

## AGENDA STATEMENT

TO: Mayor & Council  
FROM: Lisa Griggs, Finance Director  
SUBJECT: Accounts Payable – September 16, 2013  
DATE: September 16, 2013  
CC: City Clerk, City Manager, City Attorney

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### **Purpose:**

Approve Accounts Payable checks dated in the month of September 2013 totaling \$533,654.59

### **Fiscal Impact:**

See attached A/P Cash Disbursements Journal Summary.

### **Policy Changes:**

N/A

### **Background:**

Accounts Payable checks are processed on the first and third Mondays of each month based on City Council Meeting dates.

### **Attachments:**

1. Resolution approving Accounts Payable checks dated in the month of September 2013
2. A/P Cash Disbursements Journal Summary
3. Community Development Block Grant Accounts Payable Summary

**PROPOSED RESOLUTION  
LINCOLN PARK CITY COUNCIL**

**DATE: September 16, 2013**

**MOVED:** Bush, DiSanto, Kaiser, Kandes, Moreno, Murphy, Mayor Krause

**SUPPORTED:** Bush, DiSanto, Kaiser, Kandes, Moreno, Murphy, Mayor Krause

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RESOLVED, that the Accounts & Claims Payable as presented by  
the Finance Director to the Mayor & Council be approved as follows:

Warrant Report: \$533,654.59

**YES:** Bush, DiSanto, Kaiser, Kandes, Moreno, Murphy, Mayor Krause

**NO:** Bush, DiSanto, Kaiser, Kandes, Moreno, Murphy, Mayor Krause

**ABSTAINED:** Bush, DiSanto, Kaiser, Kandes, Moreno, Murphy, Mayor Krause

A/P CASH DISBURSEMENTS JOURNAL SUMMARY

September 16, 2013

WARRANT #090913JLR FY 2014	\$ 533,654.59
TOTAL	<u>\$ 533,654.59</u>

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/09/2013	GEN	49876	APOLLO FIRE APPARATUS REPAIR	FIRE DEPARTMENT INVOICES	101-340-818000	194.29
09/09/2013	GEN	49877	AT & T	PHONE AUG 25-SEP 24	101-263-853000	145.27
		49877		PHONE AUG 25-SEP 24	592-500-853000	210.11
						<u>355.38</u>
09/09/2013	GEN	49878	AT&T GLOBAL SERVICES INC	VOICE CPE JUL'13 PD	101-305-933000	475.74
09/09/2013	GEN	49879	B S & A SOFTWARE	ANNUAL SUPPORT/SERVICE CONTRACT FOR ASSESSIN	664-915-778000	7,475.00
09/09/2013	GEN	49880	BAKERS GAS & WELDING	OXYGEN	101-340-757000	49.03
09/09/2013	GEN	49881	BANK OF AMERICA	MISC AUG COMM CARD CHRG	101-263-757000	55.00
		49881		MISC AUG COMM CARD CHRG	101-923-670000	68.50
		49881		FINANCE CHG	101-923-810C00	4.16
		49881		MISC AUG COMM CARD CHRG	214-734-818000	40.00
						<u>167.66</u>
09/09/2013	GEN	49882	DONALD J BILINSKI	CABLE SVC 9-9-13	214-734-818000	70.00
09/09/2013	GEN	49883	DONNA BREEDING	NOT PUB RENEWAL	101-111-958000	26.00
09/09/2013	GEN	49884	CENTRON DATA SERVICES	PRINTING/MAILING TAX BILLS	101-923-833000	5,948.85
		49884		PRINTING/MAILING WATER BILLS	592-527-818WBP	1,780.82
		49884		PRINTING/MAILING WATER BILLS	592-920-818WBP	1,780.81
						<u>9,510.48</u>
09/09/2013	GEN	49885	CARL T. COLWELL	LEGAL SERVICES FOR JULY 2013	746-001-826000	325.50
09/09/2013	GEN	49886	COMCAST	CABLE FEES SEP'13 CITY HALL	214-734-856000	2.13
		49886		INTERNET SEP'13 CPW	664-915-818000	636.62
						<u>638.75</u>
09/09/2013	GEN	49887	CYGNUS SYSTEMS INC	VARIOUS IT ISSUES/WEEKLY SERVICE VISITS/JULY	101-760-818000	145.00
		49887		VARIOUS IT ISSUES/WEEKLY SERVICE VISITS/JULY	214-734-818000	687.00
		49887		VARIOUS IT ISSUES/WEEKLY SERVICE VISITS/JULY	664-915-818000	3,955.00
		49887		VARIOUS IT ISSUES/WEEKLY SERVICE VISITS/JULY	747-001-818000	171.75
						<u>4,958.75</u>
09/09/2013	GEN	49888	JEFF DAY	MUSEUM CURATOR AUG'13	101-000-373000	650.00
09/09/2013	GEN	49889	DETROIT WATER & SEWERAGE DEPARTMENT	WATER JUL'13	592-920-927000	189,280.07

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/09/2013	GEN	49890	DIX BLOCK & SUPPLY	BUMPER	592-527-757000	211.15
09/09/2013	GEN	49891	DORIS HILL	UB REFUND FOR ACCOUNT: 630680/2140 HANFO	592-000-206000	129.83
09/09/2013	GEN	49892	DOWNRIVER COMMUNITY CONFERENCE	LP SENIOR TRANS SVC JUL'13	101-708-818000	1,093.29
09/09/2013	GEN	49893	DTE ENERGY	ELEC AUG A 3525 DIX	101-720-921000	9,674.30
09/09/2013	GEN	49894	DTE ENERGY	ELEC AUG A 500 SOUTHFIELD	101-263-921000	1,152.00
		49894		GAS JUL A 3071 RIVER DR	101-704-923000	80.09
		49894		GAS AUG A 490 SOUTHFIELD	265-320-923000	27.34
		49894		ELEC AUG 1035 LINCOLN PUMP HOUSE	592-527-921000	150.00
		49894		ELEC A JUN 1299 MONTIE	747-001-926L00	37.28
						<u>1,446.71</u>
09/09/2013	GEN	49895	E & J TREE SERVICE	TREE REMOVAL	203-464-818000	910.00
09/09/2013	GEN	49896	ELECTREX CO INC	REF INSPECTION FEE	101-380-505000	20.00
09/09/2013	GEN	49897	FIRE SAFETY CONSULTANTS, INC	TRAINING	101-340-960000	50.00
09/09/2013	GEN	49898	FORMS TRAC ENTERPRISES, INC	14 DAY TRAFFIC	101-760-727000	521.02
09/09/2013	GEN	49899	ROBERT FRENCH	MUSEUM MAINT AUG'13	101-000-373000	281.25
09/09/2013	GEN	49900	ANTHONY FUOCO	SHARED ASSESSING SVC SEP'13	101-202-818000	7,845.00
09/09/2013	GEN	49901	GARY PRINTING	PRINTING MARKETING BROCHURES	746-001-901000	76.00
09/09/2013	GEN	49902	GENIE MAIDS, INC	JANITORIAL SVC SEP'13	101-760-801000	1,252.04
09/09/2013	GEN	49903	GRAINGER	CABLE TIES	101-263-757000	54.56
09/09/2013	GEN	49904	GRANICUS, INC	MONTHLY MANAGED SERVICE FOR ONLINE STREAMING 214-734-818000		406.00
09/09/2013	GEN	49905	HENNESSEY ENGINEERS INC	CONST OBS LP LOFTS 1583 FORT	101-000-013000	892.50
09/09/2013	GEN	49906	HERITAGE NEWSPAPERS	MINUTES 8-19-13	101-101-903000	274.50
09/09/2013	GEN	49907	AMY MARIE HIGGINS	PROF LEGAL SVC AUG'13	101-203-826C00	1,962.50
		49907		PROF LEGAL SVC AUG'13	101-203-826L00	1,275.00
						<u>3,237.50</u>
09/09/2013	GEN	49908	KERRY KEHRER	REIMB FOR STAMPS-ELEC MAIL	101-000-123000	46.00
09/09/2013	GEN	49909	CITY OF LINCOLN PARK	WATER AUG CITY HALL	101-263-927000	3,862.69

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		49909		WATER AUG CPW	101-305-841000	117.58
		49909		WATER AUG PARKS/MAINT	101-704-927000	89.80
		49909		WATER AUG COMM CTR POOL	101-720-927000	754.71
		49909		WATER MAY-AUG'13 1230 CHANDLER	249-038-721HIP	54.25
		49909		WATER AUG LINCOLN PUMP	592-500-927000	60.92
						<u>4,939.95</u>
09/09/2013	GEN	49910	VOID	** VOIDED **		
09/09/2013	GEN	49911	LOWES	AUG'13 SUPPLIES	101-263-931000	196.08
		49911		AU'G 13 SUPPLIES DDA	746-001-901000	8.49
						<u>204.57</u>
09/09/2013	GEN	49912	MCCLELLAN OVERHEAD DOOR	FD DOOR REPAIR	101-263-931000	300.00
09/09/2013	GEN	49913	MUNICIPAL EMPLOYEES RETIREMENT SYST	DEF BENEFIT AUG'13	101-923-962000	152,673.02
09/09/2013	GEN	49914	MISTER MAT RENTALS, INC.	AUG MAT RENTAL LIBRARY	101-263-931000	361.00
09/09/2013	GEN	49915	NAVITAS LEASE CORP	COPIER LEASE	101-760-934000	184.65
09/09/2013	GEN	49916	NEXTEL COMMUNICATIONS	CELL PHONE 7/20-8/19	101-172-855000	55.99
		49916		CELL PHONE 7/20-8/19	101-263-855000	27.21
		49916		CELL PHONE 7/20-8/19	101-340-855000	139.96
		49916		CELL PHONE 7/20-8/19	101-380-855000	128.05
		49916		CELL PHONE 7/20-8/19	101-704-855000	31.83
		49916		CELL PHONE 7/20-8/19	202-464-855000	16.72
		49916		CELL PHONE 7/20-8/19	203-464-855000	25.37
		49916		CELL PHONE 7/20-8/19	265-320-855000	437.60
		49916		CELL PHONE 7/20-8/19	592-500-855000	25.25
		49916		CELL PHONE 7/20-8/19	592-527-855000	53.77
		49916		CELL PHONE 7/20-8/19	592-920-855000	52.70
						<u>994.45</u>
09/09/2013	GEN	49917	MADHU OBEROI	REIMB LUNCH & MILES	747-001-994000	41.02
09/09/2013	GEN	49918	OFFICE MAX	OFFICE SUPPLIES	101-230-727000	42.62
		49918		OFFICE SUPPLIES	101-340-727000	54.06
		49918		OFFICE SUPPLIES	592-527-727000	29.62
		49918		OFFICE SUPPLIES	592-920-727000	29.62

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/09/2013	GEN	49919	ORKIN PEST CONTROL	SEP'13 SVC KMB	101-263-931000	155.92
09/09/2013	GEN	49920	OSCAR'S CEMENT	REF CANC PERMIT FEE 2328 FORT	101-380-504000	132.59
09/09/2013	GEN	49921	PITNEY BOWES	POSTAGE REFILL	101-760-730000	300.00
09/09/2013	GEN	49922	PITNEY BOWES	EZ SEAL FOR POSTAGE MACHINE	101-923-727000	1,600.00
09/09/2013	GEN	49923	QUICK FUEL	FUEL 8/12-8/18/13	661-932-751000	50.14
09/09/2013	GEN	49923	49923	FUEL 8/19/13-8/25/13	747-001-751000	6,301.56
						40.93
						6,342.49
09/09/2013	GEN	49924	R & R FIRE TRUCK REPAIR, INC	HYDRAULIC PUMP ON FIRE TRUCK	661-932-939000	4,192.28
09/09/2013	GEN	49925	RIZZO ENVIRONMENTAL SERVICES	RES CURB COLLEC YARD & WASTE	226-531-818000	104,022.94
09/09/2013	GEN	49926	SAMS CLUB	FIN CHG AUG'13	101-923-810C00	3.45
09/09/2013	GEN	49927	LAW OFFICE OF NEIL J SAWICKI, PLLC	PROF LEGAL SVC JUL13	101-203-826C00	1,537.50
09/09/2013	GEN	49928	SHERWIN WILLIAMS	PAINT	101-263-757000	28.49
09/09/2013	GEN	49929	SHERWIN WILLIAMS	PAINT	101-263-757000	394.23
09/09/2013	GEN	49930	SMD PROPERTIES	UB REFUND FOR ACCOUNT: 113440/1588 EMPIR	592-000-206000	360.60
09/09/2013	GEN	49931	SOFTWARE SYSTEMS AND PRODUCTS CORP	CONS/PORG SVC AUG13	101-340-933000	170.00
09/09/2013	GEN	49932	SUNNY DESIGN	2013 FALL HAPPENINGS	101-708-901000	555.00
09/09/2013	GEN	49933	TUTTLE SUPPLY INC	INVADER MOP HANDLE	101-263-777000	10.95
09/09/2013	GEN	49934	UNIFIRST CORPORATION	AUG'13 UNIFORM RENTAL	101-704-779000	13.82
		49934		AUG'13 UNIFORM RENTAL	202-464-779000	10.38
		49934		AUG'13 UNIFORM RENTAL	203-464-779000	10.38
		49934		AUG'13 UNIFORM RENTAL	592-527-779000	32.70
		49934		AUG'13 UNIFORM RENTAL	592-920-779000	25.78
		49934		AUG'13 UNIFORM RENTAL	661-932-779000	10.32
						103.38
09/09/2013	GEN	49935	VADMAR INTERNATIONAL INVESTMENTS	REIMBURSE FOR 4 SIDEWALK SLABS PER CITY MANA	101-445-930000	400.00
09/09/2013	GEN	49936	VERNOR GROUP	UB REFUND FOR ACCOUNT: 522365/1647 VICTO	592-000-206000	816.93

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/09/2013	GEN	49937	WASTE MANAGEMENT INC	SPEC PICK UP 1578 GREGORY	226-531-818000	75.00
09/09/2013	GEN	49938	WAYNE COUNTY	TRAFFIC SIGNALS JUL'13	202-474-767000	781.38
09/09/2013	GEN	49939	WEBQA INC.	CRM SYSTEM	214-734-818000	1,545.00
09/09/2013	GEN	49940	WINDER POLICE EQUIPMENT	PARTS	661-932-778000	231.95
09/09/2013	GEN	49941	WINDSTREAM	PHONE SVC AUG'13	101-263-853000	5,029.83
09/09/2013	GEN	49942	XEROX CORPORATION	OCM COPIER PMT #38 AUG'13	101-111-946000	272.51
		49942		OCM COPIER PMT #34 AU'G 13	101-172-946000	276.25
		49942		COPIER PMT #38 AUG'13	101-380-727000	150.22
		49942		DPS COPIER PMT #38 AUG'13	101-445-946000	145.96
		49942		LIBRARY COPIER PMT #24 AUG'13	101-735-946000	622.64
						<u>1,467.58</u>
09/09/2013	GEN	49943	EDWARD ZELENAK	SERVICE AU'G 13/SEP 13	101-203-826L00	1,050.00
--- GL TOTALS --- TOTAL OF 68 CHECKS (1 voided)						533,654.59

BUILDING CONTRACTOR ESCROW 892.50  
 POSTAGE MACHINE 46.00  
 MUSEUM FUNDS 931.25  
 PUBLISH PROCEEDINGS/REC FEE 274.50  
 LEASE EXPENSE 272.51  
 MEMBERSHIPS & DUES 26.00  
 CELLULAR/PAGING SERVICES 55.99  
 LEASE EXPENSE 276.25  
 CONTRACTUAL SERVICES 7,845.00  
 CRIMINAL PROSECUTION CHARGES 3,500.00  
 GENERAL LEGAL SERVICES 2,325.00  
 OFFICE SUPPLIES 42.62  
 OPERATIONAL SUPPLIES 532.28  
 CUSTODIAL SUPPLIES 10.95  
 TELEPHONE 5,175.10  
 CELLULAR/PAGING SERVICES 27.21  
 ELECTRIC 1,152.00  
 WATER 3,862.69  
 MAINTENANCE OF CITY BLDGS 117.58  
 CRIME PATROL WATCH 475.74  
 MAINTENANCE OF EQUIPMENT 54.06  
 OFFICE SUPPLIES 49.03  
 OPERATIONAL SUPPLIES 194.29  
 CONTRACTUAL SERVICES 139.96  
 CELLULAR/PAGING SERVICES 170.00  
 MAINTENANCE OF EQUIPMENT 50.00  
 TRAINING-SCHOOL 300.00  
 BLDG PERMITS



Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-380-505000			ELECTRICAL PERMITS			20.00
101-380-727000			OFFICE SUPPLIES			150.22
101-380-855000			CELLULAR/PAGING SERVICES			128.05
101-445-930000			REPLACE SIDEWALKS-MAINT			400.00
101-445-946000			LEASE EXPENSE			145.96
101-704-779000			CLOTHING LAUNDRY/SHOES			13.82
101-704-855000			CELLULAR/PAGING SERVICES			31.83
101-704-923000			HEAT			80.09
101-704-927000			WATER			89.80
101-708-818000			CONTRACTUAL SERVICES			1,093.29
101-708-901000			ADVERTISING			555.00
101-720-921000			ELECTRIC			9,674.30
101-720-927000			WATER			754.71
101-735-946000			LEASE EXPENSE			622.64
101-760-727000			OFFICE SUPPLIES			521.02
101-760-730000			POSTAGE CHARGE			1,600.00
101-760-801000			JANITORIAL SERVICE			1,252.04
101-760-818000			CONTRACTUAL SERVICES			145.00
101-760-934000			MAINTENANCE CONTRACTS			184.65
101-923-670000			MISCELLANEOUS			68.50
101-923-727000			OFFICE SUPPLIES			50.14
101-923-810000			TRANSACTION FEES-CHARGES			7.61
101-923-833000			BUREAU OF TAXATION FEES			5,948.85
101-923-962000			SETTLEMENT OF CLAIMS			152,673.02
202-464-779000			CLOTHING LAUNDRY/SHOES			10.38
202-464-855000			CELLULAR/PAGING SERVICES			16.72
202-474-767000			TRAFFIC SIGNS & CONTRL			781.38
203-464-818000			CLOTHING LAUNDRY/SHOES			10.38
203-464-855000			CONTRACTUAL SERVICES			910.00
214-734-818000			CONTRACTUAL SERVICES			25.37
214-734-856000			CABLE TELEVISION CHARGES			2,748.00
226-531-818000			CONTRACTUAL SERVICES			2.13
249-038-721HIP			HOUSING STOCK IMP. PROGRAM			104,097.94
265-320-855000			CELLULAR/PAGING SERVICES			54.25
265-320-923000			HEAT			437.60
592-000-206000			LIABILITY			27.34
592-500-853000			TELEPHONE			1,307.36
592-500-855000			CELLULAR/PAGING SERVICES			210.11
592-500-927000			WATER			25.25
592-527-727000			OFFICE SUPPLIES			60.92
592-527-757000			OPERATIONAL SUPPLIES			29.62
592-527-779000			CLOTHING LAUNDRY/SHOES			211.15
592-527-818WBP			CONTRACTUAL SERVICES WATER BILL PRINTING			32.70
592-527-855000			CELLULAR/PAGING SERVICES			1,780.82
592-527-921000			ELECTRIC			53.77
592-920-727000			OFFICE SUPPLIES			150.00
592-920-779000			CLOTHING LAUNDRY/SHOES			29.62
592-920-818WBP			CONTRACTUAL SERVICES WATER BILL PRINTING			25.78
592-920-855000			CELLULAR/PAGING SERVICES			1,780.81
592-920-927000			COST OF WATER PURCHASED			52.70
661-932-751000			GAS OIL ANTIFREEZE			189,280.07
661-932-778000			EQUIPMENT MAINTENANCE			6,301.56
661-932-779000			CLOTHING LAUNDRY/SHOES			231.95
						10.32

09/09/2013 11:51 AM  
 User: jrichardson  
 DE: LINCOLN PARK

CHECK DISBURSEMENT REPORT FOR CITY OF LINCOLN PARK  
 CHECK DATE FROM 09/09/2013 - 09/09/2013

Check Date	Bank	Check #	Payee	Description	GL #	Amount
661-932-939000				MOTOR EQUIP-MAINTENANCE		4,192.28
664-915-778000				SOFTWARE/HARDWARE MAINT		7,475.00
664-915-818000				CONTRACTUAL SERVICES		4,591.62
746-001-826000				LEGAL FEES		325.50
746-001-901000				ADVERTISING		84.49
747-001-751000				GAS OIL ANTIFREEZE		40.93
747-001-818000				CONTRACTUAL SERVICES		171.75
747-001-926L00				ORNAMENTAL LIGHTING		37.28
747-001-954000				MEETING EXPENSES		41.02

09/09/2013 11:51 AM  
User: jlrichardson  
DB: LINCOLN PARK

CHECK DISBURSEMENT REPORT FOR CITY OF LINCOLN PARK  
CHECK DATE FROM 09/09/2013 - 09/09/2013

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Total for fund 101 GENERAL FUND	205,998.72
Total for fund 202 M.V.H.F MAJOR	808.48
Total for fund 203 M.V.H.F. LOCAL	945.75
Total for fund 214 CABLE T.V. FUND	2,750.13
Total for fund 226 SANITATION FUND	104,097.94
Total for fund 249 COMMUNITY DEV BLOCK GRANT	54.25
Total for fund 265 FORFEITURE FUND	464.94
Total for fund 592 WATER AND SEWER FUND	195,030.68
Total for fund 661 VEHICLE AND EQUIPMENT	10,736.11
Total for fund 664 TECHNOLOGY SERVICES	12,066.62
Total for fund 746 LINCOLN PARK EDC	409.99
Total for fund 747 LINCOLN PARK DDA	290.98
TOTAL - ALL FUNDS	533,654.59

Post Date GL Number	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
09/09/2013	CD	S		SUMMARY CD 09/09/2013		
101-000-001000				CASH		206,753.94
101-000-201000				VOUCHERS PAYABLE CLEARING	205,998.72	
101-000-215249				DUE TO DUE FROM	54.25	
101-000-215746				DUE TO DUE FROM EDC	409.99	
101-000-215747				DUE TO/DUE FROM DDA	290.98	
202-000-001000				CASH		808.48
202-000-201000				VOUCHERS PAYABLE CLEARING	808.48	
203-000-001000				CASH		945.75
203-000-201000				VOUCHERS PAYABLE CLEARING	945.75	
214-000-001000				CASH		2,750.13
214-000-201000				VOUCHERS PAYABLE CLEARING	2,750.13	
226-000-001000				CASH		104,097.94
226-000-201000				VOUCHERS PAYABLE CLEARING	104,097.94	
249-000-201000				VOUCHERS PAYABLE CLEARING	54.25	
249-000-215101				DUE TO DUE FROM GEN'L		54.25
265-000-001000				CASH		464.94
265-000-201000				VOUCHERS PAYABLE CLEARING	464.94	
592-000-001000				CASH		195,030.68
592-000-201000				VOUCHERS PAYABLE CLEARING	195,030.68	
661-000-001000				CASH		10,736.11
661-000-201000				VOUCHERS PAYABLE CLEARING	10,736.11	
664-000-001000				CASH		12,066.62
664-000-201000				VOUCHERS PAYABLE CLEARING	12,066.62	
746-000-201000				VOUCHERS PAYABLE CLEARING	409.99	
746-000-215101				DUE TO DUE FRUM GEN'L		409.99
747-000-201000				VOUCHERS PAYABLE CLEARING	290.98	
747-000-215101				DUE TO DUE FRUM GEN'L		290.98
					<u>534,409.81</u>	<u>534,409.81</u>
					<u>534,409.81</u>	<u>534,409.81</u>

ACCOUNTS AND CLAIMS PAYABLE AS SUBMITTED TO  
THE MAYOR AND COUNCIL BY THE DIRECTOR OF FINANCE  
Monday, September 16, 2013

**COMMUNITY DEVELOPMENT BLOCK GRANT**

ck #

49909 City of Lincoln Park`

\$54.25 cdbg

Total CDBG	<u>\$54.25</u>
<b>Total Expenditures</b>	<b>\$54.25</b>

**Community Development Block Grant  
Accounts & Claims Payable  
Monday, September 16, 2013**

**City of Lincoln Park, \$54.25.** Payment for water usage at city owned 1230 Chandler 5/13 – 8/14/13 (CDBG renovation project).