



CITY OF PONTIAC
OFFICE OF THE EMERGENCY MANAGER
LOUIS H. SCHIMMEL

47450 Woodward Avenue
Pontiac, Michigan 48342
Telephone: (248) 758-3133
Fax: (248) 758-3292

December 13, 2011

Mr. Donald Mannix
Sarcom Team Leader
47450 Woodward Ave.
Pontiac, MI 48342

Dear Mr. Mannix:

Attached you will find the following report due December 16, 2011 for the quarter ending November 30, 2011 for posting on the Emergency Manager's web page:

- Quarterly report to be filed with the governor, the senate majority leader, the speaker of the house, and the Pontiac City Clerk that identifies expenditures, contracts, loans, and positions within the City government that meet certain criteria in accordance with Section 22 of Public Act 4 of 2011.

Sincerely,

Louis H. Schimmel
Emergency Manager

LHS/jms

cc: Mr. Andy Dillon, State Treasurer
Mr. Roger Fraser, Deputy State Treasurer
Mr. Frederick Headen, Director of the Bureau of Local Government Services

Attachments.

SECTION SEPARATOR

141.1522 Report; contents; submissions.

Sec. 22.

(1) An emergency manager appointed under this act shall file with the governor, the senate majority leader, the speaker of the house of representatives, and the clerk of the local government that is in receivership, and shall post on the internet on the website of the local government, a report that contains all of the following:

(a) A description of each expenditure made, approved, or disapproved during the reporting period that has a cumulative value of \$5,000.00 or more and the source of the funds.

Follows:

- Expenditures Approved September 1, 2011 through November 30, 2011 (Gross Wages), 8 pages;
- Expenditures Approved September 1, 2011 through November 30, 2011 (Purchase Orders), 4 pages;
- Expenditures Made September 1, 2011 through November 30, 2011 (Invoices), 5 pages;

No expenditures were disapproved.

Expenditures Approved September 1, 2011 through November 30, 2011 (Gross Wages)

Last Name	First Name	Fund	Gross Pay
Acord	Michael	226	333.12
Acord	Michael	640	11448.94
Adams	Annette	760	10378.55
Allen	Myra	101	665.00
Alvarado	Maria	101	5784.00
Anthony	Charles	209	16104.44
Aranosian	Bryan	101	25853.58
Armster	Sophia	101	185.00
Arndt	Jane	733	8590.40
Balduf	Bonnie	268	6863.50
Baldwin	McDonald	226	1290.77
Baldwin	McDonald	640	11024.26
Bell	Archie	760	10730.40
Benton	Pearline	101	260.84
Bertsch	Helen	101	160.00
Bibbs	Amber	760	12551.52
Bishop	Meloney	585	10973.63
Blakey	Constance	101	185.00
Bonds	Victor	101	185.00
Bradley	Cynthia	101	9161.99
Brealer	Josephine	101	170.00
Briggs	Mitzi	101	250.00
Briggs	Shanet	101	210.00
Brimm	Eric	226	17219.99
Butler	Jessie	101	1800.00
Butler	Larry	101	150.00
Calhoun	Victor	590	160.00
Carter	Sandra	101	160.00
Cayton	Clarissa	140	13896.87
Chamberlain	Bernardette	760	8694.55
Chandler	Chad	760	10745.04
Childs	Tujuana	696	3288.00
Chumbler	Catherine	209	1472.60
Claeys	Donald	101	34290.19
Clark	Brenda	101	185.00
Clark	Kevin	101	220.00
Cole	Keon	101	150.00
Coleman	Lottie	101	160.00
Corum	Rebecca	101	160.00
Cosby	Michael	101	18948.81
Craft	Lajuan	733	12902.40
Cravens	Eugenie	246	9714.35
Cravens	Eugenie	248	2766.12
Cravens	Eugenie	252	3293.00
Cravens	Eugenie	263	2667.33
Croskey	Renee	585	455.45
Cruz	Pablo	209	19193.04
Cummings	Marcus	101	160.00
Dallas	Paul	101	27383.78
Days	Christina	101	610.00
Deman	Christopher	101	10627.59

Expenditures Approved September 1, 2011 through November 30, 2011 (Gross Wages)

Last_Name	First_Name	Fund	Gross_Pay
Dennis	Neil	101	5.00
Deplanche	Diana	226	8981.63
Devine	Connie	760	13204.91
Dorris	Carl	760	11338.98
Downs	Matthew	101	10925.38
Doyle	Garland	101	2640.00
Dumas	Daniel	101	23501.76
Eason	Louise	101	185.00
Edison	Callie	101	170.00
Elliott	James	101	150.00
Elliott	Patricia	101	150.00
Elsholz	Sandra	101	150.00
Enders	Myra	101	150.00
Escobar	Maria	760	9441.24
Estell	Kenneth	101	12589.44
Ewing	Anthony	760	11290.62
Fanfalone	Matthew	101	20795.50
Felts	Chester	101	25549.16
Finley	Gwendolyn	760	2764.17
Finnegan	Frances	101	160.00
Fladger	Pamela	101	16200.80
Fleming	Johnnie	101	185.00
Fluellen	Edna	101	160.00
Flye	Bryan	760	15276.80
Foley	Brian	729	1642.46
Ford	Larhonda	696	3486.40
Fortney	Drew	101	26551.75
Fowlkes	Darryl	101	28150.77
Gangnier	Christopher	101	17919.57
Gangnier	Steven	101	17350.42
Garner	De Carla	760	11368.79
Gates	Gregory	640	17568.76
Gener	Julito	591	10319.67
Gener	Julito	729	4290.06
Goodman	Barbara	101	1159.35
Goodman	Tommy	696	4554.22
Gordon	Carolyn	101	210.00
Gracey	Ronald	760	11014.88
Green	Devan	268	7620.00
Green-McCarty	Tamantha	759	19114.66
Greer-Alvrez	Renee	760	16044.02
Gregart	Mary	101	150.00
Grier	Michael	101	31549.76
Griffin	Jason	101	23758.47
Gross	Ronda	760	12310.47
Guyton	Quinton	101	27371.76
Guyton	Quinton	729	15862.94
Hamersley	Steven	696	5515.20
Hanson	Thomas	101	23124.11
Hardie	LaKeshia	101	185.00
Hardy	Harry	101	1440.00

Expenditures Approved September 1, 2011 through November 30, 2011 (Gross Wages)

Last_Name	First_Name	Fund	Gross_Pay
Harney	Damon	101	27589.49
Harris-Carter	Norma	101	185.00
Hatchett	Franklin	696	8115.20
Hawkins	Sherikia	101	15056.00
Hayward	Tamatia	760	8039.78
Heckendorn	Kyle	101	14966.11
Hefner	Daniel	101	19726.02
Herrgott	Michael	760	10454.75
Hilborn	Michael	101	22697.81
Hill	Tina	101	1197.00
Hinton	Tyrone	246	10080.06
Hinton	Tyrone	248	6092.40
Hinton	Tyrone	251	1812.48
Hinton	Tyrone	263	1346.26
Hodges	Beverly	101	410.00
Holcomb	Carl	101	29327.87
Holmes	Michelle	101	150.00
Holmes	Paul	101	25097.63
Holzer	Jaki	101	11538.46
Hoover	Eric	640	533.12
Hotz	Mark	101	20875.20
Huff	Rachel	760	13412.03
Hunter	Jeff	101	26040.69
Irwin	Lawrence	101	160.00
Isenberg	Sandra	101	160.00
Isenberg	Thomas	101	160.00
Jakel	Joanne	101	160.00
Jakel	Roland	101	160.00
Jaroneski	David	101	16488.81
Jarrett	Tyrone	101	26351.75
Jimenez	Ester	759	8299.20
Jimenez	Vincente	101	19560.25
Johnson	Lee	226	16972.80
Joiner	Frederick	101	32756.15
Joiner	Frederick	729	28709.86
Jones	Barbara	101	170.00
Jones	Francine	101	172.50
Jones	James	268	3272.50
Jukowski	Leon	101	7309.60
Kaiser	Robert	212	9419.20
Keesling	Keith	101	19441.93
Kersey-Smith	Vanesa	101	175.00
King	Lisa	760	15680.00
Kirby	Lisa	101	160.00
Kirkendolph	Sheila	101	185.00
Kleist	Alexander	101	17413.14
Koss	Daniel	101	13331.43
Lamb	Michael	268	17611.08
Landis	Sean	101	16716.33
Lange	Sally	729	9147.27
Lauer	Virginia	729	2429.01

Expenditures Approved September 1, 2011 through November 30, 2011 (Gross Wages)

Last_Name	First_Name	Fund	Gross_Pay
Ledwell	Ronald	101	160.00
Lee	Chad	101	14146.76
Lee	David	101	14891.66
Lee	Kathy	268	6293.77
Lee	Norman	101	598.12
Lee	Norman	729	2060.85
Lemons	Michael	101	15919.85
Lewis	Annie	101	160.00
Lewis	Aron	101	25860.67
Lewis	Dozzie	101	160.00
Lewis	Mark	101	13837.83
Lewis	Melvin	101	160.00
Lile	Patricia	246	2512.44
Lile	Patricia	251	1917.57
Lile	Patricia	252	14529.88
Lile	Patricia	263	1322.42
Linenger	Kyle	101	12689.61
Locke	Donna	101	160.00
Long	Bryant	101	13407.18
Long	Phyllis	101	12803.99
Long	Phyllis	759	6006.01
Lyons III	Donald	101	11157.38
Macias	Antonio	101	26187.44
Mack	Doris	101	360.00
Males	Stana	101	175.00
Malone	Sonya	101	410.00
Martin	Linneya	101	160.00
Martinez	Hector	101	19262.66
Martinez	Michael	760	14139.45
Martinez	Tayri	101	185.00
Mathes	Oliver	760	10134.43
McCallister	Cassandra	101	160.00
McDonald	Scott	101	600.00
McGee	Nancy	101	420.00
McKnight	Rosia	101	160.00
McNary	Kimberly	101	14770.10
Medlock	Patricia	585	2332.00
Mickens	Kathleen	729	5500.00
Middleton	Jarvis	592	19673.06
Milas	Renetta	101	220.00
Milas	Wilamina	101	195.00
Miles	Toni	101	160.00
Millmine	Bonnie	101	1089.00
Molett	Sandra	585	7063.76
Montgomery	Shirley	268	188.87
Moore-Quinones	Kelleigh	101	540.00
Mosher	Paul	640	13394.34
Moshier	Michael	101	23183.17
Mosley	Nikkia	101	185.00
Moss	Alma	212	11050.74
Munson	Deborah	733	17460.80

Expenditures Approved September 1, 2011 through November 30, 2011 (Gross Wages)

Last Name	First Name	Fund	Gross Pay
Murphy	James	101	1098.00
Murphy	Kimberly	101	1098.00
Myers	Datanyen	101	600.00
Naglick Jr.	John	101	30800.00
Neill	Wisetta	760	12829.60
Nelson	Chris	101	3579.39
Nelson	Chris	729	19139.42
Nelson	Monica	101	3669.12
Newman	Malkia	101	410.00
Nichols	Linda	101	960.00
Nye	Jeffrey	101	45230.41
Nye	Matthew	101	46994.25
O'Brien	Kelly	101	20618.11
O'Brien	Kelly	729	17055.22
O'Connell	Daren	101	150.00
O'Neill	Timothy	729	2672.77
Ogg	Ashley	585	469.60
Olsen	Nels	101	22135.69
Owens	Brenda	101	185.00
Parasiliti	Lorna	101	150.00
Parasiliti	Thomas	101	150.00
Parker	Alyce	101	410.00
Parker	Angel	101	160.00
Pasha	Jennifer	101	1320.00
Perkins	Freida	696	2926.40
Perkins	Mark	101	21905.63
Perkins	Mark	729	10946.43
Pettway	Hugh	101	43613.71
Phelps	Michael	101	11963.15
Phillips	Alvin	101	12195.29
Pilkowski	Sandra	101	160.00
Polanco	Juan	760	12625.15
Pollock	Steven	101	150.00
Pope	Yolanda	101	1026.00
Powell	Hershell	101	350.00
Powell	Mecca	101	160.00
Powell	Sedrick	101	210.00
Presutti	Nicholas	101	16636.37
Prince-Mason	Arice	101	195.00
Prince-Mason	Donna	101	220.00
Prince-Mason	Eric	101	160.00
Prosser	Roman	101	11311.27
Pryor	Kirjathous	696	2776.00
Rainge	Louis	101	19937.88
Ramsey	Ruth	101	320.00
Ratcliff	Altis	101	1098.00
Ratliff	Carmen	760	12001.21
Rayner	Thomas	101	33842.29
Redmond	Tuesday	251	7168.00
Redmond	Tuesday	252	12501.12
Reyes	Francisco	101	210.00

Expenditures Approved September 1, 2011 through November 30, 2011 (Gross Wages)

Last Name	First Name	Fund	Gross Pay
Reyes	William	101	23039.04
Richardson	Edmond	268	7672.00
Riggs	Bradley	101	33671.69
Roberts	Cheri	101	160.00
Roberts	Gladys	696	3288.00
Robinson	Larry	101	21303.73
Roderick	Norma	101	210.00
Rodgers	Robert	101	14228.53
Roehrig	Gregory	268	6968.00
Rogers-Payton	Christle	101	220.00
Rosado	Mary	696	2611.20
Ross	Charisse	696	6398.40
Ross	Linda	101	160.00
Roston	Jacqueline	101	160.00
Roundfield	Angelina	101	160.00
Rowe	Valdria	101	185.00
Rusesky	Mark	101	19957.86
Samson	Timothy	101	11164.21
Sanders	Mary	101	210.00
Schedlbauer	Kevin	101	24196.59
Schlitt	Gregory	101	18169.81
Schultz	Terry	101	160.00
Schulz	Thomas	101	160.00
Schwenzer	Jacqueline	268	9724.80
Schwenzer	Jacqueline	729	1898.42
Scott	Devin	101	8268.00
Scott	Devin	729	24075.04
Seay	Deloris	729	439.24
Seay	Shanee	101	10034.80
Sellers	Edwina	760	9307.20
Settles	Betty	101	150.00
Shelton	Robert	591	14739.62
Shelton	Robert	640	20.84
Shults	Bradley	729	7373.19
Sielbeck	Thomas	585	1807.04
Simmons	Diondra	585	3552.80
Simpson	Austin	101	160.00
Smith	Albert	101	160.00
Smith	Danotiss	101	11421.49
Smith	Louis	585	3733.60
Smith	Samantha	760	9093.57
Smith	Thomas	101	2178.00
Smith	Tre'von	268	1254.39
Sobota	Joseph	101	20003.40
Square	Cathy	101	13846.14
Stanczak	Mark	101	14981.60
Stanley	Jame	101	160.00
Steinhebel	Eric	101	27150.23
Stephens	Khalfani	140	17321.76
Stevens	Victor	212	5521.60
Stewart	Davienya	585	2612.80

Expenditures Approved September 1, 2011 through November 30, 2011 (Gross Wages)

Last Name	First Name	Fund	Gross Pay
Stewart	Janice	592	10571.23
Stovall	Connie	585	11095.24
Stubblefield	Sheryl	101	26353.92
Sumner	Stephanie	101	15540.00
Sumner	Stephanie	729	17845.47
Talley	Yvette	101	24804.00
Taylor	Ahmad	696	5067.20
Taylor	Denise	101	160.00
Teasley	Gainell	212	2367.00
Thomas	Beverly	101	160.00
Thomas	Kimberlee	760	8824.18
Thomas	Mary	101	210.00
Thomas	Preston	760	16882.94
Thomas	Sylvester	101	1098.00
Thompson	Rinetra	760	8238.18
Thomson	Barkley	101	20603.92
Thornton	Doug	101	160.00
Tibbitts	Louann	101	18.00
Tiggs	Sonya	101	400.00
Tillman	Patricia	585	3808.80
Transou	Yvette	696	3916.80
Trewhitt	Betty	101	150.00
Turnipseed	Kerry	101	185.00
Valdez	Veronica	696	2611.20
Vine	Kurtis	101	14451.04
Vlaeminck	Andrew	101	150.00
Vlaeminck	Kari	101	150.00
Wade	Dion	101	42399.10
Walker	Annette	101	160.00
Walker	Bethany	760	14513.48
Walker	Cynthia	760	15053.95
Walker	Lenetta	101	185.00
Ward	Lynette	760	26924.80
Washington	Jai'Lynn	101	160.00
Washington	Jennifer	101	410.00
Washington	Lavoisier	101	33682.24
Waun	Janice	268	10836.00
Weaver	Troy	101	13110.40
Webb	Elsie	101	1098.00
Webb	Heather	592	21298.91
Webb	Steven	101	1089.00
Wenz	Edward	246	15639.48
Wenz	Edward	252	2295.98
Wenz	Edward	263	2634.80
Wesley	Annette	101	6051.00
White	Robin	101	185.00
Whittaker	Michelle	696	2611.20
Whittaker	Taveo	101	7860.24
Widdis	John	101	32133.02
Widdis	John	729	30206.81
Wilkerson	Alicia	760	12101.60

Expenditures Approved September 1, 2011 through November 30, 2011 (Gross Wages)

Last Name	First Name	Fund	Gross Pay
Wilkins	Carol	209	10333.63
Williams	Carla	101	582.50
Williams	Sharon	101	610.00
Williams	Thomas	729	34529.48
Wilson	Michael	101	23238.46
Wilson	Rose	101	9933.75
Woods	Estella	101	170.00
Woolson	Kent	101	17457.83
Wright	Bryan	101	17061.05
Zimmermann	Ellen	733	22971.20

Expenditures Approved September 1, 2011 through November 30, 2011 (Purchase Orders)

VENDOR NAME	TRANSACTION DATE	PRPROJ	COMM	DESC	FUND	CODE	COMM	TOT	PO	AMT	DOC	CODE	KEY
The Bank of New York Mellon, N.A.	07-Sep-11	debt payment			590		65086.53		65086.53		P2046355		
The Bank of New York Mellon, N.A.	07-Sep-11	debt payment			591		7850.42		7850.42		P2046356		
Community Housing Network Inc.	13-Sep-11	homelessness Prevention Services			249		93804.34		93804.34		P2046365		
Lighthouse Of Oakland County	13-Sep-11	homelessness Prevention Services			249		6992.00		6992.00		P2046366		
The Baldwin Center	13-Sep-11	Homelessness Prevention Services			249		26964.00		26964.00		P2046367		
Contracting Solutions, LLC	13-Sep-11	Demolition			251		15400.00		15400.00		P2046369		
Greenan Excavating L.L.C.	13-Sep-11	Demolition			251		13431.00		13431.00		P2046370		
Standard Register Co	14-Sep-11	Paper. Copy Machine Watermarked			101		6000.00		6000.00		P2046393		
Oakland County	14-Sep-11	Police Services			101		652149.96		652149.96		P2046387		
Pontiac Cobras	14-Sep-11	CDBG basketball/baseball league			101		13332.80		13332.80		P2046376		
W.B. Maintenance Co., Inc.	14-Sep-11	mowing service-various city locations			101		20417.00		20417.00		P2046388		
United Lawnscape, Inc	14-Sep-11	Mowing-various locations			101		117122.00		46860.00		P2046389		
United Lawnscape, Inc	14-Sep-11	Mowing-various locations			202		117122.00		11820.00		P2046389		
United Lawnscape, Inc	14-Sep-11	Mowing-various locations			209		117122.00		25740.00		P2046389		
United Lawnscape, Inc	14-Sep-11	Mowing-various locations			209		117122.00		30290.00		P2046389		
J&J Truck-Auto Marine Repair Inc.	15-Sep-11	Misc. repairs - Eng. #2			101		5034.95		5034.95		P2046406		
J&J Truck-Auto Marine Repair Inc.	15-Sep-11	Misc. repairs - Eng. #2			101		13727.46		13727.46		P2046402		
J&J Truck-Auto Marine Repair Inc.	15-Sep-11	Misc. repairs - Res. #5			101		10406.66		10406.66		P2046405		
Oakland Schools	15-Sep-11	Design			101		60.00		7727.82		P2046420		
Oakland Schools	15-Sep-11	Postage			101		6243.77		7727.82		P2046420		
Oakland Schools	15-Sep-11	Summer Taxpaper stock			101		349.34		7727.82		P2046420		
Oakland Schools	15-Sep-11	metering			101		1074.71		7727.82		P2046420		
Office Depot	15-Sep-11	office supplies			252		8000.00		8000.00		P2046397		
Sarcom, Inc.	19-Sep-11	microcomputers, switches			245		2114.00		9800.00		P2046422		
Sarcom, Inc.	19-Sep-11	microcomputers, switches			245		7686.00		9800.00		P2046422		
Clarkston Tree Service Inc.	19-Sep-11	tree removal - various location			101		22000.00		10000.00		P2046444		
Clarkston Tree Service Inc.	19-Sep-11	tree removal - various location			203		22000.00		7000.00		P2046444		
Schimmel	21-Sep-11	EM Compensation			101		121153.83		121153.83		P2046488		
Ajax Materials Corporation	22-Sep-11	asphalt - local and major streets			202		18000.00		8000.00		P2046512		
Ajax Materials Corporation	22-Sep-11	asphalt - local and major streets			203		18000.00		10000.00		P2046512		
Plante & Moran	23-Sep-11	accounting service			101		3000.00		76500.00		P2046526		
Plante & Moran	23-Sep-11	accounting service			101		22500.00		76500.00		P2046526		
The Oetzel Hartman Group	26-Sep-11	Golf Course Appraisal			584		10000.00		10000.00		P2046536		
GE Government Finance, Inc.	26-Sep-11	fire trucks payment/installment			245		107644.51		107644.51		P2046533		
Absolute Security & Investigations	27-Sep-11	security services			245		8716.17		8716.17		P2046547		
Innovative Software Services, Inc.	28-Sep-11	Administrative			101		5000.00		12393.76		P2046556		
Innovative Software Services, Inc.	28-Sep-11	Analysis			101		1200.00		12393.76		P2046556		
Innovative Software Services, Inc.	28-Sep-11	Data Entry			101		2257.50		12393.76		P2046556		
Innovative Software Services, Inc.	28-Sep-11	Mailing			101		230.56		12393.76		P2046556		
Innovative Software Services, Inc.	28-Sep-11	Process Tax Returns			101		1702.80		12393.76		P2046556		
Innovative Software Services, Inc.	28-Sep-11	Processing E Returns			101		129.00		12393.76		P2046556		
Innovative Software Services, Inc.	28-Sep-11	Processing Letters			101		573.00		12393.76		P2046556		
Innovative Software Services, Inc.	28-Sep-11	Processing Payments			101		668.15		12393.76		P2046556		
Innovative Software Services, Inc.	28-Sep-11	Processing Refunds			101		269.50		12393.76		P2046556		
Innovative Software Services, Inc.	28-Sep-11	Processing W2's			101		363.25		12393.76		P2046556		
Innovative Software Services, Inc.	28-Sep-11	W2 Processing			101		10420.37		10420.37		P2046555		
Oakland County	29-Sep-11	Assessments			101		22437.10		413383.11		P2046565		
Oakland County	29-Sep-11	Assessments			101		379905.30		413383.11		P2046565		
Oakland County	29-Sep-11	Postage			101		11040.71		413383.11		P2046565		
Michigan Municipal Risk Management Authority	03-Oct-11	Insurance			759		178158.00		178158.00		P2046570		
Weiss Construction Co. LLC	07-Oct-11	water pumping station improv 7/2/-8/1/11			591		28260.00		28260.00		P2046603		
Bricco Excavating Co., L.L.C	07-Oct-11	air release valve/butterfly valve repl-thru 6/30			591		49783.93		49783.93		P2046604		
Johnson & Anderson, Inc.	07-Oct-11	professional service rendered 7/31-7/30/11			590		8702.50		8702.50		P2046605		

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VENDOR NAME	TRANSACTION DATE	FRP/ODT COMM DESC	FUND CODE	COMM TOT	PO AMT	DOC CODE KEY
URS Corporation	07-Oct-11	project engineering thru 7/1/11	590	32853.39	32853.39	P2046606
Posen Construction	07-Oct-11	pump station rehab 7/1/11-7/31/11	590	46340.43	46340.43	P2046607
Posen Construction	07-Oct-11	pump station rehab - july 2011-contract 2	590	6479.70	6479.70	P2046608
Skyline Contractors, Inc	07-Oct-11	wastewater improvement - july 2011	590	99684.50	99684.50	P2046609
CAASTI Contracting Services, Inc	07-Oct-11	sanitary sewer manhole rehab 7/12-8/12/11	590	52620.70	52620.70	P2046610
Fire Equipment Company Inc.	10-Oct-11	Fire Suppression	245	17115.00	17115.00	P2046616
Michigan Realty Solutions LLC	11-Oct-11	Board Ups - Demolition	252	51140.00	51140.00	P2046618
Habitat for Humanity	11-Oct-11	Construction of Single Family Homes	246	146920.00	146920.00	P2046619
Mokdad & Associates, P.C.	11-Oct-11	Legal Services	252	25000.00	25000.00	P2046620
Mokdad & Associates, P.C.	11-Oct-11	Legal Services	248	25000.00	25000.00	P2046621
Habitat for Humanity	11-Oct-11	Down Payment Assistance	263	60000.00	60000.00	P2046622
Lighthouse Community Development	11-Oct-11	Acquisition/Rehab	263	557750.00	557750.00	P2046623
Lighthouse Of Oakland County	11-Oct-11	Rehabilitation	263	150000.00	150000.00	P2046624
Oakland County	12-Oct-11	Police Services	101	767734.30	767734.30	P2046626
Oakland County	12-Oct-11	Police Services	101	179649.04	179649.04	P2046627
ADP, INC	14-Oct-11	payroll services	759	45000.00	45000.00	P2046644
Sarcorn, Inc.	18-Oct-11	Network Cables	245	196.00	43268.00	P2046663
Sarcorn, Inc.	18-Oct-11	Network Switch	245	5715.00	43268.00	P2046663
Sarcorn, Inc.	18-Oct-11	Network Switch	245	11501.00	43268.00	P2046663
Sarcorn, Inc.	18-Oct-11	Network Transceiver	245	11616.00	43268.00	P2046663
Sarcorn, Inc.	18-Oct-11	UPS Network Card	245	3108.00	43268.00	P2046663
Sarcorn, Inc.	18-Oct-11	Universal Power Supply	245	3468.00	43268.00	P2046663
Sarcorn, Inc.	18-Oct-11	Universal Power Supply	245	1250.00	43268.00	P2046663
Sarcorn, Inc.	18-Oct-11	Universal Power Supply	245	2904.00	43268.00	P2046663
Sarcorn, Inc.	18-Oct-11	Administrative	245	3510.00	43268.00	P2046663
Innovative Software Services, Inc.	20-Oct-11	Administrative	101	0.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Administrative	101	5000.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Employer tax returns	101	0.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Employer tax returns	101	410.90	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Income Tax Refunds	101	0.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Income Tax Refunds	101	125.50	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Postage	101	0.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Postage	101	388.08	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Process Mail	101	0.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Process Mail	101	577.50	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Process Tax Returns	101	0.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Process Tax Returns	101	48.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Process Tax returns	101	0.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Process Tax returns	101	518.10	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Process income tax returns	101	0.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Process income tax returns	101	126.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Process returns	101	2964.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Tax Returns	101	667.50	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	Tax Returns	101	0.00	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	W2 processing	101	503.50	8365.08	P2046670
Innovative Software Services, Inc.	20-Oct-11	W2 processing	101	8400.00	8400.00	P2046669
Shelving + Rack Systems, Inc.	20-Oct-11	PER PROPOSAL PONT10613MJB *FOR LAST YEARS BUDGET*	101	419862.68	419862.68	P2046676
Oakland County Treasurer	20-Oct-11	property taxes	239	21175.75	21175.75	P2046677
US Bank National Association	20-Oct-11	debt payment	376	13526.36	13526.36	P2046696
Giarmarco Mullins & Horton, P.C.	21-Oct-11	legal services	101	13905.00	13905.00	P2046707
BS&A Software	24-Oct-11	Misc. A/R Net Prog. \$16,355.00 w/ \$2,450 Discount	245	15000.00	15000.00	P2046698
Michigan Cat	24-Oct-11	parts-backhoes/off road machinery	840	15000.00	15000.00	P2046698
Nowak & Fraus Corporation	24-Oct-11	third qtr fy2011 swqif-downspout investigation	590	142793.39	142793.39	P2046709

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VENDOR NAME	TRANSACTION DATE	PRDCT COMM DESC	FUND CODE	COMM TOT	PO AMT	DOC CODE KEY
Nowak & Fraus Corporation	24-Oct-11	fourth qtr fy2011 swqif-downspout disconnection	590	25701.03	25701.03	P2046710
Nowak & Fraus Corporation	24-Oct-11	furnish/install/monitor-maint/data proc-flow meter	590	12230.00	12230.00	P2046711
Nowak & Fraus Corporation	25-Oct-11	catch basin bulkhead testing & repair-plans/spec's	590	64008.37	64008.37	P2046716
Nowak & Fraus Corporation	25-Oct-11	first qtr 2010 srf-san. sewer rehab (contract2)	590	12824.00	12824.00	P2046717
Nowak & Fraus Corporation	25-Oct-11	fourth qtr fy2011 srf-san sewer pipe repairs	590	9156.03	9156.03	P2046718
Nowak & Fraus Corporation	25-Oct-11	fourth qtr fy2011 srf-siphon reconstruction	590	20302.53	20302.53	P2046719
Oakland County	25-Oct-11	Police Services	101	39768.14	39768.14	P2046722
Oakland County	26-Oct-11	Police Services	101	787734.30	787734.30	P2046724
Hydro Meter Systems, Inc.	31-Oct-11	single jet meter w/cubic foot register	591	3535.00	5955.00	P2046736
Hydro Meter Systems, Inc.	31-Oct-11	S-2000 single jet meter w/10 cubic foot register	591	2420.00	5955.00	P2046736
B BEK Construction	01-Nov-11	Board up Demolition	251	0.00	25607.00	P2046742
B BEK Construction	01-Nov-11	Board up Demolition	251	25607.00	25607.00	P2046742
B BEK Construction	01-Nov-11	Board up Demolition	251	28280.00	25607.00	P2046742
Michigan Realty Solutions LLC	01-Nov-11	Board up Demolition	251	0.00	25608.00	P2046743
Michigan Realty Solutions LLC	01-Nov-11	Board up Demolition	251	25608.00	25608.00	P2046743
Michigan Realty Solutions LLC	01-Nov-11	Board up Demolition	251	25920.00	25608.00	P2046743
NationalLink	02-Nov-11	Down Payment Assistance	263	8500.00	8500.00	P2046750
Rehmann Accounting LLC	02-Nov-11	Auditing	101	9500.00	52000.00	P2046744
Rehmann Accounting LLC	02-Nov-11	Auditing	101	42500.00	42500.00	P2046745
Rehmann Accounting LLC	02-Nov-11	Auditing	101	42500.00	52000.00	P2046744
United Lawnscape, Inc	02-Nov-11	auditing	101	6512.00	6512.00	P2046753
DTE Energy	03-Nov-11	mowing-175/Woodward	297	23284.50	23284.50	P2046759
Johnson & Anderson, Inc.	03-Nov-11	Past Due DTE Bills- Water/Waste Water	590	23990.00	7790.00	P2046761
Johnson & Anderson, Inc.	03-Nov-11	professional services rendered	590	23990.00	7790.00	P2046761
Johnson & Anderson, Inc.	03-Nov-11	professional services rendered	590	23990.00	8100.00	P2046761
Tetra Tech MPS	03-Nov-11	strategic water quality initiatives fund project	590	14859.08	14859.08	P2046762
Municipal Financial Consultants, Inc.	03-Nov-11	financial consulting fee	590	25770.00	5938.75	P2046763
Municipal Financial Consultants, Inc.	03-Nov-11	financial consulting fee	590	25770.00	19831.25	P2046763
Axe and Ecklund, P.C.	03-Nov-11	bond counsel	590	27762.50	19360.00	P2046764
Nowak & Fraus Corporation	03-Nov-11	professionals services-leaky bulkhead plans/spec	590	30383.05	30383.05	P2046768
URS Corporation	03-Nov-11	wwtp phase ii improvements	590	30626.82	30626.82	P2046769
Oakland County Treasurer	03-Nov-11	Property Tax Due - MLK	464	22824.75	22824.75	P2046771
Goodyear Certified Auto	03-Nov-11	tires, tubes, wheel alignment, etc	640	35000.00	35000.00	P2046772
Johnson & Anderson, Inc.	03-Nov-11	press service - air release valve	591	10205.00	10205.00	P2046780
Weiss Construction Co. LLC	03-Nov-11	water pumping station improvements	591	21279.20	21279.20	P2046782
Johnson & Anderson, Inc.	03-Nov-11	contract 1, 2 & 3 construction	590	10940.00	10940.00	P2046783
URS Corporation	03-Nov-11	prof service - wastewater bid/construction	590	43226.62	43226.62	P2046784
Posen Construction	03-Nov-11	pump station rehab, contract 1 & 2	590	100344.62	100344.62	P2046785
Trojan Development Company, Inc	03-Nov-11	pump station rehab, contract 3	590	17556.05	17556.05	P2046786
Skyline Contractors, Inc	04-Nov-11	wastewater treatment plant improvements	590	707010.66	707010.66	P2046787
URS Corporation	04-Nov-11	professional service-wwtp	590	619965.94	619965.94	P2046788
Foster Swift Collins & Smith, PC	07-Nov-11	legal service	268	31187.61	31187.61	P2046794
Detroit Media Partnership	08-Nov-11	Advertising	101	1201.20	7442.85	P2046815
Detroit Media Partnership	08-Nov-11	Advertising	101	1222.95	7442.85	P2046815
Detroit Media Partnership	08-Nov-11	Advertising	101	1514.40	7442.85	P2046815
Detroit Media Partnership	08-Nov-11	Advertising	101	1517.10	7442.85	P2046815
Detroit Media Partnership	08-Nov-11	Advertising	101	1987.20	7442.85	P2046815
Abraham & Gaffney, P.C.	08-Nov-11	accounting service	268	11400.00	11400.00	P2046808
Oakland County Treasurer	08-Nov-11	Special Assessment Roll for Drain Maintenance	213	32990.80	32990.80	P2046817
Oakland County	09-Nov-11	Hardware	101	881.00	16055.00	P2046835
Oakland County	09-Nov-11	Hardware	101	1000.00	16055.00	P2046835
Oakland County	09-Nov-11	Membership	101	3084.00	16055.00	P2046835
Oakland County	09-Nov-11	Participation	101	10940.00	16055.00	P2046835
Oakland County	09-Nov-11	Regulatory Fee	101	150.00	16055.00	P2046835

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VENDOR NAME	TRANSACTION DATE	FRP/POD COMM DESC	FUND CODE	COMM TOT	PO AMT	DOC CODE KEY
DTE Energy	08-Nov-11	Electric - 1464 Giddings	591	32.93	23251.57	P2046821
DTE Energy	09-Nov-11	Electric - 522 S. Opdyke	591	23251.57	23251.57	P2046821
Tucker, Young, Jackson, Tuill, Inc.	15-Nov-11	poniac energy efficiency grant	220	48315.00	48315.00	P2046845
Innovative Software Services, Inc.	16-Nov-11	Administrative Costs	101	5000.00	14502.94	P2046859
Innovative Software Services, Inc.	16-Nov-11	Corporate Tax returns audited	101	2808.00	14502.94	P2046859
Innovative Software Services, Inc.	16-Nov-11	Income tax refunds	101	134.00	14502.94	P2046859
Innovative Software Services, Inc.	16-Nov-11	Letters/Mail Processed	101	162.50	14502.94	P2046859
Innovative Software Services, Inc.	16-Nov-11	Mailing costs to income tax customers	101	433.84	14502.94	P2046859
Innovative Software Services, Inc.	16-Nov-11	Payments received and processed	101	575.40	14502.94	P2046859
Innovative Software Services, Inc.	16-Nov-11	Process Tax returns	101	398.20	14502.94	P2046859
Innovative Software Services, Inc.	16-Nov-11	Processing of W2's	101	1041.50	14502.94	P2046859
Innovative Software Services, Inc.	16-Nov-11	Processing of e-filed income tax returns	101	381.00	14502.94	P2046859
Innovative Software Services, Inc.	16-Nov-11	Reconciliation of Employer Returns	101	1812.00	14502.94	P2046859
Innovative Software Services, Inc.	16-Nov-11	Tax returns entered	101	1756.50	14502.94	P2046859
Miller Consultations & Election, Inc. dba Election Source	16-Nov-11	handicap voting booths	101	5500.00	5500.00	P2046861
Clark	16-Nov-11	settlement agreement	268	45000.00	45000.00	P2046864
Energy Shield Inc	17-Nov-11	Roof Replacement - Sheriff Substation	245	104582.00	104582.00	P2046874
Glorious Way Full Gospel Word Center	17-Nov-11	moving and re-establishment expenses	464	10251.00	10251.00	P2046865
Slewa Investment, Inc and Hilton Food Company	17-Nov-11	milk blvd road widening project	464	37944.53	37944.53	P2046866
Ackerman Ackerman & Dynkowski	17-Nov-11	milk blvd road widening project	464	16650.00	16650.00	P2046867
Ackerman Ackerman & Dynkowski	17-Nov-11	milk blvd road widening project	464	113833.58	113833.58	P2046868
Davey Tree Expert Co.	17-Nov-11	rough mow - collier road landfill	226	8920.00	8920.00	P2046870
Energy Shield Inc	18-Nov-11	Roof Replacement City Hall	245	104582.00	104582.00	P2046898
Energy Shield Inc	18-Nov-11	Roof Replacement for Sheriff Substation and Garage	245	47551.00	47551.00	P2046897
Energy Shield Inc	18-Nov-11	Roof Replacement for Sheriff Substation and Garage	245	51109.00	47551.00	P2046897
Energy Shield Inc	18-Nov-11	Roof Replacement for Sheriff Substation and Garage	270	47551.00	51109.00	P2046897
Energy Shield Inc	18-Nov-11	Roof Replacement for Sheriff Substation and Garage	270	51109.00	51109.00	P2046897
Spencer Oil Company	18-Nov-11	Diesel fuel	101	5636.89	5636.89	P2046895
Span Systems, Inc.	18-Nov-11	Extended Warranty	112	14500.00	14500.00	P2046896
Michigan Internet	18-Nov-11	Information Highway Electronic Services	101	7800.00	7800.00	P2046892
Plante & Moran	22-Nov-11	accounting service	101	3000.00	51000.00	P2046925
Plante & Moran	22-Nov-11	accounting service	101	22500.00	51000.00	P2046925
Jade Strategies, Inc	22-Nov-11	consulting - strategic planning	268	6000.00	6000.00	P2046916
Library Network, The	22-Nov-11	acquisition services	268	341.22	15453.12	P2046919
Library Network, The	22-Nov-11	book & Subscription	268	4207.45	15453.12	P2046919
Library Network, The	22-Nov-11	equipment	268	495.30	15453.12	P2046919
Library Network, The	22-Nov-11	shared automation	268	6300.15	15453.12	P2046919
Library Network, The	22-Nov-11	telecommunications	268	4109.00	15453.12	P2046919
Michigan Municipal Risk Management Authority	23-Nov-11	PROPERTY & LIABILITY	759	178160.00	178160.00	P2046934
Meadowbrook Inc.	23-Nov-11	insurance	677	55340.00	55340.00	P2046938
Meadowbrook Inc.	23-Nov-11	insurance	759	15000.00	15000.00	P2046939
Shelby Lock & Key	28-Nov-11	pole removal	585	6072.00	6072.00	P2046942
Suntel Services, LLC	28-Nov-11	Professional Telecommunications Services	101	6000.00	6000.00	P2046940
Plunkett Cooney, PC	30-Nov-11	Legal Services, Attorneys	101	19788.03	19788.03	P2046953

Expenditures Made September 1, 2011 through November 30, 2011 (Invoices)

VENDOR NAME	FARINVA COMM. DESC.	FARINVA FUND CODE	INV. AMT.	DISCOUNT	INVT. DISC.	INVOICE DATE	INVOICE CODE
AT & T	telecommunications services	675	8965.61	0.00	8965.61	01-Sep-11	12247832
AT & T	telecommunications services	101	5817.20	0.00	5817.20	01-Sep-11	12247835
City Of Auburn Hills	CRLF - Water Discharge - august 2011	226	9774.15	0.00	9774.15	01-Sep-11	12247895
Catalyst Management Group LLC	Board Ups - Demolition	261	14730.00	0.00	14730.00	01-Sep-11	12247899
United Water Environmental Services, Inc.	O & M of Water and Waste Water-sept 2011	590	422459.47	0.00	422459.47	01-Sep-11	12248001
United Water Environmental Services, Inc.	O & M of Water and Waste Water-sept 2011	591	263351.36	0.00	263351.36	01-Sep-11	12248001
DTE Energy	ELECTRIC UTILITY	585	9303.39	0.00	9303.39	01-Sep-11	12248308
DTE Energy	ELECTRIC UTILITY	101	11943.65	0.00	11943.65	01-Sep-11	12248496
DTE Energy	Street/Traffic Lights, Parking Lot Lighting-9/11	101	73570.19	0.00	73570.19	01-Sep-11	12248962
DTE Energy	Street/Traffic Lights, Parking Lot Lighting-9/11	202	5236.51	0.00	5236.51	01-Sep-11	12248962
Mutual Eye Claim Audits	optical insurance	680	9825.20	0.00	9825.20	02-Sep-11	12247724
Pontiac Schools	Property Tax Disbursement	701	10797.02	0.00	10797.02	02-Sep-11	12247856
Oakland County Treasurer	Property Tax Disbursement	701	68021.78	0.00	68021.78	02-Sep-11	12247858
White Pine Building & Development LLC	Board Ups - Demolition	251	16620.00	0.00	16620.00	06-Sep-11	12247905
W.B. Maintenance Co., Inc.	mowing service-various city locations-august	101	9068.00	0.00	9068.00	06-Sep-11	12248133
Contracting Solutions, LLC	Demolition	251	8900.00	0.00	8900.00	06-Sep-11	12249409
Span Systems, Inc.	Extended Warranty	112	14500.00	0.00	14500.00	06-Sep-11	12249624
Compone Administrators, Inc.	Worker's Compensation	677	117533.47	0.00	117533.47	07-Sep-11	12247719
Oakland County Treasurer	Penal fines for the month of August 2011	760	8882.57	0.00	8882.57	07-Sep-11	12247732
State Of Mich/Treasury	Civil filing fee fund	760	28273.00	0.00	28273.00	07-Sep-11	12247735
State Of Mich/Treasury	Justice system fund	760	23485.00	0.00	23485.00	07-Sep-11	12247737
Blue Valley Apartments, Inc.	Tax Refund	703	95686.66	0.00	95686.66	07-Sep-11	12247960
URS Corporation	prof service - wastewater bid/construction	590	43226.62	0.00	43226.62	07-Sep-11	12249241
Nationwide Retirement Solutions	employee withholding	750	8379.22	0.00	8379.22	09-Sep-11	12247784
City of Pontiac Police & Fire Retirement System	payroll deductions	750	6182.64	0.00	6182.64	09-Sep-11	12247798
Nowak & Fraus Corporation	milk bld (elm to m59) 8/11-8/28/11	464	83663.37	0.00	83663.37	09-Sep-11	12248065
Nowak & Fraus Corporation	catch basin bulkhead testing & repair-plans/spec's	590	6934.00	0.00	6934.00	09-Sep-11	12248993
Nowak & Fraus Corporation	first qtr 2010 sr-san. sewer rehab (contract2)	590	8304.00	0.00	8304.00	09-Sep-11	12248999
Weiss Construction Co. LLC	water pumping station improvements	591	19429.20	0.00	19429.20	09-Sep-11	12249238
Oakland County Treasurer	Property Tax Due - MLK	464	22824.75	0.00	22824.75	09-Sep-11	12249248
Tucker, Young, Jackson, Tull, Inc.	Staffing-john ballant-august 2011	592	11811.10	0.00	11811.10	09-Sep-11	12249259
Tucker, Young, Jackson, Tull, Inc.	potlanc energy efficiency grant 7/11/11-8/31/11	220	19645.00	0.00	19645.00	09-Sep-11	12249518
Beauregard Investment Group	FIWA - 1390 Joslyn	789	7812.00	0.00	7812.00	12-Sep-11	12247904
Michigan Realty Solutions LLC	Board Ups - Demolition	261	26550.00	0.00	26550.00	12-Sep-11	12247904
Catalyst Management Group LLC	Board Ups - Demolition	261	9660.00	0.00	9660.00	12-Sep-11	12247906
Innovative Software Services, Inc.	Administrative	101	12393.76	0.00	12393.76	12-Sep-11	12248320
Innovative Software Services, Inc.	Analysis	101	12393.76	0.00	12393.76	12-Sep-11	12248320
Innovative Software Services, Inc.	Data Entry	101	12393.76	0.00	12393.76	12-Sep-11	12248320
Innovative Software Services, Inc.	Mailing	101	12393.76	0.00	12393.76	12-Sep-11	12248320
Innovative Software Services, Inc.	Process Tax Returns	101	12393.76	0.00	12393.76	12-Sep-11	12248320
Innovative Software Services, Inc.	Processing E Returns	101	12393.76	0.00	12393.76	12-Sep-11	12248320
Innovative Software Services, Inc.	Processing Letters	101	12393.76	0.00	12393.76	12-Sep-11	12248320
Innovative Software Services, Inc.	Processing Payments	101	12393.76	0.00	12393.76	12-Sep-11	12248320
Innovative Software Services, Inc.	Processing Refunds	101	12393.76	0.00	12393.76	12-Sep-11	12248320
Innovative Software Services, Inc.	Processing W2's	101	12393.76	0.00	12393.76	12-Sep-11	12248320
Innovative Software Services, Inc.	W2 Processing	101	10420.37	0.00	10420.37	12-Sep-11	12248322
Michigan Realty Solutions LLC	Board Ups - Demolition	252	29120.00	0.00	29120.00	12-Sep-11	12248619
Plante & Moran	accounting services	101	459000.00	0.00	459000.00	13-Sep-11	12248179
Humana Claims	health insurance	759	134861.60	0.00	134861.60	14-Sep-11	12248037
Catalyst Management Group LLC	Board Ups - Demolition	261	8030.00	0.00	8030.00	14-Sep-11	12248079
Wade-Tim/Associates	For Professional services for FY-2012	101	91500.00	0.00	91500.00	14-Sep-11	12248467
Skyline Contractors, Inc	wastewater treatment plant improvements	590	488073.41	0.00	488073.41	14-Sep-11	12249245
Oakland County	Police Services	101	652149.96	0.00	652149.96	15-Sep-11	12247888
B.BEK Construction	Board Ups - Demolition	261	30285.00	0.00	30285.00	15-Sep-11	12248073
Humana Claims	health insurance	759	367570.00	0.00	367570.00	15-Sep-11	12248206
Giant Janitorial Service, Inc.	Janitorial-Police Dept - Sept 2011	101	5200.00	0.00	5200.00	15-Sep-11	12248367

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Oakland County	Police Services	101	787734.30	0.00	787734.30	15-Sep-11	12248599
Michigan Department Of Transportation	MLK Blvd Widening Project	464	218755.38	0.00	218755.38	15-Sep-11	12248648
White Pine Building & Development LLC	Board Ups - Demolition	251	21470.00	0.00	21470.00	16-Sep-11	12248077
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	22280.03	0.00	22280.03	16-Sep-11	12248081
Oakland County	Tax Disbursement	701	1313538.70	0.00	1313538.70	19-Sep-11	12248075
RoyOak Incorporated	Tax Refund	703	18764.63	0.00	18764.63	19-Sep-11	12248076
Contracting Solutions, LLC	Board Ups - Demolition	251	11100.00	0.00	11100.00	19-Sep-11	12248343
Schimmel	EM Compensation	101	5769.23	0.00	5769.23	22-Sep-11	12248150
Catalyst Management Group LLC	Board Ups - Demolition	261	7020.00	0.00	7020.00	22-Sep-11	12248342
Contracting Solutions, LLC	Board Ups - Demolition	251	19850.00	0.00	19850.00	23-Sep-11	12248340
Sarcom, Inc.	microcomputers, desktop	245	19600.00	0.00	19600.00	23-Sep-11	12248408
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	5427.21	0.00	5427.21	23-Sep-11	12248634
Board of Water Commissioners City of Detroit	water usage/sewer disposal 7/31/11-8/31/11	591	396235.81	0.00	396235.81	23-Sep-11	12248654
Veolia Environmental Services, LLC	curbside trash pickup 8/28-9/24/11	226	214274.70	0.00	214274.70	24-Sep-11	12248746
Nationwide Retirement Solutions	employee withholding	750	8379.22	0.00	8379.22	26-Sep-11	12248213
City of Pontiac Police & Fire Retirement System	payroll deductions	750	6182.66	0.00	6182.66	26-Sep-11	12248226
NTH Consultants	CRLF Groundwater & Gas Investigation-thru 9/9/11	252	6654.54	0.00	6654.54	26-Sep-11	12248446
Michigan Realty Solutions LLC	Board Ups - Demolition	252	22020.00	0.00	22020.00	26-Sep-11	12248620
S.A. Torello Demolition, Inc.	Demolition	246	14400.00	0.00	14400.00	26-Sep-11	12248623
The Oetzel Hartman Group	Golf Course Appraisal	584	10000.00	0.00	10000.00	27-Sep-11	12248248
J&J Truck-Auto Marine Repair Inc.	Misc. repairs - Eng. #2	101	13727.46	0.00	13727.46	27-Sep-11	12248282
J&J Truck-Auto Marine Repair Inc.	Misc. repairs - Eng. #2	101	5034.95	0.00	5034.95	27-Sep-11	12248283
Oakland County	Property Tax	703	5519.34	0.00	5519.34	27-Sep-11	12248318
Star EMS	various commodity codes	101	8118.78	0.00	8118.78	28-Sep-11	12248338
B BEK Construction	Board Ups-Demolition	261	26635.00	0.00	26635.00	28-Sep-11	12248629
Compone Administrators, Inc.	Worker's Compensation	677	69917.39	0.00	69917.39	30-Sep-11	12248327
Delta Dental Of Michigan	dental insurance	678	75321.49	0.00	75321.49	30-Sep-11	12248544
Mokdad & Associates, P.C.	Legal Services	248	5265.00	0.00	5265.00	30-Sep-11	12248614
US Bank National Association	debt payment	376	21175.75	0.00	21175.75	30-Sep-11	12248695
Plunkett Cooney, PC	legal services	101	21608.75	0.00	21608.75	30-Sep-11	12249024
United Lawnscape, Inc.	Mowing-oakhill cemetery-sept 2011	209	6990.00	0.00	6990.00	30-Sep-11	12249057
United Lawnscape, Inc.	Mowing-ottawa cemetery-sept 2011	209	7920.00	0.00	7920.00	30-Sep-11	12249058
AT & T	telecommunications services	675	8860.32	0.00	8860.32	01-Oct-11	12248591
City Of Auburn Hills	CRLF - Water Discharge 9/1/11 thru 9/30/11	226	9774.15	0.00	9774.15	01-Oct-11	12248716
Oakland County Treasurer	debt payment	239	419862.68	0.00	419862.68	01-Oct-11	12248896
United Water Environmental Services, Inc.	O & M of Water and Waste Water-oct 2011	590	422459.47	0.00	422459.47	01-Oct-11	12248985
United Water Environmental Services, Inc.	O & M of Water and Waste Water-oct 2011	591	263351.36	0.00	263351.36	01-Oct-11	12248985
W.B. Maintenance Co., Inc.	mowing service-various city locations-sept 2011	101	6411.00	0.00	6411.00	01-Oct-11	12249270
DTE Energy	Street/Traffic Lights, Parking Lot-Oct 2011	101	77766.71	0.00	77766.71	01-Oct-11	12249886
DTE Energy	Street/Traffic Lights, Parking Lot-Oct 2011	202	5689.34	0.00	5689.34	01-Oct-11	12249886
Compone Administrators, Inc.	Worker's Compensation	677	10000.00	0.00	10000.00	03-Oct-11	12248509
Venture, Inc.	Rehabilitation of Homes NSP 1	246	14793.22	0.00	14793.22	03-Oct-11	12248624
DTE Energy	ELECTRIC UTILITY	585	8808.25	0.00	8808.25	03-Oct-11	12248830
Oakland County Clerk	Penal Fines	760	7757.80	0.00	7757.80	04-Oct-11	12248409
Oakland County Treasurer	Penal Fines	760	7757.80	0.00	7757.80	04-Oct-11	12248410
State Of Mich/Treasury	Civil Filing Fee Fund	760	23298.00	0.00	23298.00	04-Oct-11	12248412
State Of Mich/Treasury	Justice System Fund	760	29391.00	0.00	29391.00	04-Oct-11	12248798
Spencer Oil Company	Fuel - Diesel	640	16403.15	808.90	15594.25	04-Oct-11	12248798
Spencer Oil Company	fuel oil spill	640	16403.15	808.90	15594.25	04-Oct-11	12248798
Spencer Oil Company	federal lult tax	640	16403.15	808.90	15594.25	04-Oct-11	12248798
Spencer Oil Company	mi environmental fee	640	16403.15	808.90	15594.25	04-Oct-11	12248798
Spencer Oil Company	Fuel - 97 octane unlead	640	10949.81	0.00	10949.81	04-Oct-11	12248799
Spencer Oil Company	federal lult tax	640	10949.81	0.00	10949.81	04-Oct-11	12248799
Spencer Oil Company	federal oil spill	640	10949.81	0.00	10949.81	04-Oct-11	12248799
Spencer Oil Company	mi environmental fee	640	10949.81	0.00	10949.81	04-Oct-11	12248799
Detroit Media Partnership	Advertising	101	37214.25	0.00	37214.25	04-Oct-11	12249381
Oakland County	Tax Disbursement	701	800795.55	0.00	800795.55	05-Oct-11	12248525

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Pontiac Schools	Tax Disbursement	701	48010.58	0.00	48010.58	05-Oct-11	12248526
Mutual Eye Claim Audits	optical insurance	680	7874.02	0.00	7874.02	05-Oct-11	12248593
Michigan Municipal Risk Management Authority	insurance	759	178158.00	0.00	178158.00	06-Oct-11	12248504
Schimmel	EM Compensation	101	5769.23	0.00	5769.23	06-Oct-11	12248505
Standard Insurance CO.	life insurance	759	13439.35	0.00	13439.35	06-Oct-11	12248521
Oakland County	Police Services	101	179649.04	0.00	179649.04	06-Oct-11	12248601
J. Johnson Builder & STD Contractors Service Group, Inc.	Bowen Center Kitchen Renovations	212	9572.85	0.00	9572.85	07-Oct-11	12248592
Tucker, Young, Jackson, Tull, Inc.	Staffing-john ballint-september 2011	592	11139.10	0.00	11139.10	07-Oct-11	12249260
Nationwide Retirement Solutions	employee withholding	750	30879.22	0.00	30879.22	10-Oct-11	12248558
City of Pontiac Police & Fire Retirement System	payroll deductions	750	8060.59	0.00	8060.59	10-Oct-11	12248567
Giarmarco Mullins & Horton, P.C.	legal services	101	13526.36	0.00	13526.36	10-Oct-11	12248902
Michigan Department Of Transportation	MLK Blvd Widening Project	454	68770.00	0.00	68770.00	11-Oct-11	12248848
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	29239.54	0.00	29239.54	11-Oct-11	12249092
United Lawnscape, Inc.	Grass Cutting	251	16195.00	0.00	16195.00	11-Oct-11	12249854
Star EMS	various commodity codes	101	9310.01	0.00	9310.01	12-Oct-11	12248605
Nowak & Faus Corporation	ROW Services-MLK Widening (Elm to M59)8/29-10/2	464	10088.59	0.00	10088.59	13-Oct-11	12248779
Nowak & Faus Corporation	mlk blvd (elm to m59)-construction engr 8/29-10/2	464	104072.08	0.00	104072.08	13-Oct-11	12248780
Innovative Software Services, Inc.	Administrative	101	11329.08	0.00	11329.08	13-Oct-11	12248970
Innovative Software Services, Inc.	Employer tax returns	101	11329.08	0.00	11329.08	13-Oct-11	12248970
Innovative Software Services, Inc.	Income Tax Refunds	101	11329.08	0.00	11329.08	13-Oct-11	12248970
Innovative Software Services, Inc.	Postage	101	11329.08	0.00	11329.08	13-Oct-11	12248970
Innovative Software Services, Inc.	Process Mail	101	11329.08	0.00	11329.08	13-Oct-11	12248970
Innovative Software Services, Inc.	Process Tax Returns	101	11329.08	0.00	11329.08	13-Oct-11	12248970
Innovative Software Services, Inc.	Process Tax returns	101	11329.08	0.00	11329.08	13-Oct-11	12248970
Innovative Software Services, Inc.	Process income tax returns	101	11329.08	0.00	11329.08	13-Oct-11	12248970
Innovative Software Services, Inc.	Process returns	101	11329.08	0.00	11329.08	13-Oct-11	12248970
Innovative Software Services, Inc.	Tax Returns	101	11329.08	0.00	11329.08	13-Oct-11	12248970
Nowak & Faus Corporation	W2 processing	101	11329.08	0.00	11329.08	13-Oct-11	12248970
Humana Claims	catch basin bulkhead testing & repair-plans/spec's	590	5140.00	0.00	5140.00	13-Oct-11	12248994
Giant Janitorial Service, Inc.	health insurance	759	98740.20	0.00	98740.20	14-Oct-11	12248904
Johnston, Szykiel, HuntGoldsteinFitzgibbons & Clifford P.C.	Janitorial Police Dept - october 2011	101	5200.00	0.00	5200.00	15-Oct-11	12248987
Oakland County	legal services	101	412554.45	0.00	412554.45	15-Oct-11	12249025
Skyline Contractors, Inc	Police Services	101	787734.30	0.00	787734.30	16-Oct-11	12249040
Oakland County	wastewater treatment plant improvements	590	218937.25	0.00	218937.25	17-Oct-11	12249246
Johnston & Anderson, Inc.	Bonds to circuit case# on spreadsheet	761	39768.14	0.00	39768.14	18-Oct-11	12249022
Johnson & Anderson, Inc.	profess service - air release valve	591	13750.00	0.00	13750.00	19-Oct-11	12248805
Schimmel	contract 1, 2 & 3 construction	590	10205.00	0.00	10205.00	19-Oct-11	12249236
Standard Insurance CO.	EM Compensation	101	10940.00	0.00	10940.00	19-Oct-11	12249240
Home Renewal Systems LLC	life insurance	759	5769.23	0.00	5769.23	20-Oct-11	12248881
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	12730.55	0.00	12730.55	21-Oct-11	12248903
Posen Construction	Rehabilitation of Homes NSP1	246	43960.06	0.00	43960.06	21-Oct-11	12249094
Posen Construction	pump station rehab, contract 1 & 2	590	15944.50	0.00	15944.50	21-Oct-11	12249094
Elam Service Group	pump station rehab, contract 1 & 2	590	58076.60	0.00	58076.60	21-Oct-11	12249242
Nationwide Retirement Solutions	Lawn Cutting	251	50268.02	0.00	50268.02	21-Oct-11	12249243
City of Pontiac Police & Fire Retirement System	employee withholding	750	6225.00	0.00	6225.00	21-Oct-11	12249851
Rehmann Accounting LLC	payroll deductions	750	8639.22	0.00	8639.22	24-Oct-11	12248918
Rehmann Accounting LLC	payroll deductions	750	6226.38	0.00	6226.38	24-Oct-11	12248948
Trojan Development Company, Inc	Auditing	101	104527.76	0.00	104527.76	24-Oct-11	12248958
State Bar Of Michigan	pump station rehab, contract 3	590	42500.00	0.00	42500.00	24-Oct-11	12249119
Board of Water Commissioners City of Detroit	Dues 2011-2012	760	104000.00	0.00	104000.00	24-Oct-11	12249120
Sarcom, Inc.	water usage/sewage disposal 8/31-9/30/11	591	17556.05	0.00	17556.05	24-Oct-11	12249244
NTH Consultants	Voicemail Server	245	8921.70	0.00	8921.70	25-Oct-11	12249074
Greenan Excavating L.L.C.	CRLF Groundwater & Gas investigation-thru 10/21/11	226	12845.82	0.00	12845.82	27-Oct-11	12249322
Home Renewal Systems LLC	Demolition	246	6795.00	0.00	6795.00	27-Oct-11	12249738
	Rehabilitation of Homes NSP1	246	21463.31	0.00	21463.31	28-Oct-11	12249158

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Veolia Environmental Services, LLC	curbside trash pickup 9/25/11-10/29/11	226	265986.34	0.00	265986.34	29-Oct-11	12249692
Humana Claims	health insurance	759	369317.70	0.00	369317.70	31-Oct-11	12249099
Pontiac Schools	Tax Disbursement	701	6433.93	0.00	6433.93	31-Oct-11	12249111
Compane Administrators, Inc.	Worker's Compensation	677	55214.08	0.00	55214.08	31-Oct-11	12249121
Sarcom, Inc.	IT services	101	35160.19	0.00	35160.19	31-Oct-11	12249310
Sarcom, Inc.	UPS Network Card	245	11132.00	0.00	11132.00	31-Oct-11	12249378
Sarcom, Inc.	Universal Power Supply	245	33396.00	0.00	33396.00	31-Oct-11	12249378
Delta Dental Of Michigan	dental insurance	678	72565.82	0.00	72565.82	31-Oct-11	12249380
United Lawnscape, Inc	Mowing-oakhill cemetery-oct 2011	209	6990.00	0.00	6990.00	31-Oct-11	12249424
Testamerica Inc.	crif-semiannual assessment monitoring	226	7508.80	0.00	7508.80	31-Oct-11	12249456
United Water Environmental Services, Inc.	O & M of Water and Waste Water-November 2011	590	422459.47	0.00	422459.47	01-Nov-11	12249124
United Water Environmental Services, Inc.	O & M of Water and Waste Water-November 2011	591	263351.36	0.00	263351.36	01-Nov-11	12249124
AT & T	telecommunications services	675	10720.50	0.00	10720.50	01-Nov-11	12249339
AT & T	telecommunications services	675	8856.82	0.00	8856.82	01-Nov-11	12249341
City Of Auburn Hills	CRLF - Water Discharge-Oct 2011	226	9774.15	0.00	9774.15	01-Nov-11	12249374
DTE Energy	ELECTRIC UTILITY	585	9370.75	0.00	9370.75	01-Nov-11	12249497
Landscape Services, Inc	Grass Cutting	251	13830.00	0.00	13830.00	01-Nov-11	12249852
Wade-Tim/Associates	For Professional services for FY-2012	101	91500.00	0.00	91500.00	02-Nov-11	12249118
Michigan Realty Solutions LLC	Board up Demolition	251	25920.00	0.00	25920.00	02-Nov-11	12249410
B BEK Construction	Board up Demolition	251	24730.00	0.00	24730.00	03-Nov-11	12249153
Oakland County Treasurer	Penal Fines October 2011	760	10532.00	0.00	10532.00	03-Nov-11	12249166
Schimmel	EM Compensation	101	5769.23	0.00	5769.23	03-Nov-11	12249169
State Of Mich/Treasury	Civil filing fee fund	760	23730.00	0.00	23730.00	03-Nov-11	12249172
State Of Michigan	Court # D50 Billing# 1530-02 Oct Nov Dec 2011	760	9015.41	0.00	9015.41	03-Nov-11	12249179
DTE Energy	ELECTRIC UTILITY	101	9443.52	0.00	9443.52	03-Nov-11	12249187
State Of Mich/Treasury	Justice System Fund	760	37403.00	0.00	37403.00	03-Nov-11	12249174
Elam Service Group	Lawn Cutting	251	9440.00	0.00	9440.00	03-Nov-11	12249653
HESCO	pump - pontiac sodium hypo-pulsafeeder pulsa25HJ	590	13762.00	0.00	13762.00	03-Nov-11	12249983
HESCO	pump-pontiac sodium bisulfate-pulsafeeder 25HJ	590	13762.00	0.00	13762.00	03-Nov-11	12249983
Oakland County Clerk	Bonds to circuit court cs# on spreadsheet	761	23250.00	0.00	23250.00	04-Nov-11	12249235
Oakland County Clerk	on spreadsheet	761	9500.00	0.00	9500.00	04-Nov-11	12249279
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	89047.72	0.00	89047.72	04-Nov-11	12249406
Mutual Eye Claim Audits	optical insurance	680	7411.35	0.00	7411.35	04-Nov-11	12249482
Miro	Tax Refund	703	39686.65	0.00	39686.65	04-Nov-11	12250078
RLJ II - MH Pontiac LLC	Tax Refund	703	28547.60	0.00	28547.60	04-Nov-11	12250079
Nationwide Retirement Solutions	employee withholding	750	8639.22	0.00	8639.22	07-Nov-11	12249286
City of Pontiac Police & Fire Retirement System	payroll deductions	750	7302.48	0.00	7302.48	07-Nov-11	12249312
Sarcom, Inc.	Server Backup License	245	11352.52	0.00	11352.52	07-Nov-11	12249560
Evangelical Christian Credit Union	Tax Refund	703	9427.83	0.00	9427.83	07-Nov-11	12250026
First American Title Insurance Company	Tax Refund	703	23639.00	0.00	23639.00	07-Nov-11	12250087
Absolute Security & Investigations	access control system	245	8716.17	0.00	8716.17	08-Nov-11	12249561
Library Network, The	shared automation	268	6300.15	0.00	6300.15	08-Nov-11	12249819
BAC Tax Service	Tax Refund	703	6728.72	0.00	6728.72	08-Nov-11	12250076
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	14058.64	0.00	14058.64	09-Nov-11	12249407
Innovative Software Services, Inc.	Administrative Costs	101	14502.94	0.00	14502.94	09-Nov-11	12249565
Innovative Software Services, Inc.	Corporate Tax returns audited	101	14502.94	0.00	14502.94	09-Nov-11	12249565
Innovative Software Services, Inc.	Income tax refunds	101	14502.94	0.00	14502.94	09-Nov-11	12249565
Innovative Software Services, Inc.	Letters/Mail Processed	101	14502.94	0.00	14502.94	09-Nov-11	12249565
Innovative Software Services, Inc.	Mailing costs to income tax customers	101	14502.94	0.00	14502.94	09-Nov-11	12249565
Innovative Software Services, Inc.	Payments received and processed	101	14502.94	0.00	14502.94	09-Nov-11	12249565
Innovative Software Services, Inc.	Process Tax returns	101	14502.94	0.00	14502.94	09-Nov-11	12249565
Innovative Software Services, Inc.	Processing of W2's	101	14502.94	0.00	14502.94	09-Nov-11	12249565
Innovative Software Services, Inc.	Processing of e-filed income tax returns	101	14502.94	0.00	14502.94	09-Nov-11	12249565
Innovative Software Services, Inc.	Reconciliation of Employer Returns	101	14502.94	0.00	14502.94	09-Nov-11	12249565
Innovative Software Services, Inc.	Tax returns entered	101	14502.94	0.00	14502.94	09-Nov-11	12249565
MJ Environmental, Inc.	Asbestos Testing	251	33950.00	0.00	33950.00	09-Nov-11	12249581
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	92439.75	0.00	92439.75	09-Nov-11	12249674

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Jade Strategies, Inc	consulting - strategic planning	268	6000.00	0.00	6000.00	09-Nov-11	12249838
Coalition Of Public Employees Health Trust	Medical	760	22167.70	0.00	22167.70	10-Nov-11	12249457
Schimmel	EM Compensation	101	5769.23	0.00	5769.23	14-Nov-11	12249480
Nowak & Fraus Corporation	ROW Services-MLK Widening (Elm to M59) 10/3-10/30	464	10309.39	0.00	10309.39	14-Nov-11	12249702
Nowak & Fraus Corporation	mik blvd (elm to m59) 10/3/11-10/30/11	464	78053.35	0.00	78053.35	14-Nov-11	12249703
Humana Claims	health insurance	759	108522.40	0.00	108522.40	14-Nov-11	12249723
Planke & Moran	accounting services	101	204000.00	0.00	204000.00	14-Nov-11	12249743
Sarcorn, Inc.	IT services	101	34575.00	0.00	34575.00	14-Nov-11	12249744
Michigan Realty Solutions LLC	Grass Cutting	251	27830.00	0.00	27830.00	14-Nov-11	12249856
The Gibbs Firm, LPA	Tax Refund	703	10117.87	0.00	10117.87	14-Nov-11	12250024
Sarcorn, Inc.	Network Switch	245	95820.00	0.00	95820.00	15-Nov-11	12249745
Sarcorn, Inc.	Network Transceiver	245	31940.00	0.00	31940.00	15-Nov-11	12249745
Humana Claims	health insurance	759	370140.70	0.00	370140.70	15-Nov-11	12249749
Meadowbrook, Inc.	insurance	759	15000.00	0.00	15000.00	15-Nov-11	12249788
Meadowbrook, Inc.	insurance	677	55340.00	0.00	55340.00	15-Nov-11	12249789
Giant Janitorial Service, Inc.	Janitorial-Police Dept-Nov 2011	101	5200.00	0.00	5200.00	15-Nov-11	12249827
Michigan Department Of Transportation	MLK Blvd Widening Project	464	126394.34	0.00	126394.34	15-Nov-11	12249842
Wade-Tim/Associates	For Professional services for FY-2012	101	91500.00	0.00	91500.00	15-Nov-11	12249867
Oakland County	Police Services	101	812272.63	0.00	812272.63	15-Nov-11	12250037
J&J Truck-Auto Marine Repair Inc.	Misc. repairs - Res. #5	101	10406.66	0.00	10406.66	16-Nov-11	12249524
City of Pontiac	Revenue collected in excess of expenditures	760	500000.00	0.00	500000.00	16-Nov-11	12249526
Doyle	FIWA - 218 Oneida	789	23343.42	0.00	23343.42	16-Nov-11	12249527
Star EMS	various commodity codes	101	8222.15	0.00	8222.15	16-Nov-11	12249557
Glorious Way Full Gospel Word Center	moving and re-establishment expenses	464	10251.00	0.00	10251.00	16-Nov-11	12249613
Slewa Investment, Inc and Hilton Food Company	mik blvd road widening project	464	227667.16	0.00	227667.16	16-Nov-11	12249614
Ackerman Ackerman & Dynkowski	mik blvd road widening project	464	33300.00	0.00	33300.00	16-Nov-11	12249615
Ackerman Ackerman & Dynkowski	mik blvd road widening project	464	75889.06	0.00	75889.06	16-Nov-11	12249616
Oakland County	Police Services	101	74947.31	0.00	74947.31	16-Nov-11	12250039
Miller Consultations & Election, Inc. dba Election Source	handicap voting booths	101	5320.00	0.00	5320.00	17-Nov-11	12249563
Clark	settlement agreement	268	45000.00	0.00	45000.00	17-Nov-11	12249567
Torre Golf Management Inc	reimbursement of monthly deposit-golf course	584	75000.00	0.00	75000.00	17-Nov-11	12249706
Tel V Investments	Tax Refund	703	10992.40	0.00	10992.40	17-Nov-11	12250021
Nationwide Retirement Solutions	employee withholding	750	9139.22	0.00	9139.22	18-Nov-11	12249629
City of Pontiac Police & Fire Retirement System	payroll deductions	750	6169.85	0.00	6169.85	18-Nov-11	12249659
Spencer Oil Company	Diesel fuel	101	5636.89	0.00	5636.89	18-Nov-11	12249670
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	71299.67	0.00	71299.67	18-Nov-11	12249739
Plunkett Cooney, PC	Legal Services, Attorneys	101	19788.03	0.00	19788.03	18-Nov-11	12249847
Standard Insurance CO	life insurance	759	12257.21	0.00	12257.21	22-Nov-11	12249721
J. Johnson Builder & STD Contractors Service Group, Inc.	Bowen Center Kitchen Renovations	212	16897.50	0.00	16897.50	23-Nov-11	12249845
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	38682.00	0.00	38682.00	23-Nov-11	12249855
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	9198.00	0.00	9198.00	23-Nov-11	12249956
Stout Risius Ross, Inc	Assessment of Wastewater Treatment Plant	591	47452.58	0.00	47452.58	23-Nov-11	12250019
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	42437.10	0.00	42437.10	28-Nov-11	12249958
Oakland County Clerk	Bonds to circuit. Case# on spreadsheet	761	17201.00	0.00	17201.00	29-Nov-11	12249820

SECTION SEPARATOR

141.1522 Report; contents; submissions.

Sec. 22.

(1) An emergency manager appointed under this act shall file with the governor, the senate majority leader, the speaker of the house of representatives, and the clerk of the local government that is in receivership, and shall post on the internet on the website of the local government, a report that contains all of the following:

(b) A list of each contract that the emergency manager awarded or approved with a cumulative value of \$5,000.00 or more, the purpose of the contract, and the identity of the contractor.

Follows:

- List of Contracts Awarded or Approved September 1, 2011 through November 30, 2011, 1 page.

<u>Date Signed</u>	<u>Vendor</u>	<u>Subject</u>	<u>Amount</u>
8/25/2011	United Water	change order for landfill disposal of sludge cake and ash stored at WWTP	\$49,100 (late report)
8/26/2011	M&H Legal Solutions	legal services for Federal Programs	\$50,000 max, billed at \$135.00/hour
8/31/2011	Rehmann	audit for 2010-11 fiscal year	\$104,000
9/11/2011	Nowak & Fraus	Prepare P.A. 132 survey to combine golf course parcels	\$17,448
9/14/2011	Michigan Department of Transportation	US-24BR Ceaser Chavez Avenue	\$217,800
9/19/2011	United Water	WWTP sludge/oil spill remediation	\$34,512.50
9/20/2011	Axe & Ecklund, P.C.	General Motors tax appeal settlement	\$6,250
9/20/2011	Giamarco, Mullins & Horton, P.C.	legal services	\$125/hour
9/26/2011	Elam Service Group	blight removal	\$190/hr for grass only; \$55/hr for labor
9/26/2011	Landscape Services, Inc.	blight removal	\$190/hr for grass only; \$55/hr for labor
9/26/2011	Michigan Realty Solutions, LLC	blight removal	\$190/hr for grass only; \$55/hr for labor
9/26/2011	Stout Risius Ross, Inc.	revise evaluation for water and wastewater systems	\$70,000 maximum
9/26/2011	United Landscape, Inc.	blight removal	\$190/hr for grass only; \$55/hr for labor
9/27/2011	Absolute Security & Investigations	Identitcard access control upgrade to PremiSys	\$8,716.17
10/1/2011	Axe & Ecklund, P.C.	Police and Fire pension and health care judgment levy	\$12,000
10/27/2011	Contracting Solutions, LLC	emergency demolition of houses	\$6,300
10/27/2011	Contracting Solutions, LLC	emergency demolition of houses	\$6,400
10/27/2011	Contracting Solutions, LLC	emergency demolition of houses	\$8,900
10/27/2011	Synergy Maintenance	emergency demolition of houses	\$3,601.84
10/28/2011	United Water	interim DPW management	\$15,286.00/month
11/16/2011	A.Z. Shima	Wastewater System Improvements - Phase II contract	\$7,890,250

SECTION SEPARATOR

141.1522 Report; contents; submissions.

Sec. 22.

(1) An emergency manager appointed under this act shall file with the governor, the senate majority leader, the speaker of the house of representatives, and the clerk of the local government that is in receivership, and shall post on the internet on the website of the local government, a report that contains all of the following:

(c) A description of each loan sought, approved, or disapproved during the reporting period that has a cumulative value of \$5,000.00 or more and the proposed use of the funds.

- None.

SECTION SEPARATOR

141.1522 Report; contents; submissions.

Sec. 22.

(1) An emergency manager appointed under this act shall file with the governor, the senate majority leader, the speaker of the house of representatives, and the clerk of the local government that is in receivership, and shall post on the internet on the website of the local government, a report that contains all of the following:

(d) A description of any new position created or any vacancy in a position filled by the appointing authority.

(e) A description of any position that has been eliminated or from which an employee has been laid off.

Follows:

- Human Resources Director (d and e)
- Director DPW & U (e)
- City Attorney (e)
- City Clerk (d and e)
- Master Mechanic (e)
- Executive Assistant (e)
- Finance Director (d)

DIRECTOR OF HUMAN RESOURCES & LABOR RELATIONS

GENERAL STATEMENT OF DUTIES: To recommend to the Mayor of the City of Pontiac, personnel and labor relations policy. To Direct and coordinate personnel and labor relations activities including recruitment examination, classification, benefits, wages, and training. To direct and coordinate the divisions of Risk Management, Payroll, and Labor Relations.

SUPERVISION RECEIVED: Work is performed under the general supervision of the Mayor or Deputy Mayor.

SUPERVISION EXERCISED: Supervision is exercised over all professional, technical, clerical, volunteer, and other personnel assigned to the department.

TYPICAL EXAMPLES OF WORK: An employee in this class may be called upon to do any or all of the following: These examples do not include all of the tasks that the employee may be expected to perform.

- Develop and/or recommend to the Mayor, City policies regarding personnel and risk management, payroll, and labor relations practices.
- Develop, recommend, and implement new or revised personnel policies, procedures, and programs, inclusive of recruitment examination, classification, and training.
- Coordinate and direct personnel administration functions.
- Provide assistance to all City of Pontiac departments in the management of personnel and labor relations activities, making recommendations as appropriate.
- Plan and coordinate training of departmental personnel, including performance evaluations and maintenance of standards of compliance with departmental policies and procedures.
- Analyze wage, salary, and benefit reports and data to determine municipal government trends.
- Represent the City of Pontiac in contract negotiations, grievance and arbitration proceedings.
- Prepare necessary correspondence, records, reports, and promotional material.
- Perform related duties as required.

City of Pontiac - hsm
January, 2002
Current as of 12/22/01

MINIMUM QUALIFICATIONS FOR EMPLOYMENT:

- Thorough knowledge of municipal personnel administration principles, practices, and techniques.
- Thorough knowledge of public employment, labor relations, and wage and benefit administration principles and practices.
- Considerable knowledge of applicable laws, rules, and regulations governing equal employment opportunity, affirmative action, and other human rights programs.
- Ability to plan, coordinate, assign, and supervise the work of a large number of subordinates engaged in a variety of personnel, labor relations, payroll and risk management activities.
- Ability to effectively present information relating to departmental activities.
- Ability to establish and maintain effective working relationships with other departmental officials, employees, outside governments and agencies, and the general public.

An employee in this class, upon appointment, should have the equivalent of the following training and experience:

- Graduation from a college or university of recognized standing with specialization in either public administration, business administration, labor and industrial relations, personnel, or a related field.
- Several years of progressively responsible experience in personnel administration, including experience in employment relations, contract negotiation, risk management, payroll, human rights, and training.

City of Pontiac - hsm
January, 2002
Current as of 12/22/01



City of Pontiac Job Description

Job Title: Director DPW & U
Class Code: 1201
Department: Public Utilities
Reports To: Emergency Manager

FLSA Status: Exempt
Original Date: January, 2002
Revision Date: June 6, 2011
Revised By: Devin L. Scott

Approved By: 
Michael L. Stampfler, Emergency Manager

Date: 6/6/11

POSITION SUMMARY

To perform supervisory, administrative and technical work involved in planning and directing the public works and public utilities functions of the city. The DPW & U Director manages subordinate supervisors who supervise employees in Highway Maintenance, Sanitation, Building Maintenance and oversees service contracts with outside agencies. To maintain financially sound systems with an emphasis on maintaining acceptable service levels and planning for the future requirements of the city. To perform related duties as required.

SUPERVISION RECEIVED: Work is performed under the general supervision of the Emergency Manager or Designee.

SUPERVISION EXERCISED: Supervision is exercised over all professional, technical, clerical, volunteer, and other personnel assigned to the department.

NOTE: Examples do not include all duties that the incumbent may be expected to perform. Duties may be assigned which are within the scope of the required knowledge, skills, and abilities. The City reserves the right at its discretion to alter, amend, or modify this description.

MINIMUM REQUIREMENTS: These requirements may be fulfilled by any combination of training and experience, which provides the required knowledge, skills, and abilities:

- Thorough knowledge of municipal public works, public services, and public utilities principles, practices and techniques.
- Considerable knowledge of Federal, state and local laws, ordinances, and regulations governing the operation of this department.
- Working knowledge of modern engineering principles, practices, and techniques.
- Thorough knowledge of municipal government principals, practices, and techniques.
- Considerable knowledge of supervisory and administrative practices in a collective bargaining environment.
- Ability to plan, coordinates, and supervise the work of a large number of subordinates engaged in a variety of service and utility activities.
- Ability to effectively present information relating to departmental activities.
- Ability to establish and maintain effective working relationships with department heads, employees, outside governments and agencies, and the general public.

Education, Experience, Training

- Graduation from a college or university of recognized standing with specialization in engineering, business administration.
- Considerable experience in engineering involving public works construction.
- Ten (10) years of progressive experience in performing administrative, technical, or supervisory work in municipal public works, public services, or public utilities function.

Certificates, Licenses, Registrations

Registration as a professional engineer in the State of Michigan is preferred.

Knowledge, Skills, Abilities

- Knowledge of public health regulations and requirements relating to sewage treatment plant operations
- Skill in use of Micro Office software such as Word, Excel and other programs that are determined to be essential to the efficient and effective performance of the job
- Ability to communicate effectively to various audiences in a variety of forms
- Ability to collect and interpret various arithmetical and statistical information and reports
- Ability to understand oral and written instruction
- Ability to solve practical problems and deal with a variety of situations
- Ability to develop fiscal planning strategies for long-term projects, equipment replacement and/or other technical improvements.

COMPETENCY: To perform the job successfully, an individual should demonstrate the following competencies:

Analytical - Synthesizes complex or diverse information; Collects and researches data; Uses intuition and experience to complement data; Designs work flows and procedures.

Design - Generates creative solutions; Translates concepts and information into images; Uses feedback to modify designs; Applies design principles; Demonstrates attention to detail.

Problem Solving - Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations; Uses reason even when dealing with emotional topics.

Project Management - Develops project plans; Coordinates projects; Communicates changes and progress; Completes projects on time and budget; Manages project team activities.

Technical Skills - Assesses own strengths and weaknesses; Pursues training and development opportunities; Strives to continuously build knowledge and skills; Shares expertise with others.

Customer Service - Manages difficult or emotional customer situations; Responds promptly to

customer needs; Solicits customer feedback to improve service. Responds to requests for service and assistance; Meets commitments.

Interpersonal Skills - Focuses on solving conflict, not blaming; Maintains confidentiality; Listens to others without interrupting; Keeps emotions under control; Remains open to others' ideas and tries new things.

Oral Communication - Speaks clearly and persuasively in positive or negative situations; Listens and gets clarification; Responds well to questions; Demonstrates group presentation skills; Participates in meetings.

Written Communication - Writes clearly and informatively; Edits work for spelling and grammar; Varies writing style to meet needs; Presents numerical data effectively; Able to read and interpret written information.

Teamwork - Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team above own interests; Able to build morale and group commitments to goals and objectives; Supports everyone's efforts to succeed.

Visionary Leadership - Displays passion and optimism; Inspires respect and trust; Mobilizes others to fulfill the vision; Provides vision and inspiration to peers and subordinates.

Leadership - Exhibits confidence in self and others; Inspires and motivates others to perform well; effectively influences actions and opinions of others; Accepts feedback from others; Gives appropriate recognition to others.

Managing People - Includes staff in planning, decision-making, facilitating and process improvement; Takes responsibility for subordinates' activities; Makes self available to staff; Provides regular performance feedback; Develops subordinates' skills and encourages growth; Solicits and applies customer feedback (internal and external); Fosters quality focus in others; Improves processes, products and services.; Continually works to improve supervisory skills.

Quality Management - Looks for ways to improve and promote quality; Demonstrates accuracy and thoroughness.

Cost Consciousness - Works within approved budget; Develops and implements cost saving measures; Contributes to profits and revenue ; Conserves organizational resources.

Ethics - Treats people with respect; Keeps commitments; Inspires the trust of others; Works with integrity and ethically; Upholds organizational values.

Organizational Support - Follows policies and procedures; Completes administrative tasks correctly and on time; Supports organization's goals and values; Benefits organization through outside activities; Supports affirmative action and respects diversity.

Strategic Thinking - Develops strategies to achieve organizational goals; Understands organization's strengths & weaknesses; Analyzes market and competition; Identifies external threats and opportunities; Adapts strategy to changing conditions.

Judgment - Displays willingness to make decisions; Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision-making process; Makes timely decisions.

Motivation - Sets and achieves challenging goals; Demonstrates persistence and overcomes obstacles; Measures self against standard of excellence; Takes calculated risks to accomplish goals.

Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently; Plans for additional resources; Sets goals and objectives; Organizes or schedules other people and their tasks; Develops realistic action plans.

Professionalism - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.

Quality - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

Quantity - Meets productivity standards; Completes work in timely manner; Strives to increase productivity.

Safety and Security - Observes safety and security procedures; Determines appropriate action beyond guidelines; Reports potentially unsafe conditions; Uses equipment and materials properly.

Adaptability - Adapts to changes in the work environment; Manages competing demands; Change approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events.

Attendance/Punctuality - Is consistently at work and on time; Ensures work responsibilities are covered when absent; Arrives at meetings and appointments on time.

Dependability - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work when necessary to reach goals; Completes tasks on time or notifies appropriate person with an alternate plan.

Initiative - Volunteers readily; Undertakes self-development activities; Seeks increased responsibilities; Takes independent actions and calculated risks; Looks for and takes advantage of opportunities; Asks for and offers help when needed.

Innovation - Displays original thinking and creativity; Meets challenges with resourcefulness; Generates suggestions for improving work; Develops innovative approaches and ideas; Presents ideas and information in a manner that gets others' attention.

CITY ATTORNEY

GENERAL STATEMENT OF DUTIES: The activities of this position consist of serving as legal advisor and counsel to the Mayor, to the City Council, to all City departments, to certain municipal agencies, as well as to many boards, commissions, and committees as is required by law or Charter; serving in all municipal trials and court activity as a representative of the City; and supervising the conduct of all the legal business of the City and its departments as well as other municipal agencies, boards, commissions and committees as required by law or Charter.

SUPERVISION: Work is performed under the direction of the Mayor. Supervision is exercised over Deputy City Attorneys, Legal Assistants and clerical staff in the law department.

TYPICAL EXAMPLES OF WORK: (Examples provided describe characteristic duties of comparable levels and are not intended to describe in detail all of the duties performed by each position.)

- Advise the Mayor, City Council, departments, and agencies on legal matters.
- Serve as the legal counsel in lawsuits for or against the City and its branches.
- Draft ordinances, resolutions, and proclamations.
- Be responsible for all contract matters including all forms of contracts related to City activities.
- Plan, assign, coordinate, and evaluate the work of personnel assigned to assist.
- Establish and execute departmental policies.
- Prepare the departmental budget and direct expenditures of departmental funds and the keeping of departmental records.
- Supervise the activities of outside counsel retained for specific purposes.
- Review agenda items and attend City Council meetings.
- Perform related duties as required.
- Represent the City in matters of administration tribunals and bodies.
- Represent the City in collective bargaining and other labor relations matters.

MINIMUM KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

- Thorough knowledge of common law, State and Federal laws and Constitutional provisions affecting City government.
- Thorough knowledge of local laws, ordinances and precedents pertaining to criminal affairs.
- Thorough knowledge of court procedures and rules of evidence.
- Thorough knowledge of contract law.
- Considerable knowledge of the structure and function of local government.
- Ability to apply legal knowledge toward problems.
- Ability to conduct legal research.
- Considerable skill in the presentation of court cases.
- Ability to establish and maintain effective working relationships with court personnel, City officers and general public.

Ability to guide and direct subordinates in the work.

MINIMUM TRAINING AND EXPERIENCE REQUIRED:

The above knowledge, skills, and abilities required shall be obtained through completion of a degree in law from an accredited law school; and at least eight years of experience in law practice, including trial experience.

OTHER REQUIREMENTS:

An employee in this classification must be a member in good standing with the State Bar of Michigan in order to be hired. Continued employment is contingent upon maintenance of active membership in the State Bar of Michigan and is subject to the provisions of the Pontiac City Charter. An employee in this classification must also possess upon hire and maintain possession of a valid Michigan Driver's license.

0101

City of Pontiac—RMC

Revised—December 2, 1986

Class Code 0011¹⁵
mgmt

CITY CLERK

GENERAL STATEMENT OF DUTIES: To be responsible for the performance of specialized clerical and administrative work in the maintenance of official city records, issuance of licenses, registration of voters and the conduct of elections; to act as clerk to the City Commission, and to other boards and commissions; and to perform related work as required.

SUPERVISION RECEIVED: Work is performed under direction of the City Commission and City Manager.

SUPERVISION EXERCISED: Supervision is exercised over clerical personnel assigned to assist.

TYPICAL EXAMPLES OF WORK: An employee in this class may be called upon to do any or all of the following: (These examples do not include all of the tasks which the employee may be expected to perform.)

- Attend meetings of the city commission, prepare agenda, record minutes of meetings and official records of commission actions.
- Index and file official city documents; act as custodian of the official city seal.
- Administer oaths of office and sign official documents.
- Act as Secretary to the Civil Service Commission.
- Record and file deeds, rights-of-way, bonds and contracts.
- Supervise the registration of voters and the conduct of elections.
- Train and supervise office employees.
- Serve as Director of Elections, supervise notifications, select and train election boards, publish election notices, issue absentee ballots and forward returns to County.
- Supervise the issuance of licenses, permits, and leases.
- Investigate requests for various licenses and permits.
- Direct the entry of necessary advertising in connection with public hearings, ordinances, or other municipal matters.
- Interpret State election laws, ordinance provisions and resolutions adopted by the City for employees and the general public.
- Perform related work as required.

DESIRABLE QUALIFICATIONS FOR EMPLOYMENT:

- Considerable knowledge of the legal requirements for the registration of voters, conduct of elections, issuance of permits and licenses, and custody of official City documents.
- Considerable knowledge of modern office administration, practices, and procedures.
- Reasonable knowledge of the city charter and applicable city ordinances.
- Ability to prepare accurate written records and reports.
- Ability to understand and carry out complex oral and written directions.
- Ability to train and supervise other employees.

CITY CLERK (CONT.)

Initiative and resourcefulness in handling problem situations.
Ability to maintain effective working relationships with City
officials, employees and the general public.

An employee in this class, upon appointment, should have the equivalent
of the following training and experience:

Graduation from an accredited high school, supplemented by
commercial training.

Several years of progressively responsible clerical or office
management experience, preferably in municipal government.

Job Description

DRAFT

Classification: Master Mechanic
Class Code: 1433
Reports To: Foreman or other designated official
Approved By:
Approved Date:
Origin Date: 08-72
Revised: 02-01-00

GENERAL STATEMENT OF DUTIES

Under the general supervision of a Foreman or other designated supervisor, an incumbent in this position is responsible for performing the essential duties including but not limited to: performing a wide variety of skilled and complex automotive equipment including cars, trucks, tractors and other gasoline or oil powered equipment. May oversee the work of other mechanics or helpers assigned to assist. The incumbent must be able to perform the essential duties and may be called upon to do any or all of the following

SUPERVISORY RESPONSIBILITIES

Train and evaluate personnel in the performance of complex repairs on light, heavy and special equipment such as trucks, cranes, tractors, graders, sweepers, bulldozers

Train and evaluate personnel in the use of shop equipment.

ESSENTIAL DUTIES

Perform a wide variety of complex repairs on light, heavy, and special automotive equipment such as trucks, cranes, tractors, graders, sweepers, bulldozers, and power shovels; bumping, painting, heating, drilling, bolting, welding, brazing, soldering or cutting operations; engine tune-ups on all types of automotive equipment; trouble shooting.

Adjust, repair, and replace parts in engines, transmissions, differentials, and other equipment; electrical systems of automotive and power-driven equipment.

Inspect, analyze, and plan sequence of repair operations; bodies, and replace body units and fixtures

Instruct and oversee the work operations of automotive mechanics, mechanical helpers and apprentices assigned to assist in performance of mechanical repair work.

Prepare records and reports

ADDITIONAL DUTIES

May operate lathes, boring machines, drill presses, milling machines, shapers and other

machinery in the fabrication of parts and equipment; may perform various welding operations; may act as shift supervisor in the absence of the supervisor

MINIMUM KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of the standard practices, methods, tools, and equipment used in maintaining, repairing and rebuilding a variety of automotive equipment

Considerable knowledge of internal combustion engines, automotive electricity, automotive electronics and computer systems, transmissions, differentials, brakes, carburetors and other components of automotive equipment

Working knowledge of welding and cutting techniques

Skill in operating a variety of tools and equipment including lathes, shapers, grinders and drill presses.

OTHER SKILLS AND ABILITIES

Ability to use initiative and resourcefulness in solving difficult repair problems; to analyze complex mechanical failures in automotive equipment quickly and accurately; to instruct and oversee others; work effectively with other employees.

MINIMUM REQUIREMENTS These requirements may be fulfilled by any combination of training and experience which provides the required knowledge, skills, and abilities.

Minimum training and experience are normally obtained through graduation from an accredited trade or other high school, including or supplemented by courses in general shop and auto repair work. Three years of responsible experience in repairing and overhauling a variety of more complex automotive and other power-driven equipment

CERTIFICATES, LICENSES, REGISTRATIONS

Most possess upon hire and maintain certifications as a Michigan Motor Vehicle Master Heavy Duty Truck Mechanic and/or certification as a Michigan Motor Vehicle Master Automobile Mechanic with certification in the following three heavy duty truck repair categories: (1) Drive Train; (2) Brakes and Braking Systems; (3) Suspensions and Steering Systems. Must also possess upon hire and maintain possession of a valid Michigan Commercial Drivers License (CDL), Group B, with air brake endorsement. A tanker endorsement may be required depending on the needs of the City of Pontiac

NOTE: Examples do not include all duties which the incumbent may be expected to perform. Duties may be assigned which are within the scope of the required knowledge, skills, and abilities. The City reserves the right at its discretion to alter, amend, or modify this description.

EXECUTIVE ASSISTANT

GENERAL STATEMENT OF DUTIES

Under the general supervision of the department head, an incumbent in this position is responsible for performing the essential duties including but not limited to: Assisting the director by performing routine administrative, labor, and clerical duties; independently preparing and maintaining correspondence, records and reports regarding collective bargaining, labor relations, and other confidential matters; researching departmental grievances; assisting director by participation in negotiations and arbitrations; evaluating administrative policies determined by or in conjunction with other officials; handling frequent public contacts; and performing related clerical and secretarial work as required. Supervision over others may be required. The incumbent must be able to perform the essential duties and may be called upon to do any or all of the following:

ESSENTIAL DUTIES

Assist Director: By dealing with administrative detail and handling more routine administrative matters independently; in development of departmental policies and of policies relating to collective bargaining and/or labor relations matters; in participation in contract negotiations, grievances, and arbitrations; in the administration and interpretation of collective bargaining agreements; in preparation for court appearances, hearings, and trials; in preparing surveys and technical reports; in preparing City Council agenda items from department; in preparing annual budget request and annual departmental reports.

Supervise: General office routine and clerical personnel, including, but not limited to, training, conducting performance appraisals, issuing discipline, enforcing City and departmental policies, and analyzing, devising and perfecting work flow, work methods, cost reductions, and procedures.

Prepare/type/record/transcribe/maintain: Collective bargaining, labor relations, and other confidential correspondence, records, reports, and files.

Prepare/assemble: Data and technical information regarding negotiations, departmental regulations, City ordinances, and Federal, State and other laws, regulations, requirements and procedures.

Act as secretary by: Making appointments, reminding supervisor of scheduled activities, answering telephone and counter requests, assisting with routine administrative work, recording and following up on citizen complaints, and arranging for travel reservations for department members.

Operate: office equipment not limited to typewriter, word processor, calculator, copier, personal computer.

MINIMUM KNOWLEDGE/SKILLS/ABILITIES

THOROUGH KNOWLEDGE of municipal regulations, practices, and procedures.

CONSIDERABLE KNOWLEDGE of standard office administration, practices, and procedures; of business English, commercial subjects, and report writing.

CONSIDERABLE SKILL in operating office equipment and in recording and transcribing dictation.

ABILITY to assemble data and to prepare accurate records and reports; to use initiative and resourcefulness in handling problem situations; to plan and organize work activities; to work effectively with City officials, employees, and the general public; to supervise and train clerical personnel.

MINIMUM REQUIREMENTS

Minimum training and experience are normally obtained through graduation from high school, including or supplemented by courses in shorthand, typing and other business subjects. Completion of at least two years of advanced training in business administration, secretarial courses, or related subjects. Five (5) years of experience in responsible clerical, secretarial, or stenographic work, with responsibility for individual initiative and judgement. These requirements may be fulfilled by any combination of training and experience which provides the required knowledge, skills, and abilities. Must pass typing test at 70 wpm and shorthand test at 90 wpm.

Examples do not include all duties which the incumbent may be expected to perform. Duties may be assigned which are within the scope of the required knowledge, skills and abilities.

APPROVED:

COP CC: 0039

DATE:

ORIGIN DATE:

REVISED:

FINANCE DIRECTOR

GENERAL STATEMENT OF DUTIES: To perform the controllership function for the City; and plan and direct the fiscal policies of the City; including establishment of special funds, consolidation or change of bank accounts, and investment of funds; to advise the Mayor and City Council on fiscal matters, including revenue and expenditure data analysis for all City departments; to make budgetary recommendations and participate in all phases of City budget preparation; to direct administrative functions and personnel of Finance Department; to approve all disbursements; and to perform related duties as required.

SUPERVISION RECEIVED: Work is performed under the general direction of the Mayor or the Mayor's designee.

SUPERVISION EXERCISED: Supervision is exercised directly over supervisory employees in the Finance Department and indirectly over all departmental personnel.

TYPICAL EXAMPLES OF WORK: An employee in this class may be called upon to do any or all of the following: (These examples do not include all of the tasks which the employee may be expected to perform.)

- Perform controllership function for the City.
- Plan and direct City fiscal policies, including establishment of special funds, consolidation or change or bank accounts, and investment of funds.
- Approve all disbursements of City funds.
- Advise the Mayor and City Council on fiscal matters, including revenue and expenditure analysis for all City departments.
- Provide budgetary recommendations and participate in all phases of City budget preparation.
- Establish new accounting procedures as appropriate.
- Direct activities of supervisory employees to provide efficient and effective operational organization of department.
- Perform related duties as required.

MINIMUM QUALIFICATIONS FOR EMPLOYMENT:

- Thorough knowledge of financial management and accounting procedures.
- Considerable knowledge of municipal finance, including fund establishment, special millage programs, revenue-sharing programs, investment procedures, etc.
- Ability to prepare and analyze complex financial reports and data.
- Ability to plan, organize and coordinate departmental functions and personnel.
- Ability to establish and maintain effective working relationships with City Council, other department heads,

employees and the general public.

An employee in this class, upon appointment, should have the equivalent of the following training and experience:

Graduation from an accredited college or university with a degree in finance and accounting.
Considerable experience in finance including supervisory experience.

City of Pontiac
May 1984

SECTION SEPARATOR

141.1522 Report; contents; submissions.

Sec. 22.

(1) An emergency manager appointed under this act shall file with the governor, the senate majority leader, the speaker of the house of representatives, and the clerk of the local government that is in receivership, and shall post on the internet on the website of the local government, a report that contains all of the following:

(f) A copy of the contract with the emergency manager as provided in section 15(5) (e).

(g) The salary and benefits of the emergency manager.

Follows:

- Contract for Emergency Manager Services, 7 pages.



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

ANDY DILLON
STATE TREASURER

CONTRACT FOR EMERGENCY MANAGER SERVICES

Rick Snyder, Governor (Governor) of the State of Michigan retains and appoints Louis H. Schimmel as the Emergency Manager (Emergency Manager) for the City of Pontiac (City) under Public Act 4 of 2011, the Local Government and School District Fiscal Accountability Act, MCL 141.1501 *et seq.* (the Act).

The services the Emergency Manager will provide to the City will be pursuant to the terms and conditions set forth in this Contract and the Act in continuance of the activities of the City's two prior emergency managers

The Emergency Manager's role is to remedy the distress of the City by requiring prudent fiscal management and efficient provision of services by exercising the necessary authority conferred by the State to take appropriate action on behalf of the City and its residents.

1. PARTIES, PURPOSE, DUTIES, AND REPORTS

1.1 Parties. The parties to this Contract are the State of Michigan by the Governor and Louis H. Schimmel, Emergency Manager.

1.2 Purpose. The parties to this Contract agree that Louis H. Schimmel will act as the Emergency Manager for the City. The Emergency Manager's duties and responsibilities are delineated in the Act and include conducting all aspects of the operations of the City and establishing and implementing a financial and operating plan pursuant to Section 18 of the Act.

1.3 Duties. The Emergency Manager shall possess all the powers and duties authorized under the Act, including those specifically related to municipal governments. In addition, the Emergency Manager shall work cooperatively with the Governor and the Treasurer (State Treasurer) of the State of Michigan. The Emergency Manager agrees to keep these officials informed of major initiatives to be undertaken in furtherance of this Contract before their public announcement.

1.4 Reports. The Emergency Manager shall file the quarterly reports required by Section 15(7) of the Act beginning on October 15, 2011, for the immediately preceding quarter and shall file the quarterly reports required by Section 22 of the Act beginning on September 16, 2011.

2. TERM OF CONTRACT, EFFECTIVE DATE, AND OATH OF OFFICE

2.1 Term of Contract. The Emergency Manager shall serve at the pleasure of the Governor as provided in Section 15 of the Act.

2.2 Effective Date. This contract is effective as of September ___, 2011.

2.3 Oath of Office. The Emergency Manager shall take and subscribe an oath of office administered by an official authorized to administer oaths under the laws of Michigan and file such oath with the Office of the Great Seal.

3. COMPENSATION FOR SERVICES PROVIDED

3.1 Source of Payment. The City is required to pay the compensation of the Emergency Manager for all services rendered and for all expenses incurred under this Contract.

3.2 Salary. The Emergency Manager's salary for services rendered under this Contract shall be \$150,000.00 per year. If this Contract is terminated after the Emergency Manager has provided services for a portion of the month, the Emergency Manager shall be entitled to for that portion of that month \$12,500.00 multiplied by the proportion that the number of days of the month for which services were provided bears to the number of days of the whole month.

3.3 Payment for Services. The Emergency Manager shall be paid in equal bi-weekly installments consistent with the established written policies and procedures of the City. The compensation paid is subject to concessions and furloughs similar to those imposed on non-union executive staff of the City during the term of this Contract. If requested by the State, the Emergency Manager shall provide additional information for services performed pursuant to this Contract.

3.4 Reimbursement for Actual and Necessary Expenses. The actual and necessary expenses of the Emergency Manager will be reimbursed, including customary expenses related to travel, meals, and lodging, incurred and connected to services for the City. The Emergency Manager shall provide original copies of all receipts for meals, lodging, and travel reimbursement with his billings.

4. ADDITIONAL STAFF AND CONSULTANT FEES

4.1 Staff. The Emergency Manager may, as provided in the Act, appoint additional staff as necessary to fulfill the obligations of his appointment and duties under this Contract. Payment of compensation for additional staff will be the obligation of the City. While authority to hire additional staff rests with the Emergency Manager, the Emergency Manager agrees to consult with the State Treasurer, or the designee of the State Treasurer, at least 24 hours before extending offers of employment for positions paying \$50,000.00 or more annually.

4.2 Professional Assistance. The Emergency Manager may, as provided in the Act, secure professional assistance as necessary to fulfill the obligations of his appointment and duties under this Contract. Payment of compensation for additional professional assistance will be the obligation of the City. The Emergency Manager agrees to seek approval by the State Treasurer, or the designee of the State Treasurer, at least 24 hours before authorizing professional services contracts of \$50,000.00 or more per engagement or project.

4.3 Security. The Emergency Manager will be entitled to receive security protection in connection with his duties under this Contract. Security personnel will be retained only upon the approval of the State Treasurer, or the designee of the State Treasurer, and only after consultation with the Director of the Michigan Department of State Police, or her designee. Payment of compensation for security personnel will be the obligation of the City.

5. REPRESENTATIONS

5.1 Qualifications. The Emergency Manager, by signing this Contract, represents that he meets the minimum qualifications for appointment set forth in the Act.

5.2 Conflict of Interest. The Emergency Manager represents and warrants that, to his knowledge, he has no personal or financial interest, and will not acquire any such interest, that would conflict in any manner or degree with the performance of this Contract.

5.3 Non-competition. The Emergency Manager represents and warrants that he is not subject to any non-disclosure, non-competition, or similar clause with current or prior clients or employers that will interfere with the performance of this Contract. The State will not be subject to any liability for any such claim.

5.4 Facilities and Personnel. The City will provide the Emergency Manager with proper facilities and personnel to perform the services and work required to be performed pursuant to this Contract.

5.5 Records. The Emergency Manager shall maintain complete records in accordance with generally accepted accounting practices and sound business practices. This requirement applies to all information maintained or stored in the computer system of the Emergency Manager or computer system of the City. The State and its designees shall have the right to inspect all records related to this Contract.

5.6 Non-Discrimination.

a) The Emergency Manager must comply with Public Act 220 of 1976, the Persons with Disabilities Civil Rights Act, MCL 37.1101 *et seq.*, and all applicable federal, State and local fair employment practices and equal opportunity laws. The Emergency Manager covenants that he will not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Emergency Manager must impose this covenant upon every subcontractor that enters into an agreement for the performance of any obligation imposed by this Contract. A breach of this covenant is a material breach of this Contract.

b) The Emergency Manager must comply with Public Act 453 of 1976, the Elliott-Larsen Civil Rights Act, MCL 37.2101 *et seq.*, and all applicable federal, State and local fair employment practices and equal opportunity laws. The Emergency Manager covenants that he will not discriminate against an employee or applicant for employment with respect to hire, tenure, terms,

conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. The Emergency Manager must impose this covenant upon every subcontractor that enters into an agreement for the performance of any obligation imposed by this Contract. A breach of this covenant may be considered a material breach of this Contract.

5.7 Unfair Labor Practices. The Emergency Manager shall not enter into a contract for the performance of any obligation imposed by this Contract with a subcontractor, manufacturer, or supplier whose name appears in the register prepared pursuant to Public Act 278 of 1980, MCL 423.322, of employers found in contempt of court for failure to correct unfair labor practices. The State may void this Contract if the Emergency Manager, or any subcontractor, manufacturer, or supplier of the Emergency Manager that is a party to a contract for the performance of any obligation imposed by this Contract appears in the above mentioned register.

5.8 Independent Contractor. The relationship of the Emergency Manager to the State and to the City under this Contract is that of an independent contractor. Except as specifically provided in the Act, no liability, benefits, workers compensation rights or liabilities, insurance rights or liabilities, or any other rights or liabilities arising out of, or related to, a contract for hire, nor employer-employee relationship, shall arise, accrue, or be implied to either party under this Contract or to an agent, subcontractor, or employee of either party under this Contract, as a result of the performance of this Contract.

6. NOTICES

6.1 The State Treasurer is the designee of the State for this Contract unless notice of another designation is provided by the Governor. All notices, correspondence, requests, inquiries, billing statements, and other documents mentioned in this Contract shall be directed to the attention of the State Treasurer, Andy Dillon, and to the following:

For the State:

Roger Fraser
Deputy State Treasurer for Local Government Services
Richard H. Austin Building, 430 West Allegan Street
Lansing, Michigan 48922
Phone: (517) 373-3223

Frederick Headen
Director, Bureau of Local Government Services
Richard H. Austin Building, 430 West Allegan Street
Lansing, Michigan 48922
Phone: (517) 373-3305

For the Emergency Manager:

Louis H. Schimmel
City of Pontiac

47450 Woodward Avenue
Pontiac, MI 48342

7. LIMITATION UPON LIABILITY

7.1 The State. The State, the Governor, the Treasurer, and all other State officials are not liable for any obligation of or claim against the City resulting from actions taken in accordance with the Act or this Contract. The State, the Governor, the Treasurer, and all other State officials are not liable for any obligation of or claim against the City or the Emergency Manager resulting from actions of the Emergency Manager that are outside the scope of his authority granted by the Act or by this Contract or that are deemed to be gross negligence.

7.2 The Emergency Manager. Pursuant to Section 25 of the Act, the Emergency Manager is engaging in a governmental function and is immune from liability for any action taken which he reasonably believes to be within the scope of his authority granted by the Act or by this Contract. The Attorney General shall defend any claim, demand, or lawsuit brought against the Emergency Manager as provided for under the Act.

8. INSURANCE

8.1 General. The Emergency Manager may procure and maintain, at the expense of the City, worker's compensation, general liability, professional liability, and motor vehicle insurance for himself and any employee, agent, appointee, or contractor of the Emergency Manager as may be provided to elected officials, appointed officials, or employees of the City. The insurance procured and maintained by the Emergency Manager may extend to any claim, demand, or lawsuit asserted or costs recovered against the Emergency Manager and any employee, agent, appointee, or contractor of the Emergency Manager as provided in the Act.

8.2 Post-Contract. If, after the date that the service of the Emergency Manager is concluded, the Emergency Manager or any employee, agent, appointee, or contractor of the Emergency Manager is subject to a claim, demand, or lawsuit arising from an action taken during the service of the Emergency Manager, and not covered by a procured insurance policy, litigation expenses, including but not limited to attorney fees, payments in satisfaction of judgments, and payments made in settlement as approved by the State Treasurer pursuant to Section 25(5) of the Act, shall be paid by the City. If such expenses are not paid by the City they shall be treated as a debt owed to the State pursuant to the Act.

8.3 Additional Insurance. If the City has purchased, or otherwise obtained, an errors and omissions policy, then, as provided in the Act, the Emergency Manager may choose to be covered under such policy at the expense of the City.

8.4 Payment by City. All insurance required under this Contract shall be acquired at the expense of the City under valid and enforceable policies, issued by insurers of recognized responsibility. The State reserves the right to reject as unacceptable any insurer.

9. TERMINATION OF CONTRACT AND APPOINTMENT

9.1 Termination by the State.

a) **GOVERNOR.** The Emergency Manager serves at the pleasure of the Governor, who has the power to rescind the appointment and terminate this Contract at any time, and without cause, by issuing a Notice of Termination to the Emergency Manager.

b) **LEGISLATURE.** The Emergency Manager may be removed by impeachment and conviction by the Legislature pursuant to the Act.

9.2 Termination Process. Upon receipt of a Notice of Termination, and except as otherwise directed by the Governor, or his designee, the Emergency Manager shall:

a) Cease work under this Contract upon the date and to the extent specified in the Notice of Termination.

b) Incur no costs beyond the date specified by the Notice of Termination;

c) Submit to the State on the date the termination is effective all records, reports and documents as this State shall specify and carry out such directives as the State may issue concerning the safeguarding and disposition of files and property; and

d) Submit within 30 calendar days a closing memorandum and final billing, which shall be paid within 30 days.

9.3 Termination by Emergency Manager. The Emergency Manager may terminate this Contract at any time, with or without cause, with 30 days written notice to the State Treasurer. Within 30 days of his final day of service, the Emergency Manager shall submit a closing memorandum and final billing, which shall be paid within 30 calendar days.

10. GENERAL PROVISIONS

10.1 Governing Law and Jurisdiction. This Contract shall be subject to and construed according to the laws of the State of Michigan, and no action shall be commenced against this State, its agents, or employees for any matter whatsoever arising out of this Contract, in any court other than a Michigan State court.

10.2 No Waiver. A party's failure to insist on the strict performance of this Contract shall not constitute waiver of any breach of the Contract.

10.3 Other Debts. The Emergency Manager represents and warrants that he is not, and will not become, in arrears on any contract, debt, or other obligation to the State of Michigan, including taxes.

10.4 Invalidity. If any provision of this Contract or its application to any persons or circumstances shall, to any extent, be determined by a court of competent jurisdiction to be invalid

or unenforceable, the remainder of this Contract shall not be affected, and each provision of this Contract shall be valid and enforceable to the fullest extent permitted by law.

10.5 Headings. Contract section headings are for convenience only and shall not be used to interpret the scope or intent of this Contract.

10.6 Entire Agreement. This Contract represents the entire and exclusive agreement between the parties and supersedes all proposals or other prior agreements, oral or written, and all other communications between the parties.

10.7 Amendment. No Contract amendment will be effective and binding upon the parties to this Contract unless it expressly makes reference to this Contract, is in writing, and is signed by duly authorized representatives of all parties and all the requisite State approvals are obtained.

10.8 Order of Priority. This Contract and the Act shall be read to be consistent one with the other. However, if a conflict is deemed to exist between the terms of this Contract and the Act, the Act shall supersede the terms of this Contract.

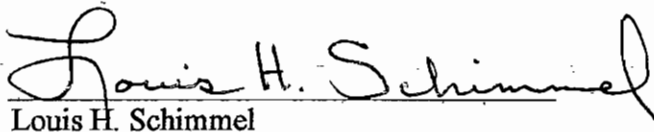
STATE OF MICHIGAN

Dated: _____

By: Rick Snyder, Governor

Dated: _____

9-8-11


Louis H. Schimmel

Approved as to form and content pursuant to Section 15(5)(e) of Public Act 4 of 2011, the Local Government and School District Fiscal Accountability Act, MCL 141.1501 *et seq.*

Andy Dillon
State Treasurer
State of Michigan

Dated: _____

SECTION SEPARATOR

141.1522 Report; contents; submissions.

Sec. 22.

(1) An emergency manager appointed under this act shall file with the governor, the senate majority leader, the speaker of the house of representatives, and the clerk of the local government that is in receivership, and shall post on the internet on the website of the local government, a report that contains all of the following:

(h) The financial and operating plan as required under section 18.

Follows:

- City of Pontiac Amended Financial and Operating Plan, October 24, 2011, 10 pages.

The following plan is submitted in accordance with Public Act 4 of 2011 and replaces all other financial and operating plans on file.

City of Pontiac Financial and Operating Plan, October 24, 2011

Financial Condition of the City of Pontiac

As of June 30, 2011, the City of Pontiac is projected to have completed the 2010-2011 with a positive fund balance of approximately \$1.7 million, thus having met its Deficit Elimination Plan target two years ahead of schedule. This was accomplished primarily by failing to make the City's contributions of approximately \$4.0 million to the various pension and VEBA funds. The City also chose not to set aside nearly \$1.9 million to pay General Motors a property tax refund. Although the City chose not to pay or recognize these financial obligations for the fiscal year ended June 30, 2011, the City still is responsible for paying these obligations in the near future.

Adopted Budget for Fiscal Year 2011-12

In June of 2011, the former Emergency Manager adopted a budget assuming that the contributions to the pension and VEBA funds would be made and that the City would set aside the funds for the General Motors property tax refund. However, that budget would have resulted in a projected budget deficit of \$12,501,037 if significant changes were not made. That budget also assumed that as of June 30, 2013, the City of Pontiac was projected to have an accumulated General Fund deficit of \$24,206,902 based on current revenue and expenditure projections, if significant changes were not made.

Because of the decision not to contribute to the pension and VEBA funds and not to set aside the money for the General Motors property tax refund, the 2011-12 budget projects a deficit of \$9.1 million as of June 30, 2012 if significant changes are not made.

Causes of the Financial Emergency

The City has several conditions beyond its control that effect revenue.

- A. **Decrease in Property Taxes.** The single largest impact on the City's revenues is a decrease in property taxes. On May 9, 2011, the City was notified by Oakland County Equalization of a 21.4% decrease in taxable value of property throughout the City from 2010, resulting in an annual \$2.6 million loss in property taxes. A related property tax problem facing the City is the high level of delinquent property taxes. For the 2012-13 fiscal year, estimates from Oakland County Equalization as of September 30, 2011 estimates a decrease in property taxes of 14%; this estimate is subject to change as sales studies continue to be evaluated.

- B. **Decrease in Statutory State Revenue Sharing.** The second largest impact on decreasing revenues resulted from a \$1.6 million, or 32.0%, decrease in State Revenue Sharing payments anticipated for the 2011-12 fiscal year. The City was notified of by the State of Michigan of this decrease on May 27, 2011.
- C. **Decrease in Constitutional State Revenue Sharing.** On March 22, 2011, the United States Census Bureau announced that the population of the City of Pontiac decreased by 6,822 residents (10.3%), resulting in an annual loss of \$473,714 in Constitutional State Revenue Sharing for each of the next ten years (\$4,737,140 total).
- D. **City Assumption of TIFA Debt.** Oakland County Equalization notified the City on May 9, 2011 that the taxable value of Tax Increment Financing Authority District Number Two (TIFA#2) dropped 80% from fiscal year 2010-11 to 2011-12, resulting in a loss in tax collections of \$1,668,174. In 1997, the TIFA board began issuing debt, with the City Council agreeing to pledge the City's full faith and credit to cover any deficits as a part of the 2006 debt refinancing with Oakland County. TIFA#2 has only \$216,115 in tax collections anticipated for the 2011-12 fiscal year to make bond payments of \$2,655,774 for the Phoenix Center, Marriott Hotel, and General Motors in Centerpoint, requiring a General Fund subsidy of \$2,439,659 because of the pledge of the full faith and credit of the City for these bonds. However, because of the defeasance of one of the bond issues, the City has realized enough savings to delay this general fund subsidy for one additional year.
- E. **Use of one-time revenue sources.** In the 2010-11 fiscal year, the City received \$4.2 million from the General Employees VEBA to reimburse the City for retiree health insurance. The VEBA now has a balance of less than \$50,000, and this source of revenue is no longer a viable option for the City.

These five revenue reductions total \$11.3 million for the 2011-12 fiscal year. In order for the City to become financially solvent, the City must reduce the use of one-time revenue sources to balance the budget.

In addition to the revenue challenges, over the years, the City has engaged in activities and made promises that the City did not have the ability to properly manage or financially support. Principal among these major problems looming in the future are:

- A. **Underfunded Retiree Health and Life Insurance.** One final example of financial mismanagement and poor management was the City's commitment over the years to cover the cost of retiree health and life insurance without setting aside money to pay for the future expenditures. As of June 30, 2010, the City had a total liability over \$306 million for retiree health and life insurance obligations and had only set aside approximately \$36 million, just below 12% of the amount to meet these costs. The failure of the City over many years to set aside adequate funding in the General Employees' Retiree Health and Insurance Benefits Trust when the benefits were granted requires using General Fund resources to meet current expenditures.
- B. **Increasing Cost of Health and Other Insurance Benefits.** A challenge facing all employers is the increasing cost of health insurance. In Pontiac's case, this challenge is even greater because many of the collective bargaining agreements require the City to provide a certain level of health insurance to current workers and retirees at little or no cost to the workers or the retirees. The City offers 20 different health insurance benefit plans to its current workers and retirees. Some of these plans have as few as seven people. As a result, the City is unable to realize the efficiencies gained by having a smaller number of plans.
- C. **High Cost of Fire Protection.** Fire protection is critical in an older community like Pontiac, however, charter and contractual requirements place demands on the cost of operations of the Fire Department that are unnecessary and artificially increase the cost of fire protections services. The Fire Department is allocated just over 30% of the City's revenue in the 2011-12 budget.
- D. **Increased District Court Subsidy.** While other departments of the City have been required to significantly reduce operating costs since fiscal year 2007-08, (Fire Department reduction of 29.8% and Police Department reduction of 28.7%), the District Court has increased operating costs by 16.0% from 2007-08 to 2010-11 despite a decreasing caseload (according to the audit for the fiscal year ended June 30, 2008, the amended budget for the fiscal year ending June 30, 2011, and the District and Municipal Court Statistical Supplements). For the 2011-12 fiscal year, the total requested budget by the District Court was \$4,187,789 that would have required a City subsidy of \$2,690,489, or, in other words, the Court requested a 64.2% subsidy from the General Fund as part of the Court's total budget. Under the adopted budget, however, the subsidy to the court was reduced to \$1,586,000 to be in line with the sacrifice required of other General Fund supported activities.

- E. **Subsidy of Sanitation Operations.** Because of a decreasing tax base and increasing fuel costs, the City is required to subsidize the operations of the sanitation collection and the closing of the City-owned landfill in the amount of \$1,356,000 for the 2011-12 fiscal year.
- F. **Subsidy of Cemetery Operations.** A second example of financial mismanagement is cemetery operations. The fee schedule has not been revised since 1998 and operating costs were not controlled. As a result, a \$450,000 annual subsidy is required.
- G. **Subsidy of Parking System.** One example of financial mismanagement and poor planning is the City's parking system. Annually, the City subsidizes operating expenses by \$150,000. In addition, adequate provision was not made for future capital improvements or maintenance needs that are estimated to be nearly \$870,000 at this time.

Financial and Operating Plan

To begin to address the worsening financial condition of the City of Pontiac, the City must first address those issues under its control and then work to stabilize and begin to increase the sources of revenue.

The single largest impact to the City's expenses is health insurance. Recent changes in State law provide an incentive for the City to change the way it funds health insurance. Public Act 152 of 2011 limits the amount of money the City can spend on current employees for health insurance by prohibiting the City from paying more than 80% of the costs of health insurance or by paying more than a certain amount depending on the plan coverage. Limits are now \$5,500 for single-person coverage, \$11,000 for two-person coverage, and \$15,000 for family-coverage illustrative rates for premiums and any reimbursement of co-pays, deductibles, or payments into health savings accounts for government that choose not to cap expenses at 80%. By consolidating the number of plans, sharing the costs of the insurance, and offering a plan that is more realistic in today's economy, the City should realize at least \$2.8 million in savings on an annual basis. These savings will be realized through the modification, rejection, termination, or renegotiation of contracts pursuant to Section 19 of Public Act 4 of 2011.

Also in the area of health insurance, the City will seek reimbursement from the federal government for up to 80% of the cost of health insurance costs of persons younger than 65 who have retired after June 1, 2010. This is expected to result in income of \$2.8 million over two years. Unfortunately, this is a limited source of revenue and the City needs to explore other alternatives in future years to reduce costs.

Despite the significant reductions in the Fire Department budget, additional cost saving measures can be taken to improve the efficiency of operations. Many of these issues will be obtained through collective bargaining. Cost savings are expected to realize \$1.5 million over two years. Currently negotiations are taking place with Waterford Township for fire services that could potentially save the City much more than the \$1.5 million indicated in this plan.

The City needs to concentrate on providing core services to its residents and can no longer afford to own or operate programs or services than can be provided by the public sector. That is why the City needs to either sell or subcontract management responsibility for parking and cemetery operations. The City is also looking to sell the golf course, the Strand Theatre, and any other real estate that is not required for essential municipal operations. By placing land on the market for sale that is owned presently by the City, the result, when the land is purchased, will be that the City will increase the tax rolls and relieve itself of various short- and long-term liabilities associated with being a property owner.

To offset the City's subsidy of sanitation operations, the City needs to insure that residents are paying for the service that they receive. Therefore, I will be proposing and adopting an ordinance to allow for the establishment of a fee that will cover the City's cost of providing sanitation services to its residents.

The City welcomes and agrees with the recommendation of the State Supreme Court to reduce the number of judges in the 50th District Court by two. Caseloads demonstrate that the Court has too many judges and is inefficient. The City urges the State Legislature to adopt the recommendation of the State Supreme Court and reduce the number of judges in the 50th District Court by two. Before the judges positions are eliminated, the City encourages, the 50th District Court to accept its reduction in subsidy and take action this fiscal year to operate the court more efficiently.

The plan to meet the City's increasing pension and retiree health insurance costs over the next two years is to have the costs for these plans levied as a court judgment on the City's tax rolls. This option provides two benefits for the City. First, the City's required contribution to each plan will be made through the acquisition of additional revenue. Second, the funds that are levied and deposited into the respective plans can be used to meet the City's current obligations. The City will need to develop a model to fund the pension and retiree health insurance plans outside of a court judgment.

During the next two years, the City will continue to meet its existing debt service requirements on all bonds, notes, and municipal securities and all other uncontested legal obligations.

During the next two years, the City will continue to develop partnerships with neighboring communities to provide services in an efficient manner than will benefit all the partners. Additionally, services that can be provided by the private sector at a lower cost and at a level better than those that can be provided by the City will continue to be explored.

Finally, a balanced City operating structure needs to be in place for the elected officials to inherit. A review of the operational practices of the City of Pontiac has resulted in the observation of the inadequacy or lack of professional management practices. When systems are not working as designed, assuming that systems exist, dysfunction results. Dysfunction results in inefficiency. Inefficiency results in the waste of limited time and resources. Elected officials and city employees will be trained in proper management practices and financial monitoring tools as city departments are reorganized to focus on providing core services to the taxpayers.

A new organization chart (attached) has been developed for the City of Pontiac that will result with the City administered by four key department heads: a City Administrator, a City Clerk/Human Resources Director, a DPW Director, and a Finance Director.

The City Administrator will be responsible for the oversight of all public safety functions, including police, fire, and building and safety. In addition, the City Administrator will be responsible for oversight of the activities of the Pontiac Growth Group and various subcontractors, especially the information technology area.

The City Clerk and Human Resources position will be combined. The Clerk will have one deputy clerk and will have oversight of the cable division. The risk management and payroll functions will be transferred to the Finance Department. Vital records will be transferred to Oakland County and the County Clerk's Office will be asked to provide technical assistance in certain areas of election administration. The City will also reduce the number of precincts by April 15, 2012.

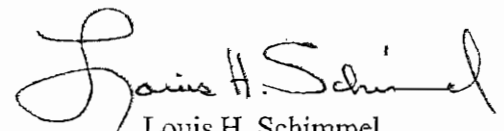
The DPW Director will be responsible for oversight of all public works activities. The City will strive to subcontract as many of the public works activities that are presently performed by City employees. The DPW will relocate to City Hall. All excess vehicles and equipment will be auctioned. The DPW facility will be sold.

The Finance Department will have four division managers: controller, purchasing/risk management, payroll/payables, and treasurer. The treasurer will be given administrative oversight of income tax and assessing, services that are presently subcontracted. The finance department's efficiency and internal control issues will be greatly improved with the implementation of the BS&A financial management software in February of 2012. The City will move from having four different financial operating platforms that do not interface to one system that will interface and allow for better customer service.

The City's Law Department will be abolished and all legal services will be provided by an outside counsel. The Federal Programs office functions are being transferred to Oakland County.

The organizational structure outlined above will be codified with amendments to the code of ordinances as necessary. In areas where union cooperation will be required, the City will negotiate with the unions as required by law.

Although the plan outlined above projects a positive fund balance at the end of the 2012 and 2013 fiscal years, the City is using one-time revenues to balance the budget each fiscal year. This plan will continue to be monitored and amended as conditions require. The success in the implementation of this plan will be dependent on the cooperation of all stakeholders: elected officials, taxpayers, employees, and retirees.



Louis H. Schimmel
Emergency Manager
City of Pontiac

City of Pontiac
 Deficit Elimination Plan
 Projected General Fund Operating and Cumulative Surplus (Deficit) - Fiscal Years 2012-2013
 October 20, 2011

	Amendments										Amended Budget 2012
	1	2	3	4	5	6	7	8	9		
Revenue											
Property Taxes	\$ 8,187,270	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,187,270	
Income Taxes	9,700,000	-	-	-	-	-	-	-	-	9,700,000	
Penalties & Interest on taxes	900,000	-	-	-	-	-	-	-	-	900,000	
State Revenue Sharing	8,006,297	-	-	-	-	-	-	-	-	8,006,297	
Fees/Charges/Misc	2,259,700	-	-	-	-	-	-	-	-	2,259,700	
Licenses & Permits	1,564,396	-	-	-	-	-	-	-	-	1,564,396	
Interest Earned	-	-	-	-	-	-	-	-	-	-	
Admin. Charges	3,226,447	-	-	-	-	-	-	-	-	3,226,447	
Transfers from other funds	-	-	-	-	-	-	-	-	-	-	
Contributions from other sources	300,000	-	-	-	-	-	-	-	-	300,000	
Miscellaneous & Other	523,582	-	-	-	-	-	-	-	-	523,582	
Fed/State Grants & Other	8,000	1,800,000	-	-	-	-	-	-	-	1,808,000	
Total Revenue	\$ 35,675,692	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,675,692	
Expenditures											
Salaries & Wages	\$ 5,909,724	-	-	-	-	-	-	(500,000)	-	4,809,724	
Fringe Benefits	5,991,213	-	-	-	-	(1,255,739)	-	-	(1,400,000)	7,265,462	
VEBA Contribution General	34,144	-	-	-	-	(34,498)	-	-	-	-	
VEBA Contribution Police & Fire	809,809	-	-	-	-	(809,809)	-	-	-	-	
Supplies	669,302	-	-	-	-	-	-	-	-	669,302	
Services	2,991,441	-	-	-	-	-	-	-	-	2,991,441	
Professional Services	13,726,275	-	-	-	-	-	-	-	-	13,726,275	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	
Miscellaneous & Administrative charges	515,617	-	-	-	-	-	-	-	-	515,617	
Bond Debt Service	2,154,813	-	-	-	-	-	-	-	-	2,154,813	
Transfers to Other Funds	6,712,076	-	(1,350,000)	(132,000)	(25,000)	-	(2,440,000)	-	-	2,772,076	
Contingencies	-	-	-	-	-	-	-	-	-	-	
Total Expenditures	\$ 42,848,510	\$ -	\$ (1,350,000)	\$ (132,000)	\$ (25,000)	\$ (2,110,000)	\$ (2,440,000)	\$ (500,000)	\$ (1,400,000)	\$ 38,886,510	
Excess Revenue over Expenditures	(6,170,818)	-	-	-	-	-	-	-	-	597,182	
Fund balance (Deficit) - Beginning	(12,350,215)	5,050,000	-	-	-	-	-	-	-	1,719,781	
Fund balance (Deficit) - Ending	\$ (12,501,037)									\$ 2,828,983	

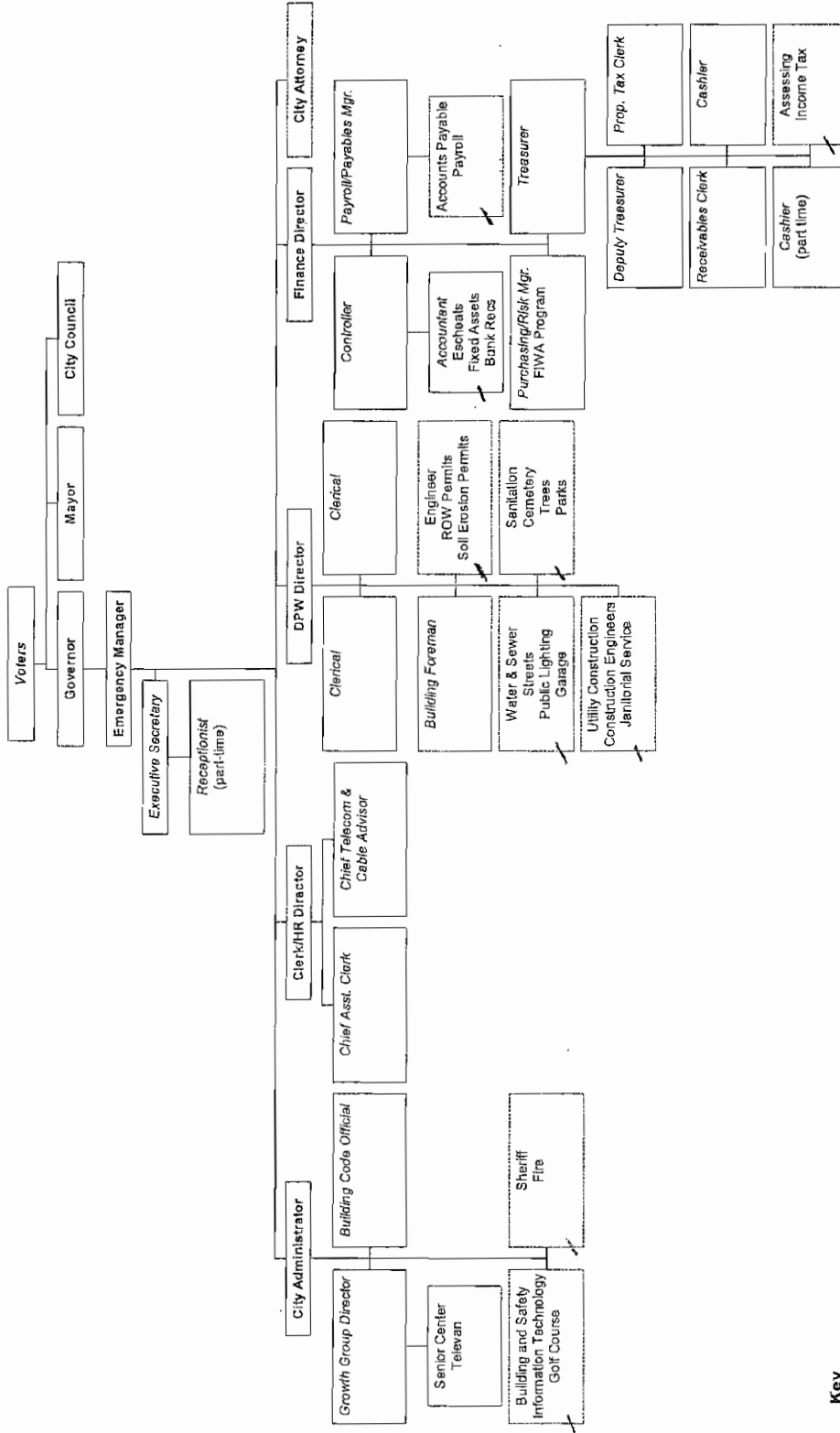
	Amendments										Amended Budget 2013
	10	11	12	13	14	15	16	17	18	19	
Revenue											
Property Taxes	\$ 8,187,270	\$ (1,146,217)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7,041,053
Income Taxes	9,700,000	-	-	-	-	-	-	-	-	-	9,700,000
Penalties & Interest on Taxes	900,000	-	-	-	-	-	-	-	-	-	900,000
State Revenue Sharing	8,006,297	-	-	-	-	-	-	-	-	-	8,006,297
Fees/Charges/Misc	2,259,700	-	-	-	-	-	-	-	-	-	2,259,700
Licenses & Permits	1,564,396	-	-	-	-	-	-	-	-	-	1,564,396
Interest Earned	-	-	-	-	-	-	-	-	-	-	-
Admin Charges	3,226,447	-	-	-	-	-	-	-	-	-	3,226,447
Transfers from other funds	-	-	-	-	-	-	-	-	-	-	-
Contributions from other sources	300,000	-	-	-	-	-	-	-	-	-	300,000
Miscellaneous & Other	523,582	-	800,000	-	-	-	-	-	-	-	1,323,582
Fed/State Grants & Other	1,808,000	(800,000)	-	-	-	-	-	-	-	-	1,008,000
Total Revenue	\$ 36,475,692	\$ (1,146,217)	\$ (800,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,329,475
Expenditures											
Salaries & Wages	\$ 4,809,724	-	-	-	-	-	(1,000,000)	-	-	-	3,809,724
Fringe Benefits	7,265,462	-	-	-	-	965,000	-	-	(1,400,000)	-	6,230,462
VEBA Contribution General	-	-	-	-	-	-	-	-	-	-	-
VEBA Contribution Police & Fire	-	-	-	-	-	-	-	-	-	-	-
Supplies	669,302	-	-	-	-	-	-	-	-	-	669,302
Services	2,991,441	-	-	-	-	-	-	-	(100,000)	-	2,891,441
Professional Services	13,726,275	-	-	-	-	-	-	-	-	-	13,726,275
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous & Administrative charges	515,617	-	-	-	-	-	-	-	(150,000)	-	365,617
Bond Debt Service	2,154,813	-	-	-	-	-	-	-	-	-	2,154,813
Transfers to Other Funds	2,772,076	-	-	(125,000)	(25,000)	-	2,440,000	-	-	-	5,062,076
Contingencies	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 36,865,510	\$ -	\$ -	\$ (125,000)	\$ (25,000)	\$ 385,000	\$ 2,440,000	\$ (1,000,000)	\$ (250,000)	\$ (1,400,000)	\$ 34,874,510
Excess Revenue over Expenditures	609,182	-	-	-	-	-	-	-	-	-	(545,035)
Fund balance (Deficit) - Beginning	2,353,983	-	-	-	-	-	-	-	-	-	2,353,983
Fund balance (Deficit) - Ending	\$ 2,963,165										\$ 1,808,948

See attached for detailed description of the above budget adjustments (DEP action items)

City of Pontiac
Assumptions for Updated Deficit Elimination Plan

- 1) The books for 5/30/11 have been closed and are currently under audit. The estimated ending fund balance for the General Fund is \$1,719,781.
- 2) The City is eligible for reimbursement of pre 65 retiree healthcare costs through a grant (ERRP). The City has requested and is expecting reimbursement during 2012 approximately of \$1,800,000.
- 3) Beginning in January 2012, the City will assess a fee for rubbish collection to balance the rubbish fund and eliminate the required General Fund subsidy totaling \$1,350,000.
- 4) The City anticipates selling or entering into a management agreement to operate the cemeteries during 2012. The 2012 budget anticipates saving half the budgeted \$250,000 subsidy.
- 5) The City anticipates selling or entering into a management agreement to operate parking operations during 2012. The 2012 budget anticipates saving half the budgeted \$50,000 subsidy.
- 6) The City will not make the required contributions to the P&F and General VEBA's as well as the P&F pension contributions for the 2012 year saving the budget amount of approximately \$2,140,000.
- 7) The City anticipates the TIFA's remaining fund balance will be sufficient to cover their estimated operating loss for 2012 and therefore will not need to make the budgeted transfer of \$2,440,000.
- 8) Negotiations continue with the fire department union. The City anticipates savings in wages or fringe benefits of at least \$1,000,000 annually (\$550,000 during 2012)
- 9) The City is reviewing retiree healthcare and anticipates savings from plan changes and/or increase in copays. Total anticipated annual savings of \$2,800,000 (\$1,400,000 for 2012)
- 10) The City anticipates a decrease in property taxes from 2012 of 14% based on preliminary information from Oakland County.
- 11) Consistent with #2 above, the City is expecting reimbursement from the ERRP grant during 2013 approximately of \$1,000,000 (\$800,000 less than 2012).
- 12) The City plans to sell the golf course and anticipates net proceeds of approximately \$800,000 during 2013.
- 13) Consistent with #4 above, the City will realize the additional half year savings from the cemetery subsidy of \$125,000 eliminating the entire subsidy.
- 14) Consistent with #5 above, the City will realize the additional half year savings from the parking subsidy of \$25,000 eliminating the entire subsidy.
- 15) The City had a one time reduction of \$100,000 in 2012 for workers comp that will not recur and anticipates a 5% increase in overall fringe benefits.
- 16) The City anticipates the TIFA's will have no fund balance by 2012 and will require an annual subsidy of \$2,440,000 for 2013 and beyond.
- 17) Consistent with #8 above, the City will realize the additional savings from the fire union negotiations of \$1,000,000 for 2013.
- 18) The City anticipates \$100,000 phone savings from a new AT&T contract and will be placing \$150,000 of budgeted lawsuits on the tax rolls for 2013.
- 19) Consistent with #9 above, the City will realize the additional half year savings from the retiree healthcare savings of \$1,400,000 for 2013.

City of Pontiac Transitional Government Organization Chart



Key

City Employee

Subcontracted Service