

702 Bake Street • P.O. Box 236 • Roscommon, Michigan 48653

Telephone (989) 275-5743 • Fax (989) 275-5998

www.roscommonvillage.com

# Regular Meeting Agenda December 10, 2018 – 7:00 P.M.

1.Call to order, Roll Call of Council, Pledge of Allegiance and Invocation	
1.5 Appointment of President Pro Tempore & Finance Committee	Miller
2. Approval of Consent Agenda:	Miller
<ul> <li>Approval of minutes of the November 5, 2018 Regular Council Meeting</li> <li>Approval of minutes of the November 19, 2018 Work Session Meeting</li> <li>Approval of minutes of the November 19, 2018 DDA Board Meeting</li> <li>Approval of DPW Director's Report</li> <li>Approve the Bills to be paid</li> <li>Accept the Sheriff's Report for November 2018</li> <li>Accept the Building &amp; Zoning Report for November 2018</li> </ul>	_
3. Approval of Regular Agenda	Miller
4. Manager's Report	Alden
5. ICE Project Update	Cherven
6. Public Acknowledgement on Agenda Items (Two minutes per speaker)	
7. Unfinished Business	
<ul> <li>2019 Proposed Budget</li> <li>ICE Grant Payment #3 \$552,570.75</li> <li>Hiawatha 1113 Lake St.</li> </ul>	Alden Alden Alden
8. New Business	
<ul> <li>Recreational Marihuana</li> <li>DDA 2019 Proposed Budget</li> </ul>	Alden Alden

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TDD (800) 649-3777

Alden

Alden

Alden

Dawson

**DDA Proposed New Members** 

**Budget Amendment/Adjustment** 

Liability Insurance Bid

Village Clerk Position

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- 9. Discussion Items
- 10. Public Acknowledgement (Two minutes per speaker)
- 11. Council Comments
- 12. Items for the Next Agenda
- 13. Adjournment

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#### VILLAGE OF ROSCOMMON

#### Minutes of the November 5, 2018 Regular Council Meeting

President Miller called the meeting to order at 7:00PM. Members of the Council present: Jan Deloge, Brian Ludwig, Mike Miller, Maureen Ruddy, Marc McKee, Heather Roemer and Dan Scow. Others present: Manager Ron Alden, Clerk Dawn Dodge, Troy Hull, Lance Cherven, Tony Medina and Krista Tacey-Cater. The Pledge of Allegiance was recited and an Invocation given by President Miller.

#### **CONSENT AGENDA**

Moved by Ludwig, seconded by McKee, to approve the consent agenda, including bills to be paid in the amount of \$2,867.79. Ayes Scow, Ruddy, Deloge, McKee, Ludwig, Miller and Roemer. Nays: None. The motion carried.

#### **REGULAR AGENDA**

Moved by McKee, seconded by Roemer, to approve the regular agenda. All in favor. Hearing no objections, the motion carried.

#### MANAGER'S REPORT

Manager Alden gave the Manager's report.

#### **ICE PROJECT UPDATE**

Lance Cherven gave an update.

#### PUBLIC COMMENT ON REGULAR AGENDA ITEMS

None.

#### UNFINISHED BUSINESS

#### -Manager's Evaluation Criteria

Manager Alden gave an update.

#### -Hull Building Center

Moved by Scow, seconded by Deloge, to amend the Zoning Ordinance of four properties from Residential 1 District to Mixed Development District. Ayes: Ruddy, Scow, Deloge and Miller. Nays: McKee and Ludwig. Roemer abstained.

#### -Hiawatha Purchase

Moved by Scow, seconded by Roemer, to proceed with the purchase of the property as outlined in the Buy & Sell Agreement for 1113 Lake Street. Ayes: Roemer, Deloge, Miller, McKee, Scow, Ruddy and Ludwig. Nays: None. The motion carried.

#### -Lot #30 Industrial Park

Moved by Scow, seconded by Ludwig, to adopt the ordinance to authorize the conveyance of village property as outlined for Lot #30 in the Industrial Park. Ayes: Ludwig, Ruddy, Scow, McKee, Miller, Roemer and Deloge. Nays: None. The motion carried.

#### **NEW BUSINESS**

#### -Employee Insurance Choice

Moved by Roemer, seconded by Scow, to accept the same insurance program for 2019. Ayes: Ruddy, Miller, Scow, Roemer, Ludwig, McKee and Deloge. Nays: None. The motion carried.

#### -Iron Belle Trail Update

Manager Alden gave an update.

#### -Budget Amendment/Adjustment

Moved by Scow, seconded by Deloge, to approve the proposed budget amendments and adjustments. Ayes: McKee, Ludwig, Roemer, Miller, Scow, Deloge and Ruddy. Nays: None. The motion carried.

#### **Discussion Items**

None.

#### **PUBLIC ACKNOWLEDGEMENT**

None

#### **COUNCIL COMMENTS**

Comments heard from Alden.

#### ITEMS FOR THE NEXT AGENDA

Budget, flower beds, Christmas in the Village.

#### ADJOURNMENT

Moved by Scow, seconded by Roemer, to adjourn the meeting at 8:10PM. All in favor. Hearing no objections, the motion carried.

Mike Miller Village President Dawn M. Dodge

#### VILLAGE OF ROSCOMMON

# Minutes of the November 19, 2018 Budget Work Session/Council Meeting

President Miller called the meeting to order at 7:30PM. Members of the Council present: Jan Deloge, Brian Ludwig, Mike Miller, Maureen Ruddy, Heather Roemer and Dan Scow. Others present: Manager Ron Alden, Clerk Pro Tem Frances Dawson, Lance Cherven. The Pledge of Allegiance was recited and an Invocation given by President Miller.

Went through Budget line items as specified by Ron and Lance. Questions answered with no disputes. No other work session needed for the budget approval at meeting on December 10<sup>th</sup>, 2018 at 7:00PM.

Some discussion on Blight Policy with giving thought to hiring Blight Enforcement Officer.

#### **ADJOURNMENT**

Moved by Deloge, seconded by Ludwig, to adjourn the meeting at 8:45PM. All in favor. Hearing no objections, the motion carried.

Mike Miller Village President Frances Dawson Village Clerk, Pro Tem

#### ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY

BOARD MINUTES November 19, 2018

Members Present: Tammy Schwalm, Tom O'Brien, Mike Walker, Andrea Weiss, Phil Weiler, Cecilia Scow, Ron

Alden, Sue Jock, Tim Legg

Excused: Doug Hodges, Jim Anderson, Roy Spangler

Absent: Lonnie Wilkerson

Others Present: Diane Love-Suvada, Mark Walling, Marci Dankert, Mike Miller, Bob Edwards, Paige Haines,

Densie Stefanko, Kevin Wagner and Ken.

Motion by Andrea Weiss with support from Sue Jock to accept the Secretary's report. All in favor, motion carried. Motion by Phil Weiler, second by Cecilia Scow to approve the Treasurer's report with one addition in the amount of \$2,624.20 for half of the basket cost to Growing Up for spring flower baskets. All in favor, motion carried.

(Thru 11/16/18)	Treasurer's report	
Cash on Hand	•	\$251,080.77
Interest 9/30/18		\$22.28
		\$251,103.05
Bills Approved Prior Mo	onth	
Ck #1050 Tom O'Brien	(Mural relocation)	\$146.21
Ck #1051 Consort (Farr	n Market Banners )	\$1,109.62
Bills for Approval		
Ck #1052 Marcie Danke	ert-postage	\$7.00
Ck #1053 Wolfe Co, Inc	Billboard to 12-14-18	\$1,100.00
Ck #1054 Flower in the	Village	\$1,417.38
Ck #1055 Mark Walling	1	\$960.00
	<b>Ending Balance</b>	\$248,282.84

#### **CORRESPONDENCE & PUBLIC COMMENT** – None

#### COMMITTEE REPORTS -

<u>Managers Report -</u> The defibulator will be installed in the Village entryway this week. A grant was received for trail signs. Cameras were installed at Wallace Park. Closing soon on Hiawatha property. Lot 30 in the Industrial Park was sold.

<u>Façade Grant</u> - There was discussion as to whether we should consider alley ways and rear entrances be considered as part of the façade grant program to improve the overall look of buildings presentable on all sides.

<u>Sidewalks and Streetscapes</u> - Nothing to report.

Website - Nothing to report.

<u>Sawmill</u> – Diane presented a report. Springboard Summit was held November 8th. Roscommon County EDC is seeking candidates for subcommittees. Motion by Phil Weiler with a second by Andrea Weiss for \$15,000 in support of the Sawmill for 2019. Motion approved.

<u>Farm market</u>- Marci Dankert reported a good season overall that started with 5 vendors ended with 20+ vendors each week, with a wide variety of items. Considerations for 2019 are show and sell Saturday's the 3<sup>rd</sup> Saturday of the month, flea market/garage sale items and possibly one Saturday for an independent consultant Saturday. Kid's day at the market in July to offer face painting and kids activities. Possible food truck and a vendor with farm fresh eggs.

<u>Economic Development Coordinator</u> - Working on marketing and economic development strategies. Branding and logo for the Village will be important. Currently working on re-zoning the Village. Mark would like to continue to assist in some compacity until the Village can sustain it themselves. His contract ends in December and would like to continue month to month to finish the project.

#### **OLD BUSINESS**

<u>Lighthouse walkway/bridge - Nothing new to report.</u>

Iron Bell Trail - Looking at finalizing the location, Roscommon had two options.

<u>Exit #239 & #244 signage</u> – 6 signs currently. It is costly for private businesses to pay \$1,700 a year for each exit North and South bound. How else can we promote the area and get people off the freeway for a more reasonable cost?

<u>Train Club Support</u> — The insurance for the train club comes due in March, immediate problem is \$258.30 bill each month between now March as well as the on-going cost when the policy renews again in March. Motion by Tom O'Brien to support the train club for insurance purposes in the amount of \$600 Second by Sue Jock. Motion approved.

Hiawatha Canoe Livery - Closing date will be in the next couple weeks.

#### **NEW BUSINESS**

<u>Budget - Motion</u> by Tom O'Brien with Support from Andrea Weiss to approve the proposed budget with one change of \$5,000 for the flowers. Motion passed.

<u>Village resident board member replacement – Paige Haines and Kevin Wagner are interested in being on the board.</u> Ron would like to have one member of the DDA sit down with the candidates to ask some questions. Sue Jock will work with Ron Alden. Andrea Weiss will continue for another 4 years along with Tom O'Brien.

#### **Future projects**

Motel market study would be good idea Diane will check with the SBDC.

LIAISON REPORTS - Chamber's next event is Winterfest. Christmas in the Village Dec. 1st.

Meeting Adjourned at 10:06. Motion by Mike Walker with support by Sue Jock. All in favor.

## **DPW Report for December 2018 Council Meeting**

Hey all, here are a few high points from the month of November.

- ICE Grant Project: Scott Rasmussen from Fleis & Vandenbrink will be providing an update.
- We spent the majority of the last month getting things prepared for winter.
- We have all of our plow equipment ready should Mother Nature start giving us snow.
- With the ICE project we had to shut down the sewer discharge. That portion of the work has been completed so we began discharging again the first of December.
- In October we were chosen by the DEQ to test the water for PFAS (Perand Polyfluoroalkyl Substances). I am happy to report that those results came back and the levels were ND (Non Detection). This is great news!!
- My family helped me with decorating one of our plow trucks for Christmas in the Village. I would like to thank them. I think we had a great turn out this year.

Again as always please feel free to contact me with any questions or concerns that you may have.

Change is in the air, embrace it!!!!

Thank You Kindly,

Lance Cherven

#### Patrol Report for Village of Roscommon November 2018

<b>Patrol Paid Hours</b>		Additional Activity		D= Dispatched
Mileage	257	Hours	17	P= Patrol Initiated
Hours	41	Criminal Complaints	5	
Stops	15	Non Criminal Complaints	6	
VW	13	Traffic Stops	10	
Citations	3	Verbal Warnings	10	
Criminal	6	Citations	0	
Non Criminal	4	OWI Arrests	0	
Report Writing	5	Other Arrests	5	
Accidents	1	Accidents	1	
Arrests	9	Assist EMS	0	
Contacts	76		•	•
Prop. Check	44			
Liquor Inspections	10			

**Details** 

P- OWI

D- Found Property/ N Main St

P- DWLR/Possess Schedule 2 Narcotic/Smuggle Narcotics into Jail

Arrests Resist/Obstruct Police	Arrests Retail Fraud X2	Other Assignments Type of Complaints Handled
Drunk/Disorderly Assault&Battery	Domestic Violence PPO Violation	D- Retail Fraud/ Forwards P- Motorist Assist/ Lake & Fifth
OWI DWLR Possess Schedule 2 Narc	DWLR (Drove While License Revoked)	D- Drive Off/ Sunny Spot D- Parking Complaint/ Main St D- Argument/ Wyckoff
Smuggle Narc into Jail		D- Domestic/ Seventh St D- PPO Violation/ Second Street
Complaints P- Walk-in Civil Complaint D- Non Traffic PDA/ Greens		D- LEAR PDA D- Alarm/ Gardiners Jewelers D- ATL
P- Assist Subject Looking For In D- Assault/ Greens Tavern	tems that fell off a vehicle	P- DWLR D- General Non-Criminal/ Craf Center

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November 6, 2018

Building and Zoning Report for the month of October 2018

10/03/2018: Roxie meeting. Reviewed 1 sign permit. Check progress at 111 S. 4th St. Worked on zoning changes.

10/10/2018: Visit Antiques store to go over sign requirements. Check progress at 111 S. 4th St.

10/16/2018: Inspection at Hiawatha property with Ron.

10/24/2018: Met with potential buyer in the Industrial on site to answer questions for building on the property.

10/31/2018. Roof at 111 S. 4th St. complete.

Respectfully Submitted,

James R. Letts

Building Inspector and Zoning Administrator

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TDD (800) 649–3777

October 16, 2018

INSPECTION AT Hiawatha Property, Village of Roscommon

The Home appears to be in average condition for the age. There does not appear to be any structural damage. There appears to be sufficient insulation in the attic. The following items will need to be addressed:

There are some broken windows and missing screens.

The roof is in good shape however I would check the flashing as it has been covered up in some areas. There does not appear to be any leaks.

The interior doors need some work along with the closet doors.

The flooring needs to be replaced.

There are two out buildings [garages]. They both are in good condition. The roofs do not leak and they both have concrete floors. The doors are operational and both buildings need a good clean up.

The whole property needs maintance performed now and going forward.

James R. Letts

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# VILLAGE OF ROSCOMMON RESOLUTION

2019 Budget Adoption and Millage Levy

WHEREAS, The Roscommon Village Staff had submitted a proposed Budget to the Roscommon Village Council; and

WHEREAS, the Village requires adoption of a budget for the next fiscal year no later than the last day of December; and

WHEREAS, the Council held a work session on November 19, 2018 to review and amend the proposed budget; and

WHEREAS, the Could held a public hearing on the proposed budget on December 10, 2018; and

WHEREAS, the Village Manager recommends adoption of the 2019 Budget by activity, as submitted and attached; and

#### NOW, THEREFORE, BE IT RESOLVED,

That the Roscommon Village Council hereby approves the following fund summaries for the 2019 Annual Budget:

General Fund 101	Revenues Expenses	\$355,050 \$397,580
Major Street Fund 202	Revenues Expenses	\$93,100 \$112,900
Local Street Fund 203	Revenues Expenses	\$62,500 \$82,150
Industrial Park 412	Revenues Expenses	\$50 \$3,500
Sewer Fund 590	Revenues Expenses	\$434,900 \$483,650
Water Fund 591	Revenues Expenses	\$292,650 \$287,500
Equipment Fund 661	Revenues Expenses	\$85,150 \$122,000

#### BE IT FURTHER RESOLVED,

That the Village of Roscommon Council does hereby direct the levy of 9.800 mills for the General Fund and 2.500 mills for the Sewer Bond Debt on all real and personal property in the Village of Roscommon; and BE IT FURTHER RESOLVED,

That the Roscommon Village Council does hereby authorize the Village Assessor to spread upon the tax roll the levies necessary for municipal purposes and does hereby direct the Village Treasurer to collect such taxes.

Motion by	Seconded by
Ayes:	
Nays:	
Absent:	
On this date, the Roscommon Vil	lage Council approved the above Resolution.
Frances Dawson	 Dated
Village Treasurer	Dateu

TOTAL ESTIMATED REVENUES

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DB: Roscommon

BUDGET REPORT FOR VILLAGE OF ROSCOMMON Fund: 101 General Operating

Calculations as of 12/31/2018

394,750

386,524

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355,050

GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
ESTIMATED REVENU	ES	2.50			
Dept 000					
101-000-401.000	Real ProperTaxes	140,000	165,000	229,644	165,000
101-000-476.000	Building Department	8,500	6,000	849	6,000
101-000-477.000	Parks and Recreation		19,000	17,874	19,000
101-000-539.002	Other Grant Revenue	45,000			
101-000-573.000	Local Community Stabilization Sha		27,500		27,500
101-000-574.000	State Revenue Sharing	80,382	85,000	67,558	85,000
101-000-574.001	CVTRS	16,246	16,500		16,500
101-000-575.000	Liquor Control Fees	2,533	2,600		2,500
101-000-600.000	Local Fees	1,800	1,800	2,699	2,500
101-000-603.000	Mowing Fees	350	350		350
101-000-608.000	Property Sale	35,000		2,000	
101-000-627.000	Cemetery Sales	500	1,000	1,270	1,000
101-000-655.000	Fines	200	200	150	200
101-000-664.000	Interest	4,000	4,000	1,669	3,200
101-000-667.000	Rental Income	1,800	1,800	1,200	1,800
101-000-671.000	Other Revenue	500	2,500	29,630	2,500
101-000-677.000	DDA Reimbursement	40,000	40,000	30,324	
101-000-678.000	Administrative Fee	17,000	17,000	57	17,000
101-000-691.000	Tower Rent	2,800	4,500	1,600	5,000
Totals for dept	000 -	396,611	394,750	386,524	355,050

396,611

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# BUDGET REPORT FOR VILLAGE OF ROSCOMMON Fund: 101 General Operating

#### Calculations as of 12/31/2018

GL NUMBER DESCRIPTION		2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
APPROPRIATIONS					
Dept 101 - City Council 101-101-702.000 Wages		10,000	10,000	7 002	10 000
101-101-957.000 Wages 101-101-957.000 Travel & Train	ing	2,640	2,640	7,993 2,450	10,000 3,000
Totals for dept 101 - City Counc	eil –	12,640	12,640	10,443	13,000
Dept 171 - President				222	
101-171-702.000 Wages Totals for dept 171 - President	<u></u>	2,500	2,500	790 790	2,500
55 N WALLEY 50		2,300	2,500	7.90	2,500
Dept 172 - Manager 101-172-702.000 Wages		41,925	41,225	35,881	42,000
101-172-860.000 Travel & Train	ing _	1,646	1,700	1,648	1,800
Totals for dept 172 - Manager		43,571	42,925	37,529	43,800
Dept 191 - Elections 101-191-956.000 Miscellaneous			3,400	630	1,500
Totals for dept 191 - Elections	-		3,400	630	1,500
Dept 201 - Audit			17: <b>4</b> . 707:23		-,
101-201-818.000 Contractual	_	2,500	2,500	2,000	1,500
Totals for dept 201 - Audit		2,500	2,500	2,000	1,500
Dept 210 - Attorney/Legal					2 2 2 2 2
101-210-818.000 Contractual Totals for dept 210 - Attorney/1	-	10,344	9,000	8,033	9,000
TWO 45 MATERIAL SHOT IS A	begar	10,344	9,000	8,033	9,000
Dept 215 - Clerk 101-215-702.000 Wages		8,200	8,200	6,761	7,800
101-215-860.000 Travel & Train	ing _	60	60	60	500
Totals for dept 215 - Clerk		8,260	8,260	6,821	8,300
Dept 253 - Treasurer 101-253-702.000 Wages		10,250	10 500	9 667	7,800
Totals for dept 253 - Treasurer	_	10,250	10,500	8,667 8,667	7,800
Dept 260 - Office Assistant		200	,	0,00	.,,,,,
101-260-702.000 Wages		15,100	15,100	11,292	15,000
Totals for dept 260 - Office As:	sistant	15,100	15,100	11,292	15,000
Dept 265 - Village Hall			VVV - V 2012/52	999 W.S.W.	20 244 24524
101-265-727.000 Supplies 101-265-818.000 Contractual		4,000 5,600	4,000 8,000	3,818 7,217	4,000 8,000
101-265-852.000 Postage		950	750	712	1,000
101-265-901.000 Publications 101-265-920.000 Utilities		1,400	1,000	612	1,000
101-265-930.000 Repair & Maint	enance	12,500 4,000	8,470 1,700	6,393 625	8,400 2,000
101-265-956.000 Miscellaneous		300	1,300	1,238	1,300
101-265-957.000 Travel & Train	ing	800	2,300	2,288	2,300
101-265-977.000 Equipment 101-265-990.000 Projects		3,500 2,000	9,400 9,000	9,329 7,850	5,000 9,000
Totals for dept 265 - Village H	all _	35,050	45,920	40,082	42,000
Dept 269 - Other Village Proper	rty				
101-269-818.000 Contractual		750	1,280	1,280	1,280
101-269-920.000 Utilities 101-269-930.000 Repair & Maint	onango	500	500	301	500
101-269-930.000 Repair & Maint 101-269-990.000 Projects	enance	200 1,000	200		200
Totals for dept 269 - Other Vil.	lage Property	2,450	1,980	1,581	1,980
Dept 276 - Cemetery					
101-276-818.000 Contractual	dina.	3,200	4,000	1,785	4,000
101-276-860.000 Travel & Train 101-276-920.000 Utilities	iring	512 773	500 800	713	1,000 600
101-276-930.000 Repair & Maint	enance	1,365	2,000	652	2,000
101-276-990.000 Projects	<del>_</del>	3,000	4,000		4,000
Totals for dept 276 - Cemetery		8,850	11,300	3,150	11,600
Dept 330 - Law Enforcement 101-330-702.000 LiquorCont Wad	ies	2,300	2,600	2,111	2,600
101-330-818.000 Sheriffs Contr		20,100	20,000	18,329	20,000
Totals for dept 330 - Law Enfor	cement	22,400	22,600	20,440	22,600
Dept 370 - Building Department		Agri, regulations	TOTAL PROPERTY.	spi garantenano	State Constitution
101-370-702.000 Wages 101-370-727.000 Supplies		9,500 1,000	7,500 1,500	4,038 600	6,000 1,000
Duppites	·-	1,000	1,500		1,000

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#### BUDGET REPORT FOR VILLAGE OF ROSCOMMON Fund: 101 General Operating

Calculations	as	of	12/	/31/2018	3
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GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
APPROPRIATIONS					
Dept 370 - Build:	ing Department 370 - Building Department	10,500	9,000	4,638	7,000
Dept 400 - Zoning		10,000	3,000	4,030	7,000
101-400-702.000	Wages	5,000	7,000	8,131	7,000
101-400-860.000 101-400-956.000	Travel & Training Miscellaneous	1,000 100	2,000 102	150	1,500
101-400-990.000	Projects	100	22,499	102 113	200 20,000
Totals for dept	400 - Zoning and Planning	6,100	31,601	8,496	28,700
Dept 441 - DPW Pa	•				
101-441-702.000 101-441-702.005	Wages Cemetery	23,500	23,500	6,636	25,000
101-441-702.006	DDA			443 3,442	500 3,500
101-441-702.007	Parks			1,671	1,600
101-441-702.008 101-441-888.000	Other Equipment Summary	16,500	16,500	6,698 9,343	5,500 16,500
	441 - DPW Payroll	40,000	40,000	28,233	52,600
Dept 442 - Sidewa	alks	- South and the second second		,	,
101-442-818.000	Contractual	5,300	8,200	8,137	15,000
101-442-930.000	Repair & Maintenance	20	3,000	2,998	4,000
Totals for dept	442 - Sidewalks	5,320	11,200	11,135	19,000
Dept 448 - Stree	가는 그는 바로 그리고 아이지			Shoot Marketon	AUTRES - Matthewings
101-448-920.000 101-448-930.000	Utilities Repair & Maintenance	20,000 500	15,000 500	15,470 117	17,000 1,000
	448 - Streetlights	20,500	15,500	15,587	18,000
Dept 751 - Parks	a 55000 at 27 40.000€ and 60	10001	•	ma. <b>€</b>	
101-751-818.000	Contractual	2,000	19,500	2,175	19,500
101-751-920.000	Utilities	400	400	318	600
101-751-930.000 101-751-990.000	Repair & Maintenance Projects	1,000 3,000	1,000 6,500	177 6,106	3,000 6,500
Totals for dept	THE WASHINGTON ASSAULT OF THE PARTY.	6,400	27,400	8,776	29,600
Dept 850 - Benef	itsGeneral Insurance				
101-850-715.000	Medical & Dental	28,000	28,000	15,462	16,000
101-850-717.000	401 Retirement	11,000	11,000	7,094	10,000
101-850-718.000 101-850-719.000	Life Insurance FICA/MED	600 8,250	600 8,250	155 6,907	600 8,000
101-850-910.000	Insurance	22,000	22,000	21,109	23,000
Totals for dept	850 - BenefitsGeneral Insurance	69,850	69,850	50,727	57,600
Dept 880 - Promo	tions & Dues				
101-880-880.000 101-880-956.000	Promotions	2,000	4,500	3,530	4,500
	880 - Promotions & Dues	4,500	4,500	2 520	4 500
		<u> </u>		3,530	4,500
TOTAL APPROPRIATIO	DNS	337,085	397,676	282,580	397,580
NET OF REVENUES/AF	PPROPRIATIONS - FUND 101	59,526	(2,926)	103,944	(42,530)
	FUND BALANCE ICE ADJUSTMENTS	640,737 15	861,554	861,554	965,498
ENDING FUN		700,278	858,628	965,498	922,968

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DB: Roscommon

# BUDGET REPORT FOR VILLAGE OF ROSCOMMON

Fund: 202 Major Streets Fund

Calculations as of 12/31/2018

GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
ESTIMATED REVENU	ES				
Dept 000 202-000-574.000	Act 51	70,000	90,000	63,397	90,000
202-000-576.000	Metro Act	3,000	2,800	2,421	2,800
202-000-664.000	Interest	300	300	139	300
202-000-671.000	Other Revenue	200			
Totals for dept	000 -	73,500	93,100	65,957	93,100
TOTAL ESTIMATED R	EVENUES	73,500	93,100	65,957	93,100

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BUDGET REPORT FOR VILLAGE OF ROSCOMMON

Calculations as of 12/31/2018

Fund: 202 Major Streets Fund

GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
APPROPRIATIONS					
Dept 000					1001 0010000
202-000-870.000 202-000-956.000	Administrative Fee Miscellaneous	2,500 165	2,500		2,000
202-000-999.000	Transfer To Local St.	31,700	30,000		20,000
Totals for dept		34,365	32,500		22,000
Dept 463 - Maint	enance				
202-463-702.000	Wages	6,800	7,200	5,866	7,500
202-463-702.001	Tree Trimming	0,000	7,200	461	300
202-463-702.002	Drainage			734	500
202-463-702.003	Road Surface Maintenance			63	200
202-463-818.000	Contractual	3,700	2,000	1,641	1,800
202-463-888.000	Equipment Rental	3,500	4,500	3,349	3,500
202-463-930.000	Repair & Maintenance	4,000	2,000	1,347	1,000
202-463-956.000	Miscellaneous		500		500
202-463-990.000	Projects	51,535	45,000	27,416	45,000
Totals for dept	463 - Maintenance	69,535	61,200	40,877	60,300
Dept 474 - Traff	ic Services				
202-474-702.000	Wages	3,000	2,300	2,066	2,000
202-474-888.000	Equipment Rental	300	500	278	300
202-474-956.000	Miscellaneous		200	61	200
Totals for dept	474 - Traffic Services	3,300	3,000	2,405	2,500
Dept 478 - Snow	Removal				
202-478-702.000	Wages	9,500	9,500	5,888	9,500
202-478-888.000	Equipment Summary	10,000	9,000	7,208	8,500
202-478-956.000	Miscellaneous	1,500	1,500		1,000
Totals for dept	478 - Snow Removal	21,000	20,000	13,096	19,000
Dept 850 - Benef	itsGeneral Insurance				
202-850-715.000	Medical & Dental	5,000	6,000	3,965	5,000
202-850-717.000	401 Retirement	2,500	2,500	1,445	2,500
202-850-718.000	Life Insurance	100	100	37	100
202-850-719.000	FICA/MED	1,500	1,500	1,153	1,500
Totals for dept	850 - BenefitsGeneral Insurance	9,100	10,100	6,600	9,100
TOTAL APPROPRIATIO	ONS	137,300	126,800	62,978	112,900
NET OF REVENUES/A	PPROPRIATIONS - FUND 202	(63,800)	(33,700)	2,979	(19,800)
BEGINNING	FUND BALANCE	352,446	325,178	325,178	328,157
ENDING FU	ND BALANCE	288,646	291,478	328,157	308,357

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BUDGET REPORT FOR VILLAGE OF ROSCOMMON

Fund: 203 Local Streets Fund

Calculations as of 12/31/2018

2017 2018 2018 2019 AMENDED AMENDED ACTIVITY REQUESTED GL NUMBER DESCRIPTION BUDGET BUDGET THRU 12/31/18 BUDGET ESTIMATED REVENUES Dept 000 41,000 1,800 40,000 2,500 20,000 203-000-574.000 Act 51 33,000 39,163 203-000-576.000 Metro Act 1,500 2,421 Transfer from Major St. 203-000-601.000 31,700 30,000 203-000-664.000 Interest 300 300 37 Totals for dept 000 -66,500 73,100 41,621 62,500 TOTAL ESTIMATED REVENUES 66,500 73,100 62,500 41,621

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BEGINNING FUND BALANCE

ENDING FUND BALANCE

#### BUDGET REPORT FOR VILLAGE OF ROSCOMMON

#### Fund: 203 Local Streets Fund

Calculations as of 12/31/2018

2018 2017 2018 2019 AMENDED AMENDED ACTIVITY REQUESTED GL NUMBER DESCRIPTION BUDGET BUDGET THRU 12/31/18 BUDGET APPROPRIATIONS Dept 000 203-000-721.000 unemployment 1,000 1,000 1,000 203-000-870.000 Administrative Fee 2,500 2,500 2,500 203-000-956.000 Miscellaneous 165 Totals for dept 000 -3,665 3,500 3,500 Dept 463 - Maintenance 8,200 203-463-702.000 Wages 8,900 8,200 6,860 203-463-702.001 Tree Trimming 500 148 203-463-702.002 Drainage 506 500 203-463-702.003 Road Surface Maintenance 235 500 203-463-818.000 Contractual 4,000 3,400 1,641 3,400 Equipment Rental 4,000 4,000 203-463-888.000 3,700 3,284 203-463-930.000 Repair & Maintenance 2,900 4,000 1,294 2,500 203-463-956.000 Miscellaneous 300 300 203-463-990.000 74,635 42,000 30,000 Projects 38,826 94,135 61,900 Totals for dept 463 - Maintenance 52,794 49,900 Dept 474 - Traffic Services 2,000 203-474-702.000 2,500 2,500 Wages 1,812 Equipment Rental 203-474-888.000 500 500 214 500 203-474-930.000 Repair & Maintenance 150 150 150 Totals for dept 474 - Traffic Services 3,150 3,150 2,026 2,650 Dept 478 - Snow Removal 203-478-702.000 8,000 8,000 10,000 5,804 Wages 203-478-888.000 Equipment Summary 8,000 8,000 7,058 8,000 203-478-956.000 Miscellaneous 550 550 500 Totals for dept 478 - Snow Removal 18,550 16,550 16,500 12,862 Dept 850 - Benefits--General Insurance 5,500 Medical & Dental 4,369 203-850-715.000 5,500 5,500 203-850-717.000 401 Retirement 2,300 2,300 1,485 2,300 203-850-718.000 Life Insurance 100 100 44 100 203-850-719.000 FICA/MED 1,700 1,700 1,174 1,700 Totals for dept 850 - Benefits--General Insurance 9,600 9,600 9,600 7,072 TOTAL APPROPRIATIONS 129,100 94,700 74,754 82,150 NET OF REVENUES/APPROPRIATIONS - FUND 203 (62,600)(19,650)(21,600)(33, 133)

201,002

138,402

159,445

137,845

159,445

126,312

126,312

106,662

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BUDGET REPORT FOR VILLAGE OF ROSCOMMON Fund: 412 Industrial Park Fund

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Calculations as of 12/31/2018

2017 2018 2018 2019 AMENDED AMENDED ACTIVITY REQUESTED GL NUMBER DESCRIPTION BUDGET BUDGET THRU 12/31/18 BUDGET ESTIMATED REVENUES Dept 000 412-000-664.000 50 50 Interest 50 Totals for dept 000 -50 50 50 TOTAL ESTIMATED REVENUES 50 50 50

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Calculations as of 12/31/2018

GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
APPROPRIATIONS					-
Dept 000 412-000-990.000	Projects	500	1,500		1,500
Totals for dep	t 000 -	500	1,500		1,500
Dept 880 - Prom 412-880-880.000	otions & Dues Promotions	500	2,000		2,000
Totals for dep	t 880 - Promotions & Dues	500	2,000		2,000
TOTAL APPROPRIAT	IONS	1,000	3,500		3,500
NET OF REVENUES/	APPROPRIATIONS - FUND 412	(950)	(3,450)		(3,450)
	G FUND BALANCE UND BALANCE	25,433 24,483	25,520 22,070	25,520 25,520	25,520 22,070

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BUDGET REPORT FOR VILLAGE OF ROSCOMMON

User: LACEY Fund: 590 Sewer Fund
DB: Roscommon

Calculations as of 12/31/2018

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GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
ESTIMATED REVENU	ES				
Dept 000					
590-000-401.000	Sewer Millage	70,000	70,000	55,016	70,000
590-000-539.003	SAW Grant	85,411			
590-000-573.000	Local Community Stabilization Sha		7,500		7,500
590-000-632.000	Turn Off Fees	300	300	750	500
590-000-642.000	Sales	252,000	310,000	254,356	310,000
590-000-643.000	Late Fees	7,500	7,500	7,702	7,500
590-000-664.000	Interest	1,000	1,000	371	1,000
590-000-665.000	Millage Interest	400	400	29	400
590-000-677.000	Reimbursement	38,000	38,000	20,780	38,000
Totals for dept	000 -	454,611	434,700	339,004	434,900
TOTAL ESTIMATED R	EVENUES	454,611	434,700	339,004	434,900

# BUDGET REPORT FOR VILLAGE OF ROSCOMMON

User: LACEY
DB: Roscommon

Fund: 590 Sewer Fund

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Calculations as of 12/31/2018

GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
APPROPRIATIONS					
Dept 000					
590-000-702.000	Wages	95,000	85,000	85,026	87,000
590-000-727.000	Supplies	15,000	15,000	2,527	10,000
590-000-728.000	Lab Supplies	2,800	2,800	250	2,000
590-000-740.000	Equipment/Inventory	28,000	27,700	601	20,000
590-000-742.000	Bio-Solids	500	500		500
590-000-743.000	Sampling	1,500	1,500	740	1,500
590-000-818.000	Contractual	27,000	14,300	14,710	15,000
590-000-852.000	Postage	2,000	2,000	1,129	2,000
590-000-870.000	Administrative Fee	6,500	6,500	31	6,000
590-000-888.000	Equipment Rental	41,000	35,000	30,748	30,000
590-000-910.000	Insurance	3,000	3,000		3,000
590-000-920.000	Utilities	70,500	70,500	60,155	60,500
590-000-930.000	Repair & Maintenance	13,800	15,000	9,140	15,000
590-000-956.000	Miscellaneous	1,300			
590-000-957.000	Travel & Training	3,000	3,000	2,405	4,000
590-000-990.000	Projects	48,700	125,000	216,791	95,000
590-000-990.003	SAW Grant	85,411			
590-000-996.000	Principal Expense	70,000	50,000	50,000	50,000
590-000-997.000	Interest Expense	20,672	32,000	31,960	32,000
Totals for dept	000 -	535,683	488,800	506,213	433,500
Dept 850 - Benef	itsGeneral Insurance				
590-850-715.000	Medical & Dental	27,000	27,000	25,642	28,000
590-850-716.000	Uniforms	4,500	4,500	3,775	4,500
590-850-717.000	401 Retirement	10,000	10,000	8,110	10,000
590-850-718.000	Life Insurance	450	450	222	450
590-850-719.000	FICA/MED	7,200	7,200	6,505	7,200
Totals for dept	850 - BenefitsGeneral Insurance	49,150	49,150	44,254	50,150
TOTAL APPROPRIATIO	- Parc	584,833	537,950	550,467	483,650
TOTAL ALFROPRIATIO	-		337,930	330,467	403,030
NET OF REVENUES/A	PPROPRIATIONS - FUND 590	(130,222)	(103,250)	(211,463)	(48,750)
BEGINNING	FUND BALANCE	2,165,847	2,142,990	2,142,990	1,931,527
ENDING FU	ND BALANCE	2,035,625	2,039,740	1,931,527	1,882,777

BUDGET REPORT FOR VILLAGE OF ROSCOMMON

User: LACEY Fund: 591 Water Fund
DB: Roscommon

Calculations as of 12/31/2018

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GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
ESTIMATED REVENU	JES				
Dept 000	NACO PAR MANAGER DE DE SACRAMO	1-114141			
591-000-605.000	Local Services	100	100	150	150
591-000-632.000	Turn Off Fees	1,000	1,000	750	1,000
591-000-642.000	Sales	235,000	285,000	258,159	285,000
591-000-643.000	Late Fees	5,000	5,000	5,638	5,000
591-000-664.000	Interest	500	500	3	500
591-000-671.000	Other Revenue			450	500
591-000-677.000	Reimbursement			2,160	500
Totals for dept	000 -	241,600	291,600	267,310	292,650
TOTAL ESTIMATED R	EVENUES	241,600	291,600	267,310	292,650

BUDGET REPORT FOR VILLAGE OF ROSCOMMON Fund: 591 Water Fund

User: LACEY DB: Roscommon

#### Calculations as of 12/31/2018

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GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
APPROPRIATIONS		1			-
Dept 000					
591-000-702.000	Wages	77,000	75,000	79,491	77,000
591-000-702.004	Hydrant Flushing			681	2,000
591-000-715.000	Medical & Dental				23,500
591-000-727.000	Supplies	2,800	2,800	1,074	2,000
591-000-740.000	Equipment/Inventory	5,000	6,000	1,974	5,000
591-000-743.000	Sampling	5,800	4,800	1,947	2,500
591-000-818.000	Contractual	21,700	14,000	11,738	12,500
591-000-852.000	Postage	1,800	1,800	1,073	1,800
591-000-870.000	Administrative Fee	5,500	5,500	31	4,500
591-000-888.000	Equipment Summary	25,000	20,000	17,551	20,000
591-000-920.000	Utilities	29,000	27,000	27,415	27,000
591-000-920.010	RMRA	7,500	7,500	4,994	7,500
591-000-930.000	Repair & Maintenance	13,000	13,000	4,253	11,000
591-000-956.000	Miscellaneous	1,200	1,000		1,000
591-000-957.000	Travel & Training	3,000	3,200	3,921	4,500
591-000-990.000	Projects	123,800	176,000	229,314	55,000
591-000-996.000	Principal Expense	26,000	16,000	16,000	16,000
591-000-997.000	Interest Expense	13,144	14,700	14,613	14,700
Totals for dept	000 -	361,244	388,300	416,070	287,500
Dept 850 - Benef	itsGeneral Insurance				
591-850-715.000	Medical & Dental	23,500	23,500	22,828	
591-850-717.000	401 Retirement	8,000	8,000	7,341	
591-850-718.000	Life Insurance	400	400	190	
591-850-719.000	FICA/MED	6,500	6,500	6,131	
Totals for dept	850 - BenefitsGeneral Insurance	38,400	38,400	36,490	
TOTAL APPROPRIATION	ons -	399,644	426,700	452,560	287,500
NET OF REVENUES/A	PPROPRIATIONS - FUND 591	(158,044)	(135,100)	(185,250)	5,150
BEGINNING	FUND BALANCE	2,386,827	2,359,415	2,359,415	2,174,165
	ND BALANCE	2,228,783	2,224,315	2,174,165	2,179,315

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BUDGET REPORT FOR VILLAGE OF ROSCOMMON

Fund: 661 Equipment Fund Calculations as of 12/31/2018

GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
ESTIMATED REVENU	JES				
Dept 000					
661-000-609.000	Equipment Sales	5,000			
661-000-664.000	Interest	50	50	147	150
661-000-669.000	Rental Income	90,000		79,032	85,000
661-000-677.000	Reimbursement		98,000	453	
Totals for dept	000 -	95,050	98,050	79,632	85,150
TOTAL ESTIMATED R	EVENUES	95,050	98,050	79,632	85,150

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BUDGET REPORT FOR VILLAGE OF ROSCOMMON
Fund: 661 Equipment Fund

Calculations as of 12/31/2018

Fund: 661 Equipment Fund

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GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	2018 AMENDED BUDGET	2018 ACTIVITY THRU 12/31/18	2019 REQUESTED BUDGET
APPROPRIATIONS		-			
Dept 000					
661-000-702.000	Wages	15,000	15,000	6,183	10,000
661-000-727.000	Supplies	1,300	800	511	800
661-000-728.000	Garage Supplies	1,900	1,000	932	900
661-000-741.000	Gas and Oil	9,000	9,000	9,175	9,500
661-000-775.000	Parts	2,000	1,900	334	1,500
661-000-818.000	Contractual	4,000	3,500	1,617	3,000
661-000-920.000	Utilities	4,000	4,000	3,259	4,000
661-000-930.000	Repair & Maintenance	22,750	23,250	5,639	20,000
661-000-957.000	Travel & Training	33			
661-000-977.000	Equipment	16,467	60,500	60,452	65,000
Totals for dept	000 -	76,450	118,950	88,102	114,700
Dept 850 - Benef	itsGeneral Insurance				
661-850-715.000	Medical & Dental	5,500	5,500	1,349	5,000
661-850-717.000	401 Retirement	1,000	1,000	481	1,000
661-850-718.000	Life Insurance	300	300	18	300
661-850-719.000	FICA/MED	1,000	1,000	473	1,000
Totals for dept	850 - BenefitsGeneral Insurance	7,800	7,800	2,321	7,300
TOTAL APPROPRIATIO	ons -	84,250	126,750	90,423	122,000
		51,255	220/100	30,123	122,000
NET OF REVENUES/A	PPROPRIATIONS - FUND 661	10,800	(28,700)	(10,791)	(36,850)
BEGINNING	FUND BALANCE	198,882	228,916	228,916	218,125
ENDING FUN	ND BALANCE	209,682	200,216	218,125	181,275
ESTIMATED REVENUES	S - ALL FUNDS	1,327,922	1,385,350	1,180,048	1,323,400
APPROPRIATIONS - A		1,673,212	1,714,076	1,513,762	1,489,280
	PPROPRIATIONS - ALL FUNDS	(345,290)	(328,726)	(333,714)	(165,880)
BEGINNING FUND BAI	LANCE - ALL FUNDS STMENTS - ALL FUNDS	5,971,173 15	6,103,018	6,103,018	5,769,304
ENDING FUND BALANC		5,625,898	5,774,292	5,769,304	5,603,424

# Michigan Strategic Fund - CDBG Payment Request Form

1. Project Title: Rosc	Ommon M	Roscommon Water & Sewer Project	sct			2. Grant No.:	MSC 2016039-ICE		
3. Name and Address of Grantee:	rantee:	Village of Roscommon	mmon			4. Federal ID No.:	42533240		
5. Request No.:	3	500 Lake Street,	500 Lake Street, Roscommon, MI 48653	8653		6. Grant Term:	From: 7/21/2017	To:	To: 12/21/2019
7. Final Request:	es VNo		8. Dates Expenditure	s Incurred (do not c	8. Dates Expenditures Incurred (do not cross state fiscal years 9/30)*:	s 9/30)*:	From: 10/1/2018	To:	To: 11/30/2018
9. Total Amount Requested:	sted:		552,570.75						
10. Use 1 Column for each Project Activity (from Attachment A-Project Budget; i.e. Construction, address of façade, etc.) *	<b>ach Projec</b> Iget; i.e. Co	t Activity (from nstruction, address	Administration	Construction				TOTAL	For State Staff use only
a. Approved Grant Budget (CDBG Funds Only)	get (CDBG	Funds Only)	30,000.00	2,000,000.00	*			2,030,000.00	
b. Total CDBG Funds Previously Requested	eviously R	equested	7,692.50	554,875.20				562,567.70	
c. Max CDBG Funds Available for this Request	ilable for	this Request	22,307.50	1,445,124.80	•	(1)	t	1,467,432.30	
d. Request for Reimbursement	sement		3,251.25	549,319.50				552,570.75	
e. Request for Advance								1	
f. Balance of funds availble after this request	ble after t	his request:	19,056.25	895,805.30	•		(1	914,861.55	
11. Match		Local Match	Private Match	Other Match	MATCH TOTAL	12. Grantee Comments:	ıts:		
a. Match this Period					·	This request is for Ce	This request is for Certified Grant Administrator and	itor and	
b. Match Previously Reported	ported				i)	construction costs.			
c. Total Match to Date			-	-	10				
Certification*: Lertify by initialing all that are applicable	by <i>initiali</i> i	ng all that are appl	icable below (ente	below (enter n/a if not applicable):	ble):				Amount Approved
RA a. Wages hav	re been pai	a. Wages have been paid in accordance with the Federal Labor Standards (Davis Bacon).	the Federal Labor St	andards (Davis Baco	n).				
RA b. Requested	i funds are	b. Requested funds are for activities within tl environmental release of funds if applicable.	ne scope of the appre	oved Environmental	Review, Grant Agree	ment and/or RLF Agre	b. Requested funds are for activities within the scope of the approved Environmental Review, Grant Agreement and/or RLF Agreement. Funds requested were incurred after the environmental release of funds if applicable.	ed were incurred a	fer the
RA c. Document	ation is att:	ached reflecting CDB( irant Agreement. RLF	s eligible expenditures s attach documentat	es and all required m	natch funds reported eet RLF Agreement n	c. Documentation is attached reflecting CDBG eligible expenditures and all required match funds reported on this payment request. These expend project costs from the Grant Agreement. RLFs attach documentation showing costs meet RLF Agreement rules and are within permitted date range.	c. Documentation is attached reflecting CDBG eligible expenditures and all required match funds reported on this payment request. These expenditures are based on the CDBG percentage of project costs from the Grant Agreement. RLFs attach documentation showing costs meet RLF Agreement rules and are within permitted date range.	es are based on the	CDBG percentage of
RA d. All previou	ısly requesi	d. All previously requested CDBG funds have been expended.	been expended.						
N/A e. For first pa	syments, th	e. For first payments, the items required on the Pre-Disbursement Requirements form have been submitted.	he Pre-Disbursemen	t Requirements forn	n have been submitt	ed.			
By signing this report, I certify to the best of my knowledge and belief terms and conditions of the Federal award. I am aware that any fals catarms and conditions of the Federal award. I am aware that any false catarms and conditions of the Federal award.	rtify to the b f the Federal	est of my knowledge an award. I am aware that statement:	d belief that the report any false, fictitious, or s, false claims or otherv	is true, complete, and fraudulent information ise. (U.S. Code Title 18	accurate, and the expe n, or the omission of an 3, Section 1001 and Titl	wledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to crimina statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).	signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false stands and the false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).	the purposes and objer administrative penal	ectives set forth in the ties for fraud, false
Signature:	en Ci	Chleer			Date:	Date: 12-3-16	For State Staff use only	<i>y</i> lr	
Typed/Printed Name & Title:	, a	Ron Alden, City Manager	nager						
State Agency Approval & Date:	& Date:								
* See the 'Payment Request Instructions' or 'Payment Request Instructions RLF' tab for directions	st Instructi	ons' or 'Payment Req	uest Instructions RLF	tab for directions					
		SECTION OF THE PROPERTY OF T							

# CDBG Administrative Activity Report

CDBG Grant Project or CDBG Loan Fund Name: Roscommon ICE Project

Employee/CGA Name: Hager Consulting, LLC

Community/CDBG Contractor Name: Village of Roscommon

Employee Hourly Rate of Compensation: \$85/hour Activity Period: October 1, 2018 – November 30, 2018

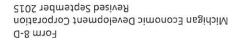
12	38.25	Zotal Hours		
	C7: /	with general contractor for needed revisions.	ICE	81/08/11
	27.ZS	Reviewed payrolls for draw #3 and followed up	иошшооs	- 1/11
	C:7	documentation for Village approval.	ICE	
	2.5	Processed and finalized draw #3	уогсошшои	81/05/11
	0:0	with MEDC payment status.	ICE	
	0.9	Attended progress meeting and followed up	Roscommon	81/67/11
*	CZ'T	documentation.	ICE	OT /OT /TT
	1.25	Reviewed preliminary draw #3 financial	иошшоог	81/91/11
	C'7	payrolls.	ICE	OT ///TT
	2.5	Requested additional documentation for	Воссовтоп	81/4/11
	CANT	Reviewed certified payrolls draw #2.	ICE	81/18/01
	20.75	S# west allosved boilites boweived	уогсошшои	− t/ot
	0.0	for draw #1 and submitted draw #2.	ICE	OT /CZ /OT
	9.8	DCAM of noitstnemusob qu-wollof bebivory	иошшоэго	81/62/01
	0.0	per request of MEDC.	ICE	OT /C7 /OT
	0.2	Conducted site visit and revised draw #2 forms	иошшоэго	81/52/01
HOURS	HOURS	*		
<b>OTHER</b>	CDBG	MORK DESCRIPTION	PROJECT	3TAQ

I certify, to the best of my knowledge that the hours reported herein are correct and CDBG hours worked were related to eligible CDBG activities.

Employee Signature Findeay F. Hager, CGA 11/30/18

Employee Signature Printed Name and Title Date

Employer Signature Printed Name and Title Date





APPLICATION AND CERTIFICATE FOR PAYMENT	TE FOR PAYN	IENT		AIA DOCUMENT G702		PAGE ONE
TO: VILLAGE OF ROSCOMMON	PROJECT:	PROJECT: SEWER & WATER IMPROVEMENTS PROJECT	OVEMENTS PROJE	ECT APPLICATION NO.:	3	Distribution to:
702 LAKE ST ROSCOMMON: MI 48653				PERIOD TO:	10/31/18	[ JARCHITECT
						[ ]CONTRACTOR
FROM: ELMER'S CRANE AND DOZER, IN 3600 RENNIE SCHOOL RD TRAVERSE CITY, MI 49685		VIA: JOB 482013 CUST 22231 VIA F&V		ARCHITECT'S PROJECT NOS.:		
CONTRACT FOR: SITEWORK	v			CONTRACT DATE:		
CONTRACTOR'S APPLICATION	PPLICATION FOR PAYMENT	TN	Appli	Application is made for payment, as shown below, in connection with the Contract	below, in connection with the	Contract
ON THE PROPERTY OF THE PROPERT	CHOCK	OHOLLO	Cont	Continuation Sheet, AIA Document G703, is attached.	s attached.	
CHANGE ORDER SUMMARY	AUDITIONS	DEDUCTIONS				00 003 100 10
Total changes approved in previous months by Owner	0.00	0.00	. 2.	1. ORIGINAL CONTRACT SUM 2. NET CHANGE BY CHANGE ORDERS	RDERS	(\$93,280.00)
CO #1		93,280.00	3.0	3. CONTRACT SUM TO DATE(line 1 & 2)	ne 1 & 2)	\$1,868,308.00
			T.4	OTAL COMPLETED & STOR	ED TO DATE	\$1,226,883.00
			10	(column G on G/U3)		
			•	a. 10% of Completed Work	122,688.30	
TOTALS	00:00	93,280.00		<ul><li>b. 0% of Stored Material</li></ul>	0.00	
NET CHANGES by Change Order		(93,280.00)		(column F on G703)		
			Tota	Total Retainage (Line 5a + 5b or		\$122,688.30
				Total in Column I of G703)		
			6.1	6. TOTAL EARNED LESS RETAINAGE (line 4 - line 5)	INAGE (line 4 - line 5)	\$1,104,194.70
The undersigned Contractor certifies that to the best of the Contractor's knowledge.	est of the Contractor's	mowledge.	7.1	7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	TES FOR PAYMENT	
information and belief the Work covered by this Application for Payment has been	oplication for Payment I	nas been		(Line 6 from prior Certificate)		\$554,875.20
completed in accordance with the Contract Documents, that all amounts have been	nents, that all amounts	have been	8.0	8. CURRENT PAYMENT DUE		\$549,319.50
paid by the Contractor for Work which previous Certificates for Payment were	ertificates for Payment	were	9.	9. BALANCE TO FINISH, INCLUDING RETAINAGE	DING RETAINAGE	\$764,113.30
payments received	from the Owner, and that current payment herein	l herein	lä	(Clife 5 less Line b)	NO.170	
is now due.			Sut	State of: MI County of: MON IMORENCY Subscribed and sworn before me this 25th day of October, 2018	this 25th day of Octobe	ar, 2018
CONTRACTOR: ELMER'S GRANE AN	R'S GRANE AND DOZER, INC.		Ö	Notary Public: Alberta	as all	1
トートー				See See		
By: Dan Callectie	Date:	10/25/18	M	My Commissión expires: 05/22/2024	024	
ARCHITECT'S CERTIFICATE FOR PAYMENT	OR PAYMENT		AM	Attach explanation if amount certified differs from the amount applied for.)	rs from the amount applied for.)	20
In accordance with the Contract Documents, based on on-site observations and the	nents, based on or	n-site observations a		ARCHITECT: Fron Klacist	7	. 1
data comprising the above application, the Architect certifies to the Owner that to the	the Architect certi	fies to the Owner tha		200		7/1-11
	mation and belief	the Work has progre	sed as By:	Ilum	Date:	9.11.7111
indicated, the quality of the Work is in a	accordance with the	he Work is in accordance with the Contract Documents, and		This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Certificial named before the second and accordance of external second and external and external second and	IED is payable only to the Contractor	
the Contractor is entitled to payment of the AMOUNT CERTIFIED	the AMOUNT CE	RTIFIED.		d herein, issuance, payment and acceptance of pay	ment are vendu prejudice.	

SHEILA MCLAREN
NOTARY PUBLIC - MICHIGAN
MONTMORENCY COUNTY
ACTING IN THE COUNTY OF
MY COMMISSION EXPIRES 05/22/2024

## **Hiawatha Property**

I need a motion that states, that Village President, Mike Miller will represent the Village Council and signing all documents at the closing on the Hiawatha property.

## Proposal

FROM J. LETTS BUILDING CO 5870 E. DIBACE RD HARRISON MI-48625 989-539-1942

with payments to be made as follows:

Proposal No.

Dollars (\$ 5000 💝

Sheet No. / Date 12-3-2018

Proposal Submitted To	Work To Be Performed At
Name Uslings of Roscammon  Street 752 LAKEST.  City Roscommon  State M1: 48653  Telephone Number 989-275-5743	Street HIMMATHA PROPERTY  City ROSCOMMON State MV.  Date of Plans REPAIR  Architect WATER DAMAGE
We hereby propose to furnish all the materials and perform to P  R+R APP DOFT OF COUNTER TOP  R+R SINIL (PROJECT NEW F)  R+R APP YOR FT DRY WALL F  R+R APP 16 FT AF BALK SPLASS  CHECK FOR POSSIBLE LIFAKS IN  PAINT + CAUCK  COMPLETE WINNTERVERTION OF ME	H. Bernet SYSTOM
All material is guaranteed to be as specified, and the	ne above work to be performed in accordance with the drawings completed in a substantial workmanlike manner for the sum o

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above work to be taken out by BUILDER

Respectfully submitted\_\_\_

Note — This proposal may be withdrawn by us if not accepted within 60 days

FIVE THOU SAND DOLLARS +00/100

UPON COMPLETION

#### ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

\_\_\_\_\_\_\_Signature\_\_\_\_ Accepted\_\_\_ \_\_\_\_\_Signature\_\_\_\_

#### YOUNG, GRAHAM & WENDLING, P.C.

Attorneys at Law
104 E. Forest Home Ave., P.O. Box 398
Bellaire, Michigan 49615
(231) 533-8635
Facsimile (231) 533-6225
www.upnorthlaw.com

Bryan E. Graham Peter R. Wendling Nicole E. Essad James G. Young, Of Counsel

#### MEMORANDUM

TO:

**Municipal Clients** 

**VIA EMAIL** 

FROM:

Bryan E. Graham

BES

DATE:

November 7, 2018

SUBJECT:

Recreational Marihuana

As everyone knows, the voters of Michigan passed Proposal 1 legalizing recreational marihuana. The statute enacted by the voters is formally known as the "Michigan Regulation and Taxation of Marihuana Act." Under Article II, § 9 of the Michigan Constitution the new act takes effect "10 days after the date of the official declaration of the vote." Section 842(1) of the Michigan Election Law, MCL 168.842(1), requires the Board of State Canvassers to meet on or before the 20<sup>th</sup> day after the election "for the purpose of canvassing the returns and ascertainment and determining the results of an election." The Michigan Secretary of State sets the date of the meeting. The statute further provides that the Board of State Canvassers may adjourn its meeting, but is required to complete the canvas and announce its determination not later than the 40<sup>th</sup> day after the election. Therefore, the effective date of the voter-approved act can be any time between 10 days following the date of the Board of State Canvassers' meeting and December 26, 2018, depending on whether the meeting is adjourned. If your municipality would like a copy of the specific language of the new act, please let me know, and I will be happy to send a copy to you.

There are a number of significant provisions of the new act. This memo will attempt to summarize these significant provisions.

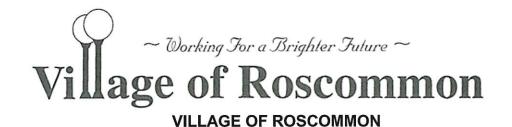
- 1. The act allows an individual 21 years of age or older to possess and use 2.5 ounces or less of marihuana.
- 2. However, in the individual's residence, he or she can possess, store, and process 10 ounces of marihuana and any marihuana produced by marihuana plants cultivated on the premises and can cultivate not more than 12 marihuana plants for personal use.
- 3. The act authorizes marihuana establishments, defined to include a marihuana grower, marihuana safety compliance facility, marihuana processor, marihuana microbusiness, marihuana retailer, marihuana secure transporter, or any other type of marihuana-related business licensed by the state.

- 4. Although the act becomes effective in December, the act itself provides that the state shall begin accepting applications for marihuana establishments within 12 months after the effective date of the act. This 1-year time period allows municipalities the time to make decisions concerning marihuana establishments and to enact the desired ordinance to implement that policy choice.
- 5. A municipality may completely prohibit or limit the number of marihuana establishments within its boundaries. Unlike the Medical Marihuana Facilities Licensing Act, where no action by the municipality prohibited medical marihuana facilities in the municipality, if your municipality desires to prohibit or limit the number of marihuana facilities within your municipality, the new act requires the municipality to enact an ordinance implementing that policy choice. The initial decision to prohibit or limit the number of marihuana establishments is then subject to a referendum petition, and if the required number of signatures are obtained, by a vote of the electors. If your municipality desires to prohibit marihuana establishments, please contact me. I can then prepare a simple ordinance declaring that policy decision. On the other hand, if your municipality desires to allow and license marihuana establishments within its boundaries, either limited or unlimited in number, as permitted under the act, then contact me. It will be necessary for me to meet with appropriate officials to discuss the many options available for regulations - that are not in conflict with the act and the administrative rules promulgated pursuant to the act. If the municipality limits the number of marihuana establishments and the state receives applications in excess of the number limited by the municipality, then the act requires the municipality to decide among competing applications by a competitive process intended to select applicants who are best suited to operate in compliance with the act within the municipality.
- 6. A municipality may adopt other ordinances that are not unreasonably impracticable and do not conflict with the act or with any rule promulgated pursuant to the act and that:
  - (a) establish reasonable restrictions on public signs related to marihuana establishments;
  - (b) regulate the time, place, and manner of operation of marihuana establishments and of the production, manufacture, sale, or display of marihuana accessories:
  - (c) authorize the sale of marihuana for consumption in designated areas that are not accessible to persons under 21 years of age, or at special events in limited areas and for a limited time; and
  - (d) designate a violation of the ordinance and provide for a penalty for that violation by a marihuana establishment, provided that such violation is a civil infraction and such penalty is a civil fine of not more than \$500.
- 7. A municipality may adopt an ordinance requiring a marihuana establishment with a physical location within the municipality to obtain a municipal license, but may not impose qualifications for licensure that conflict with the act or rules promulgated by the state.

- 8. A municipality may charge an annual fee of not more than \$5,000 to defray application, administrative, and enforcement costs associated with the operation of the marihuana establishment in the municipality. Please understand that under Michigan case law, to be a valid fee the amount of the fee must reasonably relate to the application, administrative, and enforcement costs incurred by the municipality. The fee cannot legally be used to raise revenue for the general use of the municipality.
- 9. A municipality may not adopt an ordinance that restricts the transportation of marihuana through the municipality or prohibits a marihuana grower, a marihuana processor, and a marihuana retailer from operating within a single facility or from operating at a location shared with a marihuana facility operating pursuant to the Medical Marihuana Facilities Licensing Act.
- The act, however, does not authorize the consumption of marihuana in a public place, unless in an area designated for public consumption by an ordinance enacted by the municipality.
- 11. The act also does not authorize the cultivation of marihuana plants if those plants are visible from a public place without the use of binoculars, aircraft, or other optical aids or outside of an enclosed area with locks that restricts access to the area.
- 12. The act does not prohibit an employer, including any municipality, from having and enforcing employment policies prohibiting the possession and use of marihuana on the employer's property or during working hours.
- 13. The act exempts from FOIA disclosure information obtained from an individual related to obtaining a license under the act, including any licensing ordinance enacted by the municipality.
- 14. Finally, the 10% excise tax authorized by the act is imposed only on a marihuana retailer and a marihuana microbusiness (2 of the 6 marihuana establishments authorized under the act). This tax is levied on the sale price for marihuana sold or otherwise transferred to anyone other than a marihuana establishment. The tax is then paid to the state and deposited into a new fund called the Marihuana Regulation Fund. There is no provisions in the act for any local tax.

I realize this is a rather complex memo. Unfortunately, the new act has many complex provisions. If there are questions, please do not hesitate to contact me. Also, please contact me if your municipality desires to enact an ordinance either prohibiting, limiting the number of, or regulating marihuana establishments under the act.

**BEG** 



#### **ORDINANCE NO. 83**

### AN INTERIM ORDINANCE IMPOSING ATEMPRARY MORATORIUM ON CERTAIN LAND USES CONNECTED WITH THE USE OF MARIJUANA FOR MEDICAL PURPOSES.

**WHEREAS**, the State of Michigan, by voter referendum of November 2008, approved the use of medical marijuana; and

WHEREAS, this law has been identified as Initiated Law 1 of 2008, MCL 333.26421 et seq. and executive reorganization order numbers 1996-1, 1996-2 and 2003-1, MCL 330.3101, MCL 445.2001 and MCL 445.2011; and

WHEREAS, such laws and state regulations have not addressed the appropriate land uses associated with these activities; and

**WHEREAS**, the present ordinances of the Village of Roscommon do no address the proper locations of such activities, since many of the activities were illegal until the recent referendum and were not permitted anywhere in the Village of Roscommon; and

**WHEREAS**, absent this moratorium, unregulated land uses could likely cause substantial issues, for the Village of Roscommon such as mixed commercial, agricultural and residential uses, quasi-industrial uses in residential or commercial areas, uses that could be incompatible with public uses such as schools, and

**WHEREAS**, the Village of Roscommon has a legitimate purpose in addressing the proper locations and land uses for this new activity in appropriate areas; and

WHEREAS, this review process will take at least several months to properly accomplish; and

**WHEREAS**, the Village of Roscommon is legitimately concerned that uses may be established in inappropriate or inadvisable locations before revised ordinances can be drafted and enacted, thereby defeating the purpose of the Village of Roscommon's ordinances; and

**WHEREAS**, it is a routine and appropriate method to forestall such problems to enact a reasonable moratorium on all land uses for medical marijuana until new ordinances can be drafted and enacted.

**NOW, THEREFORE, BE IT RESOLVED** by the Village of Roscommon Council of the Village of Roscommon as follows:

Village of Roscommon ordains;

**SECTION 1.** Village of Roscommon hereby temporarily prohibits, pending further study and implementation of appropriate permanent ordinances, the use of land or buildings for the following activities and uses:



- 1. Cultivation or processing of marijuana;
- 2. Distribution or dispensing of marijuana;
- 3. Smoking or other administration of marijuana;
- 4. Stores for specialized equipment for cultivating, processing, distributing, or administering marijuana; and
- 5. Specialized schools or training for cultivating, processing, distributing, or administering marihuana.

**SECTION 2.** Nothing in this moratorium ordinance shall deny a properly licensed person from exercising his or her rights under initiated Law 1 of 2008 with respect to the personal use of marijuana for medical purposes. Further, the provisions of this moratorium are declared to be severable.

**SECTION 3.** This moratorium ordinance forbidding such land use shall terminate and be of no further effect upon the effective date of a land use ordinance regulating such activities or after six months from the effective date of this moratorium, whichever shall first occur.

**SECTION 4.** The Clerk of the Village of Roscommon shall publish this ordinance in the manner prescribed by law.

**SECTION 5.** This ordinance shall take effect immediately after its publication as required by law.

At a regular Meeting of the Village of Roscommon Council held on the 17<sup>th</sup> day of June 2011, it was moved by Steve Morris and supported by Erine Adams that this Ordinance No. 83 be introduced and adopted.

AYES: 6 NAYS: 1

I, Dawn Dodge, Clerk of the Village of Roscommon, hereby certify this to be a true and complete copy of Ordinance No. 83 duly adopted at a regular meeting of the Village of Roscommon Board held on the 17<sup>th</sup> day of June 2011.

### ROSCOMMON DDA 2019 PROPOSED BUDGET WORKSHEET

		2017 <u>Actual</u>	]	2018 Estimated	2019 <u>Proposed Budget</u>
BEGINNING FUND BALANCE	\$	262,100	\$	296,209	\$ 304,152
REVENUES: TIFA OTHER INTEREST		193,961 - 263	2	141,512 5,000 <u>234</u>	140,000 - 
TOTAL REVENUES	-	194,224	_	146,746	140,250
EXPENDITURES:  ECONOMIC DEVELOPMENT - READINESS DOWNTOWN IMPROVEMENTS FAÇADE PROGRAM FLOWERS IN THE VILLAGE FARM MARKET TREES & LANDSCAPING INDUSTRIAL PARK DEVELOPMENT BANNERS CHRISTMAS DECORATIONS ADVERTISING/PROMOTIONS ADMINISTRATIVE MISCELLANEOUS DUES & SUBSCRIPTIONS LEGAL & PROFESSIONAL RENT FEES		9,916 34,495 17,420 1,150 1,954 600 2,656 5,394 145 5,645 200 500 1,200		14,016 4,183 20,267 1,417 2,084 - 1,110 3,000 10,326 - 200 525 1,200	12,000 150,000 30,000 5,000 4,000 3,000 2,000 4,000 3,000 8,000 250 500 200 550 1,200
MAINTENANCE & REPAIRS SAWMILL PROJECT DOWNTOWN SNOW REMOVAL VILLAGE OF ROSCOMMON - CONTRIBUTION		1,101 50,745 14,410 12,584		50 35,000 16,050 29,375	500 15,000 15,000 5,000
TOTAL EXPENDITURES		160,115	- P	138,803	259,200
ENDING FUND BALANCE	\$	296,209	\$	304,152	\$ 185,202

Date: Nov. 26, 2018

To: Roscommon DDA

From: Tim Legg

Re: Letter of Resignation

#### Dear Board

It has been my pleasure to serve on this board, unfortunately due to my business demands I have been unable to participate like I would like to. With two people currently interested in being on the board I feel this is a good time to offer my resignation. If at any time you have an opening in the future there is another opening and my work requirements are less I would be happy to serve again.

Please accept this as my letter of resignation effective immediately

Respectfully

Tim Lege

## Roscommon Downtown Development Authority 2019 Board

The DDA needs to fill two seats on their board;

Lonnie Wilkerson's seat (Resignation) - I recommend that we appoint Paige Haines to finish his term on the DDA board (2022). Paige is currently working for MSU Extension and is very active within the community.

Tim Legg seat (Resignation) – I recommend that we appoint Kevin Wagner to finish his term on the DDA board (2019). Kevin and his wife will be purchasing and taking over the Walsh Funeral Home.



Quote Date: 11/20/2018

Quote for: VILLAGE OF ROSCOMMON - ROSCOMMON

Policy Term: 01/01/2019 - 01/01/2020

Payment Plan: Annual

Company: U.S. Specialty Insurance Company

#### General Liability - Occurrence Form

Subject to \$2,000,000 per Occurrence / \$0 Aggregate

Subject to \$0 Deductible

Damage to Premises Rented to you \$500,000 Subject to \$0 Deductible

Medical Payments \$10,000
Government Medical Included

Cemetery Professional Included Subject to \$0 Deductible

Pesticide or Herbicide - No Coverage

General Liability Nose Coverage - No Coverage

Employee Benefits - Occurrence Form - Subject to \$1,000,000 per Occurrence / \$3,000,000 Aggregate

Subject to \$0 Deductible

Employee Benefits Prior Acts Coverage - No Coverage

Sewer Backup Liability \$100,000 per Occurrence /\$100,000 Aggregate

#### Liquor Liability - No Coverage

Special Events: Subject to receipt of Special Events Application, Risk Control review and Underwriting approval (Additional Premium may apply)

Fireworks Liability: Subject to receipt of Special Events Application, Risk Control review and Underwriting approval prior to binding coverage (Additional Premium will apply)

#### Wrongful Acts Liability - Occurrence Form

Subject to \$2,000,000 per Occurrence / \$0 Aggregate

Subject to \$0 Deductible

Please note: Wrongful Acts Deductible and Loss Adjustment Expenses Apply to EPLI.

Prior Acts Coverage 01/01/2007 to 01/01/2013

Non-Monetary Damage \$25,000 Per Suit / \$50,000 Per Policy Limit

Zoning \$100,000 per Occurrence / \$0 Aggregate

#### Law Enforcement Liability - No Coverage

#### **Property**

Total Building and Contents Limit \$2,541,805

Coinsurance N/A

Subject to: \$500 Deductible

Blanket Basis Included Agreed Amount Included

Building Valuation-per schedule on file with company Replacement Cost

Special Form Included Accounts Receivable \$250,000

Animal Mortality \$10,000 any one occurrence Business Income \$500,000 any one occurrence

Quote for: VILLAGE OF ROSCOMMON

06/18/2018



Extra Expense Debris Removal

Electrical Utility Service Interruption Fire Department Service Charge Fire Equipment Recharge

Foundations of Machinery Golf Course Greens Inventory or Appraisal

Newly Acquired or Constructed Prop – Bldg Newly Acquired or Constructed Prop – Contents Outdoor Property – Specifically Listed Items

Outdoor Property – All Other Items
Personal Effects – Property of Others

Property in Transit
Property off Premises
Underground Pipes, Flues or Drains
Valuable Papers & Records – Cost to Research
Law and Ordinance Coverage
Earthquake Coverage

\$500,000 any one occurrence

25% of direct physical loss or damage to covered property

\$25,000 any one occurrence \$5,000 for your liability

\$5,000 for each separate 12 month period

\$250,000 any one occurrence \$100,000 any one occurrence

\$10,000 any one claim

\$1,000,000 for 180 days at each building

\$250,000 at each building

\$10,000 any one occurrence; Limited Perils \$5,000 any one occurrence; Limited Perils

\$1,000 for personal property of any one employee or

volunteer

\$50,000 any one occurrence

\$15,000 any one occurrence for property of others

\$50,000 any one occurrence \$100,000 any one occurrence

\$1,000,000

\$250,000 any one occurrence

**Actual Loss Sustained** 

\$1,000,000 subject to \$50,000 Deductible \$1,000,000 subject to \$50,000 Deductible

(Any location in the following flood zones is excluded: Flood Zones A, AO, AH, A1 - A30, A99, V, V1-V30. Any area later designated by FEMA as a "special flood coverage area" at the time of a Covered Cause of Loss is also subject to this limitation. Any area removed by FEMA from a "special flood coverage area" designed at the time of a Covered Cause of Loss is not subject to this limitation.)

Equipment & Mechanical Breakdown

Flood Coverage

Included

Subject to: \$1,000 Deductible

Law and Ordinance Limit \$250,000

Sewage / Water Treatment Plant Deductible:

Property Damage: \$2,500 Business Income: 48 Hours

#### **Automobile**

Based on 7 vehicles - Schedule on file with Company

Subject to \$2,000,000 Liability Limit

Subject to \$0 Deductible

\$1,000,000 Uninsured / Underinsured Motorist coverage limit

Hired and Non Owned Automobile Liability Personal Injury Protection - Included

Personal Injury Protection - Included

Property Protection Insurance - Included

Mini-Tort Liability - Included

Physical Damage per schedule on file with company

Comprehensive Deductible: \$500

Collision Deductible: \$500

Hired Auto Physical Damage Coverage Limit \$50,000 subject to deductibles per schedule on file with company Employee Vehicle Endorsement

Quote for: VILLAGE OF ROSCOMMON

06/18/2018

Page 2 of 4

### MICHIGAN TOWNSHIP PARTICIPATING PLAN

Nose Coverage - No Coverage Auto Catastrophic Coverage - No Coverage Garage Keepers Legal - No Coverage Impound Vehicles Coverage - No Coverage

#### **Inland Marine**

	Subject to \$500 Deductible Scheduled Equipment – Per Schedule on file with company	\$342,000
	Valuation: Replacement Cost Valuation - per schedule on file Misc. Property & Equipment Valuation: Replacement Cost	\$125,000
	Ancillary Equipment (Fire Department) Valuation: Replacement Cost	No Coverage
	Contractors Equipment Rented From Others less than 90 days	\$0
	Aircraft Non-Operating Shell  Total Limit:	\$0 \$467,000
)	<u>P</u>	

#### **EDP**

Total Limit	\$100,000
Subject to \$500 Deductible	
System Breakdown Coverage	Included
Loss of Business Income	\$100,000
Extra Expense	\$100,000
Media Coverage	\$100,000

#### Crime

<u>ime</u>	
Coverage Form B, C & F Subject to: \$0 Deductible	
B. Forgery or Alteration	\$100,000
C. Theft, Disappearance and Destruction In/Out	\$100,000
Tax Time Limit	\$100,000
F. Computer Fraud	\$100,000
Coverage Form O & P Subject to: \$0 Deductible	
O. Employee Dishonesty – Per Loss	No Coverage
P. Employee Dishonesty – Per Employee	\$100,000
Includes Faithful Performance	

Sub Total Premium:	\$16,957
MCCA:	\$1,344
Annual Package Premium:	\$18,301

\*\*Note: Terrorism option and optional quoted premiums are not included in installment plan premiums.

\*\*Note: Mold, Fungi & Bacterial Exclusion Included

\*\*Note: Accounts cannot be brokered

\*\*Note: All SIR's Include Loss, Loss Adjustment Expense and Supplementary Payments

\*\*Note: Failure of any Dam, Levee or Dike Exclusion Included

Quote for: VILLAGE OF ROSCOMMON 06/18/2018

Page 3 of 4



Limited Terrorism coverage and pricing subject to the Terrorism Risk Insurance Act as amended in 2015.

TRIA DOES NOT APPLY TO AUTO LIABILITY, AUTO PHYSICAL DAMAGE, CRIME, EMPLOYEE BENEFITS, WRONGFUL ACTS LIABILITY OR LAW ENFORCEMENT

U.S. Specialty Insurance Company, Additional premium for limited terrorism coverage (not included in above package quote):

CASUALTY LIMITED TERRORISM COVERAGE (ACT OF 2015) \$51
PROPERTY LIMITED TERRORISM COVERAGE (ACT OF 2015) \$61

#### **Optional Quotes and Premium:**

Quote is contingent on favorable five-year loss runs.

Special Conditions: None

NOTE: The following forms need to be signed and returned prior to binding coverage:

~ Application

~ Terrorism Form

QUOTE GOOD FOR 30 DAYS ONLY ENTIRE QUOTE SUBJECT TO THE TERMS AND CONDITIONS OF THE POLICY.

Quote for: VILLAGE OF ROSCOMMON

06/18/2018

### Village of Roscommon

Effective 01-01-2019 to 01-01-2020

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$5,000,000	N/A	\$0
Sewer Back-Up Sublimit	\$100,000	\$0	
Personal Injury Liability (Coverage B)	\$5,000,000	\$0	
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$5,000,000	N/A	\$0
Law Enforcement Liability (Coverages A, B, and D)	No Coverage	N/A	N/A
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Automobile Liability (Coverages A and B)	\$5,000,000	N/A	\$0
# Vehicles Comp Coll			
7 \$250 \$250			

Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$5,000,000 regardless of the number of coverages involved in the occurrence.

Property			
Property - Blanket Basis	\$3,721,186	N/A	\$500
Boiler and Machinery	Included	N/A	\$500
Building(s)	Included	N/A	\$250
Cemetery Property - up to \$500 per headstone	# Plots: 2,296	N/A	\$500
Contents	Included	N/A	\$250
Property in the Open	Included	N/A	\$250
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	N/A	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
Accounts Receivable	\$100,000	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A
Contractors Equipment	\$280,000	N/A	\$250
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A

## Coverage and Cost Summary Village of Roscommon

Effective 01-01-2019 to 01-01-2020

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$250,000	N/A	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Miscellaneous Equipment	\$125,000	N/A	\$250
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Sound System	\$36,100	N/A	\$250
Valuable Papers	\$100,000	N/A	\$250
Comprehensive Crime Coverage			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer	\$100,000	N/A	N/A

Only one deductible applies to claims involving two or more property coverages.

The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$15,982.

# Village of Roscommon Clerk Position

The Village	Council	needs to	fill the	vacant	village cle	erk position	until	(2020)	١.
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I feel that it is in the best interest of the village that you appoint Frances Dawson to fulfill the duties of the Clerk until 2020. The base pay for our clerk is \$7,800. I would recommend that she be moved to a full-time employee status, eligible for insurance and retirement benefits.



702 Bake Street • P.O. Box 236 • Roscommon, Michigan 48653

Telephone (989) 275-5743 • Fax (989) 275-5998

www.roscommonvillage.com

TO: Village Council FROM: Lacey Wilkerson DATE: December 10, 2018

SUBJECT: Budget Amendments/Budget Adjustments

Increase 590-000-990.000 (Sewer Projects) to \$360,000 Increase 591-000-990.000 (Water Projects) to \$400,000

I am proposing the following budget adjustments:

\$1000 FROM: 101-191-956.000 (Elections)

TO: 101-448-920.000 (Street Lights)

\$400 FROM: 661-000-775.000 (Equipment Parts)

TO: 661-000-741.000 (Gas and Oil)

\$1000 FROM: 590-000-930.000 (Repair & Maintenance)

TO: 590-000-743.000 (Sewer Sampling)

\$25 FROM: 101-265-990.000 (Village Hall Projects)

TO: 101-201-818.000 (Audit)

\$1000 FROM: 591-000-930.000 (Repair & Maintenance)

TO: 591-000-920.000 (Utilities)

\$250 FROM: 101-265-818.000 (Village Hall Contractual)

TO: 101-265-901.000 (Publications)

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