0.00	2,518.45	0.00	(0.45)	100.02
101-000-543.000	STATE GRANT-PA 302 FUNDS	1,002.00	0.00	2,194.62	0.00	(1,192.62)	219.02
101-000-544.000	STATE GRANT - RRC MARKETING/BRANDING	22,500.00	0.00	16,875.00	0.00	5,625.00	75.00
101-000-573.000	LOCAL COMM STABILIZATION SHARE (LCAS)	164,058.00	0.00	164,051.48	0.00	6.52	100.00
101-000-574.000	STATE SHARED REVENUE	316,140.00	43,266.00	221,535.00	0.00	94,605.00	70.07
101-000-575.000	STATE SHARED REV, EVIP	59,414.00	9,902.00	49,791.00	0.00	9,623.00	83.80
101-000-581.000	REVENUES, CCPS: SCHOOL.RESOURCE.OFFICER	68,000.00	5,524.84	56,243.46	0.00	11,756.54	82.71
101-000-582.000	REVENUES, MCOLES GRANT, CPE/TRAINING	3,000.00	6,000.00	9,000.00	0.00	(6,000.00)	300.00
101-000-584.000	RESTITUTION FUNDS, CCPD	100.00	0.00	0.00	0.00	100.00	0.00
101-000-607.000	CABLE FRANCHISE FEES	36,050.00	0.00	24,289.29	0.00	11,760.71	67.38
101-000-608.000	ZONING PERMIT FEES	5,000.00	35.00	675.00	0.00	4,325.00	13.50
101-000-609.000	RENTAL REGISTRATION FEES	1,000.00	0.00	75.00	0.00	925.00	7.50
101-000-625.000	MISCELLANEOUS REVENUES	2,600.00	80.74	1,877.34	0.00	722.66	72.21
101-000-640.000	REFUSE FEES	170,959.00	26,787.13	158,425.46	0.00	12,533.54	92.67
101-000-651.000	SWIMMING FEES	60,000.00	310.00	57,840.00	0.00	2,160.00	96.40
101-000-652.000	ARTS / CRAFTS FEES	20,106.00	0.00	20,105.00	0.00	1.00	100.00
101-000-653.000	OTHER RECREATION FEES	2,835.00	0.00	2,835.00	0.00	0.00	100.00
101-000-652.000	ORDINANCE FINES	2,925.00	120.60	2,377.70	0.00	547.30	81.29
101-000-655.000	REFUSE PENALTIES	3,500.00	259.06	2,832.72	0.00	667.28	80.93
101-000-662.000	INTEREST & DIVIDENDS	18,000.00	2,958.09	9,675.50	0.00	8,324.50	53.75
101-000-671.000	MISCELLANEOUS REIMBURSEMENT	9,000.00	2.00	8,287.43	0.00	712.57	92.08
101-000-672.000	SALE OF LAND, PROCEEDS TO PARKS	7,340.00	0.00	7,340.00	0.00	0.00	100.00
101-000-674.000	POOL DONATIONS/SPONSORSHIPS	11,250.00	0.00	200.00	0.00	50.00	80.00
101-000-675.000	DONATIONS FROM PUBLIC & PRIVATE	11,000.00	100.00	9,839.17	0.00	1,160.83	89.45
101-000-676.000	DOG PARK DONATIONS	341.00	0.00	141.00	0.00	200.00	41.35
101-000-678.000	DONATIONS, MUSIC IN THE PARK	2,500.00	0.00	1,800.00	0.00	700.00	72.00
101-000-699.000	TRANSFERS IN, ADMIN CHRG	203,664.00	0.00	203,664.00	0.00	0.00	100.00
101-000-699.100	TRANSFER IN FROM FUND BALANCE	121,734.00	0.00	0.00	0.00	121,734.00	0.00
101-000-699.300	TRANSFER IN FROM FB, COMM PROMO	7,500.00	0.00	0.00	0.00	7,500.00	0.00
101-000-699.400	TRANSFER IN FROM FB, DOG PARK.	2,500.00	0.00	0.00	0.00	2,500.00	0.00

Fund 101 - GENERAL FUND:

TOTAL REVENUES 2,113,462.00 95,345.46 1,821,147.49 0.00 292,314.51 86.17

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	2024 MONTH 12/31/24 ACTIVITY FOR INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
101 - COUNCIL		6,700.00	2,970.00	3,622.22	0.00	3,077.78	54.06
172 - ADMINISTRATIVE		168,561.00	12,309.56	159,714.49	0.00	8,846.51	94.75
215 - CLERK STAFF		196,499.00	13,371.57	174,529.81	0.00	21,969.19	88.82
223 - FINANCE		20,115.00	0.00	19,317.00	0.00	798.00	96.03
261 - GENERAL GOVERNMENT		166,567.00	7,524.57	150,077.75	454.00	16,035.25	90.37
262 - ELECTIONS		103.00	0.00	0.00	0.00	103.00	0.00
265 - BUILDINGS & GROUNDS		36,754.00	2,854.16	28,822.35	0.00	7,931.65	78.42
291 - COMMUNITY PROMOTION (PA 359)		69,128.00	18,521.76	65,876.91	0.00	3,251.09	95.30
301 - POLICE DEPARTMENT		717,452.00	64,152.64	705,876.35	0.00	11,575.65	98.39
315 - CRIME & SAFETY		15,500.00	0.00	15,466.32	0.00	33.68	99.78
401 - MISC GOVERNMENT		18,000.00	0.00	18,000.00	0.00	0.00	100.00
441 - PUBLIC WORKS		33,691.00	82.15	27,918.42	0.00	5,772.58	82.87
520 - SOLID WASTE DISPOSAL		170,959.00	13,317.84	157,394.86	0.00	13,564.14	92.07
722 - PLANNING AND ZONING		66,103.00	5,254.35	59,457.45	0.00	6,645.55	89.95
752 - SWIMMING POOL		120,114.00	7,826.34	109,116.11	0.00	10,997.89	90.84
754 - PARKS DEPARTMENT		285,123.00	7,439.12	241,682.22	0.00	43,440.78	84.76
758 - RECREATION / DAYCAMP		22,093.00	448.02	19,624.76	0.00	2,468.24	88.83
Fund 101 - GENERAL FUND:							
TOTAL EXPENDITURES		2,113,462.00	156,072.08	1,956,497.02	454.00	156,510.98	92.59

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	MONTH 12/31/24 INCR (DECR)	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
Fund 202 - MAJOR STREET								
202-000-402.000	MJ ST REAL PROPERTY TAXES	27,398.00	0.00	0.00	1,863.07	0.00	25,534.93	6.80
202-000-410.000	MJ ST PERSONAL PROPERTY TAXES	3,113.00	0.00	0.00	0.00	0.00	3,113.00	0.00
202-000-553.000	MJ ST GAS & WEIGHT	284,485.00	48,242.99	48,242.99	273,523.77	0.00	10,961.23	96.15
202-000-573.000	LOCAL COMM STABILIZATION SHARE (LCAS)	7,088.00	0.00	0.00	6,159.49	0.00	928.51	86.90
202-000-607.000	PA 48 METRO ACT, TELECOM RT OF WAY	14,075.00	0.00	0.00	12,993.18	0.00	1,081.82	92.31
202-000-664.000	INTEREST & DIVIDENDS	10,000.00	2,219.32	2,219.32	12,975.85	0.00	(2,975.85)	129.76
202-000-671.000	MJ ST MISC. REIMBURSEMENT	6,700.00	0.00	0.00	0.00	0.00	6,700.00	0.00
202-000-676.000	TRUNK LINE MAINTENANCE CONTRACT	49,592.00	0.00	0.00	22,083.80	0.00	27,508.20	44.53
202-000-690.000	MJ ST 1.5 MILLS CO. BRIDGE TAX	32,328.00	0.00	0.00	32,328.00	0.00	0.00	100.00
202-000-691.000	APPROPRIATION FROM GENERAL FUND	117,000.00	0.00	0.00	0.00	0.00	117,000.00	0.00

Fund 202 - MAJOR STREET:	551,779.00	50,462.31	361,927.16	0.00	189,851.84	65.59
TOTAL REVENUES						

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 202 - MAJOR STREET							
463 -	STREET MAINTENANCE	315,027.00	3,826.32	233,109.99	0.00	81,917.01	74.00
470 -	R. O. W. MAINTENANCE	42,549.00	0.00	19,327.92	0.00	23,221.08	45.43
474 -	SIGNS	7,734.00	0.00	4,207.43	0.00	3,526.57	54.40
478 -	SNOW	99,495.00	3,180.55	17,875.55	0.00	81,619.45	17.97
486 -	TRUNKLINE MAINTENANCE	6,666.00	0.00	2,936.42	0.00	3,729.58	44.05
488 -	TRUNKLINE SWEEPING/FLUSHING	12,287.00	767.90	2,082.98	0.00	10,204.02	16.95
493 -	STATE MONUMENT PROPERTY T.L.	1,271.00	0.00	340.14	0.00	930.86	26.76
494 -	TRUNKLINE UTILITIES	11,827.00	39.19	508.63	0.00	11,318.37	4.30
497 -	TRUNKLINE SNOW REMOVAL	46,486.00	6,627.83	28,735.22	0.00	17,750.78	61.81
502 -	TRUNKLINE FRINGE BENEFITS	8,437.00	23.14	3,033.75	0.00	5,403.25	35.96
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TOTAL EXPENDITURES		551,779.00	14,464.93	312,158.03	0.00	239,620.97	56.57

Fund 202 - MAJOR STREET:

User: NAN

PERIOD ENDING 12/31/2024

DB: Cass City

% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
Fund 203 - LOCAL STREET							
203-000-402.000	REAL PROPERTY TAXES	240,972.00	0.00	258,336.85	0.00	(17,364.85)	107.21
203-000-410.000	PERSONAL PROPERTY TAXES	28,014.00	0.00	31,126.06	0.00	(3,112.06)	111.11
203-000-553.000	GAS. & WEIGHT	112,050.00	18,637.41	105,624.95	0.00	6,425.05	94.27
203-000-573.000	LOCAL COMM STABILIZATION SHARE (LCAS)	63,841.00	0.00	55,411.00	0.00	8,430.00	86.80
203-000-664.000	INTEREST & DIVIDENDS	13,500.00	4,226.72	18,423.28	0.00	(4,923.28)	136.47
203-000-671.000	MISC REIMBURSEMENTS	2,621.00	0.00	1,759.50	0.00	861.50	67.13
203-000-690.000	1.5 MILLS CO. BRIDGE TAX	50,356.00	0.00	50,356.42	0.00	(0.42)	100.00
203-000-699.000	TRANSFER FROM FUND BALANCE	10,000.00	0.00	0.00	0.00	10,000.00	0.00

Fund 203 - LOCAL STREET:

TOTAL REVENUES 521,354.00 22,864.13 521,038.06 0.00 315.94 99.94

User: NAN
 DB: Cass City
 PERIOD ENDING 12/31/2024
 % Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
Fund 203 - LOCAL STREET							
463 - STREET MAINTENANCE		328,354.00	7,749.64	300,489.23	0.00	27,864.77	91.51
470 - R. O. W. MAINTENANCE		32,123.00	15.93	25,982.74	0.00	6,140.26	80.89
474 - SIGNS		9,633.00	0.00	4,189.67	0.00	5,443.33	43.49
478 - SNOW		65,332.00	3,299.51	18,946.11	0.00	46,385.89	29.00
494 - TRUNKLINE UTILITIES		85,912.00	6,923.73	77,496.03	0.00	8,415.97	90.20
Fund 203 - LOCAL STREET:		521,354.00	17,988.81	427,103.78	0.00	94,250.22	81.92
TOTAL EXPENDITURES							

User: NAN

PERIOD ENDING 12/31/2024

DB: Cass City

% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDDT USED
Fund 244 - ECONOMIC DEVELOPMENT							
244-000-664.000	INTEREST & DIVIDENDS	300.00	54.41	341.91	0.00	(41.91)	113.97
244-000-691.000	APPROPRIATION FROM FUND BALANCE	3,800.00	0.00	0.00	0.00	3,800.00	0.00
244-000-692.000	CONTRIBUTION FROM GENERAL FUND	18,000.00	0.00	18,000.00	0.00	0.00	100.00

Fund 244 - ECONOMIC DEVELOPMENT:

TOTAL REVENUES 22,100.00 54.41 18,341.91 0.00 3,758.09 83.00

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDT USED
Fund 244 - ECONOMIC DEVELOPMENT		22,100.00	1,125.18	18,502.16	0.00	3,597.84	83.72
001 - ADMINISTRATION							

Fund 244 - ECONOMIC DEVELOPMENT:

TOTAL EXPENDITURES

22,100.00	1,125.18	18,502.16	0.00	3,597.84	83.72
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PERIOD ENDING 12/31/2024

% Fiscal Year Completed: 100.00

User: NAN

DB: Cass City

ACTIVITY FOR
 MONTH 12/31/24
 INCR (DECR)

2024
 AMENDED BUDGET

YTD BALANCE
 12/31/2024
 NORM (ABNORM)

ENCUMBERED
 YEAR-TO-DATE

UNENCUMBERED
 BALANCE

% BDDT
 USED

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDDT USED
Fund 248 - D.D.A.							
248-000-402.000	CAPTURED TAXES	27,635.00	0.00	27,635.57	0.00	(0.57)	100.00
248-000-403.000	CAPTURE TOWNSHIP TAXES	4,205.00	0.00	4,075.39	0.00	129.61	96.92
248-000-404.000	CAPTURE COUNTY TAXES	9,903.00	0.00	9,607.62	0.00	295.38	97.02
248-000-543.000	GRANT REVENUES, MEDC	35,000.00	0.00	35,000.00	0.00	0.00	100.00
248-000-625.000	MISC FEES	268.00	0.00	0.00	0.00	268.00	0.00
248-000-664.000	INTEREST & DIVIDENDS	1,061.00	362.93	1,379.60	0.00	(318.60)	130.03
248-000-672.000	LOAN PROCEEDS	39,073.00	0.00	39,073.67	0.00	(0.67)	100.00
248-000-675.000	TRANSFER FROM FUND BALANCE	14,700.00	0.00	0.00	0.00	14,700.00	0.00

Fund 248 - D.D.A.:

TOTAL REVENUES	131,845.00	362.93	116,771.85	0.00	15,073.15	88.57
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GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	MONTH 12/31/24 ACTIVITY FOR INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
Fund 248 - D.D.A.							
001	ADMINISTRATION	72,365.00	14,019.10	42,942.34	0.00	29,422.66	59.34
005	THORP PROPERTY	39,673.00	0.00	37,873.60	0.00	1,799.40	95.46
006	BUSINESS BLDRS PROGRAM	10,000.00	0.00	10,000.00	0.00	0.00	100.00
008	DDA DEBT SERVICE	9,807.00	524.41	7,113.21	0.00	2,693.79	72.53
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TOTAL EXPENDITURES		131,845.00	14,543.51	97,929.15	0.00	33,915.85	74.28

Fund 248 - D.D.A.:

PERIOD ENDING 12/31/2024

% Fiscal Year Completed: 100.00

ACTIVITY FOR
2024 MONTH 12/31/24

AMENDED BUDGET INCR (DECR) YTD BALANCE 12/31/2024 ENCUMBERED YEAR-TO-DATE UNENCUMBERED BALANCE % BDT USED

Fund 408 - WATER RECREATION FUND
408-000-675.000 DONATIONS, SPLASH PARK PROJECT
408-000-699.100 TRANSFER IN FROM FUND BALANCE

500.00	0.00	0.00	0.00	500.00	0.00
500.00	0.00	0.00	0.00	500.00	0.00

Fund 408 - WATER RECREATION FUND:

1,000.00	0.00	0.00	0.00	1,000.00	0.00
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TOTAL REVENUES

EXPENDITURE REPORT

PERIOD ENDING 12/31/2024

% Fiscal Year Completed: 100.00

2024	ACTIVITY FOR	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDT
	MONTH 12/31/24	12/31/2024	YEAR-TO-DATE	BALANCE	USED
	INCR (DECR)	NORM (ABNORM)			

GL NUMBER	DESCRIPTION	AMENDED BUDGET	INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDT USED
Fund 408 - WATER RECREATION FUND							
001 - ADMINISTRATION		1,000.00	0.00	500.00	0.00	500.00	50.00

Fund 408 - WATER RECREATION FUND:

TOTAL EXPENDITURES

1,000.00	0.00	500.00	0.00	500.00
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PERIOD ENDING 12/31/2024

% Fiscal Year Completed: 100.00

User: NAN

DB: Cass City

ACTIVITY FOR
MONTH 12/31/24
INCR (DECR)

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR--TO--DATE	UNENCUMBERED BALANCE	% BDC USED
Fund 590 - WASTEWATER TREATMENT						
590-000-528.000	OTHER FEDERAL GRANTS - ARPA	245,000.00	162,639.53	0.00	82,360.47	66.38
590-000-609.000	SEWER MISC REVENUES	72,810.00	72,606.46	0.00	203.54	99.72
590-000-628.000	SEWER OMR FEES	304,707.00	309,626.00	0.00	(4,919.00)	101.61
590-000-629.000	SEWER USAGE FEES PER 1K GALLONS	530,184.00	515,908.95	0.00	14,275.05	97.31
590-000-636.000	SEWER CONNECTIONS	1,000.00	0.00	0.00	1,000.00	0.00
590-000-662.000	SEWER SERVICE PENALTIES	15,000.00	13,240.71	0.00	1,759.29	88.27
590-000-664.000	INTEREST & DIVIDENDS	18,500.00	24,074.06	0.00	(5,574.06)	130.13
590-000-699.000	TRANSFERS FROM FUND BALANCE	193,840.00	0.00	0.00	193,840.00	0.00

Fund 590 - WASTEWATER TREATMENT:

TOTAL REVENUES 1,381,041.00 143,567.74 1,098,095.71 0.00 282,945.29 79.51

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDDT USED
Fund 590 - WASTEWATER TREATMENT							
001 - ADMINISTRATION		243,651.00	12,498.64	221,698.26	454.00	21,498.74	91.18
002 - TREATMENT AND PUMPING		785,192.00	59,838.35	766,304.13	0.00	18,887.87	97.59
003 - COLLECTIONS		173,143.00	239.06	42,587.26	0.00	130,555.74	24.60
004 - MAINTENANCE		179,055.00	11,351.11	159,546.21	0.00	19,508.79	89.10
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Fund 590 - WASTEWATER TREATMENT:		1,381,041.00	83,927.16	1,190,135.86	454.00	190,451.14	86.21
TOTAL EXPENDITURES							

User: NAN

PERIOD ENDING 12/31/2024

DB: Cass City

% Fiscal Year Completed: 100.00

ACTIVITY FOR
MONTH 12/31/24
INCR (DECR)

YTD BALANCE
12/31/2024
NORM (ABNORM)

ENCUMBERED
YEAR-TO-DATE

UNENCUMBERED
BALANCE

% BDT
USED

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDT USED
Fund 591 - WATER SYSTEM							
591-000-544.000	STATE GRANT - DWAM	103,228.00	0.00	0.00	0.00	103,228.00	0.00
591-000-628.000	WATER.OMR FEES	332,678.00	27,323.19	330,343.88	0.00	2,334.12	99.30
591-000-629.000	WATER USAGE FEES PER 1000 GALLONS	375,139.00	83,171.90	340,948.59	0.00	34,190.41	90.89
591-000-636.000	CONNECTIONS	1,000.00	0.00	0.00	0.00	1,000.00	0.00
591-000-646.000	BULK WATER SALES REVENUIE	2,200.00	226.00	1,717.00	0.00	483.00	78.05
591-000-662.000	SERVICE PENALTIES	11,500.00	743.17	8,678.43	0.00	2,821.57	75.46
591-000-664.000	INTEREST & DIVIDENDS	23,000.00	7,210.43	32,615.59	0.00	(9,015.59)	139.20
591-000-665.000	BUILDING LEASE REVENUES	53,024.00	0.00	53,024.00	0.00	0.00	100.00
591-000-671.000	MISC. REIMBURSEMENTS	6,900.00	0.00	1,158.80	0.00	5,741.20	16.79

Fund 591 - WATER SYSTEM:

TOTAL REVENUES	908,669.00	118,674.69	767,886.29	0.00	140,782.71	84.51
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GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	MONTH 12/31/24 INCR (DECR)	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
Fund 591 - WATER SYSTEM								
001	- ADMINISTRATION	215,388.00	7,457.12	7,457.12	180,996.80	200.00	34,191.20	84.13
002	- TREATMENT AND PUMPING	259,292.00	29,374.91	29,374.91	150,474.15	0.00	108,817.85	58.03
003	- COLLECTIONS	204,196.00	6,975.66	6,975.66	173,571.87	7,700.00	22,924.13	88.77
004	- MAINTENANCE	23,166.00	114.80	114.80	6,251.81	0.00	16,914.19	26.99
011	- DWAM GRANT	103,228.00	0.00	0.00	34,661.93	0.00	68,566.07	33.58

Fund 591 - WATER SYSTEM:

TOTAL EXPENDITURES	805,270.00	43,922.49	43,922.49	545,956.56	7,900.00	251,413.44	68.78
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PERIOD ENDING 12/31/2024

% Fiscal Year Completed: 100.00

User: NAN
DB: Cass City

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
Fund 651 - MOTOR VEHICLE & EQUIPMENT							
651-000-654.000	DPW CONTRACTING REVENUES	1,545.00	0.00	640.29	0.00	904.71	41.44
651-000-664.000	INTEREST & DIVIDENDS	13,800.00	3,603.08	18,620.44	0.00	(4,820.44)	134.93
651-000-670.000	INTERDEPARTMENT RENTALS	435,720.00	21,768.33	334,004.34	0.00	101,715.66	76.66
651-000-671.000	MISC REIMBURSEMENTS	400.00	0.00	0.00	0.00	400.00	0.00
651-000-673.000	SALE OF ASSETS	12,000.00	0.00	0.00	0.00	12,000.00	0.00
651-000-699.000	TRANSFER FROM FUND BALANCE	112,936.00	0.00	0.00	0.00	112,936.00	0.00

Fund 651 - MOTOR VEHICLE & EQUIPMENT:

TOTAL REVENUES 576,401.00 25,371.41 353,265.07 0.00 223,135.93 61.29

TOTAL REVENUES - ALL FUNDS

6,207,651.00 456,703.08 5,058,473.54 0.00 1,149,177.46 81.49

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/24 INCR (DECR)	YTD BALANCE 12/31/2024 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDDT USED
Fund 651 - MOTOR VEHICLE & EQUIPMENT							
001 - ADMINISTRATION		576,401.00	33,481.73	330,596.18	186,611.61	59,193.21	89.73
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Fund 651 - MOTOR VEHICLE & EQUIPMENT:							
TOTAL EXPENDITURES		576,401.00	33,481.73	330,596.18	186,611.61	59,193.21	89.73
TOTAL EXPENDITURES - ALL FUNDS		6,104,252.00	365,525.89	4,879,378.74	195,419.61	1,029,453.65	83.14

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	MONTH 12/31/24 INCR (DECR)	ACTIVITY FOR MONTH 12/31/2024 (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
Fund 101 - GENERAL FUND							
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		2,113,462.00	95,345.46	1,821,147.49	0.00	292,314.51	86.17
TOTAL EXPENDITURES		2,113,462.00	156,072.08	1,956,497.02	454.00	156,510.98	92.59
NET OF REVENUES & EXPENDITURES		0.00	(60,726.62)	(135,349.53)	(454.00)	135,803.53	100.00
Fund 202 - MAJOR STREET							
Fund 202 - MAJOR STREET:							
TOTAL REVENUES		551,779.00	50,462.31	361,927.16	0.00	189,851.84	65.59
TOTAL EXPENDITURES		551,779.00	14,464.93	312,158.03	0.00	239,620.97	56.57
NET OF REVENUES & EXPENDITURES		0.00	35,997.38	49,769.13	0.00	(49,769.13)	100.00
Fund 203 - LOCAL STREET							
Fund 203 - LOCAL STREET:							
TOTAL REVENUES		521,354.00	22,864.13	521,038.06	0.00	315.94	99.94
TOTAL EXPENDITURES		521,354.00	17,988.81	427,103.78	0.00	94,250.22	81.92
NET OF REVENUES & EXPENDITURES		0.00	4,875.32	93,934.28	0.00	(93,934.28)	100.00
Fund 244 - ECONOMIC DEVELOPMENT							
Fund 244 - ECONOMIC DEVELOPMENT:							
TOTAL REVENUES		22,100.00	54.41	18,341.91	0.00	3,758.09	83.00
TOTAL EXPENDITURES		22,100.00	1,125.18	18,502.16	0.00	3,597.84	83.72
NET OF REVENUES & EXPENDITURES		0.00	(1,070.77)	(160.25)	0.00	160.25	100.00
Fund 248 - D.D.A.							
Fund 248 - D.D.A.:							
TOTAL REVENUES		131,845.00	362.93	116,771.85	0.00	15,073.15	88.57
TOTAL EXPENDITURES		131,845.00	14,543.51	97,929.15	0.00	33,915.85	74.28
NET OF REVENUES & EXPENDITURES		0.00	(14,180.58)	18,842.70	0.00	(18,842.70)	100.00
Fund 408 - WATER RECREATION FUND							
Fund 408 - WATER RECREATION FUND:							
TOTAL REVENUES		1,000.00	0.00	0.00	0.00	1,000.00	0.00
TOTAL EXPENDITURES		1,000.00	0.00	500.00	0.00	500.00	50.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(500.00)	0.00	500.00	100.00
Fund 590 - WASTEWATER TREATMENT							
Fund 590 - WASTEWATER TREATMENT:							
TOTAL REVENUES		1,381,041.00	143,567.74	1,098,095.71	0.00	282,945.29	79.51
TOTAL EXPENDITURES		1,381,041.00	83,927.16	1,190,135.86	454.00	190,451.14	86.21
NET OF REVENUES & EXPENDITURES		0.00	59,640.58	(92,040.15)	(454.00)	92,494.15	100.00
Fund 591 - WATER SYSTEM							
Fund 591 - WATER SYSTEM:							
TOTAL REVENUES		908,669.00	118,674.69	767,886.29	0.00	140,782.71	84.51
TOTAL EXPENDITURES		805,270.00	43,922.49	545,956.56	7,900.00	251,413.44	68.78
NET OF REVENUES & EXPENDITURES		103,399.00	74,752.20	221,929.73	(7,900.00)	(110,630.73)	206.99
Fund 651 - MOTOR VEHICLE & EQUIPMENT							
Fund 651 - MOTOR VEHICLE & EQUIPMENT:							
TOTAL REVENUES		576,401.00	25,371.41	353,265.07	0.00	223,135.93	61.29
TOTAL EXPENDITURES		576,401.00	33,481.73	330,596.18	186,611.61	59,193.21	89.73
NET OF REVENUES & EXPENDITURES		0.00	(8,110.32)	22,668.89	(186,611.61)	163,942.72	100.00

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024	AMENDED BUDGET	ACTIVITY FOR		YTD BALANCE 12/31/2024	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDT	
				MONTH 12/31/24	INCR (DECR)				NORM (ABNORM)	USED
	TOTAL REVENUES - ALL FUNDS		6,207,651.00	456,703.08		5,058,473.54	0.00	1,149,177.46	81.49	
	TOTAL EXPENDITURES - ALL FUNDS		6,104,252.00	365,525.89		4,879,378.74	195,419.61	1,029,453.65	83.14	
	NET OF REVENUES & EXPENDITURES		103,399.00	91,177.19		179,094.80	(195,419.61)	119,723.81	15.79	



Moving Forward Working Together

TO: Village President and Council
FROM: Deboria L. Powell, Village Manager
DATE: January 27, 2025
SUBJECT: Ratification of NPDES Annual Permit Fee

Our National Pollutant Discharge Elimination System Permit (NPDES) issued by Michigan EGLE has an annual permit fee that is required for discharging effluent water from all Wastewater Treatment Facilities. This fee has increased from \$3,000 to \$5,500 due to new criteria for classifying wastewater plants.

Staff closely researched the increase and with a payment due date of January 15, 2025, have agreed that this needed to be paid to not be penalized for discharging without a current permit.

The invoice was dated December 1, 2024, therefore this is an expense to be charged to 2024. The 2024 year-end balance for this department remains positive and there are funds available to accommodate the increase in the fee.

MOTION: To ratify payment to EGLE-NP1 for the NPDES Annual Permit Fee for the Wastewater Treatment Plant, in the amount of \$5,500.00 (590-001-803.000)

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.

This institution is an equal opportunity provider and employer.

6506 Main St., P.O. Box 123, Cass City, MI 48726 * 989-872-2911 * Fax 989-872-4855 *
TTY 989-872-4742 or e-mail: casscity.org



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

Water Resources Division

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

INVOICE

Issued under authority of Public Act 451 of 1994, as amended.

Federal ID #38-6000134

VILLAGE OF CASS CITY
RJ KLAUS
6506 MAIN STREET
CASS CITY, MI 48726
US

Invoice Number:	761-11279895
Customer Id:	591156
Invoice Date:	December 01, 2024
Total Due:	\$5,500.00

CASS CITY WWTP
3998 DOERR RD
CASS CITY, MI 48726

FAILURE TO SUBMIT PAYMENT BY THE DATE DUE WILL RESULT IN
PENALTIES AS PRESCRIBED BY LAW.

Account No.:
MI0022594

Invoice Item	Qty	Unit Cost	Sales Tax	Total Cost
NPDES Annual Permit Fee, 2025 MI0022594, Cass City WWTP	1.00	\$5,500.000	\$0.00	\$5,500.00

PAY ONLINE at <https://mienviro.michigan.gov/ncore/external/home>.
Using your MiEnviro account, select Financials from the side panel to make a
payment. VISA, MasterCard, Discover and American Express are accepted.

Total Invoice: **\$5,500.00**
Payment Due: January 15, 2025

For questions please contact (517) 898-4136, or wohlfert@michigan.gov.
For questions relating to oceangoing vessel invoices, please contact (517) 284-5598, or
mulfordm1@michigan.gov.

REMIT PAYMENT TO: STATE OF MICHIGAN
TO ENSURE PROPER CREDIT, SEND THIS PORTION WITH PAYMENT TO:
EGLE - NP1
CASHIERS OFFICE
PO BOX 30657
LANSING, MI 48909-8157

Account No.:
MI0022594

INVOICE NUMBER
761-11279895
WRD NP1

(Please note or make any address corrections below.)

VILLAGE OF CASS CITY
RJ KLAUS
6506 MAIN STREET
CASS CITY, MI 48726
US

RJ Klaus

From: Oh, Jay (EGLE) <OhJ@michigan.gov>
Sent: Thursday, December 19, 2024 9:14 AM
To: Clark, Amy (EGLE); RJ Klaus
Subject: RE: Cass City WWTP

To Amy and RJ Klaus,

As you know, the annual fee of \$5,500 was charged because the Cass City wastewater treatment plant was classified as a major facility. This is because a new criterion for classifying major and minor facilities has been implemented as of June 6, 2024.

*Criteria for Major Municipal – **Design flow** of 1.0 MGD or greater OR serving a population of 10,000 or more (this criteria is based on design flow whereas this was based on actual flow in the past).*

Please let me know if you have any additional questions.

Thanks,

**SUMMARY OF NPDES FEES FOR DISCHARGES OTHER THAN STORM WATER
SB 252 OF 2004**

Permit Application Fees

EPA major facility, individual permit	\$750.00
EPA minor facility individual permit, CSO permit, or wastewater stabilization lagoon individual permit	\$400.00
EPA minor facility, general permit	\$75.00

Annual Permit Fees

EPA Major Facility Fees

Industrial-Commercial facilities	\$8,700.00
Municipal 500 MGD or greater	\$213,000.00
Municipal 50 MGD to less than 500 MGD	\$20,000.00
Municipal 10 MGD to less than 50 MGD	\$13,000.00
Municipal less than 10 MGD	\$5,500.00

EPA Minor Facility Fees

Industrial-Commercial General Permit, high-flow	\$400.00
Industrial-Commercial General Permit, low-flow	\$150.00
Industrial-Commercial Individual Permit, high-flow	\$3,650.00
Industrial-Commercial Individual Permit, low-flow	\$1,650.00
Municipal, 10 MGD or greater	\$3,775.00
Municipal, 1 MGD to less than 10 MGD	\$3,000.00
Municipal, less than 1 MGD	\$1,950.00
Municipal, General Permit, high-flow	\$600.00
Municipal, General Permit, low-flow	\$400.00
Municipal CSO	\$6,000.00
Wastewater Stabilization Lagoon	\$1,525.00

Agricultural Purpose Fees

Individual or General Permits	\$600.00
-------------------------------------	----------

Unless the facility is an:

EPA Major Facility (excluding Farmers' Cooperative Corporations)	\$8,700.00
--	------------

Or an

EPA Minor Facility (must qualify for a low-flow general permit)	\$150.00
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Definitions

- MGD = 1,000,000 gallons per day
- High Flow = 1 MGD or greater
- Low Flow = Less than 1 MGD



Moving Forward Working Together

TO: Village President and Council
FROM: Deboria L. Powell, Village Manager
DATE: January 27, 2025
SUBJECT: Purchase of 2024 Ford F-250 Service Truck

We would like to purchase a 2024 F-250 Service truck for the public works department. Currently they have a 2002 Dodge 3500 tool truck. The 2002 Dodge 3500 has been well used and the body is rusting bad with many patch jobs done in the past. The transmission is also surging and slow to engage.

The new F-250 will be purchased outright from Lunghamer Ford. Lunghamer Ford, previously Signature Ford, is where we have purchased the Police vehicles, WWTP truck and the DPW truck. The F-250 will be purchased through the MIDEAL program.

The F-250 will be a Regular cab truck with a V-8, 4x4, service box and LED warning strobes. This purchase was included in the Capital Improvement Plan, and \$80,000 was budgeted.

MOTION: To approve the purchase of a 2024 F-250 from Lunghamer Ford of Owosso, for the Department of Public Works, in the amount of \$60,198.00 (651-001-970).

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.

This institution is an equal opportunity provider and employer.

6506 Main St., P.O. Box 123, Cass City, MI 48726 * 989-872-2911 * Fax 989-872-4855 *
TTY 989-872-4742 or e-mail: casscity.org



January 16, 2025

Village of Cass City
Attn: RJ Klaus
6506 Main Street
Cass City, MI 48726

Dear RJ Klaus:

Price on 2024 Vehicle State of Michigan Contract# 071B7700180 (MIDEAL/MDOT) and
Macomb County Contract# 21-18 Bid:

2024 Ford F250 Reg Cab 4x4 XL Pickup w/Steel Service Body \$60,198.00 ea

Order Cutoff Date: Knapheide Pool Unit.

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty. Service to be handled by your local Ford Dealer.

Ford Motor Company does not guarantee delivery--Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 30-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 30 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

1960 E Main St Owosso, MI 48867, 888-92-FLEET (888.923.5338) Fax 517-625-5832

2024 F-250 Reg. Cab, SuperCab, Crew Cab Major Standard Equipment

MECHANICAL

- Brakes – Four-Wheel Disc Anti-lock Brake System (ABS)
- Electronic-Shift-On-the-Fly (ESOF) (4x4 only)
- Engine
 - F-250/F-350 – 6.8L 2V DEVCT NA PFI V8 Gas
- Transmission
 - TorqShift®-G ten-speed automatic w/ Selectable Drive Modes: Normal, Eco, Slippery Roads, Tow/Haul (6.8L Gas)
- Fuel Tanks
 - 29 Gallon (Diesel Engine) – 142" or 148" Wheelbase
 - 34 Gallon (Diesel Engine) – 160" or 164" Wheelbase
 - 34 Gallon (Gas Engine) – NA 176" Wheelbase
 - 48 Gallon (Gas Engine) – 176" Wheelbase
 - 48 Gallon (Diesel Engine) – 176" Wheelbase

EXTERIOR

- Bumpers – front & rear, black painted
- Daytime Running Lamps
- Fender vents – front
- Front Box Step and Rear Bumper Step
- Glass – solar-tinted
- Grille – black painted
- Handles – door & tailgate, black
- Jack
 - 3-Ton mechanical (250/350 SRW)
- Manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals
- Operator Commanded Regeneration (OCR) (6.7L Power Stroke® Diesel engine only)
- Tailgate – Removable w/key lock
- "Three-Blink" lane change signal
- Tires
 - LT245/75R17E BSW A/S
- Tow hooks – front, two (2)
- 2.5" Built Ford Tough® Trailer Hitch Receiver
- Trailer Sway Control
- Trailer Tow Package – 7-wire harness w/relays & 7/4 pin connector
- Wheels
 - F-250/F-350 SRW – 17" Argent Painted Steel w/painted hub covers/center ornaments
 - Manual Locking Hubs (4x4)
 - Spare tire, wheel & carrier
- Windshield wipers – intermittent

INTERIOR/COMFORT

- 4.2" LCD Productivity Screen: includes menus for Gauge Setup, Trip Computer, Fuel Economy and Towing/Off-Road applications
- Air conditioning – manual, single zone
- Cabin Air Particulate Filter
- Door-trim – armrest/grab-handle & reflector
- Floor covering – Black, full length vinyl
- Instrumentation – Multi-function switch message center
- Mirror – rearview 11.5" day/night
- Outside Temperature Display
- Overhead console w/dual storage bins and map lights
- Power Equipment Group – 1st row (front-seat) windows w/one-touch up/down, power 2nd row (rear-seat) windows; power door-locks w/backlit switches & accessory delay; power tailgate lock

- Powerpoint – auxiliary two (2) in instrument panel
- Scuff plates – front, color-coordinated
- Seats – Front, HD vinyl, 40/20/40 split bench w/center armrest, cupholder and storage (manual lumbar – driver's side), front center-seat w/integrated restraint
- Steering wheel – black urethane with tilt and telescoping steering wheel/column; includes three (3) button message control
- Sun visors – color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror
- Window – Rear, fixed

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Belt-Minder® (front safety belt reminder)
 - chime & flashing warning light on I/P if belts not buckled
- Center High-mounted Stop Lamp (CHMSL)
- Driver and passenger frontal airbag; passenger side deactivation switch
- Headlamps – Quad beam jewel effect halogen
- Individual Tire Pressure Monitoring System (TPMS)
- Mirrors – Manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals
- Rear View Camera
- Remote keyless entry
- Safety belts – w/height adjustment D-ring
- Safety Canopy® System (incl. side-curtain airbags)
- SecuriLock® Passive Anti-Theft System
- SOS Post-Crash Alert System™
- Stationary Elevated Idle Control

FORD CO-PILOT360™ TECHNOLOGY

- AutoLamp (Auto On/Off Headlamps)
 - Cruise Control
 - Hill Start Assist
- ### FUNCTIONAL
- Audio – AM/FM stereo/MP3 Player (four (4))
 - Alternator – 157 AMP
 - Battery
 - Gas engine – 750-CCA, 78-AH, single
 - Diesel engine – 750-CCA, 68-AH, dual AGM (6.7L Power Stroke® Diesel engine)
 - FordPass Connect™ (5G)
 - 5G Wi-Fi hotspot connects up to 10 devices 1
 - Remotely start, lock and unlock vehicle
 - Schedule specific times to remotely start vehicle
 - Locate parked vehicle
 - Check vehicle status

- Rear axle – Non-Limited-Slip (F-250 and F-350)
- SYNC® 4
 - 8" LCD Capacitive Touchscreen with Swipe Capability
 - Wireless Phone Connection
 - Cloud
 - AppLink® w/App Catalog
 - 911 Assist®
 - Apple CarPlay® and Android Auto™ Compatibility – Digital Owner's Manual
 - Trailer Brake Controller (incl. Smart Trailer Tow Connector)



Seller: Knapheide Truck Equipment Center Flint
 1200 S AVERILL AVE
 FLINT, MI 48503-2975
 www.knapheide.com

QUOTE:
QU-49-904780-3
Quote Expiration:
02/15/2025

Contact(s): Kellie Dennison
 kdennison@knapheide.com

Kellie Dennison (Inside Sales)
 kdennison@knapheide.com
 8107621107

Nate Tomalla (Outside Sales)
 ntomalla@knapheide.com
 8109089105

Customer: Lunghamer Ford Of Owosso

ID: 75538
Address: 1960 E M 21 # M-21
 OWOSSO, MI 48867-9063

Phone: 9897252688
Contact: William "Bill" Campbell
Contact Phone: 8106561464
Email: bcampbell@lunghamerford.com
End Customer: City Of Cass

Terms: NET 30 DAYS
Bid Spec:

Description: 696-S

Quote Information:

Customer Request Date:
Quote Completed Date: 01/16/2025
of Units: 1

Delivery Information:

Total Price Includes F.O.B.:
Ship Via: Delivered
Ship To: Lunghamer Ford Of Owosso
 1960 E M 21 # M-21
 OWOSSO, MI 48867-9063

Vehicle Information:

Make: Ford
Chassis Type: Pickup
Rear Axle Type: SRW
Fuel Type: Gas
GVWR: 10000

Model: F-250
Cab Type: Regular
Drivetrain: 4x2
Transmission Type: Auto

Year: 2025
Cab to Axle: 56
Engine Size: 6.8
Wheelbase: 141.5

Item	Description	Quantity	Total
696-S	Service Body Overall Dimension: 97.25" Long x 78" Wide Cargo Area: 49" Wide x 24" High Side Compartment: 40" High x 14.5" Deep Street Side Compartmentation: Front Vertical: 31.25" Long x 40" High Horizontal: 44.75" Long x 18.5" High Rear Vertical: 21.25" Long x 40" High Curbside Compartmentation: Front Vertical: 31.25" Long x 40" High Horizontal: 44.75" Long x 18.5" High Rear Vertical: 21.25" Long x 40" High Standard Shelving: *(2) Adjustable Divider Shelves in Each Front Vertical Compartment *(1) Bolt-In Divider Shelf Curbside Horizontal Compartment *(1) Adjustable Divider Shelf in Each Rear Vertical Compartment *(28) Shelf Dividers Warranty: Standard Knapheide Limited Warranty Weight: 1050lbs **USE FORD FACTORY HITCH**	1.00	
35618925	Single Stage White Paint To Match Cab	3.00	
20128850	LED Surface Mount Light Kit New Style Stop/Turn/Tail Light and Backup Light with Amber Strobe Feature	1.00	
20095520	Quick Mount Kit for Service Body with 6" Understructure for 2017 and Newer Ford with 56" CA	1.00	
34861695	78" Wide Galva-Grip Recessed Bumper with KnapLiner 2017 or Newer Ford 56" CA 2007 or Newer Ram 60" CA	1.00	

	77.82" Wide x 10.88" Deep Weight: 77lbs		
35346424	2023 Ford Cab Chassis Harness Modification	1.00	
34360488	Universal Fuel Fill Cup Kit 21-42 Mounting Angle Ford F250-F550 GM 2500-6500 Ram 2500-6500	1.00	
35139058	Install OEM-Supplied Back Up Camera to OEM Monitor *When Chassis is ordered with OEM Back-Up Camera Option	1.00	
34996365	LINE BUMPER	1.00	
34995222	Installation Labor	4.50	
34996438	Paint Labor To Match Cab	1.50	
34997150	Prep Labor	4.50	
34996891	Pollak 7-way flat trailer plug Fixture Type: Connectors Fixture Shape: 12 Volts Package Type: P Pack Voltage: 12 Volts Amps: 30 Amp 6.2" x 5.2" x 3.7" Weight: .2 Lbs	1.00	
35376883	Plug Adaptor, US CAR	1.00	
34995222	Installation Labor	1.25	
PACKAGE	LED 15" MINIBAR AMBER/GREEN MOUNT ON 3RD BRAKELIGHT BRACKET 2 - MOUNT IN GRILL 2 - MOUNT IN REAR BUMPER WIRE ALL STROBES TO OEM UPFITTER SWITCH KEY HOT	1.00	
Total does not include any applicable taxes or transportation charges unless specifically noted herein:		Subtotal:	\$12,352.78
		Total:	\$12,352.78

Customer PO _____

Total Price _____

Credit Card Policy: We do not accept credit cards for payment of any order in excess of \$10,000.00. For other orders, we do accept MasterCard, American Express, Visa and Discover cards for payment.

Cancellation Policy: Payment is due in full upon cancellation of any orders for non-stocked parts or products (provided part/product has been ordered by Seller) and upon cancellation of installation

Payment Policy: Payment Terms are due upon receipt of signed quote unless prior credit agreement has been established at the time of order. Payment terms for customers with an established credit account will be Net 30 from date of invoice. Seller has right to assess late charges at 1.5% per month on all invoices that are 60 days or more past due.

Pricing Policy: Price Quotation is good on orders received through the expiration date. Pricing quoted applies to chassis make/model originally provided and quantity quoted. Any change may result in price change. Orders are subject to all applicable state, local and federal excise taxes. Applicable taxes will be applied on final billing to customer upon completion of order. Seller must be in possession of the vehicle for this order within 90 days of quote acceptance or the order can be subject to price adjustments due to cost increases for materials, labor, and shop supplies.

Return Policy: All sales are final. Purchased parts or products are non-returnable.

By signing and accepting this quotation, Customer agrees to accept Knapheide Truck Equipment Center Flint terms and conditions as stated above.

Customer Signature _____

Print Name _____

Title _____

Date _____

10000# GVWR Regular Cab 8 Ft. Box, 142"WB, 10000# GVWR

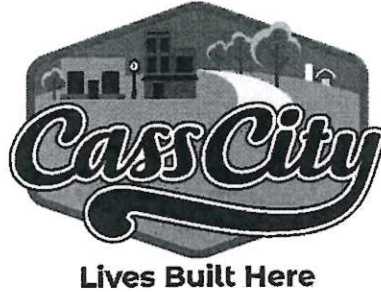
[x] Base Price 4x4 (F2B/600a), (T.6) \$45,965.00

<u>Available Standard Options</u>	<u>Option</u>	<u>Price</u> <u>Reg. & Super/Crewcab</u>
[x] Seats, 40/20/40 Split Bench Vinyl	AS	Standard
[x] Tires, LT245/75Rx17E All-Terrain (5)	TBM	165.00
[x] Dual Batteries (68 Amp.) (Gas Engines Only, Includes Dual Alternators 410 amp)	86M/67B	325.00
[x] Cab Steps Molded Black	18B	320.00
[x] Upfitter Switches (6) located in overhead console)	66S	165.00
[x] Snow Plow Prep Package(N/A with 67H)	473	250.00
[x] <u>XL Chrome Pkg.</u> (Chrome front and rear step bumper, Bright Chrome Hub Covers and Center Ornaments & BoxLink with Brackets and 4 Premium Locking Cleats)	96V	225.00
[x] Axle, Electronic Locking	X3	430.00

Total Price \$47,845.00 ea

Colors for F-250

<u>Exterior Colors</u>	<u>Interior Steel (Grey)</u>
Oxford White	[Z1] [x]



TO: Village President and Council
FROM: Deboria L. Powell, Village Manager
DATE: 1/27/2025
RE: Approve DNR Grant for Street Forestry Management Project

As part of the 2024 Strategic Goal: Street Forestry Management, the Village of Cass City is to receive a \$10,000 (1:1 match) grant from the DNR Community Forestry Grant program. We received news of this award in November 2024, and our committee has been in contact with Kerry Gray from the DNR to review the terms of acceptance of this agreement to conduct a Tree Inventory Assessment.

The Village's \$10,000 match has been allocated in two funds for 2025; \$5,000 from 202-470-800.000 (Major Streets-Contracted Services, Sidewalks) and \$5,000 from 203-470-800.000 (Local Streets-Contracted Services, Sidewalks).

MOTION: To approve the DNR Community Forestry Grant agreement for a tree inventory of village trees, in the amount of \$10,000; and authorize Village Manager Deboria Powell to execute the agreement on behalf of the Village of Cass City.



FY25 COMMUNITY FORESTRY GRANT PROGRAM

This information is required by authority of Part 5 of Act 451, P.A. 1994 as amended, to receive funds.

This Agreement is between Village of Cass City, a local unit of government in the county of Tuscola, hereinafter referred to as the "GRANTEE," and the MICHIGAN DEPARTMENT OF NATURAL RESOURCES, an agency of the State of Michigan, hereinafter referred to as the "DEPARTMENT." Funds are appropriated from 24-DG-11094200-293, a Federal Grant from the United States Forest Service, USDA (FAL 10.675) to the DEPARTMENT to issue grants for projects in the state under the Cooperative Forestry Assistance Act of 1978 for the Urban and Community Forestry Program and approved by the Michigan Legislature.

A copy of this Federal award is included as APPENDIX B.

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below and described in APPENDIX A. This Agreement is subject to the terms and conditions specified herein.

Project #:	<u>CFG25-01</u>		
Amount of grant:	<u>\$10,000.00</u>	Max. 50% of Project	Start Date: <u>10/01/2024</u>
Amount of match:	<u>\$10,000.00</u>	Min. 50% of Project	End Date: <u>09/01/2026</u>
Project Total:	<u>\$20,000.00</u>		

As a precondition to the execution of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT within 30 days of the date the Agreement is issued, or the Agreement may be cancelled by the DEPARTMENT. **This Agreement is not effective until the GRANTEE has signed it, returned it, and the DEPARTMENT has signed it.** The Agreement is considered executed when signed by the DEPARTMENT.

The individuals signing below certify by their signatures that they are authorized to sign this Grant Agreement on behalf of their agencies, and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

GRANTEE

SIGNED

By: _____

Title: _____

Date: _____

*Vendor Self Service: <https://www.michigan.gov/VSSLogin>.
For assistance please contact the VSS Call Center (888) 734-9749 or email SIGMA-Vendor@Michigan.gov

WPVTM24KEJF5
Unique Entity Identifier Number (<https://sam.gov>)
CV0048368 008
*SIGMA Vendor Number *SIGMA Address ID

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED

By: _____
Kevin Sayers, UCF Program Manager

_____ Date of 1_53 ition by DEPARTMENT

I. CONTACT INFORMATION

This Agreement shall be administered on behalf of the DEPARTMENT by the Forest Resources Division. All reports, documents, or actions required of the GRANTEE shall be submitted to the contact below.

GRANTEE CONTACT

Melanie Radabaugh
Name

Village of Cass City
Organization

6506 Main St.
Address

Cass City, MI 48726
City, State, Zip

989-872-2911
Telephone Number

mradabaugh@casscity.org; ccmanager@casscity.org
E-mail Address

DEPARTMENT CONTACT

Kerry Gray, Urban & Community Forestry Grant Specialist
Name/Title

Department of Natural Resources- Forest Resources Division
Organization

525 W. Allegan Street, Lansing, MI 48933
Address

P.O. Box 30425 Lansing, MI 48909-7952
Address

734-691-1806
Telephone Number

Grayk12@michigan.gov
E-mail Address

All notices, reports, requests or other communications hereunder shall be sufficiently given when mailed or emailed and addressed as indicated in this section. The DEPARTMENT and GRANTEE may by written notice designate a different address to which subsequent notices, reports, requests, or other communications shall be sent.

II. PROJECT SCOPE

The GRANTEE'S Community Forestry Grant application (APPENDIX A) is, by this reference, made part of this Agreement. This Agreement, together with the APPENDICES, constitutes the entire Agreement between the parties.

Costs must be allowable, allocable, reasonable and consistent with the budget identified for completing the project as described in APPENDIX A, including modifications to APPENDIX A, which must be requested and approved in writing. Only the agreed-upon project costs incurred during the grant period are eligible for grant payment, unless otherwise approved in writing by the DEPARTMENT.

III. PROJECT PERIOD

The project and budget periods are effective from **October 1, 2024 – September 1, 2026**, as listed on page 1 of this Agreement. The GRANTEE is expected to complete the project within the project period. Requests by the GRANTEE to extend the project period must be made in writing a minimum of 30 days before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT and may be made only by an amendment to this Agreement.

IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS

GRANTEE is required to submit annual progress reports. The reports should summarize the progress made towards meeting project goals, outcomes, and deliverables during the annual reporting period (October 1 – September 30, 2025). In addition to the annual progress report, GRANTEE is **required to submit a request for reimbursement** for any expenses and/or match incurred during the State fiscal year (Oct 1 – September 30, 2025).

Final Grant Reporting. The GRANTEE must complete and submit a final narrative summary in accordance with instructions provided by the DEPARTMENT. The summary should include, but is not limited to, details on achieving the deliverables outlined in this grant agreement. The final narrative summary is due at the same time as the final reimbursement request, no later than September 30, 2026.

All projects are required to submit before, during and after pictures that document the grant project process. These pictures should be submitted with the annual and final grant reports.

V. CHANGES

Any changes to this Agreement requested by GRANTEE must be made in writing to the DEPARTMENT and are subject to DEPARTMENT approval in its sole discretion. Changes requiring an amendment to this Agreement, will be executed by the DEPARTMENT and the GRANTEE in the same manner as this Agreement.

VI. GRANTEE RESPONSIBILITIES

The GRANTEE agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

The GRANTEE of this award is subject to the OMB guidance in subparts A through F of 2 CFR Part 200 as adopted and supplemented by the USDA in 2 CFR Part 400. Adoption by USDA of the OMB guidance in 2 CFR 400 gives regulatory effect to the OMB guidance in 2 CFR 200 where full text may be found.

Electronic copies of the CFR's can be obtained at the following internet site: www.ecfr.gov. If you are unable to retrieve these regulations electronically, please contact the Grant and Agreements Office at (640) 557-4106.

The GRANTEE agrees to obtain all necessary permits before commencement of the project. This Agreement shall not be construed to obligate the DEPARTMENT or any other agency to issue any permit required for the completion of the project. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits. The GRANTEE will retain a copy of all permits in the file and make them available to the DEPARTMENT upon request.

The GRANTEE affirms to have control of the project area through fee-simple title, lease or other recorded interest in the project area or written permission from the owner of the project area to complete project activities.

This Agreement shall not be construed to require the DEPARTMENT to operate or maintain or to contribute to the operation or maintenance of the project improvements and associated project activities that are the subject of this Agreement for the course of the expected useful life.

The GRANTEE is solely responsible for the operation and maintenance of the project activities that are the subject of this Agreement and the actions of any employee or agent of the GRANTEE acting within the scope of their employment or agency. The GRANTEE shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 et seq.

VII. PURCHASING AND CONTRACTING

The GRANTEE agrees to adhere to all contracting and procurement requirements as outlined in the OMB guidance listed in Part III of this agreement, for the year the grant award was issued or the most recent OMB guidance.

The DEPARTMENT reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The GRANTEE is solely responsible for all contractual activities performed under this Agreement. Further, the DEPARTMENT will consider the GRANTEE to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated grant. All subcontractors used by the GRANTEE in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

VIII. USE OF MATERIAL

Unless otherwise specified in this Agreement, the GRANTEE may release information or material developed under this Agreement, provided it includes specific recognition of assistance received from the DEPARTMENT.

The DEPARTMENT retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the GRANTEE or another person.

IX. ASSIGNABILITY

This Agreement and grant may not be transferred or assigned to any other agency, group, or individual without prior written approval by the DEPARTMENT.

X. NON-DISCRIMINATION

The GRANTEE shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 et seq., the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 et seq., and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter -55- tly or indirectly related to employment, because of his or her

sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status or disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The GRANTEE agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

No individual shall be denied access to grant-funded facilities or activities on the basis of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status or disability.

XI. LIABILITY

The GRANTEE hereby represents that it will defend any suit brought against either party that involves title, ownership, or specific rights, including appurtenant riparian rights, of any lands controlled by the GRANTEE connected with or affected by the project.

The GRANTEE is responsible for all claims, demands, judgments, and expenses, including attorney fees, from any and all loss, damage, or injury to person or property, or death arising under or in any manner related to the Agreement, the activities authorized by the Agreement or the use and occupancy of the premises, project area or facilities.

XII. CONFLICT OF INTEREST

No government employee, or member of the legislative, judicial, or executive branches, or member of the GRANTEE's Board of Directors, its employees, partner agencies, or their families shall have a direct or indirect interest in any part of this Agreement that creates a substantial conflict of interest.

XIII. ANTI-LOBBYING

The GRANTEE shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action."

XIV. DEBARMENT AND SUSPENSION

By signing this Agreement, the GRANTEE certifies to the best of its knowledge and belief that it, its agents, and its subcontractors:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
2. Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
4. Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.

XV. IRAN SANCTIONS ACT

By signing this Agreement, the GRANTEE is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

XVI. AUDIT AND ACCESS TO RECORDS

The DEPARTMENT reserves the right to conduct a programmatic and financial audit of the project and may withhold payment until the audit is satisfactorily completed. The GRANTEE will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The GRANTEE will provide proper facilities for such access and inspection. All records must be maintained for a minimum of seven years after the final payment has been issued to the GRANTEE by the DEPARTMENT.

XVII. INSURANCE

The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.

XVIII. OTHER SOURCES OF FUNDING

The GRANTEE agrees to notify the DEPARTMENT immediately if funding for the same or a substantially similar project is received and to cease all activity under this Agreement until the difference in scope between projects is identified and agreed upon by all parties.

The GRANTEE guarantees that any claims for reimbursement made to the DEPARTMENT under this Agreement must not be financed by any source other than the DEPARTMENT under the terms of this Agreement. If funding is received through any other source, the GRANTEE agrees to delete from GRANTEE's billings, or to immediately refund to the DEPARTMENT, the total amount representing such duplication of funding.

XIX. REIMBURSEMENT

The DEPARTMENT will make payment to the GRANTEE as follows:

1. The DEPARTMENT will pay the GRANTEE a total amount not to exceed the amount on page 1 of this Agreement, in accordance with the Deliverables and Budget Detail of this Agreement and APPENDIX A. Any cost overruns incurred to complete the project activities called for by this Agreement shall be the sole responsibility of the GRANTEE.
2. To be eligible for payment, the GRANTEE must submit a complete payment request to the DEPARTMENT on form(s) provided by the DEPARTMENT and have satisfied all progress reporting requirements due prior to the date of the payment request.
3. The GRANTEE is required to submit documentation of all costs incurred, including the value of match and donations made to the project. Documentation of expenditures and value of match and donations must meet written DEPARTMENT requirements as specified in the OMB guidance for the year the grant was issued or the most recent version of the OMB guidance. The DEPARTMENT reserves the right to request additional information necessary to substantiate payment.
4. The GRANTEE is responsible for providing documentation of all matching funds committed to the project. If the GRANTEE fails to meet the match obligation the DEPARTMENT may withhold or require repayment of grant funds.
5. The GRANTEE must be a registered vendor with the State of Michigan SIGMA Vendor Self Service (VSS) system to receive payments. The registration website is:
<https://sigma.michigan.gov/PRDVSS1X1/Advantage4>. All grant funds will be paid by Electronic Funds Transfer (EFT).
6. GRANTEE is required to have a Unique Entity Identifier (UEI) number. Per 2 CFR 200.210 which refers to 2 CFR 25.315, appendix A, Paragraph C.2, a unique entity identifier is required for SAM registration. GRANTEE may contact the DEPARTMENT if help is needed to set this up.
7. Due to the State's year-end closing procedures, annual and final reimbursement requests must be submitted to the DEPARTMENT no later than September 30 to allow the State to complete its accounting for that fiscal year. Any requests for reimbursement submitted after the deadline will be denied by the DEPARTMENT.

XX. CLOSEOUT

A determination of project completion, which may include a site inspection and an audit, shall be made by the DEPARTMENT after the GRANTEE has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in APPENDIX A.

Upon issuance of final payment from the DEPARTMENT, the GRANTEE releases the DEPARTMENT of all claims against the DEPARTMENT arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the DEPARTMENT's claims against the GRANTEE. All records must be maintained for a minimum of seven years after the final payment has been issued to the GRANTEE by the DEPARTMENT.

The GRANTEE shall immediately refund to the DEPARTMENT any payments in excess of the costs allowed by this Agreement.

XXI. CANCELLATION

This Agreement may be canceled by the DEPARTMENT, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the GRANTEE, or upon mutual Agreement by the DEPARTMENT and GRANTEE. The DEPARTMENT may honor requests for just and equitable compensation to the GRANTEE for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the DEPARTMENT and the DEPARTMENT will no longer be liable to pay the GRANTEE for any further charges to the grant.

XXII. TERMINATION

This Agreement may be terminated by the DEPARTMENT as follows:

1. Upon 30 days written notice to the GRANTEE:
 - a. If the GRANTEE fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation, or the rules promulgated thereunder, or other applicable law or rules.
 - b. If the GRANTEE knowingly and willingly presents false information to the DEPARTMENT for the purpose of obtaining this Agreement or any payment under this Agreement.
 - c. If the DEPARTMENT finds that the GRANTEE, or any of the GRANTEE's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.
 - d. If the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
 - e. During the 30-day written notice period, the DEPARTMENT shall withhold payment for any findings under subparagraphs a through d, above and the GRANTEE will immediately cease charging to the grant and stop earning match for the project.
2. Immediately and without further liability to the DEPARTMENT if the GRANTEE, or any agent of the GRANTEE, or any agent of any subcontract is:
 - a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
 - b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
 - c. Convicted under state or federal antitrust statutes;
 - d. Convicted of any other criminal offense that, in the sole discretion of the DEPARTMENT, reflects on the GRANTEE's business integrity; or
 - e. Added to the federal or state Suspension and Debarment list.

If a grant is terminated, the DEPARTMENT reserves the right to require the GRANTEE to repay all or a portion of funds received under this Agreement.

Failure of the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law, may:

- a. Terminate this Agreement; and/or
- b. Withhold and/or cancel future payments to the GRANTEE under this Agreement or any other grant projects administered by DEPARTMENT until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
- c. Withhold action on all pending and future grant applications submitted by the GRANTEE and/or
- d. Require repayment of grant funds paid to GRANTEE; and/or
- f. Require specific performance of the Agreement.

XXIII. RELATIONSHIP

The GRANTEE is considered a sub-recipient in this grant agreement. The GRANTEE is to use the Federal funds to carry out the program purpose of this Federal award. During the term of this grant the GRANTEE must adhere to all applicable Federal program requirements that are listed in the award, that is included in APPENDIX B.

XXIV. Indirect Rate

The approved indirect cost rate at the time of execution is **10.00%**

The GRANTEE does not have an established federally negotiated rate for Indirect charges. Therefore, the GRANTEE has elected to charge the de minimis rate of 10.00% of total direct costs (MTDC) which will be used indefinitely. The MTDC includes direct salaries and wages, applicable fringe benefits, materials, supplies, services, travel and up to the first \$25,000 of each subaward.

OR

XXIV. Indirect Rate

The approved indirect cost rate at the time of execution is **RATE%** as shown in the NICRA provided by the GRANTEE.

As new NICRAs are agreed to between the GRANTEE and their cognizant audit agency, the revised provisional or final rate(s) are automatically incorporated into this award, as appropriate, and must specify (1) the agreed upon rates, (2) the bases to which the rates apply, (3) the fiscal year for which the rates apply, and (4) the items treated as direct costs. The award obligation will not increase as a result of indirect cost rate increases. Updates to NICRAs will not affect the total funds available for this award unless documented in a formally executed modification.

If the NICRA is for a provisional rate, THE GRANTEE shall be reimbursed at the established provisional rate(s), subject to appropriate adjustment when the final rate(s) for the fiscal year are established.

Deliverables and Budget Detail CFG25-01 Village of Cass City

Grant Deliverables to be completed:

- Conduct inventory of Village’s public street trees (provide DNR copy of inventory data).
- Develop a management plan based on public tree inventory data (provide DNR copy of plan)

BUDGET CATEGORIES	GRANT FUNDS AWARDED (Reimbursable)	LOCAL MATCH* (Cash and/or in-kind)
PERSONNEL		
BUDGET CATEGORIES		
SALARIES (Program Staff)		
FRINGES (Program Staff)		
SALARIES (Administrative Staff)		
SALARIES (Administrative Staff)		
TRAVEL		
VOLUNTEER		
SUPPLIES		
CONTRACTUAL & CONSULTING	\$10,000.00	\$10,000.00
INDIRECT COSTS		
OTHER		
TOTAL:	\$10,000.00	\$10,000.00

SPECIAL CONDITIONS OF GRANT:

*Ultimate match source(s) and amounts may differ from above but must be equal to or greater (1:1) than the eligible and reimbursable expenses.

The grant expiration date is September 1, 2026. Final reimbursement request and reports are due by September 30, 2026.

Grant funds to be used towards reimbursement of eligible expenses associated with Village of Cass City’s project.

Copies of **paid** invoices and receipts or time records and submission of all project deliverables (e.g. data, reports or photos as evidence of tree plantings) are required for reimbursement.

All cash matching expenses must be documented with copies of **paid** invoices and receipts or time records.

All in-kind matching expenses must be documented by time records (volunteer logs), donation slips or values calculated and described on official organization letterhead that is signed and dated.

Cass City Downtown Development Authority
Minutes
November 12, 2024

The Meeting was brought to order at 1:30 pm by Village President Robert Piaskowski.

BOARD MEMBERS PRESENT: Christine Anthony, Eric Brown, Tyler Erla, Jon Ligrow, Tuscola EDC Director Trevor Keyes and Village President Robert Piaskowski

ABSENT: Misty DeLong, Andrew Klco, David Weiler, Cass City Chamber Administrator

VILLAGE STAFF PRESENT: Village Manager Debbie Powell, Director of Community Development Melanie Radabaugh, Administrative Assistant Linda Miller

Motion to approve the minutes from the October 8, 2024, meeting was made by Brown and supported by Erla. Motion Carried.

Motion to approve the October 31, 2024, Financial Report was made by Brown and supported by Ligrow. Motion Carried.

No comments during Citizen Comments.

Chamber of Commerce Report: Radabaugh mentioned Christmas in The Village is scheduled for Saturday, December 7th. They are still looking for entries for the Chili Cook-Off and floats for the lighted parade. Golf Carts and ATVS are allowed in the parade.

Old Business: Still looking for someone to fill the vacant seat on the DDA/EDC board.

Downtown Tree Fundraiser: There was some discussion regarding the downtown trees that will be planted next year. It was suggested that involving the schoolchildren in the fundraiser would be good for the community. Also, allowing people to sponsor a tree in memory of someone. We will have a CEDAM Fellow starting in January and one of the projects will be to file an application to become an Arbor City.

November 22 and 23 from 10 AM to 7 PM, the Market on Main will be holding a Grand Opening Celebration.

December 11 from 2:00 to 4:00 PM, a Marketing 101 workshop for Michigan Small Businesses will be held at the Rawson Memorial Library.

Next Meeting: January 14, 2025

By consensus, the meeting was adjourned at 2:04 pm.

Respectfully Submitted,

Linda W. Miller
Administrative Assistant



Moving Forward Working Together

DATE: January 27, 2025

TO: Village President and Council

FROM: Cass City Downtown Development Authority

RE: Appoint Gavin Frederick to the Cass City Downtown Development Authority

On January 14, 2025, the Cass City Downtown Development Authority voted to recommend:

Gavin Frederick to fill vacant position on the Downtown Development Authority with a term ending May 1, 2029.

The attached application from Mr. Frederick cites his interest to serve on the board. This request asks that you approve his nomination to the Downtown Development Authority.

MOTION: Approve naming Gavin Frederick to fill a vacant position on the Cass City Downtown Development Authority with a term ending May 1, 2029.

This institution is an equal opportunity provider and employer.

6506 Main St., P.O. Box 123, Cass City, MI 48726 * 989-872-2911 * Fax 989-872-4855 *
TTY 989-872-4742 or e-mail: casscity.org

BOARDS & COMMISSIONS APPLICATION

Thank you for your interest and expressed willingness to serve as an official for the Village of Cass City! This application will inform the President and Council with information pertaining an appointment to a Village Board or Commission. Once the application is completed, the Village Manager and Village President will review the materials and make a recommendation to the Village Council, who will vote on the final appointment. All applicants will have the opportunity to be interviewed by the Village Council during a regularly scheduled meeting. The Village has a goal of reviewing all appointments within 30 days *when a position is vacant*. If a position is not vacant, applications will be filed for two years from their submission date and applicants will be notified if they are considered for vacant seat during that time.

NAME: Frederick Gavin J. U.S. Citizen Yes No
Please Print: Last First M.I.

ADDRESS: [REDACTED]
Number Street City State Zip

PHONE: [REDACTED] [REDACTED] [REDACTED]
Home Cell Work

EMAIL: gfrederick@tri-countybank.com

I am interested in serving on . . .

<i>Boards/Committees</i>	<i>Function</i>	<i>Meeting Times</i>
<input checked="" type="checkbox"/> Downtown Development Authority & Economic Development Commission (4-year term)	<ul style="list-style-type: none"> • To promote and enhance in the Downtown District • To guide decisions that affect the industrial park 	1:30 PM, Second Tuesday of the Month
<input type="checkbox"/> Planning Commission (3-year term)	<ul style="list-style-type: none"> • To develop the Master Plan, provide input on zoning, and inform the village council on public works and community development matters 	7:00 PM, Third Wednesday of the Month
<input type="checkbox"/> Zoning Board of Appeals (3-year term)	<ul style="list-style-type: none"> • To determine variance requests and hear appeals of the Village's zoning administrator's decisions 	May of Each Year, Then as Required
<input type="checkbox"/> Other: _____		

When you have completed this application please:

Mail, drop off, or utilize outside drop box:
 Village of Cass City
 PO Box 123
 6506 Main Street
 Cass City, MI 48726

Email to:
 Village Manager Debbie Powell
 ccmanager@casscity.org

Fax:
 (989) 872 - 4855



I Have Experience In . . .

- | <i>DDA/EDC</i> | <i>Planning Commission</i> | <i>Zoning Board of Appeals</i> | <i>Other Skills</i> |
|--|--|--|---|
| <input type="checkbox"/> Architecture & Landscape Architecture | <input type="checkbox"/> Building Construction | <input type="checkbox"/> Building Construction | <input checked="" type="checkbox"/> Accounting & Financial Management |
| <input type="checkbox"/> Commercial & Residential Development | <input type="checkbox"/> Civil Engineering | <input type="checkbox"/> Civil Engineering | <input type="checkbox"/> Arts & Culture |
| <input type="checkbox"/> Downtown Retail | <input type="checkbox"/> Code Enforcement | <input type="checkbox"/> Land Use Planning | <input type="checkbox"/> Executive Leadership |
| <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> Land Use Planning | <input type="checkbox"/> Real Estate & Development Law | <input checked="" type="checkbox"/> General Board Experience |
| <input type="checkbox"/> Marketing & Promotion | <input type="checkbox"/> Real Estate Development | | <input type="checkbox"/> Grants & Fund Development |
| <input type="checkbox"/> Planning & Zoning | | | |

Note: Lack of experience in these areas does not disqualify someone from serving, but these skills provide an overview of the matters handled by the boards and committees.

Background Information

Applicant may attach resume, CV, or other relevant materials when applying.

Educational Background:

Cass City High School [REDACTED]

Delta College Associate Degree

Professional Qualifications and/or Work Experience:

Commercial & Residential lending

Community Organizations and Volunteer Experience:

Kingston Lions Club, Cass City Chamber, Cass City VFW

Why would you like to serve on a board or commission?

In order to help our community thrive for future generations and see successful business involvement.

References (2):

NAME: [REDACTED]

PHONE: [REDACTED]

NAME: [REDACTED]

PHONE: [REDACTED]

When you have completed this application please:

Mail, drop off, or utilize outside drop box:
 Village of Cass City
 PO Box 123
 6506 Main Street
 Cass City, MI 48726

Email to:
 Village Manager Debbie Powell
 ccmanager@casscity.org

Fax:
 (989) 872 - 4855

**Cass City Economic Development Corporation (EDC)
Minutes
November 12, 2024**

The Meeting was brought to order at 2:04 pm by Village President Piaskowski.

BOARD MEMBERS PRESENT: Christine Anthony, Eric Brown, Tyler Erla, Jon Ligrow, Tuscola EDC Director Trevor Keyes and Village President Robert Piaskowski

ABSENT: Misty DeLong, Andrew Klco, David Weiler, Cass City Chamber Administrator

VILLAGE STAFF PRESENT: Village Manager Debbie Powell, Director of Community Development Melanie Radabaugh, Administrative Assistant Linda Miller

Motion to approve the minutes from the October 8, 2024, meeting was made by Erla, and supported by Brown. Motion Carried.

Motion to approve the October 31, 2024, Financial Report was made by Brown and supported by Ligrow. Motion Carried.

No comments during Citizen Comments.

Tuscola County EDC Report: Tuscola County EDC Director Trevor Keyes mentioned work is still ongoing inside of the former Nestle Building. Met with local realtors last month along with the Director of Community Development. The meeting went very well and Radabaugh has provided a list of commercial parcel vacancies for input in the Michigan Commercial Real Estate Database. He will be meeting with entrepreneurs to discuss obstacles and options for them to move forward. Ten businesses in Tuscola County (which included two from Cass City) were recently awarded grant funds ranging from \$1,300 to \$4,200 to support their growth and development. Met with six entrepreneurs and small business owners looking for assistance or loans that would aid in growing or starting their businesses. Also met with two housing developers regarding a parcel the community would like to see developed.

Next Meeting: January 14, 2025

By consensus, the meeting was adjourned at 2:20 pm.

Respectfully submitted,

Linda W. Miller
Administrative Assistant



Moving Forward Working Together

DATE: January 27, 2025

TO: Village President and Council

FROM: Cass City Economic Development Corporation

RE: Appoint Gavin Frederick to the Cass City Economic Development Corporation

On January 14, 2025, the Cass City Economic Development Corporation voted to recommend:

Gavin Frederick to fill a vacant position on the Economic Development Corporation with a term ending May 1, 2029.

The attached application from Mr. Frederick cites his interest to serve on the board. This request asks that you approve his nomination to the Economic Development Corporation.

MOTION: Approve naming Gavin Frederick to fill a vacant position on the Cass City Economic Development Corporation with a term ending May 1, 2029.

This institution is an equal opportunity provider and employer.

6506 Main St., P.O. Box 123, Cass City, MI 48726 * 989-872-2911 * Fax 989-872-4855 *
TTY 989-872-4742 or e-mail: casscity.org

Cass City Planning Commission Meeting
Minutes of November 20, 2024

PRESENT: Gary Barnes, Barbara Kirn, Colleen Langenburg, Joe Leeson, Eric Oslund, Dallas Rabideau, Heather Severance, Erik Tamlyn, Village President Robert Piaskowski

Village Staff Present: Village Manager Debbie Powell, Nanette Walsh, Clerk/Treasurer

Excused: None

The Meeting was called to order at 7:00 pm by Leeson.

Motion by Tamlyn, supported by Oslund, to approve the minutes of the October 16, 2024 Meeting. Motion carried.

There were no comments during Citizens' Comments.

Proposed Ordinance # 200, Permitted Use of First Floor Buildings in Community Business Districts, and Proposed Ordinance # 201, Residential Storage Containers and Dumpsters were reviewed by legal, and would be on January 15, 2025 agenda, to discuss enforcement language with Cass City Police Chief James Freeman.

Manager Powell presented plans to have McKenna update the 2025 Cass City Five Year Master Plan, with the proposed cost included in the proposed 2025 Village of Cass City Financial Budget. The Village has received approval for a CEDAM Fellow placement, with one of the fellow's tasks being the Master Plan completion.

Powell added that updates to the Zoning Ordinance were planned for 2025, having Giffels Webster update the Zoning Map, with annexations, zoning reclassifications, and adding new ordinances and amendments in the zoning books/on-line.

A Forestry Grant was approved to inventory Village "owned" trees in the right of ways in the Village of Cass City. A plan will be developed to identify the current locations and types of trees in the Village and recommendations for replacement, costs and timeline.

An overview of the recent Michigan Association of Planners training held in October 2024 on Community Involvement and Public Participation Plan was conducted. Feedback included well-informed instructors, utilization of real-life examples, a great networking experience, and excellent materials and worksheets.

The next scheduled Planning Commission Meeting shall be Wednesday, January 15, 2025 at 7:00 pm.

Motion to adjourn the meeting at 7:37 pm was made by Tamlyn, supported by Oslund. Motion Carried.

Respectfully submitted,

Nanette Walsh, Village Clerk/Treasurer



Moving Forward Working Together

January 27, 2025

To: Village President and Council

From: Cass City Planning Commission

RE: Reappointments to the Cass City Planning Commission

On January 15, 2025, the Cass City Planning Commission voted to recommend:

Joe Leeson, Gary Barnes, Heather Severance and Erik Tamlyn be reappointed the Planning Commission board with a term ending May 1, 2028.

These individuals have relayed their interest in continuing to serve on the board. This request asks that you approve their reappointments to the Planning Commission.

MOTION: Approve reappointing Joe Leeson, Gary Barnes, Heather Severance and Erik Tamlyn to the Cass City Planning Commission with a term ending May 1, 2028.

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.

This institution is an equal opportunity provider and employer.

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TTY 989-872-4742 or e-mail: casscity.org

VILLAGE OF CASS CITY
PROPOSED ORDINANCE NO. 200

AN ORDINANCE TO AMEND ZONING AMENDMENT;
CHAPTER 46 ZONING, SECTION 46.3.1.8 COMMUNITY BUSINESS,
ARTICLE B PERMITTED USES,
SUBSECTION 12 RESIDENTIAL OCCUPANCY OF FIRST (GROUND) FLOOR

THE VILLAGE OF CASS CITY ORDAINS:

Section 1. The Village Council of Cass City hereby amends the Village Ordinance, Section 46-3.1.8, Community Business, Article B, Permitted Uses, to include the following:

“Sec. 46-3.1.8 Permitted Uses.

(12)Residential Occupancy of First (ground) Floor:

The first (ground) floor of a building may be used for residential, one-family occupancy, only if the following conditions are met:

A) Each first-floor dwelling unit must have a **separate, non-public front egress, or an egress in the side or rear of the building.**

B) Exterior design and façade materials of the new or redeveloped residential building shall complement or be comparable to the façade plan of surrounding residential/commercial structures.”

C) Commercial/Business Space shall be located in the front of the building.

D) **Living Units shall be located in the rear of the building.**

E) **Living Space shall not exceed 50% of total first floor building space.**

A MOTION TO CONDUCT THE FIRST READING AND ADOPT PROPOSED ORDINANCE # 200, TO AMEND ZONING AMENDMENT; CHAPTER 46 ZONING, SECTION 46.3.1.8 COMMUNITY BUSINESS, ARTICLE B PERMITTED USES, SUBSECTION 12 RESIDENTIAL OCCUPANCY OF FIRST (GROUND) FLOOR

Was offered by Trustee _____ and supported by Trustee _____

Ayes: _____, Village President

Nays: _____, Village Clerk

Resolution: Approved / Not Approved



Lives Built Here

TO: Village Council
FROM: Debbie Powell, Village Manager
DATE: January 27, 2025
RE: January Manager's Report

WELCOME OUR CEDAM FELLOW

I am pleased to announce our Community Economic Development Association of Michigan (CEDAM) Fellow is Laken Chapin, and she begins her 15-month fellowship on January 27. Laken is a graduate of Grand Valley State University, majoring in accounting with a passion for public policy. Laken has local ties, her hometown is Owendale. Please join me in welcoming her to Cass City.

CASS CITY MARKETING – CLOTHING APPARREL

The Cass City marketing campaign has started with a press release and logo stickers on the utility bills. Our colorful logo will be available to the staff, council, and members of our Boards, Committees and Commissions. An on-line store has been setup through Stolikers of Sandusky. An email with the link to the online store was sent by Melanie Radabaugh on January 20th. Orders will be collected through Sunday, February 9. If you would like to purchase your customized Cass City clothing, please check out the online store. Special thanks to Melanie Radabaugh for working with Stolikers to create this store.

DDA JANUARY MEETING

The Downtown Development Authority (DDA) meeting was held on January 14. There is a vacant position on the board. The DDA Board was pleased to receive an application from Gavin Frederick for this position. Gavin Frederick has a vested interest in Cass City as a resident and also as an employee of our Tri-County Bank, Cass City branch office.

The DDA is researching a project to improve the downtown this year. There are two purchases that are being considered. At this meeting various table and chair sets were viewed for placement in the downtown corridor near appropriate businesses. Also discussed was the purchase of bicycle racks, or a purchase that includes both.

EDC JANUARY MEETING

I provided the Tuscola County Economic Development Corporation (TCEDC) update to the EDC Board. The TCEDC Executive Director Trevor Keyes resigned and his last day was January 15, 2025. Once again, TCEDC is in transition and in search of a new Executive Director. Jim McClosky, former employee now retired, has agreed to work part-time during this transition.

Gavin Frederick submitted an application to be on the EDC Board, and it was recommended to the Village Council for appointment.

FORMER NESTLE BUILDING EGLE UPDATE

I participated in the monthly EGLE call on Wednesday, January 22, 2025, concerning the grant to remediate and renovate the former Nestle Building at 6201 Church Street. In 2025 the remediation work will be done. We discussed the timeline for the next five months, as follows: On Friday, January 24, there was a pre-bid walk-thru by contractors for asbestos abatement which includes removal of the exterior windows, and sandblasting of the interior. This work should be done by March. In mid-April or May the vapor mitigation system will be installed. The excavation of the ground in the back of the building and capping the well should be done in May also. The grant requires a year of monitoring the vapor mitigation system; therefore, the project should be done by August 2025 to complete the monitoring and grant by August 2026.

EARNED SICK TIME ACT (ESTA)

I attended a workshop on January 8, 2025, at Saginaw Valley University concerning ESTA. This law replaces the Paid Medical Leave Act and increases benefits for sick leave for employees. ESTA may have some impact on changing our policy; however, overall it may be minimum. The Village already allows more Paid Time Off (PTO) for employees than what is required by this new law. Sick leave can be used after 90 days of work; therefore, it will not apply to most of our seasonal staff. The only concern is carry-over of ALL unused sick leave (or PTO) which must be carried over to the next year, and we currently cap it at 80 hours. The state legislature is working on amending the law, and after the amendment is in place, I recommend we create a Village policy to be in compliance. I submitted an email to you on January 22, with greater detail.

MICHIGAN MUNICIPAL EXECUTIVES (MME) WINTER CONFERENCE

I will be attending the MME Winter Conference this week, January 29-31, in Bay City. I should be accessible; however, if you need immediate assistance please contact Police Chief Jim Freeman.



Lives Built Here

PARKS & RECREATION SUMMARY JANUARY 2025

- Parks & Recreation committee meeting held on 1-14-25
- Updating seasonal job descriptions, creating hiring timelines, staffing strategies for increasing operational efficiency
- Preliminary planning/meeting/Google calendar for special events, baseball tournaments

COMMUNITY DEVELOPMENT SUMMARY JANUARY 2025

- Continued work with New Moon Visions and Marketing/Re-Branding Project rollout, including development of online apparel store for staff/council/committees
- Continued engagement with local community economic agencies; Chamber, LEAD, DDA
- Routine retention visits with local business owners, including contact with “new” building owners to discuss future/status on opening new storefronts
- Engaged in meetings/tours with entrepreneurs and explored potential locations
- Attended webinar for **MEDC Match on Main**, and initiated rollout with email campaign
- **Collaborated with Eastern MI Small Business Network and Mi-SBDC to host “Marketing 101” free business resource on Dec. 11 in Cass City; two small business grant winners recently announced (Luxe Salon and Ligrow’s Fitness)**
- **Awarded \$10,000 grant from Michigan DNR for Street Forestry Management program to conduct community tree inventory/analysis**
- Continued website editing, conference call with Abadata, updating forms with new logos
- Attended DDA meeting; shared free webinar resources for Board members through Michigan Downtown Association that will contribute our RRC designation
- Attended monthly Department Head meeting to discuss departmental monthly goals and collaborate on common projects
- Meeting with Great Lakes Housing representative to discuss CBDG/MHSDA grants

Submitted By: Melanie Radabaugh, Director of Community Development, Parks, and Recreation

DEPARTMENT OF PUBLIC WORKS

WATER DEPARTMENT

- **The Bacti samples and Arsenic samples were completed, and Water Reports filed as required by the MDEQ.**
- Kevin checked on high water bills
- Kevin did miss digs for the month.
- Replaced a leaking galvanized water service at 6606 Church St
- We have had people who typically have water services freeze begin running their water
- **The month of December 2025: The wells pumped 8.978 million gallons of water**
- **The average daily pumpage for December 2024: 290,000 gallons**
- **The average daily pumpage for December 2023: 277,000 gallons**

PUBLIC WORKS

- Performed routine maintenance on the Village Trucks and equipment.
 - Jeremy is doing well with keeping fleet in great shape
- We have had numerous days of salting and snow removal
- We are in really good shape with salt for the 2024-2025 season
 - First order of Salt placed 1/20/25

Submitted by,

RJ Klaus Director of Public Utilities

Cass City Police Department

6506 Main Street

P.O. Box 123

Cass City, Michigan 48726-0123

Phone: (989) 872-2911

Fax: (989) 872-4855

email: ccpdfreeman@casscity.org

January 24, 2025

Police Activity Report for January 2025

Calls for service in January 2025 (62 *complaints*) have *decreased* from December 2024 (95 *complaints*). It should be noted that the *monthly comparison* is 23 days to 31 days.

Calls for service decreased in 2025 (62 *complaints*) from the same reporting period in 2024 (122 *complaints*).

The department passed its State of Michigan LEIN audit. Sgt. Pierce should be recognized for an exemplary job in preparing the department for the audit.

The department has posted its vacant full-time officer position on the Michigan Commission on Law Enforcement Standards (MCOLES) website.

Comparing the same reporting period in 2025 to 2024

- Assaults have *decreased*.
- Burglary has *stayed the same*.
- Larceny has *increased*.
- Damage to Property has *stayed the same*.
- Fraud has *decreased*.
- Traffic Crashes have *stayed the same*.
- Traffic and Parking Violations have *decreased*.
- Family Offense-Other and Family-Child Abuse/Neglect have *increased*.

Code/Ordinance Enforcement

*The statistics/numbers below for 2025 **DO NOT** include open code violations from previous years.*

- 2 properties with *Blight/Rubbish*.
- 0 *Vacant Properties*.
- 0 *Animal*.
- 0 *Golf Carts/ORV/ATV*.
- 6 *Inoperable Vehicle*.
- 0 *Recreational Vehicle Storage*.
- 0 properties in violation of the *Grass/Weed*.
- 0 properties with Council Approved Livestock

Meetings

- Chief Freeman – Department Head
- Chief Freeman & Sgt Pierce – Village Council
- Chief Freeman & Sgt Pierce – Personnel & Public Safety
- Chief Freeman & Sgt Pierce – Committee of the Whole
- Sgt Pierce – Child Advocacy Center of Tuscola County Board
- Sgt Pierce – LEAD Tuscola
- Sgt Pierce & Officer Coleman – Tuscola County SRO Meeting

Public Relations

Sgt. Pierce assisted the Safe Kids Initiative with setting up a car seat program.

Significant Events

- Domestic with Strangulation
- Bomb Threat

Offense Report

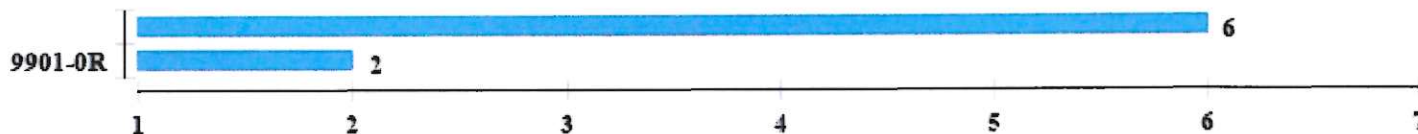
Report Criteria:

Start Date	End Date	Start Offense	End Offense	Status
01/01/2025	01/23/2025	99010	99010Z	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>9901-0J -- INOPERABLE VEHICLE</i>					Count: 6
25-000019	01/08/2025	Inoperable Vehicle/Rubbish on Property		WAGNER, JEFFREY	Open
25-000020	01/08/2025	Inoperable Vehicles/Rubbish on Property		WAGNER, JEFFREY	Open
25-000040	01/16/2025	Inoperable Vehicle		FREEMAN, JAMES	Open
25-000051	01/22/2025	Inoperable Vehicle		FREEMAN, JAMES	Open
25-000052	01/22/2025	Inoperable Vehicle		FREEMAN, JAMES	Open
25-000056	01/23/2025	Inoperable Vehicle		FREEMAN, JAMES	Notice Mailed
<i>9901-0R -- RUBBISH/GARBAGE IN YARD</i>					Count: 2
25-000019	01/08/2025	Inoperable Vehicle/Rubbish on Property		WAGNER, JEFFREY	Open
25-000020	01/08/2025	Inoperable Vehicles/Rubbish on Property		WAGNER, JEFFREY	Open

Total: 8

Offense Activity Counts



Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer
01000	PTL	ALL
2025	2024	
01/01/2025-01/23/2025	01/01/2024-01/23/2024	

Offense	Description	2025	2024
13001	NONAGGRAVATED ASSAULT	2	4
13002	AGGRAVATED/FELONIOUS ASSAULT	1	0
13003	INTIMIDATION/STALKING	0	3
23003	LARCENY - THEFT FROM A BUILDING	1	0
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	2
26007	FRAUD - IDENTITY THEFT	0	1
36004	SEX OFFENCE - OTHER	0	1
38003	OTHER FAMILY OFFENSE	1	0
50000	OBSTRUCTING JUSTICE	2	2
53001	DISORDERLY CONDUCT	0	1
54003	TRAFFIC OFFENSE	1	0
73000	MISCELLANEOUS CRIMINAL OFFENCE	1	0
93001	TRAFFIC CRASH	1	1
93002	NONTRAFFIC CRASH	1	1
93003	TRAFFIC VIOLATION - CIVIL	1	9
93004	PARKING	11	20
93006	TRAFFIC POLICING	4	6
93009	BREATHALYZER TEST	1	0
94002	FALSE ALARM ACTIVATION	2	1
98003	PROPERTY INSPECTION	1	2
98004	OTHER INSPECTION	0	10
98006	CIVIL MATTER	5	5
98007	SUSPICIOUS SITUATION	3	3
98008	FOUND/LOST PROPERTY	1	2
99001	SUICIDE OR ATTEMPT	1	0
99007	PUBLIC RELATIONS	0	1
99008	GENERAL ASSISTANCE-NON POLICE AGENCY	7	9
99009	GENERAL NON-CRIMINAL	2	2
99010A	ANIMALS	0	4
99010B	BLIGHT	0	4
99010J	INOPERABLE VEHICLE	6	16
99010R	RUBBISH/GARBAGE IN YARD	2	4
99010Y	HARBORING LIVESTOCK	0	2
99013	ASSIST TO ANOTHER POLICE AGENCY	4	6
Totals:		62	122

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer
01000	PTL	ALL
JANUARY	DECEMBER	
01/01/2025-01/23/2025	12/01/2024-12/31/2024	

Offense	Description	JANUARY	DECEMBER
11007	SEXUAL CONTACT FORCIBLE - CSC 2ND DEGREE	0	1
13001	NONAGGRAVATED ASSAULT	2	2
13002	AGGRAVATED/FELONIOUS ASSAULT	1	0
13003	INTIMIDATION/STALKING	0	2
22002	BURGLARY - ENTRY WITHOUT FORCE	0	1
23003	LARCENY - THEFT FROM A BUILDING	1	0
38001	FAMILY - CHILD ABUSE/NEGLECT NONVIOLENT	0	2
38003	OTHER FAMILY OFFENSE	1	4
50000	OBSTRUCTING JUSTICE	2	4
54003	TRAFFIC OFFENSE	1	1
73000	MISCELLANEOUS CRIMINAL OFFENCE	1	2
89001	SERVICE OF COMMISSION PAPERS	0	2
91001	DELINQUENT MINORS	0	3
93001	TRAFFIC CRASH	1	3
93002	NONTRAFFIC CRASH	1	0
93003	TRAFFIC VIOLATION - CIVIL	1	6
93004	PARKING	11	4
93006	TRAFFIC POLICING	4	3
93007	TRAFFIC SAFETY	0	1
93008	BREATHALYZER INSPECTION	0	1
93009	BREATHALYZER TEST	1	0
94002	FALSE ALARM ACTIVATION	2	1
98003	PROPERTY INSPECTION	1	1
98004	OTHER INSPECTION	0	5
98006	CIVIL MATTER	5	5
98007	SUSPICIOUS SITUATION	3	9
98008	FOUND/LOST PROPERTY	1	0
99001	SUICIDE OR ATTEMPT	1	2
99003	MISSING PERSON	0	1
99008	GENERAL ASSISTANCE-NON POLICE AGENCY	7	14
99009	GENERAL NON-CRIMINAL	2	1
99010A	ANIMALS	0	2
99010B	BLIGHT	0	1
99010H	RECREATIONAL VEHICLE STORAGE	0	2
99010J	INOPERABLE VEHICLE	6	0
99010N	UNNECESSARY NOISE	0	2
99010R	RUBBISH/GARBAGE IN YARD	2	0
99010Z	ZONING	0	1
99013	ASSIST TO ANOTHER POLICE AGENCY	4	5
99911	911 HANGUP CALL	0	1
Totals:		62	95

