



**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

March 14, 2012

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

Dear Mr. Mannix:

Attached you will find the following report due March 15, 2012 for the quarter ending February 29, 2012 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,

A handwritten signature in black ink that reads "Louis H. Schimmel". The signature is fluid and cursive, with the last name being particularly prominent.

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 December 1, 2011 through December 31, 2011 (Gross Wages), 4 pages;
- Expenditures Approved December 1, 2011 through January 24, 2012 (Purchase Orders), 3 pages;
- Expenditures Made December 1, 2011 through January 24, 2012 (Invoices), 4 pages;
- Expenditures Approved January 1, 2012 through February 29, 2012 (Gross Wages), 5 pages;
- Purchase Order Report FOR City of Pontiac, Post Dates From 12/01/2011 To 02/29/2012, 31 pages;
- Invoice Approval by Department Report for City of Pontiac, Post Dates 12/01/2011 – 02/29/2012, both Journalized and Unjournalized, Paid, 19 pages;

*On January 1, 2012, ADP began providing payroll services for Pontiac. On January 30, the City of Pontiac implemented BS&A financial management suite. As a result, some purchase orders may have been previously reported as all open purchase orders were canceled upon conversion.*

No expenditures were disapproved.

**Expenditures Approved, December 1, 2012 - December 31, 2012 (Gross Wages)**

Last Name	First Name	Fund	Gross Pay
Acord	Michael	640	3502.97
Adams	Annette	760	2545.78
Allen	Myra	101	80
Alvarado	Maria	101	1920
Anthony	Charles	209	3632.58
Aranosian	Bryan	101	5898.38
Arndt	Jane	733	2454.4
Balduf	Bonnie	268	2072
Baldwin	McDonald	640	3497.76
Balint	John	101	4038
Bell	Archie	760	3267.19
Bibbs	Amber	760	3517.08
Bishop	Meloney	585	2414.4
Bradley	Cynthia	101	2155.2
Brimm	Eric	226	4290.4
Burroughs	Dessir	729	2187.94
Butler	Jessie	101	360
Cayton	Clarissa	140	3197.44
Chamberlain	Bernardette	760	2236.53
Chandler	Chad	760	3048.85
Chumbler	Catherine	209	229.4
Claeys	Donald	101	9466.23
Cosby	Michael	101	4365.12
Craft	Lajuan	733	4032
Cravens	Eugenie	246	3984.53
Cravens	Eugenie	252	1284.27
Cruz	Pablo	209	4809.85
Dallas	Paul	101	6954.72
Deman	Christopher	101	2776.28
Deplanche	Diana	226	2561.61
Devine	Connie	760	3284.8
Dorris	Carl	760	3137.25
Downs	Matthew	101	2793.72
Doyle	Garland	101	2280
Dumas	Daniel	101	4938.9
Escobar	Maria	760	2503.86
Estell	Kenneth	101	4022.77
Ewing	Anthony	760	3474.2
Fanfalone	Matthew	101	4839.76
Felts	Chester	101	6825.97
Finley	Gwendolyn	760	1896.55
Fladger	Pamela	101	4628.8
Flye	Bryan	760	4364.8
Fortney	Drew	101	4993.55
Fowlkes	Darryl	101	6645.8
Gangnier	Christopher	101	6500.33
Gangnier	Steven	101	4839.76
Garner	De Carla	760	2715.18
Gates	Gregory	640	3937.76
Goodman	Barbara	101	214.64
Gracey	Ronald	760	3105.6

**Expenditures Approved, December 1, 2012 - December 31, 2012 (Gross Wages)**

Last_Name	First_Name	Fund	Gross_Pay
Green	Devan	268	2400
Green-McCarty	Tamantha	759	3777.6
Greer-Alvrez	Renee	760	4584
Grier	Michael	101	9082.86
Griffin	Jason	101	7219.08
Gross	Ronda	760	3517.28
Hanson	Thomas	101	5526.81
Hardy	Harry	101	360
Harney	Damon	101	4839.76
Harris	Kevin	729	7341.68
Hawkins	Sherikia	101	5232
Hayward	Tamatia	760	2156.32
Heckendorn	Kyle	101	3861.64
Hefner	Daniel	101	9902.35
Herrgott	Michael	760	3016.24
Hilborn	Michael	101	4833.6
Hill	Tina	101	684
Hinton	Tyrone	246	3555.14
Hinton	Tyrone	251	1398.27
Hinton	Tyrone	263	569.79
Holcomb	Carl	101	9499.05
Holmes	Paul	101	9427.58
Holzer	Jaki	101	4615.38
Hotz	Mark	101	19095.15
Hotz	Mark	729	59221.63
Huff	Rachel	760	3832
Hunter	Jeff	101	6822.53
Jaroneski	David	101	4442.4
Jarrett	Tyrone	101	7529.08
Jimenez	Ester	759	2489.76
Jimenez	Vincente	101	5730.03
Jimenez	Vincente	640	198.6
Johnson	Lee	226	3602.3
Jones	James	268	947.75
Jukowski	Leon	101	3846.4
Kaiser	Robert	212	2691.2
Keesling	Keith	101	5022.99
King	Lisa	760	4480
Kleist	Alexander	101	4442.4
Koss	Daniel	101	2787.27
Lamb	Michael	268	5187.76
Landis	Sean	101	4841.67
Lee	Chad	101	3469.72
Lee	David	101	3248.18
Lee	Kathy	268	1978.13
Lemons	Michael	101	4247.24
Lewis	Aron	101	5038.04
Lewis	Mark	101	4017.94
Lile	Patricia	246	330.63
Lile	Patricia	252	5487.88
Lile	Patricia	263	363.71

**Expenditures Approved, December 1, 2012 - December 31, 2012 (Gross Wages)**

Last_Name	First_Name	Fund	Gross_Pay
Linenger	Kyle	101	3136.46
Long	Bryant	101	3856.49
Long	Phyllis	101	3484
Long	Phyllis	759	1716
Lyons III	Donald	101	4527.48
Macias	Antonio	101	5762.6
Martinez	Hector	101	5120.65
Martinez	Michael	760	3517.28
Mathes	Oliver	760	3457.65
McCormick	Terrence	729	2671.88
McNary	Kimberly	101	3513.42
Medlock	Patricia	585	1248
Millmine	Bonnie	101	549
Molett	Sandra	585	2036.16
Mosher	Paul	640	3781.43
Moshier	Michael	101	4442.4
Moss	Alma	212	3128.52
Munson	Deborah	733	4988.8
Murphy	James	101	216
Murphy	Kimberly	101	360
Naglick Jr.	John	101	9232
Neill	Wisetta	760	3665.6
Nelson	Monica	101	1787.52
Nye	Jeffrey	101	7409.1
Nye	Matthew	101	7417.37
Olsen	Nels	101	4845.38
Pettway	Hugh	101	11417.46
Phelps	Michael	101	3896.52
Phillips	Alvin	101	3187.44
Polanco	Juan	760	3120.16
Pope	Yolanda	101	360
Presutti	Nicholas	101	4195.74
Rainge	Louis	101	4396.9
Ratcliff	Altis	101	360
Ratliff	Carmen	760	2812.44
Rayner	Thomas	101	2409.6
Rayner	Thomas	729	29194.03
Redmond	Tuesday	252	4335.68
Reyes	William	101	7270.96
Richardson	Edmond	268	2192
Riggs	Bradley	101	6653.87
Robinson	Larry	101	6639.36
Rodgers	Robert	101	3237.51
Roehrig	Gregory	268	2080
Rusesky	Mark	101	4442.4
Schedlbauer	Kevin	101	5893.23
Schlitt	Gregory	101	4442.4
Seay	Shanee	101	1957.12
Sellers	Edwina	760	2659.2
Shelton	Robert	640	3815.27
Simmons	Diondra	585	1262.4

**Expenditures Approved, December 1, 2012 - December 31, 2012 (Gross Wages)**

Last Name	First Name	Fund	Gross Pay
Smith	Danotiss	101	3792.12
Smith	Samantha	760	2217.6
Smith	Thomas	101	720
Smith	Tre'von	268	330
Sobota	Joseph	101	6155.2
Square	Cathy	101	7307.44
Stanczak	Mark	101	5771.63
Steinhebel	Eric	101	8075.82
Stephens	Khalfani	140	5020.8
Stevens	Victor	212	1577.6
Stewart	Janice	592	3009.59
Stovall	Connie	585	3446.48
Stubblefield	Sheryl	101	6124
Sumner	Stephanie	101	4440
Talley	Yvette	101	5512
Teasley	Gainell	212	720
Thomas	Kimberlee	760	2428.85
Thomas	Preston	760	3517.27
Thomas	Sylvester	101	360
Thompson	Rinetra	760	2346.83
Thomson	Barkley	101	4806.4
Tillman	Patricia	585	880
Vine	Kurtis	101	3970.42
Wade	Dion	101	8915.68
Walker	Bethany	760	3005.15
Walker	Cynthia	760	3517.27
Ward	Lynette	760	7692.8
Washington	Lavoisier	101	8430.9
Waun	Janice	268	3096
Weaver	Troy	101	3351.24
Webb	Elsie	101	360
Webb	Heather	592	5388.78
Webb	Steven	101	360
Wenz	Edward	246	3161.76
Wenz	Edward	252	2070.2
Wenz	Edward	263	790.44
Wesley	Annette	101	1865.5
Whittaker	Taveo	101	2592
Wilkerson	Alicia	760	3457.6
Wilkins	Carol	209	2414.4
Wilson	Michael	101	5340.8
Wilson	Rose	101	3009.6
Woolson	Kent	101	4572.01
Wright	Bryan	101	8082.37
Zimmermann	Ellen	733	6563.2

**Expenditures Approved, December 1, 2011 - January 24, 2012 (Purchase Orders)**

VENDOR_NAME	TRANSACTION_DATE	FPRPODT_COMM_DESC	FUND	COMM_TOT	PO_AMT	DOC_CODE_KEY
HESCO	02-Dec-11	pump - pontiac sodium hypo-pulsafeeder pulsar25HJ	590	7049.00	13762.00	P2046962
HESCO	02-Dec-11	pump-pontiac sodium bisulfate-pulsafeeder 25HJ	590	6713.00	13762.00	P2046962
Oakland County Legal News	07-Dec-11		101	6000.00	6000.00	P2046971
Plante & Moran	07-Dec-11		101	11250.00	11250.00	P2046977
Stout Risius Ross, Inc	07-Dec-11	Assessment of Wastewater Treatment Plant	591	47452.58	47452.58	P2046969
Johnson & Anderson, Inc.	07-Dec-11	downspout investigation services	590	38242.50	38242.50	P2046970
Oakland County	07-Dec-11	Police Services	101	812272.63	812272.63	P2047019
Oakland County	07-Dec-11	Police Services	101	74947.31	74947.31	P2047020
Detroit Elevator Co.	07-Dec-11	Elevator repairs	140	7000.00	7000.00	P2047024
Nowak & Fraus Corporation	07-Dec-11	general storm water permit phase 1 & 2	592	14008.00	17937.50	P2047035
Nowak & Fraus Corporation	07-Dec-11	ms4-annual report preparation	592	3929.50	17937.50	P2047035
Halt Fire, Inc.	14-Dec-11	Misc. Truck Repair/Parts	101	10747.32	10747.32	P2047058
Innovative Software Services, Inc.	14-Dec-11	Administrative Costs	101	5000.00	20650.79	P2047086
Innovative Software Services, Inc.	14-Dec-11	Corporate Tax returns audited	101	867.00	20650.79	P2047086
Innovative Software Services, Inc.	14-Dec-11	Income tax refunds	101	172.00	20650.79	P2047086
Innovative Software Services, Inc.	14-Dec-11	Letters/Mail Processed	101	218.00	20650.79	P2047086
Innovative Software Services, Inc.	14-Dec-11	Mailing costs to income tax customers	101	183.04	20650.79	P2047086
Innovative Software Services, Inc.	14-Dec-11	Payments received and processed	101	626.85	20650.79	P2047086
Innovative Software Services, Inc.	14-Dec-11	Process Tax returns	101	4943.40	20650.79	P2047086
Innovative Software Services, Inc.	14-Dec-11	Processing of W2's	101	1440.50	20650.79	P2047086
Innovative Software Services, Inc.	14-Dec-11	Processing of e-filed income tax returns	101	3.00	20650.79	P2047086
Innovative Software Services, Inc.	14-Dec-11	Reconciliation of Employer Returns	101	24.00	20650.79	P2047086
Innovative Software Services, Inc.	14-Dec-11	Tax returns entered	101	7173.00	20650.79	P2047086
Town Center Electric, Inc.	14-Dec-11	Generator Connection	245	50061.00	50061.00	P2047091
Michigan Realty Solutions LLC	14-Dec-11	Lawn mowing & debris removal	251	21545.00	21545.00	P2047088
S.A. Torello Demolition, Inc.	14-Dec-11	Demolition	251	18300.00	18300.00	P2047089
Habitat for Humanity	14-Dec-11	DPA and Construction	263	166802.00	166802.00	P2047093
Giarmarco Mullins & Horton, P.C.	15-Dec-11	October Legal Fees - Invoiced November 23, 2011	101	11938.78	11938.78	P2047111
Sarcom, Inc.	15-Dec-11	Cage Kit	245	0.00	7302.29	P2047109
Sarcom, Inc.	15-Dec-11	Cage Kit	245	189.00	7302.29	P2047109
Sarcom, Inc.	15-Dec-11	Server Harddrives	245	0.00	7302.29	P2047109
Sarcom, Inc.	15-Dec-11	Server Harddrives	245	7104.00	7302.29	P2047109
Sarcom, Inc.	15-Dec-11	Server Harddrives	245	9056.00	7302.29	P2047109
Sarcom, Inc.	15-Dec-11	Server Recovery Software	245	4860.00	5886.00	P2047110
Sarcom, Inc.	15-Dec-11	Server Software Maintenance	245	1026.00	5886.00	P2047110
Habitat for Humanity	15-Dec-11	New Construction	263	166802.00	166802.00	P2047094
Library Network, The	15-Dec-11	library services	268	15000.00	15000.00	P2047096

**Expenditures Approved, December 1, 2011 - January 24, 2012 (Purchase Orders)**

VENDOR_NAME	TRANSACTION DATE	FPRPODT_COMM_DESC	FUND	COMM TOT	PO_AMT	DOC_CODE KEY
Wesco Distribution Inc	15-Dec-11	electrical supplies	202	10000.00	10000.00	P2047104
Johnson & Anderson, Inc.	16-Dec-11	professional services 10/2/11-10/29/11	591	6470.00	6470.00	P2047112
Weiss Construction Co. LLC	16-Dec-11	water pumping station impr 10/2-11/1/11	591	22680.00	22680.00	P2047113
Johnson & Anderson, Inc.	16-Dec-11	professional services 10/2/11-10/29/11	590	6267.50	6267.50	P2047114
Nowak & Fraus Corporation	16-Dec-11	1st qtr 2010 srf (contract 2)	590	1592.00	12158.00	P2047115
Nowak & Fraus Corporation	16-Dec-11	1st qtr 2010 srf (contract 7)	590	1501.00	12158.00	P2047115
		catch basing bulkhead testing/repair				
Nowak & Fraus Corporation	16-Dec-11	plans/specs	590	9065.00	12158.00	P2047115
URS Corporation	16-Dec-11	professional services 9/16/11 thru 11/11/11	590	96345.60	96345.60	P2047116
Skyline Contractors, Inc	16-Dec-11	wastewater treatment plants improvements	590	544812.06	544812.06	P2047117
Michigan Realty Solutions LLC	20-Dec-11	Professional Services	101	8000.00	8000.00	P2047118
Usf Holland	20-Dec-11	Reimbursment	235	397508.76	397508.76	P2047131
Pontiac Board of Education	20-Dec-11	Refund of Brownfield Tax increm	235	31781.54	31781.54	P2047132
		Cesar Chavez from Woodward to				
Michigan Department Of Transportation	21-Dec-11	Cass/Montcalm	202	16933.18	16933.18	P2047135
Plunkett Cooney, PC	27-Dec-11	Legal Fees November 2011	101	25502.60	25502.60	P2047144
Consumers Energy	27-Dec-11	gas	268	10000.00	10000.00	P2047142
Giarmarco Mullins & Horton, P.C.	28-Dec-11	November 2011 Legal Fees	101	35047.09	35047.09	P2047166
Giarmarco Mullins & Horton, P.C.	28-Dec-11	October 2011 Legal Fees - Balance Due	101	6401.86	6401.86	P2047167
State Of Michigan	04-Jan-12	Refund Tax increment	235	10593.85	10593.85	P2047170
Shelving + Rack Systems, Inc.	04-Jan-12	shelving and professional service	101	9846.00	9846.00	P2047173
Oakland County	04-Jan-12	Police Services	101	812272.63	812272.63	P2047175
Oakland County	04-Jan-12	Police Services	101	67007.44	67007.44	P2047176
Waterford Township	04-Jan-12	sewer payments - 3/1/11 thru 6/1/11	590	3076.08	6054.35	P2047179
Waterford Township	04-Jan-12	sewer payments - 6/1/11 thru 9/1/11	590	2978.27	6054.35	P2047179
Sarcom, Inc.	05-Jan-12	Server Software Renewal	245	5026.00	5026.00	P2047199
United Water Environmental Services, Inc.	06-Jan-12	Interim DPW Director	592	13689.29	13689.29	P2047207
GE Government Finance, Inc.	11-Jan-12	Financing - Exhaust System Fire Station	245	125140.00	125140.00	P2047223
Rehmann Accounting LLC	11-Jan-12	Audit Services	101	9500.00	9500.00	P2047213
GE Government Finance, Inc.	11-Jan-12	Financing - Fire Truck	245	479748.56	479748.56	P2047222
ACS Government Systems	13-Jan-12	software technical currency program	245	63650.58	63650.58	P2047264
ACS Government Systems	19-Jan-12	software technical currency program	245	22277.72	22277.72	P2047277
		Prepayment -Fire Protection & Medical				
Charter Township of Waterford	19-Jan-12	Response SVC	101	3100000.00	3100000.00	P2047289
Innovative Software Services, Inc.	19-Jan-12	Administrative	101	5000.00	21868.31	P2047276
Innovative Software Services, Inc.	19-Jan-12	Employer tax returns	101	2148.00	21868.31	P2047276
Innovative Software Services, Inc.	19-Jan-12	Income Tax Refunds	101	51.00	21868.31	P2047276
Innovative Software Services, Inc.	19-Jan-12	Mail Processed	101	467.00	21868.31	P2047276
Innovative Software Services, Inc.	19-Jan-12	Mailing	101	261.36	21868.31	P2047276
Innovative Software Services, Inc.	19-Jan-12	Process Tax Returns	101	33.00	21868.31	P2047276
Innovative Software Services, Inc.	19-Jan-12	Process Tax returns	101	4823.50	21868.31	P2047276

**Expenditures Approved, December 1, 2011 - January 24, 2012 (Purchase Orders)**

VENDOR_NAME	TRANSACTION_DATE	FPRPODT_COMM_DESC	FUND	COMM_TOT	PO_AMT	DOC_CODE_KEY
Innovative Software Services, Inc.	19-Jan-12	Processing	101	418.95	21868.31	P2047276
Innovative Software Services, Inc.	19-Jan-12	Tax Returns	101	6594.00	21868.31	P2047276
Innovative Software Services, Inc.	19-Jan-12	W2 processing	101	2071.50	21868.31	P2047276
Michigan Realty Solutions LLC	19-Jan-12	Clearance	251	45500.00	45500.00	P2047286
Stout Risius Ross, Inc	19-Jan-12	Assessment of Wastewater Treatment Plant	591	8393.88	8393.88	P2047273
B.BEK Construction	19-Jan-12	Demoliton and Board Ups	251	60000.00	60000.00	P2047281
Michigan Realty Solutions LLC	19-Jan-12	Board Ups	251	10000.00	10000.00	P2047282
B.BEK Construction	19-Jan-12	Board Ups	251	10000.00	10000.00	P2047283
R. J. Hoffman Mgmt. Inc.	19-Jan-12	Clearance	251	38500.00	38500.00	P2047284
Greenan Excavating L.L.C.	19-Jan-12	Clearance	251	49000.00	49000.00	P2047285
Catalyst Management Group LLC	19-Jan-12	Clearance	251	42000.00	42000.00	P2047287
Accurate Appraisals & Realty, Inc.	20-Jan-12	Appraisals	244	11000.00	11000.00	P2047291
Johnson & Anderson, Inc.	20-Jan-12	professional services oct 2011 thru dec 2011	591	12985.00	12985.00	P2047302
Weiss Construction Co. LLC	20-Jan-12	water pumping station impr 11/2/11-12/1/11	591	43715.96	43715.96	P2047303
Bricco Excavating Co., L.L.C	20-Jan-12	air release valve/butterly valve replacment	591	84130.38	84130.38	P2047304
Johnson & Anderson, Inc.	20-Jan-12	professional services	590	27939.50	27939.50	P2047305
URS Corporation	20-Jan-12	wwtp phase II improvements-ending 10/14/11	590	8522.77	18896.81	P2047306
URS Corporation	20-Jan-12	wwtp phase II improvements-ending 11/11/11	590	10374.04	18896.81	P2047306
Lanzo Lining Services Inc. - Florida	20-Jan-12	2009 sanitary sewer cipp	590	69906.00	69906.00	P2047307
Trojan Development Company, Inc	20-Jan-12	pump station rehab - contract #3	590	24844.68	24844.68	P2047308
Officeteam	20-Jan-12		101	25000.00	25000.00	P2047309
Williams Acosta, PLLC	23-Jan-12	Invoice 17468 - Silverdome	101	6717.88	6717.88	P2047339
BVT, Inc.	23-Jan-12	Demo	251	45500.00	45500.00	P2047311
Coalition Of Public Employees Health Trust	23-Jan-12		759	128000.00	128000.00	P2047344
Coalition Of Public Employees Health Trust	23-Jan-12		678	7000.00	7000.00	P2047345
Johnston, Szytkiel, HuntGoldsteinFitzgibbons & Clifford P.C.	24-Jan-12	Legal Fees as of January 15, 2011 (Final Payment)	101	56494.24	56494.24	P2047349
Michigan State Police	24-Jan-12	Grant Repayment	282	37038.06	37038.06	P2047347
The Mannik & Smith Group	24-Jan-12	professional services	202	29615.06	8694.45	P2047348
The Mannik & Smith Group	24-Jan-12	professional services	202	29615.06	10031.30	P2047348
The Mannik & Smith Group	24-Jan-12	professional services	202	29615.06	10889.31	P2047348

**Expenditures Made, December 1, 2011 through January 24, 2012 (invoices)**

VENDOR NAME	FARINVC COMM DESC	FUND	INV AMT	DISCOUNT	INVminusDISC	INVOICE DATE	INVOICE CODE
Schimmel	EM Compensation	101	5769.23	0	5769.23	01-Dec-11	I2249870
AT & T		101	6121.30	0	6121.30	01-Dec-11	I2250326
City Of Auburn Hills	CRLF - Water Discharge	226	11357.16	0	11357.16	01-Dec-11	I2250845
City Of Auburn Hills	CRLF - Water Discharge-nov 2011	226	11357.16	0	11357.16	01-Dec-11	I2250400
DTE Energy	ELECTRIC UTILITY	585	10336.14	0	10336.14	01-Dec-11	I2250226
DTE Energy	Street/Traffic Lights, Parking Lot Lighting-12/11	101	84033.88	0	84033.88	01-Dec-11	I2251040
DTE Energy	Street/Traffic Lights, Parking Lot Lighting-12/11	202	5759.09	0	5759.09	01-Dec-11	I2251040
Habitat for Humanity	DPA and Construction	263	20000.00	0	20000.00	01-Dec-11	I2250259
S.A. Torello Demolition, Inc.	Demolition	246	6250.00	0	6250.00	01-Dec-11	I2250240
S.A. Torello Demolition, Inc.	Demolition	251	5800.00	0	5800.00	01-Dec-11	I2250235
S.A. Torello Demolition, Inc.	Demolition	251	6000.00	0	6000.00	01-Dec-11	I2250236
S.A. Torello Demolition, Inc.	Demolition	251	6500.00	0	6500.00	01-Dec-11	I2250238
United Water Environmental Services, Inc.	O & M of Water and Waste Water-december 2011	590	422459.47	0	422459.47	01-Dec-11	I2250319
United Water Environmental Services, Inc.	O & M of Water and Waste Water-december 2011	591	263351.36	0	263351.36	01-Dec-11	I2250319
Shelby Lock & Key	pole removal	585	6072.00	0	6072.00	02-Dec-11	I2249966
Greenan Excavating L.L.C.	Demolition	246	6900.00	0	6900.00	04-Dec-11	I2250234
Nationwide Retirement Solutions		750	8239.22	0	8239.22	05-Dec-11	I2249898
City of Pontiac Police & Fire Retirement System		750	9771.48	0	9771.48	05-Dec-11	I2249918
ACS Government Systems	software technical currency program	245	63650.58	0	63650.58	05-Dec-11	I2250817
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	41602.34	0	41602.34	05-Dec-11	I2250248
Mutual Eye Claim Audits		680	8145.08	0	8145.08	05-Dec-11	I2250657
Oakland County Treasurer	Penal Fines	760	9775.48	0	9775.48	06-Dec-11	I2249953
State Of Mich/Treasury	Civil filing fee fund	760	19411.00	0	19411.00	06-Dec-11	I2249957
State Of Mich/Treasury	Justice system fund	760	31385.00	0	31385.00	06-Dec-11	I2249960
Michigan Department Of Transportation	MLK Blvd Widening Project	464	162320.67	0	162320.67	06-Dec-11	I2250388
URS Corporation	wrtp phase II improvements-ending 11/11/11	590	10374.04	0	10374.04	06-Dec-11	I2250996
Coalition Of Public Employees Health Trust	Medical	760	23769.99	0	23769.99	07-Dec-11	I2250018
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	48711.50	0	48711.50	07-Dec-11	I2250247
R. J. Hoffman Mgmt. Inc.	Demolition	246	8200.00	0	8200.00	07-Dec-11	I2250231
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	30815.73	0	30815.73	08-Dec-11	I2250239
Nowak & Fraus Corporation	ROW Svcs-MLK Widening (Elm to M59) 10/31-11/27/11	464	7025.94	0	7025.94	08-Dec-11	I2250199
AT & T		675	8567.34	0	8567.34	09-Dec-11	I2250140
Lighthouse Community Development	Acquisition/Rehab	263	11416.25	0	11416.25	09-Dec-11	I2250872
Sarcom, Inc.	Computers	760	9882.00	0	9882.00	12-Dec-11	I2250143
Delta Dental Of Michigan		678	72203.63	0	72203.63	12-Dec-11	I2250145
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	15310.00	0	15310.00	12-Dec-11	I2250254
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	14045.65	0	14045.65	12-Dec-11	I2250257
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	17801.57	0	17801.57	12-Dec-11	I2250258
Innovative Software Services, Inc.	Administrative Costs	101	20650.79	0	20650.79	12-Dec-11	I2250222
Innovative Software Services, Inc.	Corporate Tax returns audited	101	20650.79	0	20650.79	12-Dec-11	I2250222
Innovative Software Services, Inc.	Income tax refunds	101	20650.79	0	20650.79	12-Dec-11	I2250222
Innovative Software Services, Inc.	Letters/Mail Processed	101	20650.79	0	20650.79	12-Dec-11	I2250222
Innovative Software Services, Inc.	Mailing costs to income tax customers	101	20650.79	0	20650.79	12-Dec-11	I2250222
Innovative Software Services, Inc.	Payments received and processed	101	20650.79	0	20650.79	12-Dec-11	I2250222
Innovative Software Services, Inc.	Process Tax returns	101	20650.79	0	20650.79	12-Dec-11	I2250222
Innovative Software Services, Inc.	Processing of W2's	101	20650.79	0	20650.79	12-Dec-11	I2250222
Innovative Software Services, Inc.	Processing of e-filed income tax returns	101	20650.79	0	20650.79	12-Dec-11	I2250222
Innovative Software Services, Inc.	Reconciliation of Employer Returns	101	20650.79	0	20650.79	12-Dec-11	I2250222

## Expenditures Made, December 1, 2011 through January 24, 2012 (invoices)

VENDOR NAME	FARINVC COMM_DESC	FUND	INV_AMT	DISCOUNT	INVminusDISC	INVOICE DATE	INVOICE CODE
Innovative Software Services, Inc.	Tax returns entered	101	20650.79	0	20650.79	12-Dec-11	I2250222
Oakland County	Police Services	101	67007.44	0	67007.44	13-Dec-11	I2250585
Venture, Inc.	Rehabilitation of Homes NSP 1	246	338977.65	0	338977.65	13-Dec-11	I2249961
Humana Claims		759	117662.85	0	117662.85	14-Dec-11	I2250513
Schimmel	EM Compensation	101	5769.23	0	5769.23	15-Dec-11	I2250237
DTE Energy		101	9418.33	0	9418.33	15-Dec-11	I2250261
Giarmarco Mullins & Horton, P.C.	October Legal Fees - Invoiced November 23, 2011	101	11938.78	0	11938.78	15-Dec-11	I2250268
Gaiter	FIWA - 516 Nebraska	789	7039.00	0	7039.00	15-Dec-11	I2250269
Consumers Energy	gas - 55 wessen 12/15/11-1/18/12	101	5521.94	0	5521.94	15-Dec-11	I2251039
Giant Janitorial Service, Inc.	Janitorial-Police Dept -december 2011	101	5200.00	0	5200.00	15-Dec-11	I2250838
Humana Claims		759	253886.00	0	253886.00	15-Dec-11	I2250514
MJ Environmental, Inc.	Asbestos Testing	251	33250.00	0	33250.00	15-Dec-11	I2250432
Nowak & Fraus Corporation	mlk blvd (elm to m59) 10/31/11-11/27/11	464	72583.24	0	72583.24	15-Dec-11	I2250445
Oakland County	Police Services	101	812272.63	0	812272.63	15-Dec-11	I2250586
Halt Fire, Inc.	Misc. Truck Repair/Parts	101	10747.32	0	10747.32	16-Dec-11	I2250303
Pontiac Board of Education	Refund of Brownfield Tax increm	235	31781.54	0	31781.54	19-Dec-11	I2250424
Sarcom, Inc.		101	34575.00	0	34575.00	19-Dec-11	I2250501
State Of Michigan	Refund Tax increment	235	10593.85	0	10593.85	19-Dec-11	I2250753
Usf Holland	Reimbursment	235	397508.76	0	397508.76	19-Dec-11	I2250423
Nationwide Retirement Solutions		750	8289.22	0	8289.22	20-Dec-11	I2250364
City of Pontiac Police & Fire Retirement System		750	5857.02	0	5857.02	20-Dec-11	I2250385
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	58359.26	0	58359.26	20-Dec-11	I2250431
Spencer Oil Company	87 octane unlead w/10% ethanol	640	14144.55	0	14144.55	20-Dec-11	I2250792
Spencer Oil Company	fed oil spill	640	15585.12	0	15585.12	20-Dec-11	I2250791
Spencer Oil Company	federal lust tax	640	15585.12	0	15585.12	20-Dec-11	I2250791
Spencer Oil Company	federal lust tax	640	14144.55	0	14144.55	20-Dec-11	I2250792
Spencer Oil Company	federal oil spill	640	14144.55	0	14144.55	20-Dec-11	I2250792
Spencer Oil Company	mi environmental fee	640	15585.12	0	15585.12	20-Dec-11	I2250791
Spencer Oil Company	mi environmental fee	640	14144.55	0	14144.55	20-Dec-11	I2250792
Spencer Oil Company	winter diesel	640	15585.12	0	15585.12	20-Dec-11	I2250791
Wade-Trim/Associates	For Professional services for FY-2012	101	91500.00	0	91500.00	20-Dec-11	I2250508
United Water Environmental Services, Inc.	Interim DPW Director	592	13689.29	0	13689.29	21-Dec-11	I2250725
United Water Environmental Services, Inc.	interim dpw management	592	8500.00	0	8500.00	21-Dec-11	I2250724
Board of Water Commissioners City of Detroit		591	275092.19	0	275092.19	22-Dec-11	I2250927
Habitat for Humanity	Down Payment Assistance	263	15000.00	0	15000.00	22-Dec-11	I2250876
The Baldwin Center	Homelessness Prevention Services	249	12446.43	0	12446.43	23-Dec-11	I2250542
Plunkett Cooney, PC	Legal Fees November 2011	101	25502.60	0	25502.60	27-Dec-11	I2250484
Schimmel	EM Compensation	101	5769.23	0	5769.23	27-Dec-11	I2250485
DTE Energy		101	9150.40	0	9150.40	27-Dec-11	I2250623
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	22350.00	0	22350.00	27-Dec-11	I2250545
Giarmarco Mullins & Horton, P.C.	November 2011 Legal Fees	101	35047.09	0	35047.09	28-Dec-11	I2250504
Giarmarco Mullins & Horton, P.C.	October 2011 Legal Fees - Balance Due	101	6401.86	0	6401.86	28-Dec-11	I2250505
Sarcom, Inc.	Server Recovery Software	245	5886.00	0	5886.00	28-Dec-11	I2250700
Sarcom, Inc.	Server Software Maintenance	245	5886.00	0	5886.00	28-Dec-11	I2250700
Waterford Township	sewer	590	56553.42	0	56553.42	29-Dec-11	I2250740
Waterford Township	sewer payments 9/1/11-12/1/11	590	5386.04	0	5386.04	29-Dec-11	I2250740
Community Housing Network Inc.		249	15816.98	0	15816.98	30-Dec-11	I2250786
Rehmann Accounting LLC	Audit Services	101	9500.00	0	9500.00	30-Dec-11	I2250765

**Expenditures Made, December 1, 2011 through January 24, 2012 (Invoices)**

VENDOR NAME	FARINVC COMM DESC	FUND	INV AMT	DISCOUNT	INVminusDISC	INVOICE DATE	INVOICE CODE
Venture, Inc.	Rehabilitation of Homes NSP 1	246	54688.21	0	54688.21	30-Dec-11	I2250540
Compone Administrators, Inc.		677	45915.77	0	45915.77	31-Dec-11	I2250576
Delta Dental Of Michigan		678	78550.10	0	78550.10	31-Dec-11	I2250821
Veolia Environmental Services, LLC	curbside trash pickup 11/27/11-12/31/11	226	272480.74	0	272480.74	31-Dec-11	I2250913
AT & T		101	5970.21	0	5970.21	01-Jan-12	I2250729
AT & T		675	8565.67	0	8565.67	01-Jan-12	I2250728
United Water Environmental Services, Inc.	O & M of Water and Waste Water-jan 2012	590	422459.47	0	422459.47	01-Jan-12	I2250568
United Water Environmental Services, Inc.	O & M of Water and Waste Water-jan 2012	591	263351.36	0	263351.36	01-Jan-12	I2250568
Nationwide Retirement Solutions		750	8254.22	0	8254.22	03-Jan-12	I2250521
City of Pontiac Police & Fire Retirement System		750	5685.60	0	5685.60	03-Jan-12	I2250534
City of Pontiac Estimated Tax Payments		750	9461.50	0	9461.50	03-Jan-12	I2250536
GE Government Finance, Inc.	Financing - Exhaust System Fire Station	245	125140.00	0	125140.00	04-Jan-12	I2250760
Mutual Eye Claim Audits		680	6319.42	0	6319.42	04-Jan-12	I2250836
Wade-Trim/Associates	For Professional services for FY-2012	101	91500.00	0	91500.00	04-Jan-12	I2250808
State Of Mich/Treasury	Civil Filing Fee Fund	760	22869.00	0	22869.00	05-Jan-12	I2250604
State Of Mich/Treasury	Justice System Fund	760	24240.00	0	24240.00	05-Jan-12	I2250606
Oakland County Treasurer	Penal Fines	760	5637.20	0	5637.20	05-Jan-12	I2250610
Pilchak Cohen & Tice, P.C	Aug 1-31, 2011	760	5936.00	0	5936.00	05-Jan-12	I2250620
Michigan State Police	Grant Repayment	282	37038.06	0	37038.06	05-Jan-12	I2251113
GE Government Finance, Inc.	Financing - Fire Truck	245	479748.56	0	479748.56	06-Jan-12	I2250761
Coalition Of Public Employees Health Trust	Medical	760	25372.28	0	25372.28	09-Jan-12	I2250688
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	29235.20	0	29235.20	09-Jan-12	I2250784
Innovative Software Services, Inc.	Administrative	101	21868.31	0	21868.31	09-Jan-12	I2250892
Innovative Software Services, Inc.	Employer tax returns	101	21868.31	0	21868.31	09-Jan-12	I2250892
Innovative Software Services, Inc.	Income Tax Refunds	101	21868.31	0	21868.31	09-Jan-12	I2250892
Innovative Software Services, Inc.	Mail Processed	101	21868.31	0	21868.31	09-Jan-12	I2250892
Innovative Software Services, Inc.	Mailing	101	21868.31	0	21868.31	09-Jan-12	I2250892
Innovative Software Services, Inc.	Process Tax Returns	101	21868.31	0	21868.31	09-Jan-12	I2250892
Innovative Software Services, Inc.	Process Tax returns	101	21868.31	0	21868.31	09-Jan-12	I2250892
Innovative Software Services, Inc.	Processing	101	21868.31	0	21868.31	09-Jan-12	I2250892
Innovative Software Services, Inc.	Tax Returns	101	21868.31	0	21868.31	09-Jan-12	I2250892
Innovative Software Services, Inc.	W2 processing	101	21868.31	0	21868.31	09-Jan-12	I2250892
Sarcom, Inc.	Server Software Renewal	245	5026.00	0	5026.00	09-Jan-12	I2250858
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	32788.85	0	32788.85	10-Jan-12	I2250783
Library Network, The	shared automation jan 1, 2012 thru mar 31,2012	268	6301.74	0	6301.74	10-Jan-12	I2250956
Stout Risius Ross, Inc	Assessment of Wastewater Treatment Plant	591	8393.88	0	8393.88	10-Jan-12	I2250911
Venture, Inc.	Rehabilitation of Homes NSP 1	246	63510.00	0	63510.00	10-Jan-12	I2250809
Schimmel	EM Compensation	101	5769.23	0	5769.23	11-Jan-12	I2250747
J. Johnson Builder & STD Contractors Service Group, Inc.	Bowen Center Kitchen Renovations	212	56803.92	0	56803.92	11-Jan-12	I2250839
Michigan Department Of Transportation	MLK Blvd Widening Project	464	54788.84	0	54788.84	11-Jan-12	I2251091
R. J. Hoffman Mgmt. Inc.	Clearance	251	7000.00	0	7000.00	11-Jan-12	I2250946
R. J. Hoffman Mgmt. Inc.	Demolition	246	6575.00	0	6575.00	11-Jan-12	I2250812
R. J. Hoffman Mgmt. Inc.	Demolition	246	5800.00	0	5800.00	11-Jan-12	I2250814
Humana Claims		759	255020.00	0	255020.00	15-Jan-12	I2251057
Accurate Appraisals & Realty, Inc.	Appraisals	244	11000.00	0	11000.00	16-Jan-12	I2250960
Greenan Excavating L.L.C.	Demolition	251	7995.00	0	7995.00	16-Jan-12	I2250877
Nowak & Fraus Corporation	ROW Services-MLK (Elm to M59)11/28-12/31/11	464	6598.98	0	6598.98	16-Jan-12	I2251088

## Expenditures Made, December 1, 2011 through January 24, 2012 (invoices)

VENDOR NAME	FARINVC COMM DESC	FUND	INV AMT	DISCOUNT	INVminusDISC	INVOICE DATE	INVOICE CODE
Nowak & Fraus Corporation	mlk blvd (elm to m59) 11/28/11-12/31/11	464	54466.02	0	54466.02	16-Jan-12	12251089
Charter Township of Waterford	Prepayment -Fire Protection & Medical Response SVC	101	3100000.00	0	3100000.00	17-Jan-12	12250944
Johnson & Anderson, Inc.	professional services	590	27939.50	0	27939.50	17-Jan-12	12250995
Johnson & Anderson, Inc.	professional services oct 2011 thru dec 2011	591	12985.00	0	12985.00	17-Jan-12	12250992
Wade-Trim/Associates	For Professional services for FY-2012	101	36000.00	0	36000.00	18-Jan-12	12251060
DTE Energy	ELECTRIC UTILITY	585	12933.94	0	12933.94	19-Jan-12	12250896
Compone Administrators, Inc.		677	10000.00	0	10000.00	19-Jan-12	12250931
BVT, Inc.	Demo	251	10500.00	0	10500.00	19-Jan-12	12251175
BVT, Inc.	Demo	251	14000.00	0	14000.00	19-Jan-12	12251176
BVT, Inc.	Demo	251	7000.00	0	7000.00	19-Jan-12	12251177
Bricco Excavating Co., L.L.C	air release valve/butterly valve replacment	591	84130.38	0	84130.38	19-Jan-12	12250994
Coalition Of Public Employees Health Trust	Medical	760	50744.56	0	50744.56	19-Jan-12	12250881
DTE Energy	Acct#194088500195	760	5641.44	0	5641.44	19-Jan-12	12250906
Home Renewal Systems LLC	Rehabilitation of Homes NSP1	246	27665.00	0	27665.00	19-Jan-12	12251061
Lanzo Lining Services Inc. - Florida	2009 sanitary sewer cipp	590	69906.00	0	69906.00	19-Jan-12	12250998
Trojan Development Company, Inc	pump station rehab - contract #3	590	24844.68	0	24844.68	19-Jan-12	12250999
Weiss Construction Co. LLC	water pumping station impr 11/2/11-12/1/11	591	43715.96	0	43715.96	19-Jan-12	12250993
Oakland County Clerk	Bonds to Circuit Court	761	11000.00	0	11000.00	20-Jan-12	12250976
City of Pontiac Police & Fire Retirement System		750	7519.84	0	7519.84	23-Jan-12	12251001
Nationwide Retirement Solutions		750	41204.22	0	41204.22	23-Jan-12	12251014
Schimmel	EM Compensation	101	5769.23	0	5769.23	23-Jan-12	12251056
B.BEK Construction	Demoliton and Board Ups	251	10500.00	0	10500.00	23-Jan-12	12251062
B.BEK Construction	Demoliton and Board Ups	251	17500.00	0	17500.00	23-Jan-12	12251065
B.BEK Construction	Demoliton and Board Ups	251	17500.00	0	17500.00	23-Jan-12	12251063
Michigan Realty Solutions LLC	Clearance	251	14000.00	0	14000.00	23-Jan-12	12251181
Michigan Realty Solutions LLC	Clearance	251	10500.00	0	10500.00	23-Jan-12	12251182
Williams Acosta, PLLC	Invoice 17468 - Silverdome	101	6717.88	0	6717.88	24-Jan-12	12251109
Habitat for Humanity	Down Payment Assistance	263	10000.00	0	10000.00	24-Jan-12	12251166
Johnston, Szykiel, HuntGoldsteinFitzgibbons & Clifford P.C.	Legal Fees as of January 15, 2011 (Final Payment)	101	56494.24	0	56494.24	24-Jan-12	12251167
Lighthouse Community Development	Acquisition/Rehab	263	10444.00	0	10444.00	24-Jan-12	12251169
Michigan Realty Solutions LLC	Clearance	251	10500.00	0	10500.00	24-Jan-12	12251180
Star EMS	various commodity codes	101	7712.97	0	7712.97	24-Jan-12	12251197
Star EMS	various commodity codes	101	7169.59	0	7169.59	24-Jan-12	12251198

## Expenditures Approved, January 1, 2012 - February 29, 2012 (Gross Wages)

EMP_NAME	FUND	SumOfGROSS WAGES
ACORD,MICHAEL TERRENCE	640	5106.11
ADAMS,ANNETTE	760	3481.83
ALLEN,MYRA	101	825.00
ALVARADO,MARIA E	101	2400.00
ANTHONY,CHARLES E.	209	5554.58
ARANOSIAN,BRYAN C.	101	27460.88
ARNDT,JANE E.	101	2454.40
BALDUF,BONNIE	268	3101.00
BALDWIN,MCDONALD S.	640	6318.50
BALINT,JOHN V	592	8076.00
BELL,ARCHIE	760	4910.78
BIBBS,AMBER MARIE	760	4692.60
BISHOP,MELONEY KIMBERLY	101	4101.60
BRADLEY,CYNTHIA P	101	3086.65
BRIMM,ERIC	226	7195.01
BUTLER,JESSIE	101	873.00
CAYTON,CLARISSA FAYE	140	5995.20
CHAMBERLAIN,BERNARDETTE	760	3419.87
CHANDLER,CHAD A.	760	4662.16
CHUMBLER,CATHERINE ANN	209	407.00
CLAEYS,DONALD D	101	43582.30
COSBY,MICHAEL ANTHONY	101	14217.48
CRAFT,LAJUAN D	101	4032.00
CRAVENS,EUGENIE	246	6785.91
CRUZ,PABLO C.	209	6884.46
DALLAS,PAUL BRANDON	101	34165.34
DEMAN,CHRISTOPHER	101	8330.84
DEPLANCHE,DIANA J.	226	3850.42
DEVINE,CONNIE J.	760	4927.20
DORRIS,CARL E	760	4766.74
DOWNS,MATTHEW G.	101	7357.97
DOYLE,GARLAND S	101	3120.00
DUMAS,DANIEL E.	101	28019.17
ESCOBAR,MARIA C.	760	3904.45
ESTELL,KENNETH	101	38410.20
EWING,ANTHONY EARL	760	4731.20
FANFALONE,MATTHEW S	101	14630.47
FELTS,CHESTER	101	16510.24
FINLEY,GWENDOLYN	760	4108.80
FLADGER,PAMELA G	101	6943.20
FLYE,BRYAN D	760	6547.20
FORTNEY,DREW	101	19759.94
FOWLKES,DARRYL R	101	59326.75
FUGATE,GARY	101	2638.56
GANGNIER,CHRISTOPHER A	101	20796.38
GANGNIER,STEVEN E	101	25816.58

**Expenditures Approved, January 1, 2012 - February 29, 2012 (Gross Wages)**

EMP_NAME	FUND	SumOfGROSS_WAGES
GARNER,DE CARLA R	760	4123.50
GATES,GREGORY T.	640	5878.08
GOODMAN,BARBARA E	101	255.25
GRACEY,RONALD E	760	4702.08
GREEN,DEVAN S	268	3416.25
GREEN-MCCARTY,TAMANTHA L	101	5666.40
GREER-ALVREZ,RENEE	760	6876.00
GRIER,MICHAEL	101	23903.94
GRIFFIN,JASON LEE	101	17445.87
GROSS,RONDA	760	5275.20
HANSON,THOMAS	101	14023.33
HARDY,HARRY	101	450.00
HARNEY,DAMON L	101	27122.04
HAWKINS,SHERIKIA L	101	8385.24
HAYWARD,TAMATIA	760	3446.78
HECKENDORN,KYLE	101	8256.18
HEFNER,DANIEL	101	20855.84
HERRGOTT,MICHAEL R	760	4461.61
HILBORN,MICHAEL E	101	40984.80
HILL,TINA L	101	522.00
HINTON,TYRONE	251	5565.20
HOLCOMB,CARL W	101	33737.63
HOLMES,PAUL M	101	25630.41
HOLZER,JAKI K	101	6923.07
HUFF,RACHEL K	760	5748.01
HUNTER,JEFF D	101	25843.55
JARONESKI,DAVID	101	11817.88
JARRETT,TYRONE	101	19199.85
JIMENEZ,ESTER A	101	3734.64
JIMENEZ,VINCENTE R	101	10945.72
JOHNSON,LEE D	226	5668.66
JONES,FRANCINE A	101	598.25
JONES,JAMES A.	268	1383.38
JUKOWSKI,LEON B	101	3926.40
KAISER,ROBERT CECIL	212	4036.80
KEESLING,KEITH THOMAS	101	7656.92
KING,LISA	760	6720.00
KIRKENDOLPH,SHEILA	101	1085.00
KLEIST,ALEXANDER	101	16338.83
KOSS,DANIEL J.	101	9408.77
LAMB,MICHAEL	268	8191.20
LANDIS,SEAN	101	12730.04
LEE,CHAD A.	101	11381.83
LEE,DAVID S	101	4728.12
LEE,KATHY	268	2912.51
LEMONS,MICHAEL W	101	18472.49

**Expenditures Approved, January 1, 2012 - February 29, 2012 (Gross Wages)**

EMP_NAME	FUND	SumOfGROSS_WAGES
LEWIS,ARON D	101	21254.78
LEWIS,MARK EDWARD	101	7001.90
LILE,PATRICIA M	252	6852.66
LINENGER,KYLE M.	101	1146.96
LONG,BRYANT D	101	6408.21
LONG,PHYLLIS RENE'	101	7800.00
LYONS III,DONALD	101	9501.18
MACIAS,ANTONIO	101	61839.74
MARTINEZ,HECTOR J	101	24184.78
MARTINEZ,MICHAEL C	760	5275.20
MATHES,OLIVER	760	4698.40
MCDONALD,KEITH	101	2638.56
MCNARY,KIMBERLY J	101	6648.94
MEDLOCK,PATRICIA A	585	1700.80
MILLMINE,BONNIE	101	513.00
MOLETT,SANDRA JEAN	585	2934.05
MOORE-QUINONES,KELLEIGH	101	438.00
MOSHER,PAUL F	640	6075.14
MOSHIER,MICHAEL R	101	15564.26
MOSS,ALMA	212	4768.47
MUNSON,DEBORAH L	101	4988.80
MURPHY,JAMES	101	450.00
MURPHY,KIMBERLY D	101	441.00
NAGLICK JR,JOHN	101	13848.00
NEILL,WISETTA MARIA	760	5498.40
NELSON,MONICA R	760	2438.24
NICHOLS,LINDA	101	432.50
NYE,JEFFREY L	101	31692.04
NYE,MATTHEW J	101	28801.76
OLSEN,NELS V	101	28595.13
PETTWAY,HUGH L	101	36540.79
PHELPS,MICHAEL S.	101	10717.63
PHILLIPS,ALVIN	101	5432.14
POLANCO,JUAN	760	4658.40
POPE,YOLANDA Y	101	324.00
PRESUTTI,NICHOLAS	101	12055.72
RAINGE,LOUIS ARRINGTON	101	18433.71
RATCLIFF,ALTIS	101	450.00
RATLIFF,CARMEN R	760	4153.49
RAYNER,THOMAS	101	29536.43
REDMOND,TUESDAY D	252	24723.21
REYES,WILLIAM	101	15405.45
RICHARDSON,EDMOND O	268	3288.00
RIGGS,BRADLEY S	101	63278.21
ROBINSON,LARRY EARL	101	9960.20
RODGERS,ROBERT M	101	4490.66

## Expenditures Approved, January 1, 2012 - February 29, 2012 (Gross Wages)

EMP_NAME	FUND	SumOfGROSS_WAGES
ROEHRIG,GREGORY J	268	4136.00
RUSESKY,MARK	101	17465.37
SCHEDLBAUER,KEVIN	101	18100.70
SCHLITT,GREGORY	101	15002.71
SEAY,SHANEE L	101	2941.86
SELLERS,EDWINA	760	3988.80
SHELTON,ROBERT W	640	6064.65
SIMMONS,DIONDRA	585	643.20
SMITH,DANOTISS C	101	6419.01
SMITH,SAMANTHA ANN	760	3832.10
SMITH,THOMAS J	101	900.00
SMITH,TRE'VON N	268	873.75
SOBOTA,JOSEPH M	101	9615.37
SQUARE,CATHY	101	12692.31
STANCZAK,MARK	101	11323.43
STEINHEBEL,ERIC M	101	33440.08
STEPHENS,KHALFANI	140	5020.80
STEVENS,VICTOR D	212	2366.40
STEWART,JANICE G	592	4514.40
STOVALL,CONNIE	585	4858.56
STUBBLEFIELD,SHERYL H	101	9622.67
SUMNER,STEPHANIE ANN	101	24.00
TALLEY,YVETTE	101	2756.00
TEASLEY,GAINELL	212	1080.00
THOMAS,KIMBERLEE	760	3527.61
THOMAS,PRESTON G	760	5275.20
THOMAS,SYLVESTER	101	450.00
THOMPSON,RINETRA	760	3640.30
THOMSON,BARKLEY	101	14314.58
TILLMAN,PATRICIA A.	585	688.00
VINE,KURTIS G.	101	7368.81
WADE,DION A	101	48814.66
WALKER,BETHANY A	760	4556.62
WALKER,CYNTHIA	760	5275.20
WARD,LYNETTE M.	760	11539.20
WASHINGTON,LAVOISIER DARNELL	101	28736.58
WAUN,JANICE	268	4644.00
WEAVER,TROY R.	101	11485.33
WEBB,ELSIE	101	450.00
WEBB,HEATHER M	592	8554.28
WEBB,STEVEN	101	450.00
WENZ,EDWARD G	252	11814.24
WESLEY,ANNETTE	101	28844.88
WHITTAKER,TAVEO D	101	3920.40
WILKERSON,ALICIA	760	5186.40
WILKINS,CAROL ANN	209	3621.60

**Expenditures Approved, January 1, 2012 - February 29, 2012 (Gross Wages)**

EMP_NAME	FUND	SumOfGROSS_WAGES
WILLIAMS,CARLA	101	447.50
WILSON,MICHAEL J	101	8011.20
WILSON,ROSE MARIE	101	4965.84
WOOLSON,KENT M.	101	9252.57
WRIGHT,BRYAN	101	15756.38
ZIMMERMANN,ELLEN	101	6563.20

PO NUMBER ENTERED BY DESCRIPTION	PO STATUS	PO TYPE DEPARTMENT	REQUIRED DATE	DATE POSTED	AMOUNT	PO BALANCE	VENDOR INFORMATION
12-0001 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	01/17/2012	02/07/2012	703.36	0.00	00000911 Accountemps Contact: Phone:
12-0002 MBishop FIRE SUPPRESSION SYSTEM AND SPRINKLER SYSTEM	Open	Regular 897 Concert Series PGG	01/31/2012	02/08/2012	150.00	150.00	10000787 Vanguard Fire & Security Systems Contact: Phone:
12-0005 KMARTIN ANNUAL INFORMATION TECHNOLOGY PROFESSIONAL SERVICES	Partial	Regular 179 Information Technology	01/31/2012	02/03/2012	207,398.28	138,248.28	00012982 Sarcom, Inc. Contact: Phone:
12-0007 KMARTIN TELECOM PROFESSIONAL SERVICES	Partial	Regular 179 Information Technology	01/31/2012	02/03/2012	2,977.48	2,284.48	00012997 Suntel Services, LLC Contact: Phone:
12-0008 KMARTIN DBA PROFESSIONAL SERVICES	Completed	Regular 179 Information Technology	01/31/2012	02/03/2012	4,000.00	0.00	10003029 Strata Information Group Contact: Phone:
12-0009 TRedmond NSP 1 FOR REHABILITATION OF HOMES PURCHASED UNDER THE NSP1 PROJECT.	Open	Regular 051 Special Activities	07/01/2011	02/10/2012	33,797.00	33,797.00	00012831 Home Renewal Systems LLC Contact: Phone:
12-0010 CGRIGSBY PEG ACCESS U-VERSE SYSTEM	Open	Regular 101 City Council	02/03/2012	02/22/2012	25,660.69	25,660.69	00000050 AT & T Contact: Phone:
12-0011 DDEPLANCHE COLLIER RD LANDFILL	Open	Regular 528 Sanitation Collection	02/10/2012	02/01/2012	58,119.21	58,119.21	10003346 City Of Auburn Hills Contact: Phone:
12-0013 EJIMENEZ COPY MACHINE RENTAL	Open	Regular 226 Personnel Services	09/26/2011	02/23/2012	1,167.01	1,167.01	10002729 Ikon Financial Services Contact: Phone:

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12-0014 KMARTIN ETHERNET WIRING	Partial	Regular 179 Information Technology	01/31/2012	02/03/2012	16,964.10	13,194.30	00000050 AT & T Contact: Phone:
12-0015 jstewart MONTHLY ALARM BILLING	Partial	Regular 265 Building Maintenance	02/01/2012	02/01/2012	169.76	127.32	00001591 Guardian Alarm Co. Of Mi, Contact: Phone:
12-0017 SHAWKINS PETTY CASH OAKLAND COUNTY REGISTER OF DEEDS	Completed	Regular 215 City Clerk	02/01/2012	02/01/2012	53.00	0.00	10001001 Treasurer, City of Pontiac-Petty Ca Contact: Phone:
12-0018 KMARTIN SERVER HARDWARE	Completed	Regular 901 General City Appropriations	02/01/2012	02/03/2012	570.00	0.00	00012982 Sarcom, Inc. Contact: Phone:
12-0019 KMARTIN PRINTER	Completed	Regular 901 General City Appropriations	02/01/2012	02/03/2012	138.00	0.00	00012982 Sarcom, Inc. Contact: Phone:
12-0021 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	01/17/2012	02/03/2012	719.36	0.00	00000911 Accountemps Contact: Phone:
12-0023 Tredmond 2010 SUMMER DEMOLITON FOR CDBG	Completed	Regular 051 Special Activities	02/01/2012	02/10/2012	24,500.00	0.00	00011710 Greenan Excavating L.L.C. Contact: Phone:
12-0024 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	01/17/2012	02/03/2012	704.00	0.00	00000911 Accountemps Contact: Phone:
12-0025 jstewart MONTHLY ALARM SERVICE	Partial	Regular 704 Bowen Senior Citizen Center	02/01/2012	02/01/2012	477.92	333.44	00001591 Guardian Alarm Co. Of Mi, Contact: Phone:

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12-0026 KMARTIN PRINTER	Completed	Regular 901 General City Appropriations	02/01/2012	02/03/2012	2,324.00	0.00	00012982 Sarcom, Inc. Contact: Phone:
12-0027 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	01/17/2012	02/03/2012	623.04	0.00	00000911 Accountemps Contact: Phone:
12-0028 SMAHER OFFICE SUPPLIES	Completed	Regular 210 City Attorney	01/20/2012	02/08/2012	146.23	0.00	00002316 Pitney Bowes Inc Contact: Phone:
12-0029 jstewart CURBSIDE TRASH PICKUP/DISPOSAL OF DEBRIS	Partial	Regular 528 Sanitation Collection	02/02/2012	02/01/2012	808,059.45	594,994.36	10003147 Veolia Environmental Services, LLC Contact: Phone:
12-0030 jstewart ROUTINE ELEVATOR MAINTENANCE	Partial	Regular 265 Building Maintenance	02/02/2012	02/01/2012	1,608.00	1,340.00	00001353 Detroit Elevator Co. Contact: Phone:
12-0031 SMAHER COFFEE	Completed	Regular 210 City Attorney	01/31/2012	02/08/2012	47.25	0.00	00013323 Coffee Break Service, Inc. Contact: Phone:
12-0032 SHAWKINS PETTY CASH LUNCH FOR AV COUNTING BOARD 1182011	Completed	Regular 191 Elections	02/01/2012	02/01/2012	84.90	0.00	10001001 Treasurer, City of Pontiac-Petty Ca Contact: Phone:
12-0033 SHAWKINS PETTY CASH FOR DINNER AV COUNTING BOARD	Completed	Regular 191 Elections	02/01/2012	02/01/2012	85.10	0.00	10001001 Treasurer, City of Pontiac-Petty Ca Contact: Phone:
12-0034 jstewart CABLE AND INTERNET SERVICE	Partial	Regular 704 Bowen Senior Citizen Center	02/02/2012	02/07/2012	979.25	662.80	00001244 Comcast Cablevision Contact: Phone:

PO NUMBER ENTERED BY DESCRIPTION	PO STATUS	PO TYPE DEPARTMENT	REQUIRED DATE	DATE POSTED	AMOUNT	PO BALANCE	VENDOR INFORMATIO
12-0037 DDEPLANCHE STORAGE OF LANDFILL RECORDS	Partial	Regular 528 Sanitation Collection	02/02/2012	02/03/2012	920.35	736.28	10000960 Iron Mountain Contact: Phone:
12-0041 jstewart (WELDING GASES) IND HIGH PRESSURE GASES	Completed	Regular 563 Equipment Revolving	02/02/2012	02/03/2012	15.00	0.00	00010593 Praxair Distribution, Inc. Contact: Phone:
12-0042 DDEPLANCHE TESTING OF WATER	Completed	Regular 528 Sanitation Collection	02/02/2012	02/03/2012	18,565.43	18,429.43	00002682 Testamerica Inc. Contact: Phone:
12-0043 DDEPLANCHE STRIP BROOM FOR PELICAN SWEEPER	Completed	Regular 563 Equipment Revolving	02/02/2012	02/03/2012	369.00	0.00	00000097 Bell Equipment Company Contact: Phone:
12-0044 DDEPLANCHE UNIFORM RENTAL	Partial	Regular 528 Sanitation Collection	02/02/2012	02/03/2012	1,422.00	1,164.32	00002765 Unifirst Corporation Contact: Phone:
12-0045 jstewart HYDRAULIC FLUID, DRUM DEPOSIT	Completed	Regular 563 Equipment Revolving	02/02/2012	02/03/2012	524.45	0.00	00001414 Eastern Oil Company Contact: Phone:
12-0046 jstewart FLASH TUBE, LAMPS	Completed	Regular 563 Equipment Revolving	02/02/2012	02/03/2012	656.95	0.00	00002679 Terminal Supply Co., Inc. Contact: Phone:
12-0047 TRedmond HABITAT FOR HUMANITY FOR THEIR NSP1 REDEVELOPMENT PROJECT FOR	Open	Regular 061 New Home Construction	07/01/2011	02/10/2012	120,000.00	120,000.00	10002619 Habitat for Humanity Contact: Phone:
12-0048 EJIMENEZ WC MONTHLY PAYMENT	Partial	Regular 226 Personnel Services	02/02/2012	02/03/2012	353,947.14	241,042.51	00013029 Compone Administrators, Inc. Contact: Phone:

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12-0050 SMAHER ELECTRONICS RENTAL	Completed	Regular 337 Fire Administration	02/16/2012	02/08/2012	446.16	0.00	00001428 Electrocomm Contact: Phone:
12-0051 SMAHER STORAGE	Completed	Regular 337 Fire Administration	02/02/2012	02/07/2012	127.68	0.00	10000960 Iron Mountain Contact: Phone:
12-0052 SMAHER COPIER LEASE	Completed	Regular 337 Fire Administration	02/08/2012	02/07/2012	158.40	0.00	10002729 Ikon Financial Services Contact: Phone:
12-0053 SHAWKINS ORDINANCE NO. 2242	Completed	Regular 215 City Clerk	02/02/2012	02/03/2012	1,108.90	0.00	00002217 Oakland County Legal News Contact: Phone:
12-0054 EJIMENEZ PERMANENT INJURY COMPENSATION	Partial	Regular 226 Personnel Services	02/01/2012	02/07/2012	1,716.00	1,188.00	00002568 Sidney Miller Contact: Phone:
12-0055 EJIMENEZ PERMANENT INJURY COMPENSATION	Partial	Regular 226 Personnel Services	02/03/2012	02/07/2012	2,143.16	1,468.44	00002870 Wilma Welch Contact: Phone:
12-0056 SMAHER LIGHTING	Completed	Regular 337 Fire Administration	02/09/2012	02/07/2012	94.50	0.00	00001872 Leslie Electric Contact: Phone:
12-0057 SMAHER DIESEL FUEL	Completed	Regular 337 Fire Administration	01/09/2012	02/07/2012	5,793.57	0.00	00011704 Spencer Oil Company Contact: Phone:
12-0058 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	01/23/2012	02/07/2012	880.00	0.00	00000911 Accountemps Contact: Phone:

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12-0059 GBOWDELL COPIER V7195500349 RENT	Open	Regular 371 Building & Safety Engineer	02/03/2012	02/07/2012	1,548.22	1,548.22	10002729 Ikon Financial Services Contact: Phone:
12-0060 GBOWDELL WADE TRIM PROFESSIONAL SERVICES	Partial	Regular 371 Building & Safety Engineer	02/03/2012	02/28/2012	433,500.00	342,000.00	00000851 Wade-Trim/Associates Contact: Phone:
12-0061 GBOWDELL PROFESSIONAL INSTALLATIONS/LOG REMAINING DRAWINGS	Open	Regular 371 Building & Safety Engineer	02/03/2012	02/28/2012	9,846.00	9,846.00	00013164 Shelving + Rack Systems, Inc. Contact: Phone:
12-0062 SMAHER Consulting	Completed	Regular 209 Assessor	12/13/2011	02/07/2012	100.00	0.00	10000170 Harris Contact: Phone:
12-0063 SMAHER Consulting	Completed	Regular 209 Assessor	12/13/2011	02/07/2012	100.00	0.00	00000113 Bobbie Yates Contact: Phone:
12-0064 SMAHER Consulting	Completed	Regular 209 Assessor	12/13/2011	02/07/2012	100.00	0.00	00000620 Otis Cannon Contact: Phone:
12-0065 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	01/23/2012	02/07/2012	879.20	0.00	00000911 Accountemps Contact: Phone:
12-0066 jstewart PENALTY FOR MIOSHA INSPECTION VIOLATIONS	Completed	Regular 541 Public Utilities Admin	02/07/2012	02/14/2012	2,775.00	0.00	00002630 State Of Michigan Contact: Phone:
12-0067 jstewart CLEANER, LUBRICANT, CLEANER/POLISH	Completed	Regular 563 Equipment Revolving	02/07/2012	02/07/2012	366.51	0.00	00011078 Zep Sales & Service Contact: Phone:

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12-0068 SMAHER ACCOUNTING SERVICES	Completed	Regular 201 Accounting	01/26/2012	02/07/2012	45,000.00	0.00	00002317 Plante & Moran Contact: Phone:
12-0069 SMAHER ACCOUNTING SERVICES	Completed	Regular 212 Budget and Research	01/26/2012	02/07/2012	6,000.00	0.00	00002317 Plante & Moran Contact: Phone:
12-0070 SMAHER POLICE SERVICES	Completed	Regular 308 Administrative Services	03/01/2012	02/08/2012	812,272.63	0.00	00000598 Oakland County Contact: Phone:
12-0072 jstewart REGULATOR	Completed	Regular 563 Equipment Revolving	02/07/2012	02/08/2012	221.38	0.00	00010593 Praxair Distribution, Inc. Contact: Phone:
12-0074 jstewart UNIFORM RENTAL	Completed	Regular 463 Rountine Maintenance Roads	02/07/2012	02/08/2012	97.59	0.00	00002765 Unifirst Corporation Contact: Phone:
12-0075 SMAHER VEHICLE SERVICE	Completed	Regular 337 Fire Administration	01/17/2012	02/07/2012	213.40	0.00	00000119 Bostick Gmc Truck Center Contact: Phone:
12-0077 SMAHER VEHICLE SERVICE	Completed	Regular 337 Fire Administration	01/16/2012	02/07/2012	4,426.53	0.00	10000301 Halt Fire, Inc. Contact: Phone:
12-0080 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	01/23/2012	02/07/2012	899.20	0.00	00000911 Accountemps Contact: Phone:
12-0083 SHAWKINS ADDRESS LABELS FOR AV BALLOTS	Completed	Regular 191 Elections	02/06/2012	02/07/2012	45.39	0.00	00002244 Office Depot Contact: Phone:

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12-0084 SHAWKINS TONER	Completed	Regular 191 Elections	02/06/2012	02/07/2012	94.50	0.00	00002244 Office Depot Contact: Phone:
12-0085 jstewart TRAFFIC SIGNAL, SCATS & AUTOSCOPE MAINTENANCE	Completed	Regular 485 Traffic Signals Maintenance	02/07/2012	02/08/2012	2,150.25	0.00	00002229 Oakland County Road Comm Contact: Phone:
12-0086 KMARTIN SECURITY CAMERA MAINTENANCE	Open	Regular 901 General City Appropriations	02/06/2012	02/07/2012	2,187.00	2,187.00	10000959 Absolute Security & Investigations Contact: Phone:
12-0087 SHAWKINS EQUIPMENT FOR VOTING AUTO MARK MACHINES EAR PHONES	Completed	Regular 191 Elections	02/07/2012	02/07/2012	72.66	0.00	00001427 Elections Systems & Softwa Contact: Phone:
12-0089 SMAHER RENTAL	Completed	Regular 337 Fire Administration	12/31/2011	02/07/2012	499.72	0.00	10002434 LifeGas LLC Contact: Phone:
12-0090 SMAHER RENTAL	Completed	Regular 337 Fire Administration	12/31/2011	02/07/2012	76.88	0.00	10002434 LifeGas LLC Contact: Phone:
12-0091 SMAHER RENTAL	Completed	Regular 337 Fire Administration	12/31/2011	02/07/2012	127.85	0.00	10002434 LifeGas LLC Contact: Phone:
12-0092 SMAHER Sewer maintenance	Completed	Regular 337 Fire Administration	01/10/2012	02/08/2012	650.00	0.00	00000821 Tri-County Power Rodding Contact: Phone:
12-0093 SMAHER STORAGE	Completed	Regular 337 Fire Administration	01/31/2012	02/08/2012	333.47	0.00	10000960 Iron Mountain Contact: Phone:

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12-0094 SMAHER VEHICLE SERVICESUPPLIES	Completed	Regular 337 Fire Administration	12/21/2011	02/10/2012	33.24	0.00	00000872 A-1 Truck Parts Contact: Phone:
12-0095 SMAHER COOPERATIVE PURCHASING	Completed	Regular 206 Finance Administration	01/01/2012	02/08/2012	270.00	0.00	00002630 State Of Michigan Contact: Phone:
12-0096 SMAHER FIRE SERVICES/FEES	Completed	Regular 337 Fire Administration	01/05/2012	02/08/2012	1,371.25	0.00	00000598 Oakland County Contact: Phone:
12-0097 SMAHER OFFICE SUPPLIES	Completed	Regular 337 Fire Administration	01/17/2012	02/08/2012	247.00	0.00	00002244 Office Depot Contact: Phone:
12-0105 SHAWKINS PUBLICATIONS OF ORDINANCES	Completed	Regular 215 City Clerk	02/07/2012	02/08/2012	1,862.40	0.00	00002217 Oakland County Legal News Contact: Phone:
12-0106 jstewart 5-YEAR RECREATION PLAN	Partial	Regular 718 Grounds Maintenance	02/09/2012	02/08/2012	814.66	349.92	00000851 Wade-Trim/Associates Contact: Phone:
12-0107 jstewart MAINT/REPAIR-HEATING, A/C, PLUMBING	Completed	Regular 265 Building Maintenance	02/09/2012	02/08/2012	1,659.00	1,300.23	00002551 Service Plumbing & Heating Contact: Phone:
12-0108 jstewart OFFICE SUPPLIES	Completed	Regular 718 Grounds Maintenance	02/09/2012	02/08/2012	1,345.00	1,171.08	00002244 Office Depot Contact: Phone:
12-0109 JHOLZER DECEMBER 2011 - LEGAL FEES - INVOICE #1 01/15/2012	Completed	Regular 171 Emergency Manager	02/09/2012	02/08/2012	1,187.50	0.00	00013036 Giarmarco Mullins & Horton, P.C. Contact: Phone:

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12-0110 JHOLZER DECEMBER 2011 - LEGAL FEES - INVOICE#4	Completed	Regular 171 Emergency Manager	02/09/2012 01-15-2012	02/08/2012	241.48	0.00	00013036 Giarmarco Mullins & Horton, P.C. Contact: Phone:
12-0111 jstewart JANITORIAL/BUILDING MAINTENANCE PARTS AND SUPPLIES	Completed	Regular 718 Grounds Maintenance	02/09/2012	02/08/2012	9,033.00	8,737.38	00000152 Certified Products & Supply Inc Contact: Phone:
12-0112 jstewart DISPOSAL OF DEBRIS AT THE COLLIER ROAD LANDFILL	Completed	Regular 718 Grounds Maintenance	02/09/2012	02/08/2012	2,067.00	1,680.39	10003147 Veolia Environmental Services, LLC Contact: Phone:
12-0113 JHOLZER DECEMBER 2011 - LEGAL FEES - INVOICE #2	Completed	Regular 171 Emergency Manager	02/09/2012 01-15-2012	02/08/2012	2,187.50	0.00	00013036 Giarmarco Mullins & Horton, P.C. Contact: Phone:
12-0115 JHOLZER DECEMBER 2011 LEGAL FEES - INVOICE#2A	Completed	Regular 171 Emergency Manager	02/09/2012 01-15-2012	02/08/2012	14,976.25	0.00	00013036 Giarmarco Mullins & Horton, P.C. Contact: Phone:
12-0116 JHOLZER DECEMBER 2011 LEGAL FEES - INVOICE#2B	Completed	Regular 171 Emergency Manager	02/09/2012 01-15-2012	02/08/2012	3,855.30	0.00	00013036 Giarmarco Mullins & Horton, P.C. Contact: Phone:
12-0117 JHOLZER DECEMBER 2011 - LEGAL FEES - INVOICE#3	Completed	Regular 171 Emergency Manager	02/09/2012 01-15-2012	02/08/2012	400.00	0.00	00013036 Giarmarco Mullins & Horton, P.C. Contact: Phone:
12-0119 jstewart JANITORIAL AND BUILDING MAINTENANCE PARTS AND SUPPLIES	Completed	Regular 265 Building Maintenance	02/09/2012	02/14/2012	5,972.02	5,037.22	00000152 Certified Products & Supply Inc Contact: Phone:
12-0120 JHOLZER DECEMBER 2011 - LEGAL FEES - INVOICE#4	Completed	Regular 171 Emergency Manager	02/09/2012 01-15-2012	02/08/2012	8,330.66	0.00	00013036 Giarmarco Mullins & Horton, P.C. Contact: Phone:

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12-0122 jstewart TOOLS AND SUPPLIES	Completed	Regular 474 Traffic Services Maintenance	02/09/2012	02/08/2012	266.54	212.18	00000313 Fastenal Company Contact: Phone:
12-0123 jstewart ASPHALT AND ASPHALT MATERIAL	Completed	Regular 463 Rountine Maintenance Roads	02/09/2012	02/10/2012	47,663.63	43,698.90	10001957 Ajax Materials Corporation Contact: Phone:
12-0124 JHOLZER DECEMBER 2011 - LEGAL FEES - INVOICE #5 01-15-12	Completed	Regular 171 Emergency Manager	02/09/2012	02/10/2012	9,632.61	0.00	00013036 Giarmarco Mullins & Horton, P.C. Contact: Phone:
12-0125 TRedmond NSP 1 CONSTRUCTION COST & DEVELOPER FEES FOR 651 WESBROOK	Completed	Regular 051 Special Activities	07/01/2011	02/10/2012	21,361.43	0.00	10000586 Venture, Inc. Contact: Phone:
12-0126 jstewart PLUMBING, HTG, A/C PARTS AND SUPPLIES	Completed	Regular 265 Building Maintenance	02/06/2005	02/14/2012	2,626.93	2,481.25	00001643 Hodges Supply Company Contact: Phone:
12-0127 jstewart ROCK SALT	Partial	Regular 000 240	02/09/2012	02/14/2012	186,040.00	116,498.76	10003254 The Detroit Salt Co. Contact: Phone:
12-0128 jstewart JANITORIAL/BLDG MAINT SUPPLIES, TOOLS, MISC HARDWARE	Completed	Regular 265 Building Maintenance	02/09/2012	02/14/2012	5,990.93	5,721.39	00001649 Home Depot/Comm. Credit Contact: Phone:
12-0129 jstewart RENTAL OF IKON COPIER - ADMINISTRATION AND ENGINEERING	Open	Regular 541 Public Utilities Admin	02/09/2012	02/14/2012	1,474.44	1,474.44	10002729 Ikon Financial Services Contact: Phone:
12-0131 jstewart AUTO/TRUCK PARTS AND SUPPLIES	Completed	Regular 563 Equipment Revolving	02/09/2012	02/10/2012	39,915.48	39,688.18	10002333 A-1 Truck Parts Contact: Phone:

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12-0132 jstewart AUTO/TRUCK TOWING	Completed	Regular 563 Equipment Revolving	02/09/2012	02/08/2012	3,492.50	3,242.50	00000011 Adlers Service, Inc. Contact: Phone:
12-0133 jstewart TRAFFIC SIGNAL, SCATS AND AUTOSCOPE MAINTENANCE/REPAIR	Completed	Regular 485 Traffic Signals Maintenance	02/09/2012	02/08/2012	21,079.90	20,018.85	00002229 Oakland County Road Comm Contact: Phone:
12-0135 jstewart HEATING AND A/C PARTS AND SUPPLIES	Partial	Regular 265 Building Maintenance	02/09/2012	02/14/2012	1,098.17	1,046.57	00002895 Young Supply Contact: Phone:
12-0137 JHOLZER O.C.A.A.O. BOARD OF REVIEW TRAINING AND LUNCHEON	Completed	Regular 171 Emergency Manager	02/09/2012	02/08/2012	60.00	0.00	10003730 OAKLAND CTY ASSOC OF ASSESING OFFIC Contact: Phone:
12-0138 jstewart ELECTRICAL SUPPLIES	Completed	Regular 485 Traffic Signals Maintenance	02/09/2012	02/08/2012	5,320.16	4,840.16	00000866 Wesco Distribution Inc Contact: Phone:
12-0139 jstewart UNIFORM RENTAL-HWY MAINT, BLDG MAINT, SIGN SHOP & ELECTRICAL	Partial	Regular 463 Rountine Maintenance Roads	02/09/2012	02/08/2012	4,462.69	4,135.99	00002765 Unifirst Corporation Contact: Phone:
12-0141 TRedmond LEGAL SERVICES FOR NSP1 - RESTRICTION FOR DEMOLISHED	Completed	Regular 051 Special Activities	07/01/2011	02/10/2012	270.00	0.00	00013241 Mokdad & Associates, P.C. Contact: Phone:
12-0142 jstewart LOCKSMITH SERVICES	Completed	Regular 265 Building Maintenance	02/09/2012	02/08/2012	1,335.00	0.00	10003524 Shelby Lock & Key Contact: Phone:
12-0143 SMAHER RENTAL OF COOLER	Completed	Regular 172 Mayor	01/23/2012	02/10/2012	13.50	0.00	00001299 Culligan Water Conditioning Contact: Phone:

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12-0144 SMAHER CONSULTING SERVICES	Completed	Regular 337 Fire Administration	01/21/2012	02/09/2012	1,200.00	0.00	00011492 Rodwan Consulting Company Contact: Phone:
12-0145 Tredmond 2010 SUMMER DEMOLITION -	Completed	Regular 051 Special Activities	07/01/2011	02/10/2012	16,247.75	0.00	10001111 R. J. Hoffman Mgmt. Inc. Contact: Phone:
12-0146 SMAHER POLICE SERVICES	Completed	Regular 308 Administrative Services	01/18/2012	02/09/2012	159,009.37	0.00	00000598 Oakland County Contact: Phone:
12-0147 jstewart BOWEN CENTER KITCHEN RENOVATION	Partial	Regular 704 Bowen Senior Citizen Center	02/09/2012	02/08/2012	16,305.73	7,585.91	00013174 J. Johnson Builder & STD Contractor Contact: Phone:
12-0148 jstewart CITY HALL - LIGHTS FOR FINANCE DIRECTOR OFFICE	Completed	Regular 265 Building Maintenance	02/09/2012	02/14/2012	17.94	0.00	00001649 Home Depot/Comm. Credit Contact: Phone:
12-0150 jstewart CITY HALL-PIPING/BOILER/BATHROOM	Completed	Regular 265 Building Maintenance	02/09/2012	02/08/2012	1,198.24	0.00	00002551 Service Plumbing & Heating Contact: Phone:
12-0151 jstewart DPW - KEYS	Completed	Regular 265 Building Maintenance	02/09/2012	02/14/2012	5.34	0.00	00001649 Home Depot/Comm. Credit Contact: Phone:
12-0152 jstewart CITY HALL - KEYS - THE MOVE BACK IN NOVEMBER	Completed	Regular 265 Building Maintenance	02/09/2012	02/14/2012	40.39	0.00	00000008 Ace Locksmith's Contact: Phone:
12-0153 jstewart CITY HALL - CABLE TIES	Completed	Regular 265 Building Maintenance	02/09/2012	02/14/2012	6.20	0.00	00002895 Young Supply Contact: Phone:

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12-0154 jstewart POLICE-REPAIRED LEAK IN HEATING PIPING	Completed	Regular 265 Building Maintenance	02/09/2012	02/14/2012	345.66	0.00	00002551 Service Plumbing & Heating Contact: Phone:
12-0155 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	01/23/2012	02/09/2012	778.80	0.00	00000911 Accountemps Contact: Phone:
12-0157 JHOLZER EM INVOICE#00011	Completed	Regular 171 Emergency Manager	02/09/2012	02/09/2012	5,769.23	0.00	00013229 Schimmel Contact: Phone:
12-0158 jstewart BACKHOE & OTHER OFF ROAD MACHINERY MAINTENANCE/REPAIR	Completed	Regular 563 Equipment Revolving	02/09/2012	02/10/2012	36,500.00	23,853.85	00002021 Michigan Cat Contact: Phone:
12-0159 SMAHER ACCOUNTING SERVICES	Completed	Regular 201 Accounting	01/06/2012	02/09/2012	11,250.00	0.00	00002317 Plante & Moran Contact: Phone:
12-0160 SMAHER RENTAL	Completed	Regular 337 Fire Administration	01/31/2012	02/09/2012	519.06	0.00	10002434 LifeGas LLC Contact: Phone:
12-0161 SMAHER RENTAL	Completed	Regular 337 Fire Administration	01/31/2012	02/09/2012	79.86	0.00	10002434 LifeGas LLC Contact: Phone:
12-0162 SMAHER RENTAL	Completed	Regular 337 Fire Administration	01/31/2012	02/09/2012	127.85	0.00	10002434 LifeGas LLC Contact: Phone:
12-0163 SHAWKINS STORAGE FEE FOR IRON MOUNTAIN	Completed	Regular 215 City Clerk	02/08/2012	02/09/2012	7.32	0.00	10000960 Iron Mountain Contact: Phone:

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12-0164 ECRAVENS 2011 EMERGENCY DEMO CDBG	Partial	Regular 033 Clearance	07/01/2011	02/10/2012	42,000.00	28,000.00	00013072 Catalyst Management Group LLC Contact: Phone:
12-0165 ECRAVENS ASBESTOS INSPECTION - 285 CESAR E. CHAVEZ AVENUE	Completed	Regular 033 Clearance	07/01/2011	02/10/2012	350.00	0.00	00013178 MJ Environmental, Inc. Contact: Phone:
12-0166 ECRAVENS 2011 EMERGENCY DEMO CDBG	Completed	Regular 033 Clearance	07/01/2011	02/10/2012	21,000.00	0.00	10001111 R. J. Hoffman Mgmt. Inc. Contact: Phone:
12-0168 ECRAVENS COPIER RENT MP5000SP 02/10/12-3/09/12	Completed	Regular 037 Administration	07/01/2011	02/10/2012	146.52	0.00	10002729 Ikon Financial Services Contact: Phone:
12-0170 SMAHER ARMORED CAR SERVICE	Completed	Regular 253 Treasurer	01/31/2012	02/10/2012	534.18	0.00	00001592 Loomis Contact: Phone:
12-0171 SMAHER SUBSCRIPTION	Completed	Regular 210 City Attorney	11/01/2011	02/10/2012	1,366.77	0.00	00002848 West Information Publishing Group Contact: Phone:
12-0172 SMAHER PROCESSING	Completed	Regular 202 Income Tax Administration	02/08/2012	02/10/2012	19,599.84	0.00	00013088 Innovative Software Services, Inc. Contact: Phone:
12-0173 jstewart WATER AND WASTE WATER MANAGEMENT	Partial	Regular 543 Waste Treatment Operations	02/10/2012	02/10/2012	3,429,054.15	2,743,243.32	00012804 United Water Environmental Services Contact: Phone:
12-0174 jstewart AUTO/TRUCK PARTS AND SUPPLIES	Completed	Regular 563 Equipment Revolving	02/09/2012	02/10/2012	32,331.51	31,650.59	10003366 Coach and Motor Co. Contact: Phone:

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12-0175 jstewart OIL, LUBRICANT, ANTI-FREEZE, ETC	Completed	Regular 563 Equipment Revolving	02/09/2012	02/10/2012	14,348.52	13,309.62	00001414 Eastern Oil Company Contact: Phone:
12-0176 jstewart REMOVAL OF OIL AND OTHER HAZARDOUS WASTE	Completed	Regular 563 Equipment Revolving	02/10/2012	02/10/2012	2,007.22	1,065.71	00010785 Heritage-Crystal Clean, Inc. Contact: Phone:
12-0177 jstewart GPS FOR 8 DPW TRUCKS AND ANNUAL SUBSCRIPTION	Partial	Regular 563 Equipment Revolving	02/09/2012	02/10/2012	4,056.00	3,240.00	00011236 Precise MRM LLC Contact: Phone:
12-0178 jstewart CLEANING OF 2 AIR CONVEYANCE SYSTEMS-RUTH PETERSON	Completed	Regular 703 Ruth Peterson Senior Citizen Center	02/11/2012	02/10/2012	1,500.00	0.00	10003734 SAFETY KING, INC. Contact: Phone:
12-0179 jstewart CYLINDER RENTAL AND AUTO/TRUCK PARTS	Completed	Regular 563 Equipment Revolving	02/13/2012	02/10/2012	1,274.00	1,057.87	00010593 Praxair Distribution, Inc. Contact: Phone:
12-0181 TRedmond EMERGENCY DEMOLITION OF 97 S. MIDLAND DUE TO A FIRE.	Completed	Regular 033 Clearance	07/01/2011	02/10/2012	14,000.00	0.00	10003731 B V T INC. Contact: Phone:
12-0182 jstewart HEAVY TRUCK PARTS AND REPAIRS	Completed	Regular 563 Equipment Revolving	02/13/2012	02/10/2012	12,500.00	12,288.50	00010664 Truck & Trailer Specialties Contact: Phone:
12-0183 jstewart AUTO/TRUCK PARTS - LAMPS/BULBS/CONNECTOR/CABLES/ETC	Completed	Regular 563 Equipment Revolving	02/13/2012	02/10/2012	13,498.44	13,010.50	00002679 Terminal Supply Co., Inc. Contact: Phone:
12-0184 TRedmond EMERGENCY DEMO OF 275 NORTON.	Completed	Regular 033 Clearance	07/01/2011	02/10/2012	6,400.00	0.00	00013176 Contracting Solutions, LLC Contact: Phone:

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12-0185 ECRAVENS NOTICE OF PUBLIC HEARING FEDERAL PROGRAMS SUBSTANTIAL AMENDMENT	Completed	Regular 037 Administration	07/01/2011	02/10/2012	1,358.20	0.00	00013117 Detroit Media Partnership Contact: Phone:
12-0188 EJIMENEZ DENTAL MONTHLY BILLING	Partial	Regular 226 Personnel Services	02/13/2012	02/14/2012	505,870.94	334,244.44	10000127 Delta Dental Of Michigan Contact: Phone:
12-0189 EJIMENEZ HUMANA MONTHLY BILLINGS	Partial	Regular 226 Personnel Services	02/13/2012	02/14/2012	4,186,254.53	3,812,563.23	00011673 Humana Claims Contact: Phone:
12-0190 EJIMENEZ MONTHLY PAYMENT FOR OPTICAL/HEARING	Partial	Regular 226 Personnel Services	02/13/2013	02/14/2012	31,472.21	16,384.49	00002122 Mutual Eye Claim Audits Contact: Phone:
12-0191 EJIMENEZ PROCESSING CHARGES FOR RETIREMENT PAYROLL	Partial	Regular 226 Personnel Services	02/13/2012	02/14/2012	39,188.56	36,446.38	00013228 ADP, INC Contact: Phone:
12-0193 SMAHER JANITORIAL SERVICES	Completed	Regular 265 Building Maintenance	12/01/2011	02/14/2012	2,972.00	0.00	00013185 Kristel Cleaning, Inc. Contact: Phone:
12-0194 EJIMENEZ MONTHLY LIFE INSURANCE PAYMENTS	Open	Regular 226 Personnel Services	02/13/2012	02/14/2012	83,195.38	83,195.38	10003161 Standard Insurance CO. Contact: Phone:
12-0195 EJIMENEZ MEDICAL SERVICES - RETURN TO WORK, DOT, ETC	Open	Regular 226 Personnel Services	02/13/2012	02/14/2012	8,391.00	8,391.00	10000078 Occupational Health Centers of the Contact: Phone:
12-0196 EJIMENEZ XEROX MACHINE SERVICES	Open	Regular 226 Personnel Services	02/13/2012	02/14/2012	851.73	851.73	00001682 Ikon Office Solutions Contact: Phone:

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12-0197 SMAHER SUBSCRIPTION	Completed	Regular 210 City Attorney	12/01/2011	02/16/2012	1,366.77	0.00	00002848 West Information Publishing Group Contact: Phone:
12-0198 SMAHER ADVERTISEMENT	Completed	Regular 718 Grounds Maintenance	01/10/2012	02/14/2012	1,073.10	0.00	00013117 Detroit Media Partnership Contact: Phone:
12-0199 SMAHER ADVERTISEMENT	Completed	Regular 253 Treasurer	01/03/2012	02/15/2012	2,037.75	0.00	00013117 Detroit Media Partnership Contact: Phone:
12-0200 SMAHER SHREDDING	Completed	Regular 206 Finance Administration	01/01/2012	02/23/2012	339.60	0.00	00013315 Rapid Shred, LLC Contact: Phone:
12-0201 SMAHER PRINTING	Completed	Regular 253 Treasurer	12/27/2011	02/15/2012	1,840.00	0.00	00013277 Advanced Marketing Partners, Inc Contact: Phone:
12-0202 EJIMENEZ OFFICE SUPPLIES	Partial	Regular 226 Personnel Services	02/13/2012	02/14/2012	710.73	591.58	00002244 Office Depot Contact: Phone:
12-0203 SMAHER VEHICLE SERVICE/MAINTENANCE	Completed	Regular 337 Fire Administration	12/29/2011	02/15/2012	519.69	0.00	00000119 Bostick Gmc Truck Center Contact: Phone:
12-0204 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	01/30/2012	02/15/2012	899.20	0.00	00000911 Accountemps Contact: Phone:
12-0205 jstewart CYLINDER RENTAL (ACETYLENE, ARGON, OXYGEN)	Completed	Regular 563 Equipment Revolving	02/14/2012	02/14/2012	3,000.00	2,570.61	10002492 Airgas Contact: Phone:

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12-0206 SMAHER TEMPORARY LABOR	Completed	Regular 207 Accounts Payable	01/30/2012	02/15/2012	879.20	0.00	00000911 Accountemps Contact: Phone:
12-0207 JHOLZER LEGAL FEES - ERIC GOLDSTEIN JANUARY 16 - 31, 2012	Completed	Regular 171 Emergency Manager	02/13/2012	02/14/2012	4,801.16	0.00	00012844 Johnston, Szttykiel, HuntGoldsteinFi Contact: Phone:
12-0208 JHOLZER WEST LAW JANUARY 2012 FEES INV#824369329	Completed	Regular 210 City Attorney	02/23/2012	02/14/2012	1,366.77	0.00	00002848 West Information Publishing Group Contact: Phone:
12-0209 jstewart REPAIRS AT FIRE STATIONS #1, 2, 4, 5 & 6	Partial	Regular 337 Fire Administration	02/14/2012	02/23/2012	39,242.03	3,207.00	00013174 J. Johnson Builder & STD Contractor Contact: Phone:
12-0211 jstewart MLK BLVD WIDENING PROJECT	Partial	Regular 449 Engineering	02/14/2012	02/14/2012	70,708.87	62,000.68	00002024 Michigan Department Of Transportati Contact: Phone:
12-0212 jstewart MLK WIDENING PROJECT (R-O-W FROM ELM TO M59)	Open	Regular 449 Engineering	02/14/2012	02/14/2012	58,178.92	58,178.92	00002197 Nowak & Fraus Corporation Contact: Phone:
12-0214 jstewart CLINTON RIVER TRAIL BRIDGE	Open	Regular 449 Engineering	02/14/2012	02/15/2012	4,714.70	4,714.70	10001885 Hubbell, Roth & Clark, Inc. Contact: Phone:
12-0216 jstewart BRIDGE REHAB SERVICES	Open	Regular 451 Construction Road & Bridges	02/15/2012	02/15/2012	15,602.94	15,602.94	10003735 THE MANNIK & SMITH GROUP Contact: Phone:
12-0222 SMAHER SUBSCRIPTION	Completed	Regular 210 City Attorney	10/17/2011	02/16/2012	89.00	0.00	00001703 Institute Of Continuing Legal Educa Contact: Phone:

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12-0223 EJIMENEZ PAYMENT FOR TEMPORARY EMPLOYEE	Completed	Regular 226 Personnel Services	02/14/2012	02/15/2012	3,812.62	0.00	10001123 Officeteam Contact: Phone:
12-0224 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	01/30/2012	02/16/2012	778.80	0.00	00000911 Accountemps Contact: Phone:
12-0225 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	01/30/2012	02/16/2012	880.00	0.00	00000911 Accountemps Contact: Phone:
12-0226 EJIMENEZ BI WEEILY WC PAYMENTS	Partial	Regular 226 Personnel Services	02/15/2012	02/15/2012	10,145.70	8,363.90	00012842 SEDGWICK CLAIMS MGT. SERVICES Contact: Phone:
12-0227 JHOLZER ACCURATE APPRAISALS & REALTY INC	Partial	Regular 171 Emergency Manager	02/15/2012	02/28/2012	23,000.00	18,700.00	10001841 Accurate Appraisals & Realty, Inc. Contact: Phone:
12-0228 SMAHER COLLECTION SERVICE	Completed	Regular 337 Fire Administration	02/09/2012	02/23/2012	5,413.88	0.00	00010840 Star EMS Contact: Phone:
12-0229 SHAWKINS PETTY CASH FOOD AND SUPPLIES FOR ELECTION WORKERS	Open	Regular 191 Elections	02/15/2012	02/15/2012	177.08	177.08	10001001 Treasurer, City of Pontiac-Petty Ca Contact: Phone:
12-0230 JHOLZER LEGAL FEES DECEMBER 2011	Completed	Regular 171 Emergency Manager	02/15/2012	02/16/2012	28,631.70	0.00	00012903 Plunkett Cooney, PC Contact: Phone:
12-0231 SMAHER CONSULTING	Completed	Regular 570 Water Supply	01/06/2012	02/23/2012	3,003.45	0.00	00013003 Stout Risius Ross, Inc Contact: Phone:

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12-0232 GBOWDELL PLANNING DEPT. PUBLIC NOTICES	Partial	Regular 371 Building & Safety Engineer	02/15/2012	02/15/2012	2,081.55	667.05	00013117 Detroit Media Partnership Contact: Phone:
12-0233 jstewart TOOLS AND SUPPLIES	Completed	Regular 563 Equipment Revolving	06/01/2012	02/15/2012	2,500.00	2,427.05	00002587 Snap-On Tools Contact: Phone:
12-0234 jstewart TREE REMOVAL SERVICE	Partial	Regular 490 Trees and Shrubs	05/16/2012	02/15/2012	7,023.00	1,295.00	00010017 Clarkston Tree Service Inc. Contact: Phone:
12-0235 jstewart EMERGENCY TREE REMOVAL SERVICE	Partial	Regular 490 Trees and Shrubs	02/16/2012	02/16/2012	3,963.00	3,534.50	00010017 Clarkston Tree Service Inc. Contact: Phone:
12-0236 jstewart WOODWARD AVE LANDSCAPE DESIGN	Open	Regular 718 Grounds Maintenance	02/16/2012	02/16/2012	4,800.00	4,800.00	10002283 Spalding DeDecker Associates, Inc. Contact: Phone:
12-0237 jstewart LAWN MAINTENANCE SERVICES	Open	Regular 493 Grass & Weed Control	02/16/2012	02/16/2012	1,424.00	1,424.00	00002749 Trugreen-Chemlawn Contact: Phone:
12-0238 jstewart RENTAL OF PORTABLE TOILETS	Open	Regular 718 Grounds Maintenance	02/16/2012	02/16/2012	3,280.00	3,280.00	00013076 Turner Sanitation Contact: Phone:
12-0239 jstewart SHREDDING SERVICES	Open	Regular 704 Bowen Senior Citizen Center	02/16/2012	02/16/2012	100.00	100.00	00013234 Shred Legal LLC Contact: Phone:
12-0241 JHOLZER SETTLEMENT AWARD PAYMENT	Completed	Regular 171 Emergency Manager	02/15/2012	02/16/2012	225,000.00	0.00	00001103 Blue Cross Blue Shield Of Michigan Contact: Phone:

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PO NUMBER ENTERED BY DESCRIPTION	PO STATUS	PO TYPE DEPARTMENT	REQUIRED DATE	DATE POSTED	AMOUNT	PO BALANCE	VENDOR INFORMATIO
12-0243 SMAHER TRAINING	Completed	Regular 337 Fire Administration	01/09/2012	02/16/2012	2,700.00	0.00	10003737 KENNETH ESTELL Contact: Phone:
12-0244 SMAHER TIRES	Completed	Regular 337 Fire Administration	12/09/2011	02/16/2012	1,638.18	0.00	00000359 Goodyear Certified Auto Contact: Phone:
12-0245 SMAHER TIRES	Completed	Regular 337 Fire Administration	11/25/2011	02/16/2012	378.87	0.00	00000359 Goodyear Certified Auto Contact: Phone:
12-0246 SMAHER TIRES	Completed	Regular 337 Fire Administration	12/21/2011	02/16/2012	69.55	0.00	00000359 Goodyear Certified Auto Contact: Phone:
12-0247 SMAHER TIRES	Completed	Regular 337 Fire Administration	11/25/2011	02/16/2012	69.55	0.00	00000359 Goodyear Certified Auto Contact: Phone:
12-0249 SMAHER TIRES	Completed	Regular 337 Fire Administration	12/02/2011	02/16/2012	372.44	0.00	00000359 Goodyear Certified Auto Contact: Phone:
12-0251 jstewart CDBG YOUTH BASKETBALL	Partial	Regular 774 Recreation	02/17/2012	02/17/2012	9,167.00	3.90	00012679 Pontiac Cobras Contact: Phone:
12-0253 SMAHER TIRES	Completed	Regular 337 Fire Administration	12/09/2011	02/16/2012	1,250.32	0.00	00000359 Goodyear Certified Auto Contact: Phone:
12-0254 SMAHER TIRES	Completed	Regular 337 Fire Administration	12/02/2011	02/16/2012	1,497.64	0.00	00000359 Goodyear Certified Auto Contact: Phone:

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12-0256 JHOLZER CASH RECEIPTING TRAINING, MISCELLANEOUS RECEIVABLES .NET PROGRAM	Completed	Regular 171 Emergency Manager	02/16/2012	02/28/2012	17,105.00	0.00	00010759 BS&A Software Contact: Phone:
12-0257 SMAHER TIRES	Completed	Regular 337 Fire Administration	12/02/2011	02/16/2012	1,798.04	0.00	00000359 Goodyear Certified Auto Contact: Phone:
12-0264 jstewart AIR RELEASE VALVE-CONSTRUCTION	Completed	Regular 580 Drinking Water SRF Loan	02/17/2012	02/17/2012	8,045.00	0.00	00010679 Johnson & Anderson, Inc. Contact: Phone:
12-0265 jstewart WATER PUMP STATION IMPROVEMENT	Completed	Regular 580 Drinking Water SRF Loan	02/17/2012	02/17/2012	14,768.46	0.00	00012664 Weiss Construction Co. LLC Contact: Phone:
12-0266 jstewart AIR RELEASE VALVE & BUTTERFLY VALVE REPLACEMENT	Completed	Regular 580 Drinking Water SRF Loan	02/17/2012	02/17/2012	84,082.07	0.00	10002709 Bricco Excaviating Co., L.L.C Contact: Phone:
12-0267 jstewart SRF PROJECT-CONTRACT 1,2 & 3 CONSTRUCTION	Completed	Regular 550 Clean Water SRF Loan	02/21/2012	02/17/2012	6,247.50	0.00	00010679 Johnson & Anderson, Inc. Contact: Phone:
12-0268 jstewart SRF PROJECT-WASTEWATER BID AND CONSTRUCTION	Completed	Regular 550 Clean Water SRF Loan	02/20/2012	02/17/2012	13,877.01	0.00	10002056 URS Corporation Contact: Phone:
12-0269 jstewart SRF PROJECT-WASTEWATER BID AND CONSTRUCTION	Completed	Regular 550 Clean Water SRF Loan	02/20/2012	02/17/2012	12,646.13	0.00	10002056 URS Corporation Contact: Phone:
12-0270 jstewart SRF PROJECT- CONTRACT 7 SANITARY SEWER LINING	Completed	Regular 550 Clean Water SRF Loan	02/20/2012	02/17/2012	764.00	0.00	00002197 Nowak & Fraus Corporation Contact: Phone:

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12-0271 jstewart SRF PROJECT-ASH LAGOON CONTAINMENT LINER PROJECT	Completed	Regular 550 Clean Water SRF Loan	02/20/2012	02/17/2012	5,000.00	0.00	00001011 Angelo Iafrate Construction Contact: Phone:
12-0272 jstewart SRF PROJECT-WASTEWATER TREATMENT PLANT IMPROVEMENTS	Completed	Regular 550 Clean Water SRF Loan	02/20/2012	02/17/2012	333,901.25	0.00	00012712 Skyline Contractors, Inc Contact: Phone:
12-0273 jstewart SRF PROJECT-WASTEWATER TREATMENT PLANT IMPROVEMENTS	Completed	Regular 550 Clean Water SRF Loan	02/20/2012	02/17/2012	71,794.80	0.00	00012712 Skyline Contractors, Inc Contact: Phone:
12-0274 jstewart SRF PROJECT-WWTP PHASE II IMPROVEMENTS	Completed	Regular 550 Clean Water SRF Loan	02/17/2012	02/17/2012	11,724.00	0.00	10002056 URS Corporation Contact: Phone:
12-0275 jstewart SRF PROJECT-WWTP PHASE II IMPROVEMENTS	Completed	Regular 550 Clean Water SRF Loan	02/20/2012	02/17/2012	8,473.20	0.00	10002056 URS Corporation Contact: Phone:
12-0276 KMARTIN SERVER SOFTWARE LICENSE	Open	Regular 901 General City Appropriations	02/17/2012	02/17/2012	1,516.50	1,516.50	00012982 Sarcom, Inc. Contact: Phone:
12-0277 jstewart RENTAL OF CYLINDER - ACETYLENE AND OXYGEN	Completed	Regular 277 Cemetery Ottawa Park	02/20/2012	02/22/2012	119.04	0.00	10002492 AIRGAS USA, LLC Contact: Phone:
12-0278 jstewart SRF PROJECT-WWTP SYTEM IMPROVEMENTS	Completed	Regular 550 Clean Water SRF Loan	02/20/2012	02/22/2012	170,044.42	0.00	10001232 A.Z. Shmina, Inc. Contact: Phone:
12-0279 KMARTIN INCOME TAX REFUND CHECKS	Open	Regular 206 Finance Administration	02/17/2012	02/22/2012	1,100.50	1,100.50	10002956 Beacon Forms & Labels, Inc. Contact: Phone:

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12-0280 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	02/10/2012	02/22/2012	899.20	0.00	00000911 Accountemps Contact: Phone:
12-0281 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	02/06/2012	02/22/2012	880.00	0.00	00000911 Accountemps Contact: Phone:
12-0282 SMAHER TEMPORARY LABOR	Completed	Regular 207 Accounts Payable	02/06/2012	02/22/2012	879.20	0.00	00000911 Accountemps Contact: Phone:
12-0283 SMAHER RENTAL	Completed	Regular 337 Fire Administration	02/10/2012	02/22/2012	47.04	0.00	10002434 LifeGas LLC Contact: Phone:
12-0284 SMAHER OFFICE SUPPLIES	Completed	Regular 253 Treasurer	02/13/2012	02/23/2012	195.88	0.00	00002244 Office Depot Contact: Phone:
12-0285 SMAHER TEMPORARY LABOR	Completed	Regular 253 Treasurer	02/06/2012	02/23/2012	241.79	0.00	10001123 Officeteam Contact: Phone:
12-0286 SMAHER BUILDING MAINTENANCE	Completed	Regular 337 Fire Administration	01/30/2012	02/23/2012	746.48	0.00	00002551 Service Plumbing & Heating Contact: Phone:
12-0287 SMAHER BUILDING MAINTENANCE	Completed	Regular 337 Fire Administration	01/30/2012	02/23/2012	283.25	0.00	00002551 Service Plumbing & Heating Contact: Phone:
12-0288 SMAHER BUILDING MAINTENANCE	Completed	Regular 337 Fire Administration	01/30/2012	02/23/2012	5,730.00	0.00	00002551 Service Plumbing & Heating Contact: Phone:

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12-0289 SMAHER POSTAGE	Completed	Regular 202 Income Tax Administration	02/17/2012	02/24/2012	5,172.50	0.00	00013088 Innovative Software Services, Inc. Contact: Phone:
12-0290 SMAHER PRINTING	Completed	Regular 206 Finance Administration	01/27/2012	02/23/2012	8,474.00	0.00	10000619 NuTech Graphics Inc. Contact: Phone:
12-0291 TRedmond 45 MCKINLEY FILL HOLES IN WALLS & PAINT ALL BASEMENT WALLS WITH	Completed	Regular 061 New Home Construction	01/06/2012	02/24/2012	1,445.00	0.00	00013175 B.BEK Construction Contact: Phone:
12-0292 TRedmond 2010 SUMMER DEMOLITION PROGRAM AS PER CONTRACT	Completed	Regular 051 Special Activities	07/01/2011	02/24/2012	18,135.00	0.00	10001111 R. J. Hoffman Mgmt. Inc. Contact: Phone:
12-0293 TRedmond CDBG LEGAL SERVICES PROVIDED AS PER CONTRACT	Completed	Regular 037 Administration	07/01/2011	02/24/2012	8,032.50	0.00	00013241 Mokdad & Associates, P.C. Contact: Phone:
12-0295 jstewart PROPANE TANK RENTAL	Completed	Regular 277 Cemetery Ottawa Park	02/24/2012	02/24/2012	827.19	0.00	00000990 Amerigas Contact: Phone:
12-0296 jstewart ALARM SERVICE-OAKHILL AND OTTAWA CEMETERY	Completed	Regular 276 Cemetery Oak Hill	02/24/2012	02/24/2012	133.67	0.00	00001591 Guardian Alarm Co. Of Mi, Contact: Phone:
12-0297 jstewart SCROLLS AND URNS	Completed	Regular 277 Cemetery Ottawa Park	02/24/2012	02/24/2012	586.42	0.00	00001948 Matthews Intern Corp. Contact: Phone:
12-0298 JHOLZER EM COMPENSATION FEBRUARY 11-24, 2012	Partial	Regular 171 Emergency Manager	02/23/2012	02/24/2012	57,692.30	51,923.07	00013229 LOUIS H. SCHIMMEL Contact: Phone:

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12-0299 Tredmond EMERGENCY DEMO - CDBG 613 E COLUMBIA TRANSIT SITE ABATEMENT - ASBESTOS & ILLEGALLY DUMPED MATERIAL	Completed	Regular 033 Clearance	07/01/2011	02/24/2012	7,022.00	0.00	00013072 Catalyst Management Group LLC Contact: Phone:
12-0300 jstewart UNIFORM RENTAL	Completed	Regular 276 Cemetery Oak Hill	02/24/2012	02/28/2012	106.70	0.00	00002765 Unifirst Corporation Contact: Phone:
12-0301 jstewart INK, HP AND PAPER	Completed	Regular 277 Cemetery Ottawa Park	02/24/2012	02/28/2012	59.51	0.00	00002244 Office Depot Contact: Phone:
12-0302 jstewart WATERPROOFER, TRAY SET AND	Open	Regular 276 Cemetery Oak Hill 3PC WF BR	02/24/2012	02/28/2012	144.94	144.94	00001649 Home Depot/Comm. Credit Contact: Phone:
12-0303 jstewart 80# MORTAR MIX, GLAD FF, GLAD TRASH BAGS	Completed	Regular 276 Cemetery Oak Hill	02/24/2012	02/28/2012	34.83	0.00	00001649 Home Depot/Comm. Credit Contact: Phone:
12-0304 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	02/13/2012	02/24/2012	899.20	0.00	00000911 Accountemps Contact: Phone:
12-0305 SMAHER TEMPORARY LABOR	Completed	Regular 207 Accounts Payable	02/13/2012	02/24/2012	879.20	0.00	00000911 Accountemps Contact: Phone:
12-0306 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	02/06/2012	02/24/2012	720.39	0.00	00000911 Accountemps Contact: Phone:
12-0307 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	02/13/2012	02/24/2012	880.00	0.00	00000911 Accountemps Contact: Phone:

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12-0308 SMAHER TEMPORARY LABOR	Completed	Regular 206 Finance Administration	02/13/2012	02/24/2012	778.80	0.00	00000911 Accountemps Contact: Phone:
12-0309 KMARTIN NETWORK FILE SYSTEM REPORTING SOFTWARE	Open	Regular 901 General City Appropriations	02/23/2012	02/24/2012	3,161.02	3,161.02	10002285 Visual Click Software, Inc. Contact: Phone:
12-0310 SMAHER BUSINESS CARDS	Completed	Regular 171 Emergency Manager	02/20/2012	02/28/2012	48.45	0.00	10000619 NUTECH GRAPHICS INC. Contact: Phone:
12-0311 EJIMENEZ PAYMENT FOR WK ENDING 02/17/12	Completed	Regular 226 Personnel Services	02/23/2012	02/24/2012	913.20	0.00	10001123 OFFICETEAM Contact: Phone:
12-0312 TRedmond HPRP - AS PER CONTRACT ASSIST CLIENTS WITH RENT ARREARS AND BALDWIN CENTER ADMINISTRATIVE COST	Completed	Regular 051 Special Activities	07/01/2011	02/24/2012	7,162.33	0.00	10003639 The Baldwin Center Contact: Phone:
12-0313 TRedmond HPRP HOMELESS MANAGEMENT INFORMATION SYSTEM	Completed	Regular 051 Special Activities	07/01/2011	02/24/2012	1,600.00	0.00	00012500 Community Housing Network Inc. Contact: Phone:
12-0315 TRedmond CDBG EMERGENCY DEMOLITION - COMPLETE DEMOLITION OF 530 ARTHUR	Completed	Regular 033 Clearance	07/01/2011	02/24/2012	10,500.00	0.00	00011710 Greenan Excavating L.L.C. Contact: Phone:
12-0316 TRedmond CDBG EMERGENCY DEMOLITON OF 630 DITMAR FIRE DAMAGE	Completed	Regular 033 Clearance	07/01/2011	02/24/2012	14,000.00	0.00	00011710 Greenan Excavating L.L.C. Contact: Phone:
12-0317 TRedmond CDBG EMERGENCY DEMOLITON OF 54 S. SHIRLEY - FIRE DAMAGE	Completed	Regular 033 Clearance	07/01/2011	02/24/2012	10,500.00	0.00	10001111 R. J. Hoffman Mgmt. Inc. Contact: Phone:

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12-0318 TRedmond CDBG - EMERGENCY DEMO OF 200 SANDERSON	Completed	Regular 033 Clearance	07/01/2011	02/24/2012	21,000.00	0.00	00013175 B.BEK Construction Contact: Phone:
12-0319 TRedmond CDBG EMERGENCY DEMOLITION OF 173 CHAMBERLAIN	Completed	Regular 033 Clearance	07/01/2011	02/24/2012	10,500.00	0.00	00013179 Michigan Realty Solutions LLC Contact: Phone:
12-0320 TRedmond HOME - REHAB OF 303 S. MARSHALL - REQUIRED BY HUD	Completed	Regular 061 New Home Construction	07/01/2011	02/24/2012	8,362.00	0.00	10003732 THE MSM COMPANY, INC. Contact: Phone:
12-0321 TRedmond HOME REHAB FOR 201 NEBRASKA REQUIRED BY HUD	Completed	Regular 061 New Home Construction	07/01/2011	02/24/2012	11,787.00	0.00	10003732 THE MSM COMPANY, INC. Contact: Phone:
12-0322 TRedmond CDBG - FIRE EMERGENCY BOARD UP - SANDERSON	Completed	Regular 048 Code Enforcement	07/01/2011	02/24/2012	1,870.00	0.00	00013072 Catalyst Management Group LLC Contact: Phone:
12-0323 TRedmond CDBG EMERGENCY DEMO OF 613 EAST COLUMBIA AS PER CONTRACT	Completed	Regular 033 Clearance	07/01/2011	02/24/2012	10,000.00	0.00	00013072 Catalyst Management Group LLC Contact: Phone:
12-0324 SMAHER LOCKSMITH SERVICES	Completed	Regular 265 Building Maintenance	02/09/2012	02/24/2012	225.00	0.00	10003524 Shelby Lock & Key Contact: Phone:
12-0325 TRedmond HPRP - ADMINISTRATION COST REQUIRED BY HUD	Completed	Regular 051 Special Activities	07/01/2011	02/24/2012	5,000.00	0.00	00001882 Lighthouse Of Oakland County Contact: Phone:
12-0326 SMAHER SUBSCRIPTION	Completed	Regular 210 City Attorney	10/01/2011	02/28/2012	1,301.69	0.00	00002848 West Information Publishing Group Contact: Phone:

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12-0327 SMAHER STEEL SECTIONAL INSULATED DOORS	Open	Regular 337 Fire Administration	02/21/2012	02/28/2012	20,992.99	20,992.99	00000263 Doors Of Pontiac Contact: Phone:
12-0330 SHAWKINS ABSENT VOTER POSTCARDS	Completed	Regular 191 Elections	02/25/2012	02/28/2012	1,674.89	0.00	10000667 PSI, Inc. Contact: Phone:
12-0331 jstewart LIGHT FIXTURES/PARTS - OAKHILL CHAPEL,SUPPLIES/PARTS-OFFICE/RESTROOMS	Completed	Regular 276 Cemetery Oak Hill	02/29/2012	02/28/2012	466.84	0.00	00001649 Home Depot/Comm. Credit Contact: Phone:
12-0332 jstewart CHAPEL/OFFICE IMPROVEMENTS-DONE BY VOLUNTEERS	Completed	Regular 276 Cemetery Oak Hill	02/29/2012	02/28/2012	239.76	0.00	00001649 Home Depot/Comm. Credit Contact: Phone:
12-0333 jstewart DIESEL FUEL	Completed	Regular 277 Cemetery Ottawa Park	02/29/2012	02/28/2012	1,152.13	(0.01)	00011704 Spencer Oil Company Contact: Phone:
12-0334 jstewart SENIOR CITIZEN TRIP TO HOLLAND MICHIGAN	Completed	Regular 704 Bowen Senior Citizen Center	02/29/2012	02/28/2012	1,250.00	0.00	00012301 All Star Motorcoach, Inc. Contact: Phone:
12-0335 jstewart PARTS/SUPPLIES-WASH RACK AREA HEATERS REPAIR	Completed	Regular 563 Equipment Revolving	02/29/2012	02/28/2012	375.30	0.00	00002895 Young Supply Contact: Phone:
12-0336 jstewart CONCRETE FOUNDATIONS	Completed	Regular 277 Cemetery Ottawa Park	02/29/2012	02/28/2012	428.00	0.00	00001482 Fenton Memorials Contact: Phone:
12-0337 SMAHER OFFICE SUPPLIES	Open	Regular 206 Finance Administration	02/27/2012	02/28/2012	104.46	104.46	00002244 Office Depot Contact: Phone:

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12-0338 EJIMENEZ JANUARY 2012 POSTAGE MEDICARE PART B PAYROLL	Completed	Regular 226 Personnel Services	02/27/2012	02/28/2012	125.40	0.00	10002535 City of Pontiac General Employees R Contact: Phone:
12-0339 EJIMENEZ JANUARY 2012 POSTAGE MEDICARE PART B	Completed	Regular 226 Personnel Services	02/27/2012	02/28/2012	72.16	0.00	00012532 CITY OF PONTIAC POLICE & FIRE SYSTM Contact: Phone:
12-0340 EJIMENEZ OFFICE TEAM PAYMENT - WK ENDING 02/10/12	Completed	Regular 226 Personnel Services	02/27/2012	02/28/2012	913.20	0.00	10001123 OFFICETEAM Contact: Phone:
12-0341 KMARTIN SERVER HARDDRIVES	Open	Regular 901 General City Appropriations	02/28/2012	02/28/2012	9,056.00	9,056.00	00012982 SARCOM, INC. Contact: Phone:
12-0342 KMARTIN NETWORK SWITCH	Open	Regular 901 General City Appropriations	02/28/2012	02/28/2012	6,605.36	6,605.36	00012982 SARCOM, INC. Contact: Phone:
12-0343 KMARTIN SERVER SOFTWARE	Open	Regular 901 General City Appropriations	02/28/2012	02/28/2012	553.96	553.96	10002285 Visual Click Software, Inc. Contact: Phone:
12-0353 KMARTIN MONTHLY INTERNET SERVICES	Completed	Regular 179 Information Technology	02/28/2012	02/29/2012	1,947.00	0.00	00000533 Michigan Internet Contact: Phone:
12-0355 SMAHER COPIER RELOCATION	Completed	Regular 206 Finance Administration	02/17/2012	02/29/2012	600.00	0.00	00001682 IKON OFFICE SOLUTIONS, INC Contact: Phone:
Grand Totals:		278			13,758,536.88	9,328,204.70	

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196 OAKLAND PROPERTIES LLC	Property & Income Taxes Receive	216.11
208 W. ANN ARBOR, LLC	Bond Payable (Cash Bonds)	320.00
50th District Court	Bond Payable (Cash Bonds)	5,230.00
81-85 N. SAGINAW LLC	Property & Income Taxes Receive	208.17
ADAM TAYLOR	Bond Payable (Cash Bonds)	400.00
AFSCME LOCAL 2002	Union Dues Local 2002	1,300.00
AFSCME PEOPLE Committee	Union Dues Local 2002	15.00
ALBERT SMOLINSKI	Bond Payable (Cash Bonds)	90.00
AMERICAN FAMILY LIFE ASSURANCE	CCAFLAC Insurance	1,033.40
ANNA TANAGANELLI	Bond Payable (Cash Bonds)	140.00
BETSY ANN PHILLIPS	Bond Payable (Cash Bonds)	125.00
CARLTON TAYLOR	Deposits-Operations	3,445.00
CHANGING STREET	Utility bills collected	11.24
CHARESA D. JOHNSON	Bond Payable (Cash Bonds)	66.50
CHRISTOPHER E. MCNEELY	Bond Payable (Cash Bonds)	15.00
CHRISTOPHER WILLIAMS	Bond Payable (Cash Bonds)	35.00
CITY OF PONTIAC POLICE & FIRE SYS	P&F Pension - Employee Contribu	49,447.75
COGGESHALL, JOHN	Property & Income Taxes Receive	1,546.25
COLONIAL LIFE & ACC INS	Colonial Life - Payroll Deducti	450.66
DARLENE HILL	Bond Payable (Cash Bonds)	225.00
DEENA MCLAUGHLIN	Bond Payable (Cash Bonds)	225.00
DEXTER NOBLE BROWN	Utility bills collected	248.50
DONALD MACMILLAN, NATOD MGT. LLC	Property & Income Taxes Receive	680.29
EQUITABLE EQUI-VEST UNIT ANNUITY	Deferred Compensation - Equitak	1,215.00
F & F RESTORATIONS, LLC	Property & Income Taxes Receive	258.01
F&H RESTORATIONS, LLC	Property & Income Taxes Receive	68.34
FRAYDUN MANOCHERIAN	Property & Income Taxes Receive	40,515.28
GERRIT DEBRUIN	Bond Payable (Cash Bonds)	32.00
GREAT WEST LIFE INSURANCE	Deferred Compensation Western	40,042.51
HASSAN NEHME	Bond Payable (Cash Bonds)	185.00
HOSEIN ZADAFSHAR	Property & Income Taxes Receive	2,030.03
I3 LOGIC	Bond Payable (Cash Bonds)	140.00
ICMA RETIREMENT TRUST 457	Deferred Compensation - ICMA	38,458.94
IMCA/VANTAGEPOINT TRANSFER-AGENT4	Deferred Compensation - ICMA	1,211.63
ING LIFE INSURANCE & ANNUITY	Deferred Compensation - Aetna	99.60
ISAAC WILLIAMS	Bond Payable (Cash Bonds)	225.00
ISIAH WARDLAW	Bond Payable (Cash Bonds)	225.00
JACQUELINE YOUNG	Bond Payable (Cash Bonds)	57.00
JAMES COPPENS	Bond Payable (Cash Bonds)	135.00
JAPPAYA LAW, PLC	Property & Income Taxes Receive	1,307.88
JBRAWN LLC	Property & Income Taxes Receive	191.75
JERRY TORRES	Bond Payable (Cash Bonds)	165.00
JOHN STORMER, HOMES TODAY LLC	Property & Income Taxes Receive	3,395.67
JOHN TAYLOR	Bond Payable (Cash Bonds)	420.00
KENNETH TIMMONS	Bond Payable (Cash Bonds)	210.00
KEVIN COSEY	Bond Payable (Cash Bonds)	450.00
KOS ENTERPRISES PROPERTIES	Property & Income Taxes Receive	1,450.47
LAW OFFICES	Bond Payable (Cash Bonds)	15.00
LELA RICKS	Bond Payable (Cash Bonds)	225.00
LISA LYONS	Utility bills collected	726.27
M & K MARKET	Bond Payable (Cash Bonds)	896.22
MAJESTIC REALTY, LLC	Property & Income Taxes Receive	114.67
MARLANA JACKSON	Bond Payable (Cash Bonds)	250.00
MICHAEL STILLMAN	Bond Payable (Cash Bonds)	65.00
MICHAEL WOODS	Bond Payable (Cash Bonds)	130.00
MICHIGAN ASSOC. PUBLIC EMPLOYEES	AFSCME Local 2373	1,000.00
MINNIE KING	Bond Payable (Cash Bonds)	90.00
MOTOKO MAEGAWA	Utility bills collected	320.09
MPAA	Bond Payable (Cash Bonds)	33.00
MYZIUK, NICK	Property & Income Taxes Receive	1,403.74

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NATIONWIDE RETIREMENT SOLUTIONS	Deferred Compensation - PEPSCO	219,364.14
NINA SALAS C/O	Property & Income Taxes Receive	617.22
Oakland County Clerk	Bond Payable (Cash Bonds)	17,000.00
Oakland County Treasurer	State Law Fines	7,924.40
PETECIA LEE	Bond Payable (Cash Bonds)	130.00
Pontiac Alumni Foundation	Pontiac Alumni Association	40.00
Pontiac Police & Fire Veba Trust	P&F VEBA - Employee Contributio	123.94
RILA PROPERTIES LLC	Property & Income Taxes Receive	78.42
ROSE FINANCIAL SERVICES LTD	Property & Income Taxes Receive	489.46
ROSIE GLISPIE	Bond Payable (Cash Bonds)	100.00
SAEA (SUPERVISORY & ADMINISTRATIVE)	Utility Workers Union Local 530	360.00
SAGINAW CORPORATION/ TOTAL DOOR	Property & Income Taxes Receive	105.93
SETH L. GOLDNER	Bond Payable (Cash Bonds)	15.00
SHAMMEL CALHOUN	Bond Payable (Cash Bonds)	100.00
State Of Michigan	State Court Fund	1,580.00
State Of Michigan	Juror Compensation Reimbursemer	3,726.25
State Of Michigan	Civil Filing Fee	27,620.00
State Of Michigan	Justice Filing Fee	32,150.82
State Of Michigan	State License Clearance Fees	3,685.90
State Of Michigan	Deposits-Victims' Rights Assess	3,577.50
STATE OF MICHIGAN	Bond Payable (Cash Bonds)	3,679.00
SUMMIT AUTO SALES	Bond Payable (Cash Bonds)	100.00
TAMERRA STEPHENS	Bond Payable (Cash Bonds)	707.00
TEAMSTER LOCAL 214	PMEA Union Dues	504.00
TEL V INVESTMENTS LLC	Property & Income Taxes Receive	10,992.40
THE DETROIT SALT CO.	Inventory - Salt for Streets	69,541.24
TRANSAMERICA ASSURANCE COMPANY	Wrap Flan	158.31
TROTT & TROTT, P.C.	Bond Payable (Cash Bonds)	1,300.00
UNITED STATES POSTAL SERVICE	Bond Payable (Cash Bonds)	100.00
UNITED WAY OF SOUTHEASTERN MICHIGAN	United Fund	36.00
VINCENT O'CONNER	Bond Payable (Cash Bonds)	160.00
WATKINS, DARREN - YVONNE R	Property & Income Taxes Receive	696.21
WELLS FARGO REAL ESTATE TAX	Property & Income Taxes Receive	774.78
WELTMAN, WEINBERG & REIS CO. L.P.	Bond Payable (Cash Bonds)	20.00
ZACHY PROFITS LLC	Property & Income Taxes Receive	1,418.06
Total: 000 240		612,207.95

Department: 002

SPENCER OIL COMPANY	(GL# NOT ON FILE)	32,224.89	640-002-111.001
Total: 002		32,224.89	

Department: 033 Clearance

B V T INC.	Services - CDBG Site Clearance	14,000.00
B.BEK CONSTRUCTION	Services - CDBG Site Clearance	70,475.00
BVT, INC.	Services - CDBG Site Clearance	31,500.00
CATALYST MANAGEMENT GROUP LLC	Services - CDBG Site Clearance	31,022.00
Contracting Solutions, LLC	Services - CDBG Site Clearance	6,400.00
GREENAN EXCAVATING L.L.C.	Services - CDBG Site Clearance	32,495.00
MICHIGAN REALTY SOLUTIONS LLC	Services - CDBG Site Clearance	67,045.00
MJ ENVIRONMENTAL, INC.	Services - CDBG Site Clearance	37,150.00
R. J. HOFFMAN MGMT. INC.	Services - CDBG Site Clearance	56,635.00
S.A. Torello Demolition, Inc.	Services - CDBG Site Clearance	18,300.00
Total: 033 Clearance		365,022.00

Department: 037 Administration

DETROIT MEDIA PARTNERSHIP	Public Notices	6,544.15
IKON FINANCIAL SERVICES - GE	Copier Lease	146.52

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IKON OFFICE SOLUTIONS, INC	Copier Lease	515.17
MOKDAD & ASSOCIATES, P.C.	Other Professional Services	22,011.50
OFFICE DEPOT	Office Supplies	999.44
The Pontiac News, Inc.	Public Notices	1,400.00
Total: 037 Administration		31,616.78

## Department: 048 Code Enforcement

B.BEK CONSTRUCTION	Code Enforcement	4,260.00
CATALYST MANAGEMENT GROUP LLC	Code Enforcement	1,870.00
MICHIGAN REALTY SOLUTIONS LLC	Code Enforcement	3,380.00
Total: 048 Code Enforcement		9,510.00

## Department: 051 Special Activities

COMMUNITY HOUSING NETWORK INC.	Special Activities Subrecp	19,016.98
GREENAN EXCAVATING L.L.C.	Services - CDBG Site Clearance	37,350.00
HABITAT FOR HUMANITY	New Housing Construction	120,240.00
Home Renewal Systems LLC	Services - Sub-Recipient Rehabi	390,320.20
LIGHTHOUSE OF OAKLAND COUNTY	Special Activities Subrecp	5,000.00
MOKDAD & ASSOCIATES, P.C.	Services - Sub-Recipient Rehabi	3,847.50
R. J. HOFFMAN MGMT. INC.	Services - CDBG Site Clearance	54,223.75
S.A. Torello Demolition, Inc.	Services - CDBG Site Clearance	17,450.00
THE BALDWIN CENTER	Special Activities Subrecp	26,964.00
Venture, Inc.	Services - Sub-Recipient Rehabi	479,700.65
Total: 051 Special Activities		1,154,113.08

## Department: 061 New Home Construction

B.BEK CONSTRUCTION	Services - Sngl Family Deferred	1,445.00
HABITAT FOR HUMANITY	Services - Contracted Construct	46,803.00
THE MSM COMPANY, INC.	Services - Sngl Family Deferred	20,149.00
Total: 061 New Home Construction		68,397.00

## Department: 062 Down Payment Assistance

HABITAT FOR HUMANITY	Other Professional Services	25,000.00
Total: 062 Down Payment Assistance		25,000.00

## Department: 063 CHGO Operating

Lighthouse Community Development	Other Professional Services	25,682.75
LIGHTHOUSE OF OAKLAND COUNTY	Other Professional Services	4,888.75
Total: 063 CHGO Operating		30,571.50

## Department: 101 City Council

City Animation Company	Video Equipment	245.00
COMCAST CABLEVISION	Other Professional Services	255.65
NEXTEL	Services - Equipment Rentl Non-	203.94
Thalner Electronics Laboratories, I	Video Equipment Supplies	4,124.00
Thalner Electronics Laboratories, I	Computer Equipment	335.00
VTP, Inc	Computer Equipment (Supplies)	2,790.00
Total: 101 City Council		7,953.59

## Department: 136 District Court

Legal Services	6,526.40
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ADT Security Services, Inc.	Training Expense	158.00	
AlcoPro Inc.	Other Professional Services	1,463.94	
ANDREA BADALUCCO	Office Supplies	231.79	
AT & T	Legal Services	674.00	
At&T	Services - Communications-Telep	3,492.79	
Bankhead	Services - Communications-Telep	88.05	
Bromberg & Associates	Other Professional Services	2,900.00	
BRYAN FLYE	Other Professional Services	3,200.83	
BRYAN FLYE	Training Expense	100.00	
CHARESA D. JOHNSON	Miscellaneous Expenses	49.98	
Coalition Of Public Employees Hea	Legal Services	250.00	
Coalition Of Public Employees Hea	Medical Insurance	76,116.84	
Coalition Of Public Employees Hea	Optical & Hearing Insurance	684.00	
Coalition Of Public Employees Hea	Dental Insurance	4,405.53	
COMCAST CABLEVISION	Other Professional Services	183.68	
Consumers Energy	Utilities Gas Heat	8,763.29	
COPS HEALTH TRUST	MEDICAL INSURANCE - COPS TRUST	23,769.99	
COPS HEALTH TRUST	OPTICAL & HEARING INSURANCE - C	216.00	
COPS HEALTH TRUST	DENTAL INSURANCE - COPS TRUST	1,391.22	
Darryl P. Mitchell	Legal Services	685.00	
DATA LEGAL	Printed Forms	9,110.60	
Deaf Community Advocacy Network	Other Professional Services	900.60	
Detroit Elevator Co.	Services - Building Maintenance	618.00	
Detroit Pencil Company	Office Supplies	1,413.47	
DTE Energy	Utilities Electricity	7,882.24	
Du All Cleaning Inc.	Other Professional Services	11,100.00	
Earlene Baggett Hayes	Legal Services	1,020.00	
Eastman Fire Protection	Other Professional Services	160.62	
EMILY E. LONG	Legal Services	562.50	
Forms Trac Enterprises, Inc.	Printed Forms	1,155.73	
FRANCES L.FINNEGAN	Legal Services	1,907.50	
FRANCO GAMERO	Other Professional Services	70.00	
HERMIZLAW, PLC	Legal Services	45.00	
Hollow	Legal Services	140.00	
Hollow	Other Professional Services	87.50	
HOME DEPOT/COMM. CREDIT	Office Supplies	179.54	
IKON OFFICE SOLUTIONS, INC	Services - Maintenance-Office M	224.26	
INSTITUTE OF CONTINUING LEGAL EDU	Books	990.00	
JANICE GIZZARELLI	Other Professional Services	2,353.75	
K & K Mechanical Contractors Inc	Services - Building Maintenance	2,526.92	
Law Office of Timothy Burns	Legal Services	500.00	
LAW OFFICES OF JOSEPH NAFSU, PLC	Legal Services	150.00	
Law Offices of Paulette Michel, F	Legal Services	120.00	
LISA C. WATKINS	Legal Services	270.00	
Mansour & Mansour, P.C.	Legal Services	87.50	
MARGIE FISZMAN-KIRSCH	Other Professional Services	927.50	
MARILYN D.WALKER	Legal Services	1,805.00	
Michigan Court Administration Ass	Services - Membership Dues	240.00	
MICHIGAN FENCE & SUPPLY CO.	Services - Building Maintenance	80.00	
NADINE R. HATTEN	Legal Services	50.00	
NEXTEL	Services - Equipment Rentl Non-	43.04	
Oakland County Bar Assn	Services - Membership Dues	450.00	
Oakland County Sheriffs	Services - Oakland Cty Police-1	2,358.20	
Oakland County Treasurer	(GL# NOT ON FILE)	15,412.68	760-136-228.020
Oakland Mediation Center	Legal Services	2,936.25	
Oakland Schools	Printed Forms	616.03	
Pengad, Inc.	Office Supplies	135.74	
Pilchak Cohen & Tice, P.C	Legal Services	6,186.00	
Pitney Bowes Inc	Postage - Large Mailing	1,915.56	
QUALITY PAPER CORP. DBA APPLE FO	Office Supplies	224.00	
Roberson	Other Professional Services	50.00	
Rose Pest Solutions	Other Professional Services	132.00	

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SARCOM, INC.	Computer Equipment	14,562.00	
Shred It	Other Professional Services	203.50	
Slade's Printing	Printed Forms	225.00	
Staples Contract & Commercial, Inc.	Office Supplies	5,243.06	
State Of Mich/Treasury	(GL# NOT ON FILE)	2,950.00	760-136-228.042
State Of Mich/Treasury	(GL# NOT ON FILE)	2,836.50	760-136-228.057
State Of Mich/Treasury	(GL# NOT ON FILE)	42,280.00	760-136-228.058
State Of Mich/Treasury	(GL# NOT ON FILE)	55,625.00	760-136-228.059
State Of Mich/Treasury	(GL# NOT ON FILE)	2,821.92	760-136-271.002
State Of Mich/Treasury	(GL# NOT ON FILE)	7,186.50	760-136-283.037
Stevens Group Inc.	Other Professional Services	332.52	
Susan Loveland PLLC	Legal Services	50.00	
Tappert Court Reporting	Other Professional Services	300.00	
The Pitney Bowes Bank, Inc.	Postage - Large Mailing	3,768.82	
Thomson West	Books	220.50	
WEST INFORMATION PUBLISHING GROUP	Books	220.50	
Xerox Corporation	Copier Lease	692.55	
Total: 136 District Court		352,007.43	

## Department: 151 Court Probation

COPS HEALTH TRUST	MEDICAL INSURANCE - COPS TRUST	1,602.29
COPS HEALTH TRUST	OPTICAL & HEARING INSURANCE - C	12.00
COPS HEALTH TRUST	DENTAL INSURANCE - COPS TRUST	77.29
Total: 151 Court Probation		1,691.58

## Department: 171 Emergency Manager

ACCURATE APPRAISALS & REALTY, INC.	Other Professional Services	4,300.00
COFFEE BREAK SERVICE, INC.	Office Supplies	94.50
Creative Designs & Signs, Inc	Office Supplies	94.50
LOUIS H. SCHIMMEL	Prof. Serv-Emergency Manager	40,384.61
NUTECH GRAPHICS INC.	Office Supplies	16.14
NUTECH GRAPHICS INC.	Miscellaneous Expenses	32.30
Total: 171 Emergency Manager		44,922.05

## Department: 172 Mayor

CULLIGAN WATER CONDITIONING	Miscellaneous Expenses	78.74
IKON OFFICE SOLUTIONS, INC	Copier Lease	309.51
NUTECH GRAPHICS INC.	Office Supplies	16.17
NUTECH GRAPHICS INC.	Miscellaneous Expenses	16.15
Total: 172 Mayor		420.57

## Department: 179 Information Technology

AT & T	Other Professional Services	5,654.70
AT & T	Services - Communications-Telep	1,734.32
AT & T CAPITAL SERVICES, INC.	Other Professional Services	3,506.59
Fire Equipment Company Inc.	Computer Equipment	1,711.50
SARCOM, INC.	Prof. Serv-Sarcom	69,150.00
STRATA INFORMATION GROUP	Other Professional Services	720.00
Suntel Services, LLC	Other Professional Services	3,468.02
Suntel Services, LLC	PROF. SERV-SUNTEL SERVICES	693.00
Town Center Electric, Inc.	Computer Equipment	198.00
Total: 179 Information Technology		86,836.13

## Department: 191 Elections

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Elections Systems & Softwa	Office Supplies	72.66
NEXTEL	Services - Communications-Telep	21.14
OFFICE DEPOT	Office Supplies	838.74
OFFICE MANAGEMENT & CONSULTING	Services-Elections	3,500.00
PSI, INC.	Office Supplies	1,674.89
TREASURER, CITY OF PONTIAC-PETTY	Office Supplies	56.86
TREASURER, CITY OF PONTIAC-PETTY	Employee Meals - Commission Foc	290.22
Total: 191 Elections		6,454.51

## Department: 201 Accounting

AT & T	Services - Communications-Telep	5,917.83
AT & T	Services - Telephone Equip Char	26,525.92
AT & T	Services - Equipment Rentl Non-	1,120.00
AT & T Long Distance	Services - Telephone Equip Char	320.26
Plante & Moran	Other Professional Services	56,250.00
Rehmann Accounting LLC	Audit Compliance Fee	9,500.00
Total: 201 Accounting		99,634.01

## Department: 202 Income Tax Administration

INNOVATIVE SOFTWARE SERVICES, INC	Postage - Large Mailing	5,172.50
INNOVATIVE SOFTWARE SERVICES, INC	Prof. Serv-Innovative Software	62,118.94
Total: 202 Income Tax Administration		67,291.44

## Department: 206 Finance Administration

ACCOUNTEMPS	Prof. Serv-Accountemps	21,794.45
ACCOUNTEMPS	PROF. SERV-ACCOUNTEMPS ACCOUNTS	879.20
ACCOUNTEMPS	PROF. SERV-ACCOUNTEMPS PURCHASI	5,215.36
ACCOUNTEMPS	PROF. SERV-ACCOUNTEMPS CLEAN UP	11,776.10
IKON FINANCIAL SERVICES - GE	Copier Lease	4,656.20
IKON OFFICE SOLUTIONS, INC	Copier Lease	675.27
NUTECH GRAPHICS INC.	Office Supplies	16.14
NUTECH GRAPHICS INC.	Printing and Bindery Service	8,474.00
RAPID SHRED, LLC	Miscellaneous Expenses	975.88
State Of Michigan	Miscellaneous Expenses	270.00
Total: 206 Finance Administration		54,732.60

## Department: 207 Accounts Payable

ACCOUNTEMPS	PROF. SERV-ACCOUNTEMPS ACCOUNTS	4,220.16
Total: 207 Accounts Payable		4,220.16

## Department: 209 Assessor

Bobbie Yates	Contractual Temp/PT Labor	100.00
HAROLD HARRIS	Contractual Temp/PT Labor	100.00
Otis Cannon	Contractual Temp/PT Labor	100.00
Total: 209 Assessor		300.00

## Department: 210 City Attorney

COFFEE BREAK SERVICE, INC.	Office Supplies	47.25
IKON FINANCIAL SERVICES - GE	Copier Lease	586.80
IKON OFFICE SOLUTIONS, INC	Copier Lease	132.99
IRON MOUNTAIN	Other Professional Services	160.12
Pitney Bowes Inc	Office Supplies	860.29
WEST INFORMATION PUBLISHING GROUPE	Publications & Maps	4,100.31

Total: 210 City Attorney 5,887.76

Department: 211 Outside Legal Services

Axe and Ecklund, P.C.	Legal Services-MFCI	3,500.00
Giarmarco Mullins & Horton, P.C.	Legal Services-Giarmarco Mullir	127,764.27
Johnston, Szttykiel, HuntGoldsteir	Legal Services-Berry, Johnston,	61,295.40
Kupelain Ormond & Magy	Legal Services-Kupelain Ormond&	776.31
PLUNKETT COONEY, PC	Legal Services-Plunkett Cooney-	54,134.30
Williams Acosta, PLLC	Legal Services-William Acosta	6,717.88
Total: 211 Outside Legal Services		254,188.16

Department: 212 Budget and Research

Plante & Moran	Prof. Serv- P&M - Budget	17,250.00
Total: 212 Budget and Research		17,250.00

Department: 215 City Clerk

ANNETTE WESLEY	Other Professional Services	97.46
Creative Designs & Signs, Inc	Office Supplies	94.50
Detroit Media Partnership	Public Notices	3,022.25
IKON FINANCIAL SERVICES - GE	Copier Lease	532.26
IRON MOUNTAIN	Office Supplies	7.32
IRON MOUNTAIN	Other Professional Services	14.64
NEXTEL	Services - Equipment Rentl Non-	71.68
OAKLAND COUNTY LEGAL NEWS	Public Notices	5,137.30
Slade's Printing	Office Supplies	60.00
TREASURER, CITY OF PONTIAC-PETTY	Miscellaneous Services	53.00
Total: 215 City Clerk		9,090.41

Department: 226 Personnel Services

IKON FINANCIAL SERVICES - GE	Copier Lease	496.39
NEXTEL	Services - Equipment Rentl Non-	160.44
OFFICETEAM	Contractual Temp/PT Labor	8,843.78
Total: 226 Personnel Services		9,500.61

Department: 248 Payroll

OFFICE DEPOT	Office Supplies	328.07
Total: 248 Payroll		328.07

Department: 253 Treasurer

Advanced Marketing Partners, Inc	Printed Forms	3,755.00
DETROIT MEDIA PARTNERSHIP	Other Professional Services	2,037.75
GUARDIAN ALARM CO. OF MI,	Other Professional Services	207.72
IKON FINANCIAL SERVICES - GE	Copier Lease	475.20
IKON OFFICE SOLUTIONS, INC	Copier Lease	122.87
Loomis	Services - Armored Car Services	1,583.67
OFFICE DEPOT	Office Supplies	599.90
OFFICETEAM	Contractual Temp/PT Labor	241.79
Total: 253 Treasurer		9,023.90

Department: 265 Building Maintenance

Ace Locksmith'S	Building Maintenance Supplies	40.39
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AT & T	Services - Communications-Telep	55.61
Certified Products & Supply Inc	Building Maintenance Supplies	934.80
Certified Products & Supply Inc	Building Maintenance Supplies	950.00
Consumers Energy	Utilities Gas Heat	8,985.68
Consumers Energy	Utilities Gas Heat	7,376.85
Consumers Energy	Utilities Gas Heat	9,383.25
Detroit Elevator Co.	Other Professional Services	2,523.67
Detroit Elevator Co.	Services - Building Equip Maint	268.00
Detroit Elevator Co.	Services - Building Equip Maint	264.00
Detroit Elevator Co.	Services - Building Equip Maint	946.00
DTE Energy	Utilities Electricity	18,811.75
DTE Energy	Utilities Electricity	3,853.72
Giant Janitorial Service, Inc.	Contractual Janitorial Services	5,200.00
GUARDIAN ALARM CO. OF MI,	Services - Security Alarm Syste	127.32
Hodges Supply Company	Building Maintenance Supplies	145.68
Hodges Supply Company	Building Maintenance Supplies	193.38
HOME DEPOT/COMM. CREDIT	Building Maintenance Supplies	76.64
HOME DEPOT/COMM. CREDIT	Building Maintenance Supplies	59.22
HWX Services, LLC	Services - Building Equip Maint	178.78
KRISTEL CLEANING, INC.	Contractual Janitorial Services	9,172.50
Mckenzie Moving & Freight	Other Professional Services	1,040.00
NEXTEL	Services - Equipment Rentl Non-	70.97
OFFICE DEPOT	Office Supplies	57.18
Robinson	Prof Tech License Fee Reimbur	90.00
SERVICE PLUMBING & HEATING	Services - Inspection Fees	507.00
SERVICE PLUMBING & HEATING	Services - Inspection Fees	351.00
SERVICE PLUMBING & HEATING	Services - Inspection Fees	624.00
SERVICE PLUMBING & HEATING	Services - Building Maintenance	345.66
SERVICE PLUMBING & HEATING	Services - Building Equip Maint	1,198.24
SERVICE PLUMBING & HEATING	Services - Building Equip Maint	1,200.00
Shelby Lock & Key	Other Professional Services	867.00
Shelby Lock & Key	Other Professional Services	798.00
Shelby Lock & Key	Services - Building Maintenance	384.00
Shelby Lock & Key	Services - Building Maintenance	150.00
UNIFIRST CORPORATION	Uniforms	113.10
YOUNG SUPPLY CO	Building Maintenance Supplies	57.80
YOUNG SUPPLY CO	Building Maintenance Supplies	248.88
Total: 265 Building Maintenance		77,650.07

## Department: 267 D D A Area # 2

ACCURATE APPRAISALS & REALTY, INC	Other Professional Services	11,000.00
Total: 267 D D A Area # 2		11,000.00

## Department: 276 Cemetery Oak Hill

Consumers Energy	Utilities Gas Heat	4,575.20
DTE Energy	Utilities Electricity	540.72
GUARDIAN ALARM CO. OF MI,	Services - Security Alarm Syste	188.55
HOME DEPOT/COMM. CREDIT	Building Maintenance Supplies	664.29
HOME DEPOT/COMM. CREDIT	Services - Building Maintenance	149.22
Oxford Overhead Door Sales	Services - Building Maintenance	383.04
UNIFIRST CORPORATION	Uniforms	264.02
VEOLIA ENVIRONMENTAL SERVICES, LI	Services-Collected Waste Dispos	411.76
Total: 276 Cemetery Oak Hill		7,176.80

## Department: 277 Cemetery Ottawa Park

A-1 TRUCK PARTS	Equipment Maintenance Supplies	111.05
Airgas Great Lakes	Services - Equipment Rentl Non-	57.60

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AIRGAS USA, LLC	Services - Equipment Rentr Non-	119.04
AMERIGAS	Utilities Gas Heat	1,410.98
AT & T	Services - Communications-Telep	110.22
Consumers Energy	Utilities Gas Heat	2,386.54
DTE Energy	Utilities Electricity	2,089.59
FENTON MEMORIALS	Vaults for Resale	981.00
FENTON MEMORIALS	Monuments, Markers, Plates	2,985.00
GUARDIAN ALARM CO. OF MI,	Services - Security Alarm Syste	179.85
HOME DEPOT/COMM. CREDIT	Services - Building Maintenance	40.74
Link Technical Services	Other Professional Services	225.00
MATTHEWS INTERN CORP.	Monuments, Markers, Plates	896.44
NEXTEL	Services - Equipment Rentr Non-	71.81
OFFICE DEPOT	Office Supplies	59.51
SERVICE PLUMBING & HEATING	Services - Building Equip Maint	78.00
SPENCER OIL COMPANY	Motor Fuel, Oil & Lubricants	1,152.14
Stoll Jr	Eng. Monuments & Markers	339.00
UNIFIRST CORPORATION	Uniforms	42.98
VEOLIA ENVIRONMENTAL SERVICES, LI	Services-Collected Waste Dispos	94.45
Total: 277 Cemetery Ottawa Park		13,430.94

## Department: 294 Risk Management

IKON OFFICE SOLUTIONS, INC	Copier Lease	340.43
Occupational Health Centers of th	Services - Physicals	557.00
Total: 294 Risk Management		897.43

## Department: 308 Administrative Services

Consumers Energy	Utilities Gas Heat	5,206.83
DTE Energy	Utilities Electricity	14,182.62
HOME DEPOT/COMM. CREDIT	Building Maintenance Supplies	103.89
Michigan State Police	POLICE TRAINING GRANT REPAYMENT	37,038.06
NTH Consultants	Building Additions & Improvemer	3,000.00
OAKLAND COUNTY	Prof. Serv-Oakland Co. Sheriff	578,772.64
OAKLAND COUNTY	Prof. Serv-Oakland Co. Sheriff	159,009.37
VEOLIA ENVIRONMENTAL SERVICES, LI	Services-Collected Waste Dispos	297.40
Total: 308 Administrative Services		2,797,610.81

## Department: 316 State Forfeitures

DTE Energy	Utilities Electricity	419.13
Total: 316 State Forfeitures		419.13

## Department: 337

	(GL# NOT ON FILE)	111.86	101-337-276.001
A-1 TRUCK PARTS	Tools & Supplies	178.70	
Adlers Service, Inc.	Equipment Towing Charges	425.00	
Apollo Fire Equipment Co	Personal Protective Wear	3,206.03	
Apollo Fire Equipment Co	Services - Maintenance-All Othe	838.50	
AT & T	Services - Communications-Telep	14,576.31	
Batteries Plus	Equipment Maintenance Supplies	289.40	
Bostick Gmc Truck Center	Services - Maintenance-Vehicles	15,292.11	
Breathing Air Systems Inc	Services - Building Maintenance	1,106.65	
Certified Products & Supply Inc	Building Maintenance Supplies	1,502.91	
Charter Township of Waterford	PROF. SERV-WATERFORD FIRE DEPT	100,000.00	
COMCAST CABLEVISION	Living Quarters - Fire	533.36	
Community Bridge Management	(GL# NOT ON FILE)	528.32	101-337-276.001
Consumers Energy	Utilities Gas Heat	16,187.91	
DTE Energy	Utilities Electricity	15,955.99	

Electrocomm	Services - Maintenance-All Other	1,338.48	
Garrett Door Co	Services - Building Maintenance	623.14	
GE Government Finance, Inc.	Capital Lease Principal	604,888.56	
Halt Fire, Inc.	Services - Maintenance-Vehicles	16,237.10	
Harwood, Inc.	Uniforms	211.65	
Humana Health Care Plans	(GL# NOT ON FILE)	414.85	101-337-276.001
IKON FINANCIAL SERVICES - GE	Copier Lease	158.40	
IKON OFFICE SOLUTIONS, INC	Copier Lease	302.14	
IRON MOUNTAIN	Other Professional Services	588.83	
J & B Medical Supply Co., Inc.	Medical Supplies	4,353.08	
J. JOHNSON BUILDER & STD CONTRACT	Services - Contracted Construct	5,000.00	
J. JOHNSON BUILDER & STD CONTRACT	Fire	31,035.03	
KENNETH ESTELL	Training Expense	2,700.00	
Leslie Electric	Building Maintenance Supplies	94.50	
LIFEGAS LLC	Medical Supplies	2,160.21	
M/M TIRE CO.	Services - Maintenance-Vehicles	951.66	
Maaco Auto Paint & Body	Services - Contracted Construct	2,550.00	
NEXTEL	Services - Equipment Rntl Non-	205.94	
NGS AMERICAN	Charges for Services Rendered	321.82	
OAKLAND COUNTY	Services - Maintenance-Other	1,583.25	
Oakland County Ems Medical Contr	Other Professional Services	377.50	
OFFICE DEPOT	Office Supplies	575.28	
Oscar W. Larson Company	Services - Building Maintenance	1,328.65	
PM Technologies, LLC	Services - Building Maintenance	1,557.00	
Rodwan Consulting Company	Other Professional Services	1,200.00	
SERVICE PLUMBING & HEATING	Services - Building Maintenance	11,071.89	
SPENCER OIL COMPANY	Fuel-Direct Charges	5,793.57	
STAR EMS	Other Professional Services	20,296.44	
Tri-County Power Rodding	Services - Building Maintenance	2,495.00	
V E Taylor Electric Service, Inc	Services - Building Maintenance	115.00	
Williams	(GL# NOT ON FILE)	100.00	101-337-276.001
Total: 337		3,891,362.02	

Department: 371 Building & Safety Engineer

	Single family	500.00
	Insp Building Permit	115.00
	Insp Heating Permit	90.00
	Insp Electrical Permit	150.00
Aladdin Printing	Printed Forms	540.00
AT & T	Services - Communications-Telep	2,015.26
Detroit Media Partnership	Publications & Maps	2,080.05
DETROIT MEDIA PARTNERSHIP	PUBLIC NOTICES	2,081.55
IKON FINANCIAL SERVICES - GE	Printed Forms	98.36
IKON FINANCIAL SERVICES - GE	Copier Lease	801.63
NEXTEL	Services - Equipment Rntl Non-	295.98
OFFICE DEPOT	Office Supplies	560.08
Selena A. Wilson	Other Professional Services	399.00
Shelving + Rack Systems, Inc.	Other Professional Services	4,100.00
WADE-TRIM/ASSOCIATES	Professional Services-Wade Trin	402,000.00
Total: 371 Building & Safety Engineer		415,826.91

Department: 448 Operations

NEXTEL	Services - Equipment Rntl Non-	79.24
Total: 448 Operations		79.24

Department: 449 Engineering

CATALYST MANAGEMENT GROUP LLC	Services - Contracted Construct	4,857.67
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Hubbell, Roth & Clark, Inc.	Engineering Services	6,461.68
IKON FINANCIAL SERVICES - GE	Copier Lease	483.12
IKON OFFICE SOLUTIONS, INC	Copier Lease	175.20
MICHIGAN DEPARTMENT OF TRANSPORTATION	Engineering Services	8,708.19
MICHIGAN DEPARTMENT OF TRANSPORTATION	Other Professional Services	217,109.51
NOWAK & FRAUS CORPORATION	Engineering Services	127,049.26
NOWAK & FRAUS CORPORATION	Other Professional Services	13,624.92
Scott	Land Acquisition of Real Proper	3,576.00
Total: 449 Engineering		382,045.55

Department: 450 Street Lighting

DTE Energy	Utilities street lighting	254,369.56
HOME DEPOT/COMM. CREDIT	Traffic Control Maintenance	79.68
OFFICE DEPOT	Office Supplies	74.08
UNIFIRST CORPORATION	Uniforms	595.63
WESCO DISTRIBUTION INC	Traffic Control Maintenance	7,160.11
Total: 450 Street Lighting		262,279.06

Department: 451 Construction Road & Bridges

	Orchard Lake Bridge	5,637.50
MICHIGAN DEPARTMENT OF TRANSPORTATION	Cesar Chavez (MDOT)	16,933.18
OAKLAND COUNTY ROAD COMM	Services - Contracted Construct	650.00
THE MANNIK & SMITH GROUP	Orchard Lake Bridge	3,056.95
THE MANNIK & SMITH GROUP	University Drive Bridge	10,031.30
THE MANNIK & SMITH GROUP	Joslyn Bridge	10,889.31
Total: 451 Construction Road & Bridges		47,198.24

Department: 463 Rountine Maintenance Roads

AJAX MATERIALS CORPORATION	Surface Maint. - Temporary Asph	1,911.47
AJAX MATERIALS CORPORATION	Surface Maint. - Temporary Asph	2,053.26
AJAX MATERIALS CORPORATION	Surface Maint. - Permanent Asph	149.28
Contractors Connection	Safety Supplies	366.80
HOME DEPOT/COMM. CREDIT	Tools & Supplies	16.26
OFFICE DEPOT	Office Supplies	97.46
UNIFIRST CORPORATION	Uniforms	534.08
Total: 463 Rountine Maintenance Roads		5,128.61

Department: 474 Traffic Services Maintenance

Callender & Dornbos, Inc.	Traffic Signs	1,911.30
Callender & Dornbos, Inc.	Traffic Signs	1,911.29
Fastenal Company	Traffic Signs	54.36
Total: 474 Traffic Services Maintenance		3,876.95

Department: 485 Traffic Signals Maintenance

Carrier & Gable	Traffic Signals	1,449.85
DTE Energy	Utilities traffic signals	11,512.72
DTE Energy	Services - Equip Rentl City-Owr	6,041.13
OAKLAND COUNTY ROAD COMM	Utilities traffic signals	4,718.46
OAKLAND COUNTY ROAD COMM	Utilities traffic signals	62.29
OAKLAND COUNTY ROAD COMM	Utilities traffic signals	185.94
OAKLAND COUNTY ROAD COMM	Utilities traffic signals	1,909.13
WESCO DISTRIBUTION INC	Traffic Control Maintenance	410.53
WESCO DISTRIBUTION INC	Traffic Signals	1,331.65
Total: 485 Traffic Signals Maintenance		27,621.70

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## Department: 490 Trees and Shrubs

CLARKSTON TREE SERVICE INC.	Other Professional Services	3,164.00
CLARKSTON TREE SERVICE INC.	Other Professional Services	5,945.00
Total: 490 Trees and Shrubs		9,109.00

## Department: 499 Weed Abatement

IKON FINANCIAL SERVICES - GE	Copier Lease	158.40
MICHIGAN REALTY SOLUTIONS LLC	Other Professional Services	8,000.00
Total: 499 Weed Abatement		8,158.40

## Department: 528 Sanitation Collection

City Of Auburn Hills	Utilities Water & Sewer	34,071.48
Davey Tree Expert Co.	Services - Ground Maintenance	6,920.00
IRON MOUNTAIN	Other Professional Services	368.14
NEXTEL	Services - Equipment Rentl Non-	94.49
OFFICE DEPOT	Office Supplies	96.30
Testamerica Inc.	Other Professional Services	4,344.80
The Bank of New York Mellon, N.A.	Bank Service Charges	750.00
UNIFIRST CORPORATION	Uniforms	168.72
VEOLIA ENVIRONMENTAL SERVICES, LI	Other Professional Services	707,378.90
VEOLIA ENVIRONMENTAL SERVICES, LI	Other Professional Services	3,030.64
Total: 528 Sanitation Collection		757,223.47

## Department: 537 Strand Theatre Project

Consumers Energy	Utilities Gas Heat	1,965.93
DTE Energy	Utilities Electricity	642.73
Temp-Air, Inc	Services - Equipment Rentl Non-	2,447.00
Total: 537 Strand Theatre Project		5,055.66

## Department: 541 Public Utilities Admin

AT & T	Services - Communications-Telep	1,020.18
AT & T	Services - Communications-Telep	6,019.34
IKON FINANCIAL SERVICES - GE	Copier Lease	641.14
IKON OFFICE SOLUTIONS, INC	Copier Lease	83.60
NEXTEL	Services - Equipment Rentl Non-	188.51
NOWAK & FRAUS CORPORATION	Other Professional Services	17,937.50
OFFICE DEPOT	Office Supplies	20.74
State Of Michigan	Miscellaneous Expenses	2,775.00
UNITED WATER ENVIRONMENTAL SERVIC	Prof. Serv-United Water	22,189.29
Total: 541 Public Utilities Admin		50,875.30

## Department: 543 Waste Treatment Operations

HESCO	Special Equipment	13,762.00
UNITED WATER ENVIRONMENTAL SERVIC	Prof. Serv-United Water	,213,713.35
Total: 543 Waste Treatment Operations		1,227,475.35

## Department: 547 Sewage Treatment

AT & T	Services - Communications-Telep	757.86
IKON FINANCIAL SERVICES - GE	Copier Lease	316.80
IKON OFFICE SOLUTIONS, INC	Copier Lease	57.46
Lynn Optical Associates Pc	Personal Protective Wear	80.45
OFFICE DEPOT	Office Supplies	468.64

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Total: 547 Sewage Treatment 1,681.21

Department: 548 Sanitary Storm Sewer

AT & T	Services - Telephone Equip Char	3,389.74
City Of Auburn Hills	Sewer Usage Auburn	933.80
JOHNSON & ANDERSON, INC.	Engineering Services	38,242.50
Waterford Township	Sewer Waterford township	8,747.37
Total: 548 Sanitary Storm Sewer		51,313.41

Department: 550 Clean Water SRF Loan

A.Z. SHMINA, INC.	Sewer Collection System	170,044.42
ANGELO IAFRATE CONSTRUCTION	Sewer Collection System	5,000.00
JOHNSON & ANDERSON, INC.	Sewer Collection System	40,454.50
Lanzo Lining Services Inc. - Flor	Sewer Collection System	69,906.00
NOWAK & FRAUS CORPORATION	Sewer Collection System	13,722.00
SKYLINE CONTRACTORS, INC	Sewer Collection System	616,606.86
Trojan Development Company, Inc	Sewer Collection System	24,844.68
URS CORPORATION	Sewer Collection System	161,962.75
Total: 550 Clean Water SRF Loan		1,102,541.21

Department: 551 Waste Treatment Maintenance

Air Liquide Specialty Gases LLC	Sewerage Treatment Maint. Suppl	1,456.08
Airgas Great Lakes	Sewerage Treatment Maint. Suppl	519.21
Lee Contracting	Sewer Treatment Facilities	4,531.75
VEOLIA ENVIRONMENTAL SERVICES, LI	Sewerage Treatment Maint. Suppl	147.77
Total: 551 Waste Treatment Maintenance		6,654.81

Department: 563 Equipment Revolving

A-1 TRUCK PARTS	Equipment Maintenance Supplies	2,872.43
Adlers Service, Inc.	Equipment Towing Charges	872.50
AIRGAS USA, LLC	Equipment Maintenance Supplies	1,274.31
Auto Body Service Centers North	Services - Maintenance-Vehicles	1,753.41
Bell Equipment Company	Equipment Maintenance Supplies	1,048.28
Bostick Gmc Truck Center	Equipment Maintenance Supplies	187.43
Bostick Gmc Truck Center	Services - Maintenance-Vehicles	248.99
C&S Motors Inc.	Equipment Maintenance Supplies	341.72
C&S Motors Inc.	Services - Maintenance-Vehicles	1,962.18
COACH AND MOTOR CO.	Equipment Maintenance Supplies	1,807.27
Eastern Oil Company	Motor Fuel, Oil & Lubricants	5,189.83
Eastman Fire Protection	Services - Maintenance-Vehicles	920.23
Goodyear Certified Auto	Tires & Tubes	10,300.16
Heritage-Crystal Clean, Inc.	Services - Maintenance-Vehicles	941.51
L C Tire	Tires & Tubes	31.25
MICHIGAN CAT	Services - Maintenance-Vehicles	12,244.30
MICHIGAN CAT	Services - Equipment Rentl Non-	1,901.85
NEXTEL	Services - Equipment Rentl Non-	39.20
OFFICE DEPOT	Office Supplies	66.70
Pontiac Steel	Equipment Maintenance Supplies	193.80
Pontiac Ultimate Auto Wash	Car Washes Police	9.45
Praxair Distribution, Inc.	Equipment Maintenance Supplies	582.19
PRECISE MRM LLC	Services - Maintenance-Vehicles	1,224.00
ROBERT SHELTON	Licenses, Tags, Plates & Badges	70.00
SNAP-ON TOOLS	Tools & Supplies	72.95
TERMINAL SUPPLY CO., INC.	Equipment Maintenance Supplies	1,746.77
Truck & Trailer Specialties	Equipment Maintenance Supplies	4,873.26
UNIFIRST CORPORATION	Uniforms	668.74

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YOUNG SUPPLY CO	Equipment Maintenance Supplies	375.30
Zep Sales & Service	Equipment Maintenance Supplies	366.51
Total: 563 Equipment Revolving		54,186.52

## Department: 566

	(GL# NOT ON FILE)	1,630.00	585-566-283.000
ADT Security Services, Inc.	Services - Building Security	120.21	
AT & T	Services - Communications-Telep	5,934.03	
Consumers Energy	Utilities Gas Heat	485.04	
Detroit Elevator Co.	Services - Inspection Fees	698.00	
DTE Energy	Utilities Electricity	37,152.48	
DTE Energy	Utilities street lighting	4,410.30	
Electrocomm	Services - Equipment Rentl Non-	644.73	
IKON FINANCIAL SERVICES - GE	Copier Lease	166.32	
IKON OFFICE SOLUTIONS, INC	Copier Lease	485.45	
NEXTEL	Services - Equipment Rentl Non-	382.27	
Shelby Lock & Key	Services - Demolition	7,766.00	
Total: 566 Parking City		59,874.83	

## Department: 570 Water Supply

Board of Water Commissioners City	Purchase Water	552,489.63
STOUT RISIUS ROSS, INC	Other Professional Services	58,849.91
Total: 570 Water Supply		611,339.54

## Department: 575

A-Son's Construction	(GL# NOT ON FILE)	153.93	591-575-033.009
Aspect Properties	(GL# NOT ON FILE)	319.61	591-575-033.009
AT & T	Services - Telephone Equip Char	2,015.26	
Changing Streets	(GL# NOT ON FILE)	628.31	591-575-033.009
City Of Auburn Hills	Sewer Usage Auburn	1,141.31	
Fairview Estates	(GL# NOT ON FILE)	1,557.17	591-575-033.009
Farnsworth	(GL# NOT ON FILE)	244.22	591-575-033.009
IKON FINANCIAL SERVICES - GE	Copier Lease	263.92	
Inside Realty LLC	(GL# NOT ON FILE)	135.26	591-575-033.009
JOHNSON, ZANE	(GL# NOT ON FILE)	112.34	591-575-033.009
Marshal Mandell Re/Max Classic	(GL# NOT ON FILE)	299.57	591-575-033.009
McFarlane	(GL# NOT ON FILE)	139.75	591-575-033.009
MOODY, ROSS	(GL# NOT ON FILE)	236.74	591-575-033.009
UNITED WATER ENVIRONMENTAL SERVICE	Prof. Serv-United Water	843,719.14	
Williams	(GL# NOT ON FILE)	3,563.92	591-575-033.009
Total: 575		854,530.45	

## Department: 580 Drinking Water SRF Loan

BRICCO EXCAVATING CO., L.L.C	Power & Pumping Equipment	168,212.45
JOHNSON & ANDERSON, INC.	Power & Pumping Equipment	27,500.00
WEISS CONSTRUCTION CO. LLC	Power & Pumping Equipment	81,164.42
Total: 580 Drinking Water SRF Loan		276,876.87

## Department: 684 Tele-van Services

Uhan'S Department Store	Safety Shoe Allowance	200.00
Total: 684 Tele-van Services		200.00

## Department: 700 Golf

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AT & T	Services - Communications-Telep	757.86
Total: 700 Golf		757.86

Department: 703 Ruth Peterson Senior Citizen Center

AT & T	Services - Communications-Telep	168.88
Certified Products & Supply Inc	Janitorial Supplies	418.61
COMCAST CABLEVISION	Other Professional Services	225.74
Consumers Energy	Utilities Gas Heat	3,927.54
DTE Energy	Utilities Electricity	2,408.52
GUARDIAN ALARM CO. OF MI,	Services - Security Alarm Syste	179.22
Hodges Supply Company	Building Maintenance Supplies	81.41
HOME DEPOT/COMM. CREDIT	Building Maintenance Supplies	33.52
HOME DEPOT/COMM. CREDIT	Bldg. Equipment Maint. Supplies	6.44
PETER BLACK	Contractual Janitorial Services	807.84
SAFETY KING, INC.	Services - Building Equip Maint	1,500.00
SERVICE PLUMBING & HEATING	Services - Building Equip Maint	880.25
Total: 703 Ruth Peterson Senior Citizen Center		10,637.97

Department: 704 Bowen Senior Citizen Center

AT & T	City Property Rentals	56.52
Certified Products & Supply Inc	Janitorial Supplies	1,457.32
Certified Products & Supply Inc	Building Maintenance Supplies	61.80
COMCAST CABLEVISION	Other Professional Services	241.20
Consumers Energy	Utilities Gas Heat	2,795.25
Dallas Midwest	Recreation Supplies	1,490.00
DTE Energy	Utilities Electricity	2,381.15
GUARDIAN ALARM CO. OF MI,	Services - Security Alarm Syste	204.22
HOME DEPOT/COMM. CREDIT	Building Maintenance Supplies	226.18
HOME DEPOT/COMM. CREDIT	Bldg. Equipment Maint. Supplies	120.44
J. JOHNSON BUILDER & STD CONTRACT	Bldg. Equipment Maint. Supplies	867.50
J. JOHNSON BUILDER & STD CONTRACT	Other Professional Services	59,803.92
J. JOHNSON BUILDER & STD CONTRACT	Special Equipment	8,719.82
OFFICE DEPOT	Office Supplies	184.64
PETER BLACK	Contractual Janitorial Services	433.50
SERVICE PLUMBING & HEATING	Services - Building Equip Maint	507.59
TDG Architects	Other Professional Services	1,700.00
YOUNG SUPPLY CO	Bldg. Equipment Maint. Supplies	264.56
Total: 704 Bowen Senior Citizen Center		81,515.61

Department: 718 Grounds Maintenance

CLARKSTON TREE SERVICE INC.	Other Professional Services	4,963.75
Detroit Media Partnership	Advertising	1,073.10
DTE Energy	Utilities Electricity	540.18
HOME DEPOT/COMM. CREDIT	Tools & Supplies	6.44
HOME DEPOT/COMM. CREDIT	Tools & Supplies	25.76
OFFICE DEPOT	Office Supplies	13.58
VEOLIA ENVIRONMENTAL SERVICES, LI	Services-Collected Waste Dispos	755.86
WADE-TRIM/ASSOCIATES	Other Professional Services	1,394.21
Total: 718 Grounds Maintenance		8,772.88

Department: 738 Library

AT & T	Services - Communications-Telep	918.18
Comprise Technologies, Inc.	Personal Computer Software	1,170.00
Consumers Energy	Utilities Gas Heat	6,533.98
DAVE'S ELECTRIC SERVICES, INC.	Services - Building Maintenance	197.45
Detroit Elevator Co.	Services - Building Equip Maint	398.00

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DTE Energy	Utilities Electricity	6,731.61
Frank Landscape & Lawn Maintenance	Contractual Mowing Services	650.00
GUARDIAN ALARM CO. OF MI,	Services - Security Alarm Systems	334.71
IKON FINANCIAL SERVICES - GE	Copier Lease	1,537.57
IKON OFFICE SOLUTIONS, INC	Copier Lease	866.19
KOTZ, SANGSTER, WYSOCKI & BERG P.	Legal Services	733.00
LIBRARY NETWORK, THE	Prof Library Membership	16,559.10
Management Impact, LLC	Management Consultants	1,890.00
MCCOY MAINTENANCE, INC.	Building Maintenance Supplies	2,476.21
MCCOY MAINTENANCE, INC.	Contractual Janitorial Services	3,190.00
Midwest Tape	Books	397.94
NEXECOMP, INC.	Services - Communications-Tele	600.00
NOWAK & FRAUS CORPORATION	Other Professional Services	1,900.00
NUTECH GRAPHICS INC.	Printing and Bindery Service	4,329.28
Pontiac Mailing	Postage - Large Mailing	323.22
Richardson	Services - Travel-Mileage	16.80
SENTINEL SECURITY COMPANY LLC	Services - Building Security	6,637.50
STAPLES ADVANTAGE	Office Supplies	811.02
State of Michigan	Services - Inspection Fees	60.00
Writer And Son	Other Professional Services	221.68
Total: 738 Library		59,483.44

Department: 774 Recreation

PONTIAC COBRAS	Other Professional Services	12,496.30
Total: 774 Recreation		12,496.30

Department: 801 Planning Division

	Zoning Board Of Appeal	300.00
	Site Plan Review	200.00
Total: 801 Planning Division		500.00

Department: 849 BRA Administration

Pontiac Board of Education	Tax Increment Payment	31,781.54
State Of Michigan	Tax Increment Payment	10,593.85
Usf Holland	Tax Increment Payment	397,508.76
Total: 849 BRA Administration		439,884.15

Department: 854 Commerical and Industrial

Consumers Energy	Utilities Gas Heat	2,515.35
Detroit Elevator Co.	Other Professional Services	7,204.85
Dragun Corporation	Other Professional Services	900.00
DTE Energy	Utilities Electricity	994.86
GUARDIAN ALARM CO. OF MI,	Services - Building Security	1,500.00
Total: 854 Commerical and Industrial		13,115.06

Department: 868 Optical & Hearing PPOA

ALLAN BOOZE	Optical/Hearing Employee Reimbu	179.00
BRIAN FISHER	Optical/Hearing Employee Reimbu	664.02
Brown	Optical/Hearing Employee Reimbu	260.58
DEANNA YORK	Optical/Hearing Employee Reimbu	1,050.00
EARL HAAS	Optical/Hearing Employee Reimbu	75.20
ELEANOR NOWLAND	Optical/Hearing Employee Reimbu	748.00
ELIZABETH GREEN	Optical/Hearing Employee Reimbu	484.00
Finley	Optical/Hearing Employee Reimbu	152.14

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GARY P. LAMBERT	Optical/Hearing Employee Reimbu	508.95
GENE ORTMAN	Optical/Hearing Employee Reimbu	25.00
JAMES K. CONWAY	Optical/Hearing Employee Reimbu	200.00
JAMES WOMACK	Optical/Hearing Employee Reimbu	1,074.08
JESSIE MARTIN	Optical/Hearing Employee Reimbu	810.00
JOSEPH FISHER	Optical/Hearing Employee Reimbu	469.00
LEZA WEAVER	Optical/Hearing Employee Reimbu	229.98
MARQUETTA DUDLEY	Optical/Hearing Employee Reimbu	161.00
MARTIN BOSCH	Optical/Hearing Employee Reimbu	300.00
Mutual Eye Claim Audits	TPA/Vision Provider Payments	29,552.22
PAUL STUPKA	Optical/Hearing Employee Reimbu	158.20
Pender	Optical/Hearing Employee Reimbu	234.00
PYKE, DEBORAH	Optical/Hearing Employee Reimbu	299.00
ROBERT CUNNINGHAM	Optical/Hearing Employee Reimbu	273.00
ROBERT YORK	Optical/Hearing Employee Reimbu	549.00
ROGER SMITH	Optical/Hearing Employee Reimbu	676.82
THOMAS PATCH	Optical/Hearing Employee Reimbu	693.98
TIMOTHY CARRE	Optical/Hearing Employee Reimbu	360.10
WILLIAM P BOSS II	Optical/Hearing Employee Reimbu	209.00
WILLIAM WELLS	Optical/Hearing Employee Reimbu	97.49
Total: 868 Optical & Hearing PPOA		40,493.76

Department: 897 Concert Series PGG

Certified Products & Supply Inc	Services - Ground Maintenance	185.02
Lawrence-Green Fire Protection, I	Services - Publ Facilities & In	3,485.68
NTH Consultants	Roof Inspections	1,495.60
Rain Master Irrigation	Services - Ground Maintenance	1,650.00
Toledo Ticket Co., The	Other Professional Services	835.95
VEOLIA ENVIRONMENTAL SERVICES, LI	Services - Ground Maintenance	296.75
Total: 897 Concert Series PGG		7,949.00

Department: 901 General City Appropriations

Absolute Security & Investigation	Computer Equipment	237.50
ACS Government Systems	Computer Equipment	63,650.58
Blue Cross Blue Shield Of Michiga	Lawsuits	225,000.00
COBB-SWANSON FUNERAL HOME	Sale of Property	300.00
CROWN ENTERPRISES, INC	Sale of Property	100.00
ESTELLA KING	Sale of Property	100.00
NORMA GOLDMAN	Sale of Property	100.00
OAKLAND CTY ASSOC OF ASSESING OF	Other Professional Services	60.00
SAIRA TARIQ	Sale of Property	100.00
SARCOM, INC.	Computer Equipment	16,058.30
Town Center Electric, Inc.	Computer Equipment	50,061.00
Total: 901 General City Appropriations		355,767.38

Department: 945 Debt Service

US BANK NATIONAL ASSOCIATION	Paying Agent Fees	1,750.00
US BANK NATIONAL ASSOCIATION	Paying Agent Fees	1,750.00
US BANK NATIONAL ASSOCIATION	Paying Agent Fees	3,900.00
US BANK NATIONAL ASSOCIATION	Paying Agent Fees	400.00
US BANK NATIONAL ASSOCIATION	Paying Agent Fees	800.00
Total: 945 Debt Service		8,600.00

Department: 951 Employee Medical Insurance

ADP, INC	Medicare Reimbursement	6,988.00
CITY OF PONTIAC GENERAL EMPLOYEES	Medicare Reimbursement	251.24

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CITY OF PONTIAC POLICE & FIRE SYS	Medicare Reimbursement	144.76
HUMANA INSURANCE CO	Medical Insurance	,000,260.15
Meadowbrook, Inc.	Medical Insurance	6,962.00
Stoos	Medical Insurance	2,316.00
Total: 951 Employee Medical Insurance		1,016,922.15

Department: 953 Disability Insurance

Unum Life Insurance Company of Am	Long Term Disability	1,636.78
Total: 953 Disability Insurance		1,636.78

Department: 954 Insurance and Bonds

COMPONE ADMINISTRATORS, INC.	Injuries - Workers Compensatio	219,913.84
DELTA DENTAL OF MICHIGAN	Dental Insurance	254,596.67
MICHIGAN MUNICIPAL RISK MANAGEMEN	Insurance-Other Liability Claim	100,000.00
SEDGWICK CLAIMS MGT. SERVICES	Injuries - Workers Compensatio	4,820.02
Sidney Miller	Injuries - Workers Compensatio	858.00
Wilma Welch	Injuries - Workers Compensatio	1,146.42
Total: 954 Insurance and Bonds		581,334.95

Department: 999

	(GL# NOT ON FILE)	5,368.59	750-999-231.017
	(GL# NOT ON FILE)	37,593.38	761-999-265.001
110 Parkdale LLC	(GL# NOT ON FILE)	39.69	703-999-020.000
50th District Court	(GL# NOT ON FILE)	17,224.50	761-999-265.001
78 E. Longfellow LLC	(GL# NOT ON FILE)	122.73	703-999-020.000
Ackley	(GL# NOT ON FILE)	9.63	703-999-020.000
AFSCME LOCAL 2002	(GL# NOT ON FILE)	700.00	750-999-231.011
AFSCME PEOPLE Committee	(GL# NOT ON FILE)	15.00	750-999-231.011
Alanouf	(GL# NOT ON FILE)	11.86	703-999-020.000
Alleybear Properties, LLC	(GL# NOT ON FILE)	682.74	703-999-020.000
AMERICAN FAMILY LIFE ASSURANCE CC	(GL# NOT ON FILE)	1,421.12	750-999-231.055
American National Adjustment Corp	(GL# NOT ON FILE)	5.12	703-999-020.000
BAC Tax Service	(GL# NOT ON FILE)	1,682.18	703-999-020.000
Brent	(GL# NOT ON FILE)	343.60	703-999-020.000
Brimm	(GL# NOT ON FILE)	6.83	703-999-020.000
City Of Detroit Treasurer	(GL# NOT ON FILE)	414.63	750-999-231.049
City of Pontiac Estimated Tax Pay	(GL# NOT ON FILE)	17,343.50	750-999-231.021
CITY OF PONTIAC POLICE & FIRE SYS	(GL# NOT ON FILE)	28,833.94	750-999-231.003
COLONIAL LIFE & ACC INS	(GL# NOT ON FILE)	1,310.07	750-999-231.040
CoreLogic	(GL# NOT ON FILE)	1,667.01	703-999-020.000
Ellis	(GL# NOT ON FILE)	348.15	703-999-020.000
Entrust Administration	(GL# NOT ON FILE)	96.95	703-999-020.000
EQUITABLE EQUI-VEST UNIT ANNUITY	(GL# NOT ON FILE)	1,620.00	750-999-231.034
Evangelical Christian Credit Unio	(GL# NOT ON FILE)	9,427.83	703-999-020.000
First American Title Insurance Co	(GL# NOT ON FILE)	23,539.00	703-999-020.000
FRANCES L.FINNEGAN	(GL# NOT ON FILE)	85.00	761-999-265.001
Gaiter	(GL# NOT ON FILE)	7,039.00	789-999-274.001
GREAT WEST LIFE INSURANCE	(GL# NOT ON FILE)	9,128.38	750-999-231.028
Homecomings Financial Network Inc	(GL# NOT ON FILE)	21.77	703-999-020.000
Homes Today LLC	(GL# NOT ON FILE)	502.17	703-999-020.000
ICMA RETIREMENT TRUST 457	(GL# NOT ON FILE)	4,210.04	750-999-231.027
IMCA/VANTAGEPOINT TRANSFER-AGENT4	(GL# NOT ON FILE)	2,054.01	750-999-231.027
ING LIFE INSURANCE & ANNUITY	(GL# NOT ON FILE)	132.80	750-999-231.035
Kelley	(GL# NOT ON FILE)	24.54	703-999-020.000
Kelly	(GL# NOT ON FILE)	55.08	703-999-020.000
Kincaid	(GL# NOT ON FILE)	5.58	703-999-020.000
Law Offices of Fred Gordon, P.C.	(GL# NOT ON FILE)	1,917.63	703-999-020.000

User: JSobota

DB: Pontiac

POST DATES 12/01/2011 - 02/29/2012  
BOTH JOURNALIZED AND UNJOURNALIZED  
PAID

MICHIGAN ASSOC. PUBLIC EMPLOYEES	(GL# NOT ON FILE)	500.00	750-999-231.022
Miro	(GL# NOT ON FILE)	39,686.65	703-999-020.000
Muhammad	(GL# NOT ON FILE)	20.09	703-999-020.000
NATIONWIDE RETIREMENT SOLUTIONS	(GL# NOT ON FILE)	65,986.88	750-999-231.038
Oakland County Clerk	(GL# NOT ON FILE)	11,250.00	761-999-265.001
Oakland County Friend Of The Cour	(GL# NOT ON FILE)	200.00	761-999-265.001
P.F.F.U. (Fire Department)	(GL# NOT ON FILE)	8,183.97	750-999-231.008
Pitney Bowes Credit Corp	(GL# NOT ON FILE)	2,898.00	101-999-111.007
Pontiac Academy for Excellence	(GL# NOT ON FILE)	171.05	703-999-020.000
Pontiac Alumni Foundation	(GL# NOT ON FILE)	80.00	750-999-231.056
Pontiac Police & Fire Veba Trust	(GL# NOT ON FILE)	55.00	750-999-231.004
Restaura Inc. #6444	(GL# NOT ON FILE)	88.23	703-999-020.000
Richard	(GL# NOT ON FILE)	16.49	703-999-020.000
Rick's Motorcar Co.	(GL# NOT ON FILE)	5.05	703-999-020.000
RLJ II - MH Pontiac LLC	(GL# NOT ON FILE)	28,547.60	703-999-020.000
SAEA (SUPERVISORY & ADMINISTRATIV	(GL# NOT ON FILE)	200.00	750-999-231.019
Seterus - Federal National Mortga	(GL# NOT ON FILE)	1,314.42	703-999-020.000
Shannon	(GL# NOT ON FILE)	100.00	703-999-020.000
Steyer	(GL# NOT ON FILE)	5.00	703-999-020.000
Taylor	(GL# NOT ON FILE)	30.82	703-999-020.000
TEAMSTER LOCAL 214	(GL# NOT ON FILE)	336.00	750-999-231.009
Tel V Investments	(GL# NOT ON FILE)	10,992.40	703-999-020.000
The Gibbs Firm, LPA	(GL# NOT ON FILE)	10,117.87	703-999-020.000
TRANSAMERICA ASSURANCE COMPANY	(GL# NOT ON FILE)	241.56	750-999-231.047
UNITED WAY OF SOUTHEASTERN MICHIG	(GL# NOT ON FILE)	36.00	750-999-231.012
UNITED WAY OF SOUTHEASTERN MICHIG	(GL# NOT ON FILE)	12.00	750-999-231.056
Vera	(GL# NOT ON FILE)	302.51	703-999-020.000
Washington, LC	(GL# NOT ON FILE)	161.20	703-999-020.000
Wells Fargo RL Est. Tax Service	(GL# NOT ON FILE)	1,554.85	703-999-020.000
Whiters	(GL# NOT ON FILE)	7.13	703-999-020.000
Total: 999		358,104.82	

\*\*\* GRAND TOTAL \*\*\*

19,379,067.78

# 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 December 1, 2011 through February 29, 2012, 1 page.

List of Contracts Awarded or Approved December 1, 2011 through February 29, 2012

<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)
10/1/2011	Axe & Ecklund, P.C.	Police and Fire pension and health care judgment levy	\$12,000
10/10/2011	Fire Equipment Company	fire suppression system	\$17,115
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
11/6/2011	Kristel Cleaning, Inc.	janitorial services - Sheriff's substation	\$38,400
11/6/2011	Kristel Cleaning, Inc.	janitorial services - Ruth Peterson Center	\$6,490
11/6/2011	Kristel Cleaning, Inc.	janitorial services - Bowens Center	\$5,880
11/11/2011	Town Center Electric	City Hall generator connection	\$50,061
11/16/2011	A.Z. Shima	Wastewater System Improvements - Phase II contract	\$7,890,250
11/18/2011	Energy Shield	City Hall and Police Department roof repairs	\$203,242
12/7/2011	ADP	payroll processing services	\$20,049.60
1/13/2012	City of Detroit	purchase of water - volume and flow rate	TBD
1/17/2012	Accurate Appraisals & Realty, Inc.	appraisals for 12 city-owned parking lots	\$11,000
1/20/2012	Hubble, Roth, and Clark, Inc.	engineering design services - Featherstone Bridge	\$140,552.20
1/20/2012	The Mannik and Smith Group, Inc.	bridge rehabilitation services - Orchard Lake, Joslyn, and University Road bridges	\$45,218
2/15/2012	Accurate Appraisals & Realty, Inc.	appraisals for various City-owned properties	\$23,000
2/23/2012	Able Demolition	demolition of homes	\$120,743
2/23/2012	BBEK	demolition of homes	\$92,612
2/23/2012	Blue Star, Inc.	demolition of homes	\$126,106
2/23/2012	BVT, Inc.	demolition of homes	\$111,109
2/23/2012	Catalyst Management Group	demolition of homes	\$108,658
2/23/2012	Contracting Solutions, LLC	demolition of homes	\$108,973
2/23/2012	DMC Consultants	demolition of homes	\$124,327
2/23/2012	Greenan Excavating	demolition of homes	\$104,466
2/23/2012	KCI General Contractors	demolition of homes	\$101,357
2/23/2012	Michigan Realty Solutions	demolition of homes	\$108,850
2/23/2012	Nell Trucking	demolition of homes	\$95,564
2/23/2012	North American Dismantling Corp.	demolition of homes	\$134,257
2/23/2012	RJ Hoffman Management, Inc.	demolition of homes	\$112,589
2/23/2012	White Pine Building & Development	demolition of homes	\$107,347

## 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:

- Firefighter (e)
- Fire Engineer (e)
- Fire Lieutenant (e)
- Fire Captain (e)
- Fire Battalion Chief (e)
- Fire Inspector (e)
- Fire Marshal (e)
- Fire Chief (e)
- Secretary (e)
- Account Clerk III (e)
- Community Development Director (d)
- Chief Assistant to the Director Public Works and Services (d)
- Director, DPW & U (d)
- Retirement Systems Administrator (e)
- Retirement Accountant (e)
- Growth Group Director (Commercial & Industrial Development Director (e)

No position descriptions were found for the following positions, which are summarized as follows

- Deputy Fire Chief (e) – assumes the duties of the Fire Chief in the absence of the Chief and performs such other administrative duties as required by the Fire Chief
- Assistant Fire Chief, EMS (e) – responsible for the administration of the EMS system.
- City Engineer (d) – Responsible for all engineering aspects of the City.
- Assistant to the Director, Department of Community Development (d) – Assists in the sale of city-owned property; responsible for administration of the Fire Insurance Withholding Program; resource staff liaison to the agencies under the umbrella of the Pontiac Growth Group.
- Cemetery Superintendent (e) – Responsible for the daily non-office operations of the City's cemeteries.

FIREFIGHTER

GENERAL STATEMENT OF DUTIES: This is a specialized position in fire suppression, fire prevention, emergency life-saving and rescue work involved in providing protection of life and property against the hazards of fire and related perils, and in the performance of rescue and other life-saving functions. Work is subject to a 24-hour shift and on-call status, when required.

An employee in this class is responsible for effectively responding to fire, rescue, first aid, and related emergencies, participating in fire safety inspections, performing routine maintenance on fire station facilities, grounds, and equipment, and participating in training activities. Work is subject to the hazards encountered in emergency fire and rescue operations, including the physical and mental stresses inherent in public safety work.

SUPERVISION: This position performs under the supervision of a superior officer. The Firefighter exercises no supervision over other employees.

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

- Respond to fire alarms as a member of a firefighting team and participate in the control and suppression of all types of fires, including fires in residences, stores and offices, public assembly, institution, industrial, storage, and other buildings, and brush, vehicle, aircraft, and hazardous material fires.
- Participate in rescue operations at fire scenes, accidents, hazardous areas, and other emergency situations, render first aid, and assist other agencies in emergencies.
- Participate in fire prevention inspections of residences and commercial buildings, notify building residences of fire hazards, and recommend and advise corrective actions and fire prevention methods.
- Participate in pre-fire planning inspections, including sketching building and area plans noting street and hydrant locations, obstacles, hazards, and other features pertinent to the development of firefighting strategy and rescue operations.
- Participate in continuous training programs.
- Participate in the routine cleaning and maintenance of fire station facilities, grounds, and equipment.
- Participate in salvage operations and identification of fire causes, preserve evidence of possible arson and circumstances causing medical emergencies, and testify in court.
- Conduct periodic inspections and tests of firefighting, rescue, and first aid equipment and apparatus and fire hydrants.
- Conduct classes and presentations for fire department personnel and public groups on a variety of subjects, such as fire prevention, first aid and rescue techniques, equipment care and use, safety procedures, fire combat techniques, hazardous materials, and other

related subjects.  
Attend EMS and fire-related schools as required.  
Prepare a variety of reports, data, and written material.  
Perform related work and act as relief Fire Engineer as required.

MINIMUM KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

Some knowledge of mechanics, first aid, physics, chemistry, and record-keeping.  
Working skill in reading, writing, and performing basic mathematics at a high school level.  
Working skill in following written and verbal instructions.  
Working skill in performing as a team member with other fire personnel.  
Working skill in preparing clear, concise, and accurate reports.  
Ability to learn and apply a variety of technical, procedural, and regulatory methods and techniques relating to fire suppression and prevention, rescue, first aid, and equipment and apparatus operation.  
Ability to effectively perform work of hazardous nature under adverse conditions.  
Ability to maintain physical fitness and agility, and mental alertness during extended periods of work.  
Ability to learn street locations, block numbers, building locations, and target hazards of the City.  
Ability to work effectively with the general public and other employees.

MINIMUM TRAINING AND EXPERIENCE REQUIRED:

The above knowledge, skills, and abilities are normally obtained through completion of high school or the equivalent; and some experience in the operation and/or the routine maintenance of mechanical equipment (non-paid work is acceptable).

OTHER REQUIREMENTS:

An employee in this classification must possess upon hire and must maintain possession of a valid Michigan Operator's license.

To be hired for this position, a person must be able to pass written, medical, visual, and physical agility tests.

1519  
City of Pontiac—RMC  
September 17, 1985

Class Code - 1515

Fire

FIRE ENGINEER

GENERAL STATEMENT OF DUTIES: To be responsible for driving and for the safe and efficient operation of fire equipment and apparatus; to lay hose lines and operate pumps to ensure sufficient water pressure in fire fighting operations; to perform a variety of inspection, house-keeping, equipment and apparatus maintenance chores; and to perform related work as required.

SUPERVISION RECEIVED: Work is performed under the supervision of a Fire Lieutenant or other superior officer.

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).

- Respond to fire alarms by driving fire fighting apparatus, connect and control hose lines and nozzles, erect ladders, turn water on and off, use extinguishers, axes, hooks, lifelines and other equipment.
- Operate fire engine pumps and other auxiliary fire equipment.
- Respond to rescue calls requiring the use of resuscitating and other equipment.
- Remove persons from danger and give first aid as necessary.
- Perform general maintenance work in the upkeep of the fire station.
- Clean building, care for grounds, make minor repairs, wash, hang and dry hose and test fire apparatus.
- Participate in fire prevention inspections.
- Participate in overhaul operations to ensure that fire is completely extinguished.
- Perform salvage operations.
- Participate in drills and other departmental functions.
- May exercise command responsibilities in the absence of a superior officer.
- Perform related work as required.

DESIRABLE QUALIFICATIONS FOR EMPLOYMENT:

- Considerable knowledge of the operation and maintenance requirements involving fire apparatus and pumps.
- Considerable knowledge of the geography, streets and principal locations in the city.
- Reasonable knowledge of departmental rules and regulations.
- Ability to operate fire fighting equipment with skill and safety.
- Physically active.
- Mechanical aptitude and mental alertness.
- Ability to act effectively in emergency situations.
- Ability to work effectively with other employees.

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

- Graduation from an accredited high school.
- Reasonable experience in various phases of fire fighting work and at least two years experience in fire fighting activities.

Class Code - 1513  
Fire

## FIRE LIEUTENANT

GENERAL STATEMENT OF DUTIES: To supervise or assist in supervising fire fighting personnel at a fire station on an assigned shift; to be responsible for the proper care and the maintenance of quarters, equipment and records and to supervise fire fighting and emergency operations and rescues; and to perform related work as required.

SUPERVISION RECEIVED: Work is performed under the general supervision of a Fire Captain or other official.

SUPERVISION EXERCISED: Supervision is normally exercised over a group of firefighters at a fire station on an assigned shift.

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).

- Supervise the activities of fire personnel at a fire and make decisions as to the best methods of extinguishing fires and saving lives until relieved by a superior officer.
- Participate in pumping, rescue, salvage, ventilation and other fire fighting operations.
- Assist in performing fire prevention and inspection work.
- Supervise the placing of apparatus, laying of hose lines, placing of ladders, direction and pressure of water streams, ventilation of buildings, rescuing persons, administering first aid and placing salvage covers.
- Supervise the overhauling and cleaning of premises and see that all company equipment is returned to its proper place after the fire has been extinguished.
- Supervise the cleaning and care of fire fighting apparatus equipment, quarters and grounds.
- Assign members of a fire fighting company to routine household duties such as cleaning, cooking, painting and other activities.
- Supervise and participate in the preparation of daily log sheets, maintenance records, fire and rescue, and other records and reports.
- Assist in conducting in-service training activities.
- Supervise tests on apparatus and equipment.
- Perform related work as required.

## DESIRABLE QUALIFICATIONS FOR EMPLOYMENT:

- Considerable knowledge of modern fire fighting methods and practices and ability to apply this knowledge to various situations.
- Considerable knowledge of the use and operation of a wide variety of fire fighting equipment and apparatus.
- Considerable knowledge of the geography of the city, including the location of principal buildings, location of fire hydrants and alarm units.
- Considerable knowledge of departmental rules and regulations.
- Reasonable knowledge of first aid methods and skill in their application.
- Some knowledge of the laws, rules and regulation relating to fire control and fire prevention.

## FIRE LIEUTENANT (CONT.)

Ability to effectively lead a group of fire fighting personnel.  
Mechanical aptitude, mental alertness and physically active.  
Ability to work effectively with other employees and officers.

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 some advanced training in fire fighting methods and practices.  
Considerable experience in various phases of fire fighting work and at least two years service in the next lower rank.

Class Code - 1511

FIRE CAPTAIN

Fire

GENERAL STATEMENT OF DUTIES: To supervise firefighting personnel and activities at a main fire station, or to be in charge of a branch station; to be responsible for the proper care and maintenance of quarters, equipment and records; to supervise firefighting operations; and to perform related work as required.

SUPERVISION RECEIVED: Work is performed under the general supervision of an Assistant Fire Chief.

SUPERVISION EXERCISED: Supervision is exercised over subordinate firefighting 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).

Supervise the activities of firefighting personnel at a fire and make decisions as to the best methods of extinguishing fires, saving lives and protecting property.

Schedule, assign, supervise and review the work of companies of firefighting personnel at a fire station or on an assigned shift.

Inspect fire apparatus, hose nozzles, respiration and other firefighting and rescue equipment to insure that such equipment is in operating condition.

Assign members of the companies to routine household duties such as cleaning, cooking, painting, and other activities.

Supervise and participate in the preparation of daily log sheets, maintenance records, and fire and rescue reports.

Assist in supervising the testing of apparatus and equipment.

Supervise the cleaning and care of firefighting apparatus, equipment, quarters and grounds.

Assist in supervising the placing of apparatus, laying of hose lines, placing of ladders, direction and pressure of water streams, ventilation of buildings, rescuing of persons, administering of first aid and placing of salvage covers.

Direct the overhauling and cleaning of premises and see that all equipment is returned to its proper place after the fire has been extinguished.

Perform related work as required.

DESIRABLE QUALIFICATIONS FOR EMPLOYMENT:

Considerable knowledge of modern firefighting methods and practices and ability to apply this knowledge to various situations.

Considerable knowledge of the use and operation of a wide variety of firefighting equipment and apparatus.

Reasonable knowledge of the laws, rules and regulations pertaining to fire control and prevention.

Considerable knowledge of departmental rules and regulations.

Considerable knowledge of the geography of the city, including the location of principal buildings, locations of fire hydrants and fire alarm units.

## FIRE CAPTAIN (CONT.)

Considerable knowledge of first aid methods and skill in their application.

Some knowledge of fire administration.

Ability to maintain discipline, lead, command, and coordinate the activities of a moderately large group of men.

Ability to instruct others in proper work methods and techniques.

Physically active.

Initiative and resourcefulness in handling problems.

Ability to work effectively with the public and other employees.

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 advanced training in supervision, and firefighting techniques.

Considerable experience in the various phases of firefighting work, a reasonable part of which has been in a supervisory capacity and at least two years service in the next lower rank.

W: /WORK /DESCR/ 1503.

FIRE BATTALION CHIEF

GENERAL STATEMENT OF DUTIES: The activities of this position consist of performing responsible administrative and supervisory work in coordinating and directing fire prevention and firefighting activities and personnel.

SUPERVISION: This position performs under the direction of the Fire Chief. Supervision is exercised over firefighting, fire prevention, and other personnel of the Fire Department as assigned.

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.

- Assist the Fire Chief in the preparation of plans and in the management of day-to-day operations of the Fire Department.
- Recommend policies to the Fire Chief to maintain or establish effective controls for enforcing laws and ordinances and to promote and insure public safety from fire.
- Prepare shift work schedules, assign, coordinate and supervise the activity of shift personnel.
- Make investigations to determine the effectiveness of firefighting equipment and make recommendations to the Fire Chief for necessary maintenance, repair or replacement.
- Make recommendations to the Fire Chief for preparation of the departmental budget.
- Plan shift training programs, assist with and supervise shift officers in fire training instruction on respective shift.
- Respond to fire alarms, take command and direct operations.
- Coordinate fire prevention activities.
- Make regular inspections of fire stations, equipment and personnel.
- Review shift records and reports to assure compliance with established standards.
- Act for the Fire Chief during his/her absence as required.
- May perform other related duties as assigned in keeping with the required knowledge, skills, and abilities.

MINIMUM KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

- Thorough knowledge of modern firefighting methods and techniques and ability to apply this knowledge to various fire control and fire prevention problems.
- Thorough knowledge of departmental rules and regulations.
- Considerable knowledge of the use and operation of a wide variety of firefighting equipment and apparatus.
- Considerable knowledge of fire administration.
- Working knowledge of recognized principles and methods used in the training of Fire Department personnel.
- Ability to plan, assign and coordinate the work of a large

group of subordinate personnel engaged in fire prevention, fire training and firefighting activities.  
Ability to lead and direct fire personnel and equipment under emergency conditions.  
Ability to work effectively with the public and other employees.

MINIMUM TRAINING AND EXPERIENCE REQUIRED:

The above knowledge, skills, and abilities must be obtained through graduation from high school or the equivalent, supplemented by considerable advanced training in fire administration and firefighting techniques and practices; and five years of progressively responsible experience in all phases of firefighting and fire supervision, including two years of service in the next lower rank.

OTHER REQUIREMENTS:

An employee in this classification must have the physical agility required to perform all of the duties of the position.

APPROVED:

*R. J. Lamon* 6-20-90

DATE:

Pontiac

June 1990

COP 1503

ORIGIN DATE: 5/18/90

REVISED:

Class Code - 1507

Fire

FIRE INSPECTOR

GENERAL STATEMENT OF DUTIES: To make inspections of commercial and residential buildings and other structures to determine compliance with ordinances and regulations governing fire prevention and safety; to investigate the origin and cause of fires; and to perform related work as required.

SUPERVISION RECEIVED: Work is performed under the general supervision of a Fire Marshal.

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).

Make regular and periodic inspections of schools, churches, nursing homes, gasoline service stations, mercantile buildings, restaurants, and residential dwellings to detect possible fire hazards.

Make inspections of hospitals, nursing homes, automotive repair garages, paint shops, gasoline bulk plants, dry cleaning establishments, apartment houses, and places of public assembly to detect possible fire hazards.

Make periodic inspections of city owned buildings.

Investigate complaints regarding careless burning of refuse, inadequate fire escapes, and possible causes of fire in and around buildings.

Initiate legal proceedings to force compliance with laws, ordinances, rules and regulations relating to the prevention of fire.

Assist in the investigation of fires when arson is suspected.

Make re-inspections of businesses, residences, apartment houses, public assembly buildings, industries, and mercantile establishments to determine compliance with orders issued by fire prevention personnel.

Prepare correspondence, records and reports.

Promote and participate in fire prevention programs.

Issue legal notices regarding code violations.

Perform related work as required.

DESIRABLE QUALIFICATIONS FOR EMPLOYMENT:

Considerable knowledge of fire prevention principles, laws, and ordinances governing fire prevention work, kinds of flammable substances, and apparatus and facilities for the detection and prevention of fires.

Reasonable knowledge of various fire hazards.

Ability to analyze plans, specifications, and inspection reports.

Initiative and resourcefulness in handling inspection problems and correcting fire hazards.

Tact in dealing with the general public.

Good powers of observation.

Ability to prepare accurate records and reports.

## FIRE INSPECTOR (CONT.)

Ability to work effectively with other employees.

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

Graduation from an accredited high school.

Several years' of varied experience in firefighting or related work.

At least two years service in the next lower rank.

Pontiac  
July, 1965

Class Code 1505  
Fire

## FIRE MARSHAL

GENERAL STATEMENT OF DUTIES: To plan, organize, supervise and participate in inspections of commercial and residential buildings and other structures to determine compliance with ordinances and regulations governing fire prevention and safety practices; to develop and implement plans and procedures for the execution of a fire prevention program; and to perform related work as required.

SUPERVISION RECEIVED: Work is performed under the direction of the Fire Chief.

SUPERVISION EXERCISED: Supervision is exercised over one or more employees engaged in fire prevention work.

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).

Plan, organize, supervise and participate in the regular and periodic inspection of places of public assembly, commercial buildings, hospitals, schools and other public buildings, multi-dwellings, single homes and other structures to detect possible fire hazards.

Enforce State and local fire laws and ordinances and cooperate with State fire marshal's office.

Arrange and supervise school fire drills.

Inspect all fires where arson may be involved to determine cause of fire.

Investigate the products and vending of fire warning or firefighter materials.

Supervise and participate in the inspection of fire extinguishers, fire hose, sprinkler systems, clearance of aisles and exits, conditions of fire escapes, fire doors and arrangement of material and equipment in places of public assembly.

Notify citizens of fire safety violations and make re-inspections where necessary.

Conduct training sessions in fire inspection and fire prevention work.

Give lectures on fire prevention to civic, school and other groups.

Prepare correspondence, records and reports relating to inspection activities.

Issue legal notices of code violations.

Gather evidence in cases involving safety and ordinance violations.

Make investigations regarding applications for licenses and permits where approval of the fire department is required.

Check building construction plans and drawings for conformance with fire prevention regulations and practices.

Prepare schedules and other materials to be used in employee training programs.

Supervise and coordinate the work of fire inspectors.

Perform related work as required.

## DESIRABLE QUALIFICATIONS FOR EMPLOYMENT:

Considerable knowledge of fire prevention principles, practices,

## FIRE MARSHAL (CONT.)

laws and ordinances governing fire prevention work, kinds of inflammable substances and methods and facilities for the detection prevention of fires.

Considerable knowledge of various fire hazards and ability to analyze construction plans, specifications and inspection reports.

Considerable knowledge of departmental rules and regulations.

Considerable knowledge of the use and operation of a wide variety of fire detection, prevention and firefighting equipment and apparatus.

Initiative and resourcefulness in handling inspection problems and correcting fire hazards.

Ability to plan, organize and supervise a fire inspection program.

Ability to conduct in-service training activities.

Ability to write and speak effectively.

Tact in dealing with the public.

Good powers of observation.

Ability to work effectively with the public and other employees.

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

Graduation from an accredited high school.

Considerable experience as a command officer in the firefighting service, supplemented by extensive training in the principles and techniques of fire prevention and inspection.

At least two years service in the next lower rank.

## FIRE CHIEF

**GENERAL STATEMENT OF DUTIES:** The activities of this position consist of being responsible for the administration, direction, and coordination of Fire Department and Emergency Medical Service operations and personnel engaged in the protection of life and property and in the prevention and control of fire; and to perform related duties as required.

**SUPERVISION:** This position performs under the general direction of the Mayor or the Mayor's designee. The Fire Chief exercises supervision over all departmental personnel.

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

- Manage, plan, and direct the operations of the Fire Department, coordinating functions and activities through reviews with subordinate officers.
- Develop long-range plans for improving and maintaining effective operations.
- Recommend policies to the Mayor and the City Council to maintain or establish effective controls for enforcing laws and ordinances, and to promote and insure better public safety from fire.
- Issue orders to subordinate officers for execution.
- Review personnel problems and take appropriate action.
- Supervise the administrative activities of the department, including the assignment of personnel and equipment, requisitioning material supplies, and equipment and preparation of the departmental budget, correspondence, records and reports.
- Participate in collective bargaining negotiations as a member of the management team.
- Enforce departmental and City policies.
- Direct the maintenance, repair, improvement, and replacement of firefighting equipment, fire alarm systems, radio equipment, station houses, and property of the Fire Department.
- Direct programs for the training of firefighting personnel in proper methods of firefighting and in the use of equipment, as well as for Emergency Medical Services and Civil Defense programs.
- Direct programs on fire prevention, including inspection, investigation, promotion, and the enforcement of federal, state, and local laws.
- Respond to fire alarms, take command, and direct operations at the scene of major fires.
- Make public addresses and appearances before citizen groups to explain policies and activities of the department, and other matters of public concern.
- Direct investigations into the causes of fires.

Respond to inquiries and complaints and disseminate information.

Perform other related duties as assigned by the Mayor or the Mayor's designee.

**MINIMUM KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:**

Thorough knowledge of modern firefighting methods and techniques and ability to apply this knowledge to various fire control and fire prevention problems.

Thorough knowledge of the use and operation of a wide variety of firefighting equipment and apparatus.

Thorough knowledge of municipal fire administration.

Ability to plan, assign, coordinate and direct the work of a large group of employees engaged in fire prevention and fire control activities.

Ability to maintain discipline, to lead and command personnel effectively and direct personnel and equipment under emergency firefighting conditions.

Ability to establish and maintain effective working relationships with other city officials, and the general public.

**MINIMUM TRAINING AND EXPERIENCE REQUIRED:**

The above knowledge, skills, and abilities are normally obtained through completion of the core coursework required for a bachelor's degree in fire science, public administration, or a related field (or the equivalent); and eight (8) years of broad and progressively responsible experience in fire protection work, including at least five (5) years of fire department management experience, including budgetary, policy development, and long-range planning experience, not less than two (2) years of which have been in the rank of Battalion Chief or above; and considerable advanced training in fire administration and firefighting techniques and practices; or any combination of training and experience which provides the required knowledge, skills, and abilities.

SECRETARY

GENERAL STATEMENT OF DUTIES: To assist a department head or principal official by handling correspondence, records and reports, relieving ~~him~~ of details by handling the more routine administrative matters; to record and transcribe dictation and perform responsible clerical work requiring a knowledge of departmental practices and procedures; and to perform related work as required.

SUPERVISION RECEIVED: Work is performed under the general supervision of a department head or principal official.

SUPERVISION EXERCISED: Supervision may be exercised over clerical 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).

- Assist a department head or principal official by answering confidential or other responsible inquiries and correspondence.
- Compile information for use in reports, estimates and budgets.
- Interview callers, make appointments and keep appointment schedules.
- Record and transcribe confidential, technical or other dictation of correspondence, records and reports.
- May supervise general office routine.
- Prepare notices of public hearings.
- May record and transcribe meeting minutes.
- Maintain confidential and other files.
- Maintain vital statistic records.
- Process requests for purchases and supplies.
- Record special assessment districts.
- Receive telephone and counter public contacts and provide necessary information.
- Operate typewriter, adding machine, duplicating or other office equipment.
- Prepare bookkeeping, accounting or payroll records.
- May perform varied personnel work, such as distributing applications, processing forms for new employees, calculating employee benefits and posting to and maintaining personnel and payroll records.
- Receive, record and process citizen complaints.
- Act as receptionist and provide information to general public.
- Receive money and maintain bookkeeping records.
- Maintain office supplies.
- Prepare and type program schedules, agendas and meeting notifications.
- Process license applications and issue permits as required.
- Perform related work as required.

DESIRABLE QUALIFICATIONS FOR EMPLOYMENT:

- Considerable knowledge of modern office practices and procedures.
- Considerable knowledge of departmental organization, regulations,

SECRETARY (CONT.)

procedures and personnel.

Considerable knowledge of business English, commercial subjects and report writing.

Ability to record and transcribe dictation.

Speed, skill and accuracy in typing.

Ability to interpret and follow oral and written instructions.

~~Mental alertness, integrity and dependability.~~

Effectiveness in working with the general public, other officials and employees.

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

Graduation from an accredited high school, including or supplemented by commercial courses, typing and shorthand.

Reasonable experience in performing responsible clerical, secretarial or stenographic work requiring independence of action.

*Must pass typing test at 60 WPM corrected,  
~~and shorthand test at 80 WPM corrected~~*

**CITY OF PONTIAC  
JOB DESCRIPTION**

**ACCOUNT CLERK III**

**Class Code:** 0065

**Department:** Various Departments

**Reports To:** Various Supervisors

**FLSA Status:** Non-Exempt

**Approved By:**

**Revised Format:** June 23, 2006

**Summary:** The activities of this position consist of performing responsible bookkeeping and complex clerical work involving posting to and maintaining journals and ledgers, preparing and entering adjustments and taking trail balances.

**Supervision Received:** This position performs under the general supervision of the City Treasurer or other designated employee. The Account Clerk III exercises no supervision over other employees.

**Essential Duties and Responsibilities:** (Examples provided describe characteristic duties of comparable levels and are not intended to describe in detail all specific duties performed by each position.)

Maintain distribution of all inventory accounts.

Reconcile municipal bank accounts.

Develop and revise spreadsheets and financial records using a computer software program.

Operate a computer terminal or personal computer to enter or receive information.

Prepare and maintain special ledgers and accounts and compute departmental equipment charges.

Prepare and post journal entries summarizing transactions which have occurred.

Compute and enter expenses in distribution ledger and appropriate ledger.

Enter monthly revenues in revenue ledger from daily reports.

Enter expense checks in check register.

Collect and deposit fees and revenues and post to appropriate accounts.

Prepare and enter expense vouchers in voucher register.

May enter payroll check amounts and payroll deposits by department.

Prepare and enter adjustments to expense and revenue ledgers.

Take trial balance to prove distribution and appropriation ledger.

Prove various journals prior to entry into general ledger.

Process and maintain centralized accounts receivable and accounts payable records and ledgers and take trial balance.

Compile monthly financial and other reports.

**Education and/or Experience:** The above knowledge, skills and abilities are normally obtained through completion of high school or the equivalent; and completion of at least two college level accounting courses; and least three years of experience<sup>4</sup> in responsible bookkeeping or related clerical work or any combination of training that provides the required knowledge, skills and abilities.

**Minimum Qualifications:** Considerable knowledge and skill in using bookkeeping principles, practices and procedures. Considerable knowledge of office practices and procedures. Working knowledge of typewriter keyboard. Working skill in preparing relatively complex financial reports and statements. Working skill in operating calculator and other office equipment. Working skill in performing accurate arithmetical computations. Working skill in planning and organizing work. Ability to work effectively with the public and other employees.

**Language Skills:** Ability to deal with the public tactfully and courteously. Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to citizens, and other employees of the organization.

**Reasoning Ability:** Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations

**Physical Demands:** While performing the duties of this job, the employee is regularly required to sit and stand; use hands to finger, handle and feel, as well as talk and hear. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

#### **Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the noise level in the work environment is usually low. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## COMMUNITY DEVELOPMENT DIRECTOR

(Class Code 0201 )

GENERAL STATEMENT OF DUTIES: To perform administrative and technical work involved in planning, developing, and directing the city's Building & Safety Engineering, Planning, and Federal Programs functions. To perform related duties as required.

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

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.

- Establish, maintain, and enforce departmental policies.
- Ensure compliance with Federal, state and local laws and regulations in the carrying out of all departmental programs and functions.
- Oversee and ensure the timely submittal of the city's long and short-range comprehensive plans related to urban planning and Federal programs.
- Coordinate departmental efforts in implementing revitalization, code enforcement, and other community-wide action plans.
- Select, develop, and supervise paid and volunteer staff engaged in community development activities.
- Represent the city in the exchange of information regarding community development programs and functions.
- Direct the preparation of the annual department budget, monitor operating expenditures, and oversee departmental record-keeping functions.
- Educate the community on departmental programs, and develop and maintain cooperative working relations with similarly oriented private and governmental agencies.
- Prepare necessary correspondence, records, reports, and promotional material.
- Perform related duties as required.

### MINIMUM QUALIFICATIONS FOR EMPLOYMENT:

- Thorough knowledge of the principals and techniques of an effective community development program, including the ability to compile and analyze public and private housing wants, needs, and available resources.
- Considerable knowledge of Federal, state and local laws, ordinances, and regulations governing the development and administration of community development programs and projects.

- Considerable knowledge of supervisory and administrative practices in a collective bargaining environment.
- Ability to plan, coordinate, assign, and supervise the work of a large number of subordinates engaged in a variety of community development 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 or equivalent experience from a college or university of recognized standing with specialization in business administration, public administration, urban planning, civil engineering or a related field.
- Five (5) years of progressive experience in performing administrative, technical, or supervisory work in community development functions.

City of Pontiac - hsm  
January, 2002

Current as of 12/25/01

**CHIEF ASSISTANT TO THE DIRECTOR**  
**PUBLIC WORKS AND SERVICES**

**GENERAL STATEMENT OF DUTIES:** This position performs under the direction of the Director of Public Works and Services. Per Pontiac City Charter Section 4.107, this position is appointed by and serves at the pleasure of the department director, with the consent of the Mayor. The employee in this classification is responsible for, but not limited to: Aiding and assisting the Director of Public Works and Services in all functions including being responsible for the management of the City's highway maintenance, engineering, cemetery, building maintenance, radio and communications systems, golf course, and city inventory control operations; maintaining financially sound systems as well as maintaining services to the city; developing long range planning strategies for maintenance and improvement of DPW&S projects and activities. Supervision is exercised over other employees as assigned.

**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.

Aid and assist the Director of Public Works and Services in all functions including:

Manage and direct the activities of the Department of Public Works & Services.  
Provide direct supervision for the administrative staff and specific division heads and administrative staff.  
Attend all pre-formal City Council meetings.  
Function within the operational requirements of the Federal, State, and local laws as they pertain to the department.  
Serve as member of governmental committees.  
Enforce City policies and procedures and develop departmental operating policies.  
Evaluate training requirements for all departmental personnel.  
Participate in or direct management improvement studies involving departmental systems, organization, methods, and work procedures.  
Direct the preparation of all annual departmental budget, monitor operating expenditures on a routine basis, and oversee departmental record keeping functions.  
Prepare correspondence, records and reports.  
Direct pricing and rate studies and make recommendations to the Mayor.  
Meet with City Engineer and consultants on major construction projects.  
May address various groups to inform public of services and operations of the department.  
Perform other related duties as assigned in keeping with the required knowledge, skills, and abilities.

**MINIMUM KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:**

Thorough knowledge of public works functions and practices.  
Thorough knowledge of modern engineering principles, practices and techniques.  
Thorough knowledge of governmental functions, structure and administration.  
Considerable knowledge of management principles and practices including financial administration.  
Ability to establish and maintain effective working relationships with other departmental officials, employees, and the general public.  
Ability to produce complex reports and recommendations for use by the Mayor.  
Ability to give both complex oral and written instructions.

Ability to develop fiscal planning strategies for long-term projects, equipment replacement and/or other technical improvements.

**MINIMUM TRAINING AND EXPERIENCE REQUIRED:**

The above knowledge, skills, and abilities are normally obtained through completion of the core coursework required for a bachelor's degree in civil engineering; and considerable experience in engineering involving public works construction including experience in public administration and supervision; and considerable experience in public works functions and practices such as maintenance of public facilities and infrastructures; or any combination of training and experience which provides the required knowledge, skills, and abilities.

Per Pontiac City Charter Section 4.107, this position is appointed by and serves at the pleasure of the department director, with the consent of the Mayor.

**OTHER REQUIREMENTS:**

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

APPROVED:

DATE:

COP 1204

ORIGIN DATE: 10/11/91

REVISED:

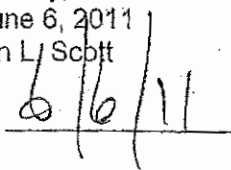


## City of Pontiac Job Description

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: 

### 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.

## Retirement Systems Administrator

### GENERAL STATEMENT OF DUTIES:

General supervision is vested with the secretary of both systems as the administrative head of the systems. Direction is established by the respective boards' policies, orders or resolutions facilitated through the Chairpersons of the boards. This position is responsible for performing the essential duties including but not limited to : The administrative and investment activities required to administer the City of Pontiac's defined benefit and defined contribution retirement plans and voluntary employee beneficiary association. This position has the responsibility for planning, directing, coordinating, and supervising all activities of the retirement systems in accordance with all applicable federal, state and local laws, ordinances and codes, subject to the policies and directives established by the boards of trustees. 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:

Supervise and/or coordinate, as appropriate, subordinate clerical staff, investment managers, legal counsel, actuaries, consultants, and other related individuals or entities who serve the retirement systems.

Apprise the board of trustees of activities of the retirement office through presentation and submission of oral and written report.

Develop new policies, procedures, and management systems for adoption by the boards of trustees.

Interpret policies, procedures and regulations in the administration of the benefits of the retirement systems.

Investigate issues as required by the retirement systems.

Organize, coordinate and attend meetings of the boards of trustees to report on related retirement matters and maintain the records and minutes of said meetings.

Arrange for the election or appointment of trustees to the boards of trustees as established by the City Charter and governed by the rules and regulations of the boards of trustees.

Arrange for the preparation and implementation of collective bargaining agreements and ordinance amendment provisions pertaining to the retirement systems.

Participate in the search for and the monitoring of investment managers including due diligence visits to their work site as directed by the boards of trustees.

Provide the necessary data and preparation of actuarial reports and annual summary of employee benefit statement.

Supervise and participate in the preparation and maintenance of records for the retirement systems.

Develop and implement computer hardware and software systems requirements.

Review for accuracy of city employee and plan sponsor pension contributions.

Direct the preparation and audit of retiree payroll and retirement rolls.

Develop and implement communication programs for employees, retirees and beneficiaries.

Discuss with employees, retirees, and beneficiaries the benefits and options available under the retirement system.

Investigate and report all claims of benefits.

Provide for and supervise the audit of disability annuity recipients to ensure they are conforming with the terms of their disability.

Prepare and monitor a retirement office budget for the retirement system.

Oversee the preparation of vouchers, material requisitions, etc. and authorize the payment of invoices for the expenditure of the retirement funds upon approval of the boards of trustees.

Serve as liaison, while maintaining strict confidentiality, to city departments, governmental authorities and collective bargaining groups regarding benefits and cost analysis under the retirement systems.

Represent the boards of trustees on matters of board policy and resolutions at grievance hearings, arbitrations, administrative hearings and court proceedings.

Coordinate attendance for trustees and staff, as well as attend conferences, seminars and organizations to remain professionally proficient in retirement administration and issues.

**KNOWLEDGE, SKILLS AND ABILITIES:**

**THROUGH KNOWLEDGE** of retirement system plans, professional accounting standards and practices, ethics, internal control principles, methods of application, general personnel practices, investment management fundamentals, actuarial principles, custodial practices, portfolio analysis and financial plan reviews.

**CONSIDERABLE SKILL** in computer hardware and software applications including but not limited to word processing, data base management and spreadsheets; in verbal and written communications, public speaking, principles of management and supervision, business and technical writing, personnel relations and financial reporting.

**ABILITY** to analyze, interpret, and clearly convey to other, complex financial, statistical, actuarial and other technical information; to establish and maintain effective working relationship with other professionals, boards, department heads, elected officials, employees, beneficiaries, the media and the public.

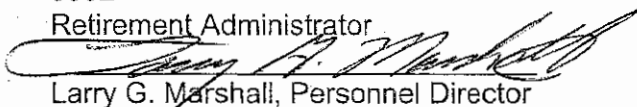
**MINIMUM REQUIREMENTS**

Minimum training and experience is normally obtained through completion of the core coursework required for a Bachelor's degree from an accredited four year college or university in public administration, business administration, or finance. Five (5) years experience in retirement administration. These requirements may be fulfilled by any combination of training and experience which provides the required knowledge, skills and abilities. Management experience, a Master's degree, CFA, CFP, or CEBS is a plus. Comprehensive background investigation, including financial history check, is required.

**Example 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.

APPROVED: Rhanna M. Co DATE: 3/14/97  
CLASS CODE: 0850 ORIGIN DATE: 3/14/97

## City of Pontiac Job Description

**Classification:** Retirement Accountant  
**Class Code:** 0062  
**Reports To:** Retirement Administrator  
**Approved By:**   
Larry G. Marshall, Personnel Director  
**Approved Date:** 2/11/98  
**Origin Date:** 7/6/92  
**Revised:** 8/11/92, 2/11/98, 06/06/02

### GENERAL STATEMENT OF DUTIES

Performs senior retirement accounting duties; maintains complete sets of books and subsidiary financial records for the General City Employees' Retirement System and the Police and Firemen's Retirement System; prepares financial reports and analyses requiring application of specialized pension fund accounting and income reporting procedures. May oversee the work of other employees.

### SUPERVISORY RESPONSIBILITIES

Trains and supervises clerical and professional staff and reviews documents containing benefit calculations. Assists in overseeing and prioritizing departmental projects.

**ESSENTIAL DUTIES** The incumbent must be able to perform the essential duties and may be called upon to do any or all of the following.

Develops and/or provides: Technical expertise to retirement board trustees, consultants, city retirement staff; new pension fund accounting and reporting procedures as required.

Coordinates: All transactions relating to accounts held in retirement funds; investigations and reports as required by the retirement boards; implementation of various negotiated contract settlements relating to the Retirement Systems.

Assists in the development of: Policies and procedures in compliance with statutory requirements with the City retirement systems; accounting policies and procedures for the City retirement systems; data processing systems for more effective use and control of retirement data.

Assists in administering the provisions of the City Code and collective bargaining agreements as they pertain to the Retirement Systems. Coordinates the implementation of amendments to the electronic records processing system for such changes.

Supervises the administration and maintenance of active members, retirees and other retirement system records. Assists in the preparation of annual actuarial valuation data and special actuarial studies.

Prepares: Statistical data and reports relating to the retirement system; all schedules, federal forms, reports, and analysis necessary for monthly and/or annual audit, actuary or financial reports. This will include periodic reports for the Board of Trustees encompassing year to date expenditures and other financial data. Conducts special projects as requested by the Board of Trustees. Processes all benefit payments for the Retirement Systems and VEBA's including the filing of annual tax returns and issuance of member tax statements.

Reconciles investment portfolios between the independent investment management firms and the master custodian bank. Prepares analysis of investments as directed. Recommends policies and procedures to ensure compliance with relevant statutory and regulatory requirements. Researches relevant accounting pronouncements and statements relating to public pension fund accounting. Governmental Accounting Standards Board and related standards-setting bodies.

Performs all necessary journal entries, maintains general ledger and all subsidiary records for the postretirement healthcare prefunded VEBA trusts.

Interacts with City Departments concerning Retirement System issues.

Screens payroll/personnel files; prepares and/or reviews documents and performs calculations and investigations needed for all types of Retirement Systems benefits.

Responsible for: Accounts payable and retiree payroll activities.

Operates: Office equipment including typewriter, word processor, calculator, copier, facsimile machine, personal computer.

## **MINIMUM KNOWLEDGE, SKILLS AND ABILITIES**

### **LANGUAGE SKILLS**

Ability to read, analyze, and interpret common technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to write reports that conform to prescribed style and format. Ability to effectively present information to top management, public groups, and/or boards of directors.

### **MATHEMATICAL SKILLS**

Ability to work with mathematical concepts such as probability and statistical inference. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

### **REASONING ABILITY**

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

### **OTHER SKILLS AND ABILITIES**

Considerable knowledge of municipal retirement system operations, including applicable State and Federal laws; municipal (fund) accounting principles, practices, and procedures; general business and statistical procedures relating to municipal government, including payroll and insurance; standard office practices and procedures.

Ability to plan and organize daily work schedule; understand and follow oral and written instructions; establish and maintain effective working relationships with retirement trustees, city officials, other employees, department/division heads, specialized consultants, retirees, and benefits claimants; operate office equipment; analyze data and solve problems; meet deadlines. Proficiency in MS Word, Excel, Access, PowerPoint, and other standard office software applications.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee is occasionally required to stand. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision.

**WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**MINIMUM REQUIREMENTS**

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

Bachelor's degree from four-year college or university in accounting or a related field and three years of work experience in municipal accounting functions, including payroll, accounts payable, and general ledger reconciliation.

**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.

**COMMENTS** Information for 2/98 revisions supplied by E. Zimmerman. Reviewed by R. Corum. Information for 6/02 revisions supplied by E. Zimmerman. Reviewed by Larry G. Marshall

## COMMERCIAL & INDUSTRIAL DEVELOPMENT DIRECTOR

(Class Code 0154)

GENERAL STATEMENT OF DUTIES: To plan and direct comprehensive residential, commercial and industrial development programs for the city. To administrate all real estate matters on behalf of the city. To oversee staff support to such assigned boards and commissions as the Economic Development Corporation, Tax Increment Finance Authority, and other economic development agencies. To perform related work as required.

SUPERVISION RECEIVED: Work is performed under the general supervision of the Mayor or their designee, as well as assigned boards and commissions.

SUPERVISION EXERCISED: Supervision is exercised over all professional, technical, clerical, volunteer, and other personnel assigned to the Commercial & Industrial Development 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.)

- Establish, maintain, and enforce departmental policies.
- Ensure compliance with Federal, state and local laws and regulations in the carrying out of all departmental programs and functions.
- Plan, develop, and implement comprehensive programs designed to promote and maintain the revitalization of the city.
- Represent the city in relations with investors, developers, and City departments engaged in economic development projects.
- Develop and maintain a database of available public and privately owned land and buildings suitable for residential, commercial and industrial development in the city.
- Select, develop, and supervise staff engaged in residential, commercial, and industrial development functions.
- Direct the function of an department based information clearinghouse of available public and privately owned land and buildings suitable for residential, commercial and industrial development in the city.
- Direct the preparation of the annual departmental budget, monitor operating expenditures, and oversee departmental record-keeping functions.
- Prepare necessary correspondence, records, reports, and promotional material.
- Perform related duties as required.

### MINIMUM QUALIFICATIONS FOR EMPLOYMENT:

- Thorough knowledge of principles, practices and techniques of residential, commercial, and industrial development.
- Considerable knowledge of Federal, state and local laws, ordinances, and regulations governing the department's functions.
- Ability to prepare and analyze complex financial reports and data.

- Thorough knowledge of EDC, BRA, GBA, TIFA, PDF, and DDA legislative requirements as well as the ability to establish, promote and maintain the aforesaid programs.
- Considerable knowledge of supervisory and administrative practices in a collective bargaining environment.
- Ability to plan, and supervise the work of subordinates engaged in a variety of development functions.
- Considerable ability to create promotional materials encouraging corporate and business interest in city development potential.
- Considerable ability to coordinate development the city's overall development goals amongst the various development agencies, boards, and commissions.
- Ability to effectively present information relating to departmental activities.
- Ability to establish and maintain effective working relationships with City Council, investors, developers, department heads, employees, outside governments and the general public.

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

- Graduation or equivalent experience from a college or university of recognized standing with specialization in public or business administration, economics, industrial engineering, urban planning or a related field.
- Five (5) years of progressive experience in performing administrative, technical, or supervisory work in residential, commercial or industrial development functions.

City of Pontiac - hsm  
January, 2002

Current as of 12/25/01

# 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 12, 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 biweekly 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 Noncompetition. The Emergency Manager represents and warrants that he is not subject to any nondisclosure, noncompetition, 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 Nondiscrimination.

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, Michigan 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 that 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 re-

sponsibility. 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: 10/6/11


  
Rick Snyder, Governor

Dated: 10-6-11

  
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.*:

Dated: 10/6/11

  
Andy Dillon  
State Treasurer  
State of Michigan

## **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 protection 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 50<sup>th</sup> 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 50<sup>th</sup> District Court by two. Before the judges positions are eliminated, the City encourages, the 50<sup>th</sup> 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.

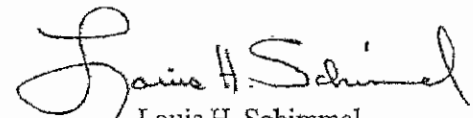
The DPW Director will be responsible for oversight of all public works activities. The City will strive to subcontract as many of the public works activities that are presently performed by City employees. The DPW will relocate to City Hall. All excess vehicles and equipment will be auctioned. The DPW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

A handwritten signature in black ink, reading "Louis H. Schimmel". The signature is fluid and cursive, with the first name "Louis" and last name "Schimmel" clearly legible.

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

	Adopted Budget 2012	Amendments									Amended Budget 2012
		1	2	3	4	5	6	7	8	9	
<b>Revenue</b>											
Property taxes	\$ 8,187,270	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,187,270
Income taxes	8,700,000	-	-	-	-	-	-	-	-	-	8,700,000
Penalties & interest on taxes	900,000	-	-	-	-	-	-	-	-	-	900,000
State Revenue Sharing	8,006,297	-	-	-	-	-	-	-	-	-	8,006,297
Fees/Charges/Misc	2,258,700	-	-	-	-	-	-	-	-	-	2,258,700
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	323,582	-	-	-	-	-	-	-	-	-	323,582
Fed/State Grants & Other	8,000	-	1,800,000	-	-	-	-	-	-	-	1,808,000
<b>Total Revenue</b>	<b>\$ 33,675,692</b>	<b>\$ -</b>	<b>\$ 1,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,475,692</b>
<b>Expenditures</b>											
Salaries & Wages	5,308,724	-	-	-	-	-	-	-	(500,000)	-	4,808,724
Fringe Benefits	9,961,215	-	-	-	-	-	(1,255,733)	-	-	(1,400,000)	7,265,462
VEBA Contribution General	34,458	-	-	-	-	-	(34,438)	-	-	-	-
VEBA Contribution Police & Fire	809,809	-	-	-	-	-	(809,809)	-	-	-	-
Supplies	669,302	-	-	-	-	-	-	-	-	-	669,302
Services	2,854,241	-	-	-	-	-	-	-	-	-	2,854,241
Professional Services	13,726,275	-	-	-	-	-	-	-	-	-	13,726,275
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous & Administrative charges	515,617	-	-	-	-	-	-	-	-	-	515,617
Road Debt Service	2,134,813	-	-	-	-	-	-	-	-	-	2,134,813
Transfers to Other Funds	6,772,076	-	-	(1,250,000)	(125,000)	(25,000)	-	(2,440,000)	-	-	2,772,076
Contingencies	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 42,846,510</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,350,000)</b>	<b>\$ (125,000)</b>	<b>\$ (25,000)</b>	<b>\$ (1,340,000)</b>	<b>\$ (2,440,000)</b>	<b>\$ (500,000)</b>	<b>\$ (1,400,000)</b>	<b>\$ 34,886,510</b>
Excess Revenue over Expenditures	(5,170,818)	-	-	-	-	-	-	-	-	-	609,182
Fund balance (Deficit) - Beginning	(3,390,219)	5,030,000	-	-	-	-	-	-	-	-	1,719,781
Fund balance (Deficit) - Ending	<b>\$ (13,801,097)</b>										<b>\$ 2,328,963</b>

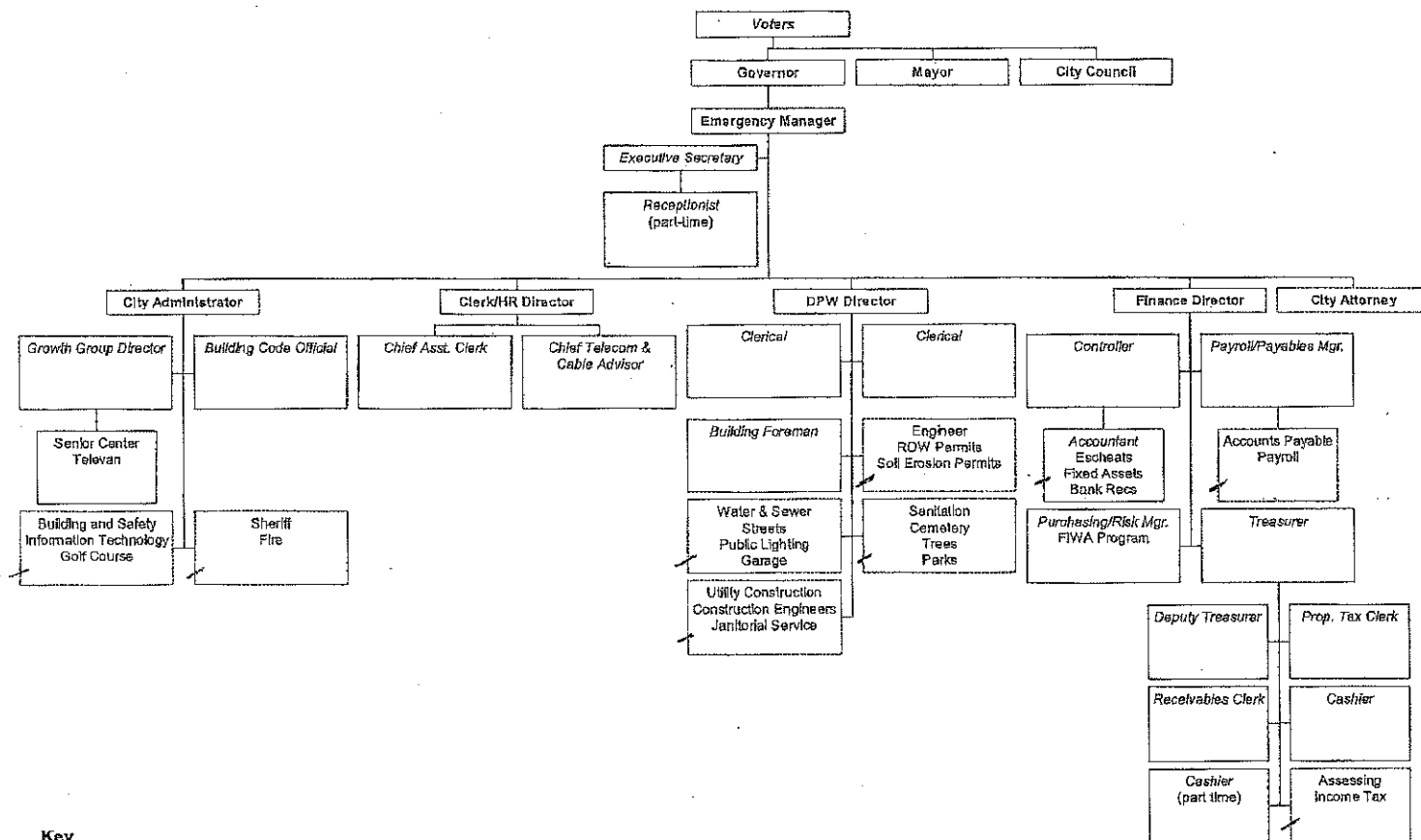
	Amendments												
	Estimated Budget 2013 (2012 final amended)	10	11	12	13	14	15	16	17	18	19	Amended Budget 2013	
Revenue													
Property taxes	\$ 8,187,270	\$ (1,246,217)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7,041,053	
Income taxes	8,700,000	-	-	-	-	-	-	-	-	-	-	8,700,000	
Penalties & interest on taxes	900,000	-	-	-	-	-	-	-	-	-	-	900,000	
State Revenue Sharing	8,006,297	-	-	-	-	-	-	-	-	-	-	8,006,297	
Fees/Charges/Misc	2,258,700	-	-	-	-	-	-	-	-	-	-	2,258,700	
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	323,582	-	-	800,000	-	-	-	-	-	-	-	1,323,582	
Fed/State Grants & Other	1,808,000	-	(800,000)	-	-	-	-	-	-	-	-	1,008,000	
Total Revenue	\$ 35,475,692	\$ (1,146,217)	\$ (800,000)	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,329,475	
Expenditures													
Salaries & Wages	4,808,724	-	-	-	-	-	-	-	(1,000,000)	-	-	3,808,724	
Fringe Benefits	7,265,462	-	-	-	-	-	368,000	-	-	-	(1,400,000)	6,233,462	
VEBA Contribution General	-	-	-	-	-	-	-	-	-	-	-	-	
VEBA Contribution Police & Fire	-	-	-	-	-	-	-	-	-	-	-	-	
Supplies	669,302	-	-	-	-	-	-	-	-	-	-	669,302	
Services	2,854,241	-	-	-	-	-	-	-	-	(100,000)	-	2,854,241	
Professional Services	13,726,275	-	-	-	-	-	-	-	-	-	-	13,726,275	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	
Miscellaneous & Administrative charges	515,617	-	-	-	-	-	-	-	-	(150,000)	-	365,617	
Road Debt Service	2,134,813	-	-	-	-	-	-	-	-	-	-	2,134,813	
Transfers to Other Funds	2,772,076	-	-	-	(125,000)	(25,000)	-	2,440,000	-	-	-	3,062,076	
Contingencies	-	-	-	-	-	-	-	-	-	-	-	-	
Total Expenditures	\$ 34,886,510	\$ -	\$ -	\$ -	\$ (125,000)	\$ (25,000)	\$ 368,000	\$ 2,440,000	\$ (1,000,000)	\$ (250,000)	\$ (1,400,000)	\$ 34,874,510	
Excess Revenue over Expenditures	609,182	-	-	-	-	-	-	-	-	-	-	(345,035)	
Fund balance (Deficit) - Beginning	2,328,963	-	-	-	-	-	-	-	-	-	-	2,328,963	
Fund balance (Deficit) - Ending	\$ 2,938,145											\$ 1,983,928	

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 6/30/11 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