

CITY OF SCOTTVILLE
COMMISSION MEETING AGENDA
City Hall 105 N Main St

1557th Regular Meeting Monday November 27th, 2023, at 6:00 PM

1. Call to Order at 6:00 PM
2. Pledge of Allegiance
3. Roll Call
4. Additions to the Agenda
5. Approval of Agenda
6. Approval of the Consent Agenda

Consent Agenda items are considered routine by the Commission and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

- A. Approval of 1556th Regular Meeting Minutes
- B. Approval of Bills \$22,422.45

7. Public Comment

Those addressing Commission are asked to provide their name and address and will be limited to two minutes of speaking time. The Commission will hear all comments pertaining to agenda items only.

8. Correspondence

9. Department Reports

- a. City Manager
- b. Police Chief
- c. City Attorney
- d. Mayor
- e. Treasurer/Clerk
- f. Assessor
- g. Department of Public Works
- h. Committee Reports
- i. Mason County Commissioner Representative
- j. MCRFA Representative
- k. DDA Representative

10. Unfinished Business

- a.

11. New Business

- a. 2024 Regular Commission Meeting Dates- Resolution 23-19
- b. 2024 Planning Commission Meeting Dates- Resolution 23-20
- c. 2024 Parks and Recreation Meeting Dates- Resolution 23-21
- d. 2024 Downtown Development Authority Meeting Dates- Resolution 23-22
- e. Planning Commission Appointment
- f. Rental Inspection Fee Schedule- Resolution
- g. Update to Residential Rental Ordinance 23-04- First Reading

12. Public Comment

Those addressing Commission are asked to provide their name and address and will be limited to three minutes of speaking time. Commission will hear all comments for future consideration

but will not have a response at this time. Letters submitted to Commission will not be publicly read. Thank you for your cooperation.

13. Commissioner Comment

14. Adjournment

OFFICIAL PROCEEDINGS OF THE CITY COMMISSION OF THE CITY OF SCOTTVILLE, MICHIGAN.

The 1556th Regular Commission meeting of the Scottville City Commission held at City Hall 105 N. Main St on November 13, 2023. Called to order at 6pm by Mayor Marcy M. Spencer.

Immediately following the pledge of allegiance Commissioner Eric Thue was sworn into office

Present at Roll Call:

Copenhaver

Deering

Seiter

Spore

Thue

Wyman

Mayor Spencer

Absent: None

Also in attendance: Manager Newkirk, Clerk Lester, and Sergeant Skinner.

Additions/Deletions to Agenda- None

Approval of Agenda

Motion, by Wyman with support from Seiter to approve the agenda as presented.

Motion carried.

Approval of Consent Agenda

Motion, by Deering with support from Copenhaver to approve the consent agenda as presented.

Motion carried.

Public Comment- None

Correspondence- None

Department Reports

- a. City Manager- Reminder to residents DPW is out removing leaves. Outdated equipment, and weather dependency causes this to be a slow process. Deering suggested hiring part time to finish this project. Newkirk met with representatives from Fleis & Vandenbrink and a city property owner to discuss potential redevelopment of parcels along South Main St.
- b. Police Department- Activity report provided. MCSO has an SRO working within the area schools which has allowed Skinner to catch up on report compliance. She is updating MICR files in her department. Steve Wietrzykowski has accepted a full-time position with the SPD, starting with the turn of the year. Annual pie auction in support of Shop with a Cop program to commence in December. Wyman added how beneficial he found the "Tall Cop" presentation at MCC last week to be and thanked local law enforcement for bringing the resource to our district. Senior Center Thanksgiving Dinner will be held at MCC 11/19/23, 12pm-2pm.
- c. Mayor- None
- d. Attorney- None
- e. Treasurer/Clerk- Report included in packet.
- f. DPW- None
- g. Assessor- None

- h. Mason County Commissioner Representative- Hull offered Les Johnson was selected to fill the district two seat on the County Commission. There are four candidates interviewing 11/14 to fill the County Administrator position currently held by Fabian Knizacky (set to retire at the close of 2023). Commission went on a county wide tour with the Mason County Road Commission to evaluate the plan on road repair and maintenance the next few years.
- i. Committee Reports- Personnel/Ordinance/Finance to meet 11/14 @ 8:30/9:30/10:30
- j. MCRFA Representative – Lehrbass presented the completion of the 2024 budget. Outdated equipment is an ongoing issue for the authority, deposits have been placed on two trucks for replacement in (hopefully) 2024.
- k. DDA Representative- None

Unfinished Business- None

New Business

- a. Snow Removal Bid Approval

Bid presented by Jabrocki Excavating for plowing and snow removal services in the 23/24 Winter season. Quote does include city parking lots, and sidewalks (both sides) from the railroad tracks to Maple St.

Motion, by Deering with support from Spore to approve the snow removal contract submitted by Jabrocki Excavating for the 23/24 season as presented.

Motion carried.
- b. Proposal for DWSRF Grant Engineering Services

Fleis&Vandenbrink representative, Steve Bishop on site to present proposal for engineering services for the EGLE DWSRF FY 2024 Water System Improvements.

Motion, by Deering with support from Spencer to award the design engineering and bidding services for the City’s Fiscal Year 2024 Water System Improvements Project to Fleis & Vandenbrink, in the amount of \$518,500, in accordance with Fleis & VandenBrink’s proposal dated October 23, 2023, and authorize the City Manager to execute and deliver the proposal, subject to the City’s approval and execution of the grant agreement with the State for this project.

Roll Call Vote

YES- (7) MS, AS, DS, ET, AD, RW & DC

NO- None

ABSENT/ABSTAIN- None

Motion carried.
- c. PUBLIC HEARING for the adoption of Ordinance 23-03

Motion, by Wyman with support from Deering to close the 1556 Regular Commission Meeting and open the Public Hearing for Ordinance 23-03.

Public Comment: Chris Riley- Ludington Daily News

Motion, by Seiter with support from Wyman to close the Public Hearing for Ordinance 23-03 and reconvene the 1556th Regular Commission Meeting.

Motion carried.
- d. Ordinance 23-03 Adoption

Motion, by Deering with support from Spore to adopt Ordinance 23-03 as presented.

Roll Call Vote

YES- (7) MS, AS, DS, ET, AD, RW & DC

NO- None

ABSENT/ABSTAIN- None

Motion carried.

Public Comment- Bill Kerans

Commissioner Comment-

Adjournment-

Motion, by Seiter with support from Wyman to adjourn.

Motion Carried 6:48pm.

Kelse Lester, Clerk

Marcy M. Spencer, Mayor

11/22/2023

SCOTTVILLE INVOICE REGISTER FOR CITY OF SCOTTVILLE
EXP CHECK RUN DATES 11/14/2023 - 11/27/2023

POSTED AND UNPOSTED

OPEN AND PAID - CHECK TYPE: PAPER CHECK

Invoice Number	Vendor Name	Description	Bank Account	Inv Amt
11-14-2023	VISA	RIVERSIDE PARK	POOL	111.68
11-13-23	VISA	DPW SUPPLIES	POOL	105.98
11-2023	VISA	EQUIP REPAIR	POOL	117.79
11-14-2023	SCOTTVILLE POSTMASTER	448 PIECES	POOL	228.48
11-15-23	VISA	TRAINING, CITY, EQUIP	POOL	1,393.10
11-16-2023	VISA	EQUIP, OFFICE, CHRISTMAS	POOL	1,910.01
INV0062194	USA BLUE BOOK	WATER REPAIRS	POOL	589.24
11-13-2023	SCHNITKER, SAMANTHA	CHRISTMAS	POOL	84.72
11-13-2023	NANCY SANFORD	CHRISTMAS	POOL	2,824.01
677	URBAN VINYL	POLICE GRAPHICS	POOL	492.10
2120	MOW TIME	MOWING	POOL	80.00
11-14-2023	CITY OF SCOTTVILLE--WATER/SEWER DEP	601 FIRST	POOL	417.17
11-16-2023	MARC HANSEN	EQUIP	POOL	15.00
103038466464	CONSUMERS ENERGY	LIGHTS	POOL	82.70
INV-69490	HARBOR PIPE & SUPPLY	WATER	POOL	204.00
143902	SAFEBUILT	ZONING/BLIGHT CONTRACTED	POOL	4,566.00
1506846	STRONG INDUSTRIAL SUPPLY	SHOP SUPPLIES	POOL	194.64
239615	EARLEPRESS INC	ENVELOPES PARKING	POOL	393.36
11169759	EGLE CASHIERS OFFICE	LIC CAMPGROUND	POOL	81.00
2870309977146X11192CAT & T MOBILITY		PHONES	POOL	414.30
2023	MASON COUNTY DPW	LANDFILL MONITORING	POOL	8,117.17
Report Total:				22,422.45

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As Of 11/30/2023

23-24 Amended Budget

YTD Balance 11/30/2023 Activity For 11/30/2023 Available Balance 11/30/2023 % Bdg't Used

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg't Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 000.000 NON-DEPARTMENTAL						
101-000.000-401.000	REAL AND PERSONAL TAXES	424,000.00	333,598.26	(19.77)	90,401.74	78.68
101-000.000-445.300	PENALTIES-LATE CHARGES	1,000.00	(12.04)	0.00	1,012.04	(1.20)
101-000.000-447.000	TAX ADMIN FEES	4,500.00	0.00	0.00	4,500.00	0.00
101-000.000-540.000	STATE GRANTS	10,000.00	0.00	0.00	10,000.00	0.00
101-000.000-541.000	LOCAL GRANT	10,000.00	0.00	0.00	10,000.00	0.00
101-000.000-543.000	302 POLICE TRAINING	300.00	379.92	0.00	(79.92)	126.64
101-000.000-571.000	LIQUOR LICENSES	1,650.00	1,596.10	0.00	53.90	96.73
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION	20,000.00	16,425.74	0.00	3,574.26	82.13
101-000.000-574.000	STATE REVENUE SHARING	135,000.00	67,314.00	0.00	67,686.00	49.86
101-000.000-600.600	CHARGE FOR SERVICES	50,000.00	930.10	39.75	49,069.90	1.86
101-000.000-600.610	CHARGE FOR SERVICES-CEMETARY	5,000.00	750.00	0.00	4,250.00	15.00
101-000.000-613.000	LICENSE AND PERMITS	1,000.00	10,410.00	85.00	(9,410.00)	1,041.00
101-000.000-640.000	SCHOOL RESOURCE OFFICER	0.00	21,395.00	21,395.00	(21,395.00)	100.00
101-000.000-653.100	RIVER PARK - CAMPING FEES	150,000.00	92,532.66	0.00	57,467.34	61.69
101-000.000-653.300	RIVER PARK DONATIONS	1,000.00	0.00	0.00	1,000.00	0.00
101-000.000-653.600	RIVER PARK BOAT LAUNCH	0.00	4,690.96	0.00	(4,690.96)	100.00
101-000.000-654.000	MCPHAIL DEPT. REVENUE	1,500.00	(100.00)	0.00	1,600.00	(6.67)
101-000.000-654.100	MCPHAIL DONATIONS/BANNERS	8,000.00	0.00	0.00	8,000.00	0.00
101-000.000-654.600	RIVER PARK CONCESSION	10,000.00	0.00	0.00	10,000.00	0.00
101-000.000-655.000	FINES AND FORFEITS	1,000.00	(78.00)	0.00	1,078.00	(7.80)
101-000.000-664.000	INTEREST ON INVESTMENTS	65,000.00	25,287.15	0.00	39,712.85	38.90
101-000.000-667.100	RENTS AND ROYALTIES/CHARTER	7,500.00	6,029.90	2,788.43	1,470.10	80.40
101-000.000-672.100	MISCELLANEOUS INCOME	10,000.00	1,267.82	0.00	8,732.18	12.68
101-000.000-674.000	POLICE DONATIONS	2,000.00	163.35	0.00	1,836.65	8.17
101-000.000-691.000	REIMBURSEMENTS	10,000.00	0.00	0.00	10,000.00	0.00
101-000.000-695.111	OTHER REVENUE	500.00	0.00	0.00	500.00	0.00
Total Dept 000.000 - NON-DEPARTMENTAL		928,950.00	582,580.92	24,288.41	346,369.08	62.71
Revenues		928,950.00	582,580.92	24,288.41	346,369.08	62.71
Account Category: Expenditures						
Department: 000.000 NON-DEPARTMENTAL						
101-000.000-801.050	AUDIT	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 000.000 - NON-DEPARTMENTAL		3,000.00	0.00	0.00	3,000.00	0.00
Department: 101.000 CITY COMMISSION						
101-101.000-702.000	SALARIES & WAGES	9,500.00	3,892.03	288.38	5,607.97	40.97
101-101.000-709.000	SOCIAL SECURITY	700.00	295.91	21.69	404.09	42.27
101-101.000-715.000	RETIREMENT	0.00	148.49	29.62	(148.49)	100.00
101-101.000-717.000	HEALTH INSURANCE	500.00	225.46	45.48	274.54	45.09
101-101.000-740.400	STATE PURCHASING FEE	200.00	0.00	0.00	200.00	0.00
101-101.000-801.000	PROFESSIONAL SERVICES	0.00	2,916.82	0.00	(2,916.82)	100.00
101-101.000-801.050	AUDIT	8,000.00	7,694.20	0.00	305.80	96.18
101-101.000-801.200	CITY MAPPING	300.00	0.00	0.00	300.00	0.00
101-101.000-801.400	CITY CODE UPDATING	2,000.00	0.00	0.00	2,000.00	0.00
101-101.000-860.000	TRAVEL/TRAINING	9,000.00	0.00	0.00	9,000.00	0.00
101-101.000-862.000	DUES & MEMBERSHIPS	2,000.00	0.00	0.00	2,000.00	0.00
101-101.000-880.000	CHRISTMAS DECORATIONS	1,000.00	110.15	44.98	889.85	11.02
101-101.000-880.600	COMMUNITY PROMOTION	1,000.00	250.00	0.00	750.00	25.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTSVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 101.000 CITY COMMISSION						
101-101.000-900.000	PRINTING & PUBLISHING	6,000.00	3,255.53	726.27	2,744.47	54.26
101-101.000-930.200	CONTRACTED WORK	2,500.00	450.00	0.00	2,050.00	18.00
101-101.000-935.000	INSURANCE & BONDS	0.00	4,245.00	0.00	(4,245.00)	100.00
Total Dept 101.000 - CITY COMMISSION		42,700.00	23,483.59	1,156.42	19,216.41	55.00
Department: 172.000 CITY MANAGER						
101-172.000-702.000	SALARIES & WAGES	60,000.00	22,649.28	4,107.04	37,350.72	37.75
101-172.000-702.350	ICMA EXPENSE	500.00	0.00	0.00	500.00	0.00
101-172.000-709.000	SOCIAL SECURITY	5,000.00	1,734.72	346.92	3,265.28	34.69
101-172.000-710.000	UNEMPLOYMENT EXPENSE	500.00	2.43	0.00	497.57	0.49
101-172.000-715.000	RETIREMENT	0.00	2,375.73	473.90	(2,375.73)	100.00
101-172.000-717.000	RETIREMENT	7,000.00	3,792.62	727.68	3,207.38	54.18
101-172.000-718.000	HEALTH INSURANCE	10,000.00	909.60	0.00	9,090.40	9.10
101-172.000-719.000	DISABILITY INSURANCE	500.00	273.85	54.77	226.15	54.77
101-172.000-725.000	WORKER COMP. INSURANCE	450.00	325.36	0.00	124.64	72.30
101-172.000-754.000	COMPUTER EXPENSE	2,000.00	453.68	46.00	1,546.32	22.68
101-172.000-801.000	PROFESSIONAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
101-172.000-860.000	TRAVEL/TRAINING	2,000.00	1,080.29	0.00	919.71	54.01
101-172.000-861.000	MILEAGE REIMBURSEMENT	250.00	736.73	0.00	(486.73)	294.69
101-172.000-862.000	DUES & MEMBERSHIPS	500.00	0.00	0.00	500.00	0.00
Total Dept 172.000 - CITY MANAGER		93,700.00	34,334.29	5,756.31	59,365.71	36.64
Department: 215.000 CITY CLERK						
101-215.000-702.000	SALARIES & WAGES	26,500.00	11,521.26	2,601.32	14,978.74	43.48
101-215.000-709.000	SOCIAL SECURITY	1,600.00	862.38	195.20	737.62	53.90
101-215.000-710.000	UNEMPLOYMENT EXPENSE	300.00	1.19	0.00	298.81	0.40
101-215.000-715.000	RETIREMENT	0.00	1,423.89	319.19	(1,423.89)	100.00
101-215.000-717.000	RETIREMENT	5,000.00	1,141.00	197.16	3,859.00	22.82
101-215.000-718.000	HEALTH INSURANCE	6,000.00	324.93	0.00	5,675.07	5.42
101-215.000-719.000	DISABILITY INSURANCE	300.00	165.30	29.09	134.70	55.10
101-215.000-725.000	WORKER COMP. INSURANCE	300.00	325.36	0.00	(25.36)	108.45
101-215.000-754.000	COMPUTER EXPENSE	1,000.00	961.68	46.00	38.32	96.17
101-215.000-860.000	TRAVEL/TRAINING	1,500.00	1,102.21	525.00	397.79	73.48
101-215.000-862.000	DUES & MEMBERSHIPS	150.00	75.00	75.00	75.00	50.00
Total Dept 215.000 - CITY CLERK		42,650.00	17,904.20	3,987.96	24,745.80	41.98
Department: 247.000 BOARD OF REVIEW						
101-247.000-702.000	SALARIES & WAGES-BOR	2,000.00	1,577.97	349.26	422.03	78.90
101-247.000-709.000	SOCIAL SECURITY-BOR	150.00	118.36	26.25	31.64	78.91
101-247.000-715.000	RETIREMENT	0.00	182.48	40.54	(182.48)	100.00
101-247.000-717.000	HEALTH INSURANCE	150.00	186.22	36.63	(36.22)	124.15
101-247.000-801.000	PROFESSIONAL SERVICES	500.00	0.00	0.00	500.00	0.00
Total Dept 247.000 - BOARD OF REVIEW		2,800.00	2,065.03	452.68	734.97	73.75
Department: 253.000 CITY TREASURER						
101-253.000-702.000	SALARIES & WAGES	32,000.00	13,969.36	2,957.50	18,030.64	43.65
101-253.000-709.000	SOCIAL SECURITY	2,000.00	1,046.39	221.83	953.61	52.32
101-253.000-710.000	UNEMPLOYMENT EXPENSE	300.00	0.59	0.00	299.41	0.20
101-253.000-715.000	RETIREMENT	0.00	1,740.75	376.35	(1,740.75)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 253.000 CITY TREASURER						
101-253.000-717.000	RETIREMENT	4,000.00	1,862.07	355.48	2,137.93	46.55
101-253.000-718.000	HEALTH INSURANCE	7,000.00	492.67	0.00	6,507.33	7.04
101-253.000-719.000	DISABILITY INSURANCE	350.00	204.85	35.82	145.15	58.53
101-253.000-725.000	WORKER COMP. INSURANCE	600.00	325.36	0.00	274.64	54.23
101-253.000-754.000	COMPUTER EXPENSE	7,000.00	2,111.68	46.00	4,888.32	30.17
101-253.000-860.000	TRAVEL/TRAINING	1,500.00	2,473.08	982.71	(973.08)	164.87
101-253.000-862.000	DUES & MEMBERSHIPS	150.00	99.00	0.00	51.00	66.00
Total Dept 253.000 - CITY TREASURER		54,900.00	24,325.80	4,975.69	30,574.20	44.31
Department: 257.000 ASSESSOR						
101-257.000-754.000	COMPUTER EXPENSE	400.00	0.00	0.00	400.00	0.00
101-257.000-755.000	TAX ROLL EXPENSE	2,700.00	1,910.53	0.00	789.47	70.76
101-257.000-930.200	CONTRACTED WORK	7,650.00	2,544.00	636.00	5,106.00	33.25
Total Dept 257.000 - ASSESSOR		10,750.00	4,454.53	636.00	6,295.47	41.44
Department: 262.000 ELECTIONS						
101-262.000-702.000	SALARIES & WAGES	3,000.00	2,393.35	543.57	606.65	79.78
101-262.000-709.000	SOCIAL SECURITY	350.00	179.16	40.80	170.84	51.19
101-262.000-715.000	RETIREMENT	0.00	294.30	66.69	(294.30)	100.00
101-262.000-717.000	RETIREMENT	350.00	223.43	41.20	126.57	63.84
101-262.000-725.000	WORKER COMP. INSURANCE	400.00	325.36	0.00	74.64	81.34
101-262.000-752.000	OPERATING SUPPLIES	1,500.00	1,003.02	0.00	496.98	66.87
101-262.000-860.000	TRAVEL/TRAINING	500.00	0.00	0.00	500.00	0.00
Total Dept 262.000 - ELECTIONS		6,100.00	4,418.62	692.26	1,681.38	72.44
Department: 265.000 CITY HALL & GROUNDS						
101-265.000-702.000	SALARIES & WAGES	6,000.00	2,544.48	561.94	3,455.52	42.41
101-265.000-709.000	SOCIAL SECURITY	450.00	190.52	42.15	259.48	42.34
101-265.000-710.000	UNEMPLOYMENT EXPENSE	500.00	428.42	0.00	71.58	85.68
101-265.000-715.000	RETIREMENT	0.00	312.82	68.93	(312.82)	100.00
101-265.000-717.000	RETIREMENT	600.00	271.75	44.40	328.25	45.29
101-265.000-725.000	WORKER COMP. INSURANCE	300.00	325.36	0.00	(25.36)	108.45
101-265.000-751.000	OFFICE SUPPLIES	8,000.00	6,965.65	1,773.58	1,034.35	87.07
101-265.000-754.000	COMPUTER EXPENSE	2,000.00	992.88	46.00	1,007.12	49.64
101-265.000-760.000	POSTAGE	600.00	0.00	0.00	600.00	0.00
101-265.000-760.000	TRAVEL/TRAINING	500.00	15.00	0.00	485.00	3.00
101-265.000-918.000	WATER	1,000.00	353.84	0.00	646.16	35.38
101-265.000-920.000	LIGHTS	3,500.00	1,218.02	104.92	2,281.98	34.80
101-265.000-921.000	HEAT	4,000.00	1,495.95	165.66	2,504.05	37.40
101-265.000-924.000	PHONE	2,500.00	1,296.77	208.32	1,203.23	51.87
101-265.000-930.000	REPAIRS & MAINTENANCE	3,000.00	2,205.61	70.12	794.39	73.52
101-265.000-930.100	LEASED EQUIPMENT	9,000.00	4,146.36	63.89	4,853.64	46.07
101-265.000-930.200	CONTRACTED WORK	10,000.00	27,329.75	16,763.40	(17,329.75)	273.30
101-265.000-935.000	INSURANCE & BONDS	22,000.00	13,008.38	0.00	8,991.62	59.13
Total Dept 265.000 - CITY HALL & GROUNDS		73,950.00	63,101.56	19,913.31	10,848.44	85.33
Department: 266.000 ATTORNEY						
101-266.000-930.200	CONTRACTED WORK	45,000.00	14,640.75	0.00	30,359.25	32.54
Total Dept 266.000 - ATTORNEY		45,000.00	14,640.75	0.00	30,359.25	32.54

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As Of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Avai lable Balance 11/30/2023	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 297.000 PARKING LOT & MALL						
101-297.000-702.000	SALARIES & WAGES	2,000.00	926.23	93.96	1,073.77	46.31
101-297.000-709.000	SOCIAL SECURITY	150.00	70.45	7.11	79.55	46.97
101-297.000-715.000	RETIREMENT	0.00	118.18	12.47	(118.18)	100.00
101-297.000-717.000	RETIREMENT	300.00	244.16	7.68	55.84	81.39
101-297.000-718.000	HEALTH INS	2,000.00	213.99	0.00	1,786.01	10.70
101-297.000-725.000	WORKERS COMP INS	500.00	0.00	0.00	500.00	0.00
101-297.000-752.000	OPERATING SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
101-297.000-920.000	LIGHTS	750.00	258.79	64.64	491.21	34.51
101-297.000-930.200	CONTRACTED WORK	15,000.00	21,300.00	0.00	(6,300.00)	142.00
101-297.000-930.500	PAINTING LINES	5,000.00	0.00	0.00	5,000.00	0.00
101-297.000-943.000	EQUIPMENT RENTAL	1,500.00	329.10	0.00	1,170.90	21.94
Total Dept 297.000 - PARKING LOT & MALL		28,200.00	23,460.90	185.86	4,739.10	83.19
Department: 301.000 POLICE DEPARTMENT						
101-301.000-702.000	SALARIES & WAGES	100,000.00	33,825.70	6,261.30	66,174.30	33.83
101-301.000-709.000	SOCIAL SECURITY	10,000.00	2,548.41	471.16	7,451.59	25.48
101-301.000-710.000	UNEMPLOYMENT EXPENSE	500.00	4.59	0.00	495.41	0.92
101-301.000-715.000	RETIREMENT	0.00	5,511.01	1,018.72	(5,511.01)	100.00
101-301.000-717.000	RETIREMENT	18,000.00	3,178.54	534.93	14,821.46	17.66
101-301.000-718.000	HEALTH INSURANCE	15,000.00	534.92	0.00	14,465.08	3.57
101-301.000-719.000	DISABILITY INSURANCE	1,000.00	444.60	88.92	555.40	44.46
101-301.000-725.000	WORKER COMP. INSURANCE	500.00	325.36	0.00	174.64	65.07
101-301.000-752.000	OPERATING SUPPLIES	10,000.00	704.63	492.10	9,295.37	7.05
101-301.000-754.000	COMPUTER EXPENSE	2,000.00	611.68	46.00	1,388.32	30.58
101-301.000-860.000	TRAVEL/TRAINING	2,500.00	409.70	409.70	2,090.30	16.39
101-301.000-862.000	DUES & MEMBERSHIPS	1,000.00	246.41	132.97	753.59	24.64
101-301.000-924.000	PHONE	4,000.00	2,364.28	208.32	1,635.72	59.11
101-301.000-930.210	CONTRACTED SERVICES	65,000.00	1,272.96	1,272.96	63,727.04	1.96
101-301.000-935.000	INSURANCE & BONDS	1,700.00	725.60	0.00	974.40	42.68
101-301.000-943.000	EQUIPMENT RENTAL	500.00	0.00	0.00	500.00	0.00
Total Dept 301.000 - POLICE DEPARTMENT		231,700.00	52,708.39	10,937.08	178,991.61	22.75
Department: 371.000 ZONING /BLIGHT/RENTAL INSPECT						
101-371.000-702.000	SALARIES & WAGES	6,000.00	2,884.03	576.82	3,115.97	48.07
101-371.000-709.000	SOCIAL SECURITY	400.00	216.86	43.39	183.14	54.22
101-371.000-715.000	RETIREMENT	0.00	296.98	59.24	(296.98)	100.00
101-371.000-717.000	RETIREMENT	750.00	450.92	90.96	299.08	60.12
101-371.000-718.000	HEALTH INSURANCE	200.00	213.99	0.00	(13.99)	107.00
101-371.000-725.000	WORKER COMP. INSURANCE	400.00	325.36	0.00	74.64	81.34
101-371.000-752.000	OPERATING SUPPLIES	300.00	0.00	0.00	300.00	0.00
101-371.000-801.100	CITY ATTORNEY	3,000.00	2,745.50	0.00	254.50	91.52
Total Dept 371.000 - ZONING /BLIGHT/RENTAL INSPECT		11,050.00	7,133.64	770.41	3,916.36	64.56
Department: 441.000 DEPARTMENT OF PUBLIC WORKS						
101-441.000-702.000	SALARIES & WAGES	47,000.00	18,944.31	2,938.91	28,055.69	40.31
101-441.000-709.000	SOCIAL SECURITY	3,500.00	1,438.68	222.71	2,061.32	41.11
101-441.000-710.000	UNEMPLOYMENT EXPENSE	700.00	5.10	0.00	694.90	0.73
101-441.000-715.000	RETIREMENT	0.00	2,722.70	426.15	(2,722.70)	100.00
101-441.000-717.000	RETIREMENT	6,000.00	5,549.94	890.65	450.06	92.50

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As Of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 441.000 DEPARTMENT OF PUBLIC WORKS						
101-441.000-718.000	HEALTH INSURANCE	3,000.00	232.54	0.00	2,767.46	7.75
101-441.000-719.000	DISABILITY INSURANCE	1,000.00	578.95	115.79	421.05	57.90
101-441.000-721.000	UNIFORM EXPENSES	1,500.00	1,304.91	0.00	195.09	86.99
101-441.000-725.000	WORKER COMP. INSURANCE	450.00	325.36	0.00	124.64	72.30
101-441.000-749.000	DRUG TESTING	500.00	116.00	0.00	384.00	23.20
101-441.000-752.000	OPERATING SUPPLIES	5,000.00	1,256.56	110.12	3,743.44	25.13
101-441.000-754.000	COMPUTER EXPENSE	500.00	298.50	0.00	201.50	59.70
101-441.000-775.000	REPAIR & MAINTENANCE SUPPLIES	4,000.00	3,351.88	320.08	648.12	83.80
101-441.000-780.000	DPW TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
101-441.000-860.000	TRAVEL/TRAINING	2,000.00	191.25	0.00	1,808.75	9.56
101-441.000-918.000	WATER	750.00	174.18	0.00	575.82	23.22
101-441.000-920.000	LIGHTS	1,500.00	503.32	126.93	996.68	33.55
101-441.000-921.000	HEAT	3,000.00	402.36	236.67	2,597.64	13.41
101-441.000-924.000	PHONE	1,000.00	489.87	55.50	510.13	48.99
101-441.000-930.200	CONTRACTED WORK	1,000.00	528.90	528.90	471.10	52.89
101-441.000-935.000	INSURANCE & BONDS	1,000.00	0.00	0.00	1,000.00	0.00
101-441.000-943.000	EQUIPMENT RENTAL	17,000.00	8,736.05	1,405.32	8,263.95	51.39
Total Dept 441.000 - DEPARTMENT OF PUBLIC WORKS		101,400.00	47,151.36	7,377.73	54,248.64	46.50
Department: 444.000 ALLEYS & SIDEWALKS						
101-444.000-702.000	SALARIES & WAGES	3,000.00	616.50	93.36	2,383.50	20.55
101-444.000-709.000	SOCIAL SECURITY	125.00	46.12	6.97	78.88	36.90
101-444.000-715.000	RETIREMENT	0.00	79.03	12.34	(79.03)	100.00
101-444.000-717.000	RETIREMENT	150.00	165.45	7.64	(15.45)	110.30
101-444.000-725.000	WORKER COMP. INSURANCE	350.00	325.36	0.00	24.64	92.96
101-444.000-742.000	STREET PATCHING	2,000.00	0.00	0.00	2,000.00	0.00
101-444.000-748.000	GRAVEL	2,000.00	0.00	0.00	2,000.00	0.00
101-444.000-752.000	OPERATING SUPPLIES	100.00	0.00	0.00	100.00	0.00
101-444.000-756.000	CSX PROPERTY LEASE	2,550.00	115.00	0.00	2,435.00	4.51
101-444.000-930.200	CONTRACTED WORK	6,000.00	0.00	0.00	6,000.00	0.00
101-444.000-943.000	EQUIPMENT RENTAL	1,000.00	265.35	0.00	734.65	26.54
Total Dept 444.000 - ALLEYS & SIDEWALKS		17,275.00	1,612.81	120.31	15,662.19	9.34
Department: 448.000 STREET LIGHTING						
101-448.000-920.000	LIGHTS	22,000.00	8,155.27	2,157.54	13,844.73	37.07
Total Dept 448.000 - STREET LIGHTING		22,000.00	8,155.27	2,157.54	13,844.73	37.07
Department: 567.000 BROOKSIDE CEMETERY						
101-567.000-702.000	SALARIES & WAGES	7,000.00	3,693.75	727.85	3,306.25	52.77
101-567.000-709.000	SOCIAL SECURITY	500.00	279.93	55.05	220.07	55.99
101-567.000-715.000	RETIREMENT	0.00	491.52	90.18	(491.52)	100.00
101-567.000-717.000	RETIREMENT	750.00	1,010.06	227.16	(260.06)	134.67
101-567.000-718.000	HEALTH INSURANCE	2,500.00	232.57	0.00	2,267.43	9.30
101-567.000-725.000	WORKER COMP. INSURANCE	350.00	325.36	0.00	24.64	92.96
101-567.000-748.000	GRAVEL	1,000.00	0.00	0.00	1,000.00	0.00
101-567.000-775.000	REPAIR & MAINTENANCE SUPPLIES	500.00	180.00	0.00	320.00	36.00
101-567.000-920.000	LIGHTS	750.00	233.88	58.13	516.12	31.18
101-567.000-930.200	CONTRACTED WORK	6,000.00	4,725.00	350.00	1,275.00	78.75
101-567.000-935.000	INSURANCE & BONDS	500.00	0.00	0.00	500.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 567.000 BROOKSIDE CEMETERY						
101-567.000-943.000	EQUIPMENT RENTAL	5,000.00	1,676.78	204.00	3,323.22	33.54
Total Dept 567.000 - BROOKSIDE CEMETERY		24,850.00	12,848.85	1,712.37	12,001.15	51.71
Department: 751.000 RECREATION DEPT. EXPENSES						
101-751.000-702.000	SALARIES & WAGES	3,500.00	866.55	180.20	2,633.45	24.76
101-751.000-709.000	SOCIAL SECURITY	250.00	66.28	13.78	183.72	26.51
101-751.000-710.000	UNEMPLOYMENT EXPENSE	100.00	0.68	0.00	99.32	0.68
101-751.000-715.000	RETIREMENT	0.00	119.06	25.51	(119.06)	100.00
101-751.000-717.000	RETIREMENT	300.00	243.81	91.20	56.19	81.27
101-751.000-725.000	WORKER COMP. INSURANCE	350.00	325.36	0.00	24.64	92.96
101-751.000-748.000	GRAVEL	1,000.00	0.00	0.00	1,000.00	0.00
101-751.000-752.000	OPERATING SUPPLIES	500.00	300.00	0.00	200.00	60.00
101-751.000-756.100	MCPHAIL FIELD EXPENSE	1,000.00	0.00	0.00	1,000.00	0.00
101-751.000-918.000	WATER	1,000.00	516.88	0.00	483.12	51.69
101-751.000-920.000	LIGHTS	1,500.00	602.23	243.06	897.77	40.15
101-751.000-930.000	REPAIRS & MAINTENANCE	500.00	941.95	0.00	(441.95)	188.39
101-751.000-930.200	CONTRACTED WORK	5,000.00	5,024.43	0.00	(24.43)	100.49
101-751.000-930.600	FIELD WORK	2,000.00	0.00	0.00	2,000.00	0.00
101-751.000-935.000	INSURANCE & BONDS	1,000.00	0.00	0.00	1,000.00	0.00
101-751.000-943.000	EQUIPMENT RENTAL	1,500.00	822.68	64.28	677.32	54.85
Total Dept 751.000 - RECREATION DEPT. EXPENSES		19,500.00	9,829.91	618.03	9,670.09	50.41
Department: 756.000 RIVER PARK & GROUNDS						
101-756.000-702.000	SALARIES & WAGES	65,000.00	40,976.29	3,205.18	24,023.71	63.04
101-756.000-709.000	SOCIAL SECURITY	3,500.00	2,643.95	224.23	856.05	75.54
101-756.000-710.000	UNEMPLOYMENT EXPENSE	300.00	1.99	0.00	298.01	0.66
101-756.000-715.000	RETIREMENT	0.00	335.07	57.25	(335.07)	100.00
101-756.000-717.000	RETIREMENT	300.00	272.69	86.21	27.31	90.90
101-756.000-725.000	WORKER COMP. INSURANCE	500.00	325.36	0.00	174.64	65.07
101-756.000-741.000	ROAD BRINE	300.00	0.00	0.00	300.00	0.00
101-756.000-748.000	GRAVEL	500.00	0.00	0.00	500.00	0.00
101-756.000-752.000	OPERATING SUPPLIES	3,000.00	3,416.53	118.31	(416.53)	113.88
101-756.000-754.000	COMPUTER EXPENSE	500.00	223.68	0.00	276.32	44.74
101-756.000-787.000	CONCESSION	3,000.00	3,520.52	0.00	(520.52)	117.35
101-756.000-788.000	WOOD	6,000.00	5,375.00	0.00	625.00	89.58
101-756.000-801.000	PROFESSIONAL SERVICES	8,000.00	20.00	0.00	7,980.00	0.25
101-756.000-860.000	TRAVEL/TRAINING	0.00	708.84	64.97	(708.84)	100.00
101-756.000-862.000	DUES & MEMBERSHIPS	750.00	357.70	184.00	392.30	47.69
101-756.000-880.600	COMMUNITY PROMOTION	300.00	80.00	80.00	220.00	26.67
101-756.000-917.000	SEWER	5,000.00	1,988.97	0.00	3,011.03	39.78
101-756.000-918.000	WATER	3,000.00	477.53	0.00	2,522.47	15.92
101-756.000-920.000	LIGHTS	15,000.00	11,913.35	1,499.52	3,086.65	79.42
101-756.000-924.000	PHONE	1,000.00	0.00	0.00	1,000.00	0.00
101-756.000-924.100	CABLE VISION	8,000.00	2,606.71	0.00	5,393.29	32.58
101-756.000-930.000	REPAIRS & MAINTENANCE	5,000.00	1,149.09	195.50	3,850.91	22.98
101-756.000-930.200	CONTRACTED WORK	8,000.00	8,993.25	529.00	(993.25)	112.42
101-756.000-943.000	EQUIPMENT RENTAL	2,000.00	903.45	51.00	1,096.55	45.17
101-756.000-970.100	POOL EXPENSES	6,000.00	5,795.89	171.92	204.11	96.60

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 756.000 RIVER PARK & GROUNDS						
Total Dept 756.000 - RIVER PARK & GROUNDS						
Expenditures						
		144,950.00	92,085.86	6,467.09	52,864.14	63.53
		976,475.00	443,715.36	67,917.05	532,759.64	45.44
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	928,950.00	582,580.92	24,288.41	346,369.08	
	TOTAL EXPENDITURES	976,475.00	443,715.36	67,917.05	532,759.64	
	NET OF REVENUES & EXPENDITURES:	(47,525.00)	138,865.56	(43,628.64)	(186,390.56)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdot Used
Fund: 151 CEMETERY PERPETUAL CARE						
Account Category: Revenues						
Department: 000.000 NON-DEPARTMENTAL						
151-000.000-635.000	LOT SALES	500.00	0.00	0.00	500.00	0.00
151-000.000-664.000	INTEREST ON INVESTMENTS	0.00	2,780.08	0.00	(2,780.08)	100.00
	Total Dept 000.000 - NON-DEPARTMENTAL	500.00	2,780.08	0.00	(2,280.08)	556.02
	Revenues	500.00	2,780.08	0.00	(2,280.08)	556.02
Fund 151 - CEMETERY PERPETUAL CARE:						
	TOTAL REVENUES	500.00	2,780.08	0.00	(2,280.08)	
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	
	NET OF REVENUES & EXPENDITURES:	500.00	2,780.08	0.00	(2,280.08)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg't Used
Fund: 202 MAJOR STREET						
Account Category: Revenues						
Department: 000.000 NON-DEPARTMENTAL						
202-000.000-546.000	STATE GAS & WEIGHT	150,000.00	51,982.91	0.00	98,017.09	34.66
202-000.000-664.000	INTEREST ON INVESTMENTS	0.00	2,502.06	0.00	(2,502.06)	100.00
202-000.000-692.000	TRUNKLINE MAINTENANCE	25,000.00	3,484.74	0.00	21,515.26	13.94
Total Dept 000.000 - NON-DEPARTMENTAL		175,000.00	57,969.71	0.00	117,030.29	33.13
Revenues						
		175,000.00	57,969.71	0.00	117,030.29	33.13
Account Category: Expenditures						
Department: 463.000 MAINTENANCE						
202-463.000-702.000	SALARIES & WAGES	4,000.00	518.55	94.22	3,481.45	12.96
202-463.000-709.000	SOCIAL SECURITY	300.00	39.11	7.15	260.89	13.04
202-463.000-715.000	RETIREMENT	0.00	67.32	12.52	(67.32)	100.00
202-463.000-717.000	RETIREMENT	400.00	142.07	7.68	257.93	35.52
202-463.000-718.000	HEALTH INSURANCE	2,000.00	232.55	0.00	1,767.45	11.63
202-463.000-725.000	WORKER COMP. INSURANCE	450.00	325.36	0.00	124.64	72.30
202-463.000-742.000	STREET PATCHING	1,500.00	3,700.00	0.00	(2,200.00)	246.67
202-463.000-743.000	PARKING PAINT	2,000.00	2,500.00	0.00	(500.00)	125.00
202-463.000-746.000	STREET SIGNS	1,000.00	211.65	0.00	788.35	21.17
202-463.000-930.200	CONTRACTED WORK	5,000.00	15,700.00	0.00	(10,700.00)	314.00
202-463.000-943.000	EQUIPMENT RENTAL	8,000.00	274.74	0.00	7,725.26	3.43
Total Dept 463.000 - MAINTENANCE		24,650.00	23,711.35	121.57	938.65	96.19
Department: 474.000 TRAFFIC SERVICES						
202-474.000-702.000	SALARIES & WAGES	1,000.00	452.06	93.23	547.94	45.21
202-474.000-709.000	SOCIAL SECURITY	125.00	31.67	6.95	93.33	25.34
202-474.000-715.000	RETIREMENT	0.00	55.42	12.31	(55.42)	100.00
202-474.000-717.000	RETIREMENT	150.00	94.19	7.63	55.81	62.79
202-474.000-718.000	HEALTH INSURANCE	2,000.00	232.54	0.00	1,767.46	11.63
202-474.000-725.000	WORKER COMP. INSURANCE	350.00	325.36	0.00	24.64	92.96
Total Dept 474.000 - TRAFFIC SERVICES		3,625.00	1,191.24	120.12	2,433.76	32.86
Department: 477.000 TRUNKLINE MAINTENANCE						
202-477.000-702.000	SALARIES & WAGES	4,000.00	912.19	164.64	3,087.81	22.80
202-477.000-709.000	SOCIAL SECURITY	350.00	70.08	12.18	279.92	20.02
202-477.000-715.000	RETIREMENT	0.00	119.76	21.06	(119.76)	100.00
202-477.000-717.000	RETIREMENT	500.00	333.20	37.72	166.80	66.64
202-477.000-747.000	SAND/SALT	3,000.00	0.00	0.00	3,000.00	0.00
202-477.000-920.000	LIGHTS	500.00	190.38	47.78	309.62	38.08
202-477.000-930.200	CONTRACTED WORK	5,500.00	0.00	0.00	5,500.00	0.00
202-477.000-935.000	INSURANCE & BONDS	1,200.00	725.63	0.00	474.37	60.47
202-477.000-943.000	EQUIPMENT RENTAL	5,500.00	973.18	0.00	4,526.82	17.69
Total Dept 477.000 - TRUNKLINE MAINTENANCE		20,550.00	3,324.42	283.38	17,225.58	16.18
Department: 478.000 WINTER MAINTENANCE						
202-478.000-702.000	SALARIES & WAGES	8,000.00	429.60	94.35	7,570.40	5.37
202-478.000-709.000	SOCIAL SECURITY	600.00	32.58	7.17	567.42	5.43
202-478.000-715.000	RETIREMENT	0.00	56.52	12.55	(56.52)	100.00
202-478.000-717.000	RETIREMENT	1,000.00	94.64	7.69	905.36	9.46
202-478.000-718.000	HEALTH INSURANCE	2,000.00	213.99	0.00	1,786.01	10.70
202-478.000-725.000	WORKER COMP. INSURANCE	400.00	325.36	0.00	74.64	81.34

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 202 MAJOR STREET						
Account Category: Expenditures						
Department: 478.000 WINTER MAINTENANCE						
202-478.000-747.000	SAND/SALT	2,000.00	0.00	0.00	2,000.00	0.00
202-478.000-930.200	CONTRACTED WORK	7,500.00	0.00	0.00	7,500.00	0.00
202-478.000-943.000	EQUIPMENT RENTAL	5,000.00	0.00	0.00	5,000.00	0.00
	Total Dept 478.000 - WINTER MAINTENANCE	26,500.00	1,152.69	121.76	25,347.31	4.35
Department: 482.000 ADMINISTRATION						
202-482.000-801.050	AUDIT	2,750.00	2,978.40	0.00	(228.40)	108.31
202-482.000-965.200	CONTRIBUTION TO LOCAL STREET	28,000.00	0.00	0.00	28,000.00	0.00
	Total Dept 482.000 - ADMINISTRATION	30,750.00	2,978.40	0.00	27,771.60	9.69
	Expenditures	106,075.00	32,358.10	646.83	73,716.90	30.50
Fund 202 - MAJOR STREET:						
	TOTAL REVENUES	175,000.00	57,969.71	0.00	117,030.29	
	TOTAL EXPENDITURES	106,075.00	32,358.10	646.83	73,716.90	
	NET OF REVENUES & EXPENDITURES:	68,925.00	25,611.61	(646.83)	43,313.39	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 203 LOCAL STREETS						
Account Category: Revenues						
Department: 000.000 NON-DEPARTMENTAL						
203-000.000-540.100	STATE METRO ACT	5,000.00	0.00	0.00	5,000.00	0.00
203-000.000-546.000	STATE GAS & WEIGHT	60,000.00	19,646.35	0.00	40,353.65	32.74
203-000.000-664.000	INTEREST ON INVESTMENTS	0.00	1,668.05	0.00	(1,668.05)	100.00
203-000.000-676.800	CONTRIBUTION MAJOR STREET	28,000.00	0.00	0.00	28,000.00	0.00
Total Dept 000.000 - NON-DEPARTMENTAL		93,000.00	21,314.40	0.00	71,685.60	22.92
Revenues						
Total Dept 000.000		93,000.00	21,314.40	0.00	71,685.60	22.92
Account Category: Expenditures						
Department: 463.000 MAINTENANCE						
203-463.000-702.000	SALARIES & WAGES	15,000.00	6,992.81	4,082.74	8,007.19	46.62
203-463.000-709.000	SOCIAL SECURITY	800.00	526.99	308.11	273.01	65.87
203-463.000-715.000	RETIREMENT	0.00	927.85	549.29	(927.85)	100.00
203-463.000-717.000	RETIREMENT	1,200.00	1,484.65	962.01	(284.65)	123.72
203-463.000-718.000	HEALTH INSURANCE	2,500.00	232.54	0.00	2,267.46	9.30
203-463.000-725.000	WORKER COMP. INSURANCE	550.00	325.36	0.00	224.64	59.16
203-463.000-742.000	STREET PATCHING	1,500.00	0.00	0.00	1,500.00	0.00
203-463.000-746.000	STREET SIGNS	1,000.00	0.00	0.00	1,000.00	0.00
203-463.000-930.200	CONTRACTED WORK	20,000.00	2,639.28	0.00	17,360.72	13.20
203-463.000-935.000	INSURANCE & BONDS	2,000.00	967.50	0.00	1,032.50	48.38
203-463.000-943.000	EQUIPMENT RENTAL	12,000.00	9,265.28	5,998.40	2,734.72	77.21
Total Dept 463.000 - MAINTENANCE		56,550.00	23,362.26	11,900.55	33,187.74	41.31
Department: 474.000 TRAFFIC SERVICES						
203-474.000-702.000	SALARIES & WAGES	2,000.00	938.82	94.44	1,061.18	46.94
203-474.000-709.000	SOCIAL SECURITY	200.00	71.53	7.17	128.47	35.77
203-474.000-715.000	RETIREMENT	0.00	139.83	12.56	(139.83)	100.00
203-474.000-717.000	RETIREMENT	200.00	229.40	7.70	(29.40)	114.70
203-474.000-718.000	HEALTH INSURANCE	2,400.00	232.54	0.00	2,167.46	9.69
203-474.000-725.000	WORKER COMP. INSURANCE	450.00	650.72	0.00	(200.72)	144.60
203-474.000-752.000	OPERATING SUPPLIES	500.00	5.59	0.00	494.41	1.12
203-474.000-943.000	EQUIPMENT RENTAL	0.00	89.25	0.00	(89.25)	100.00
Total Dept 474.000 - TRAFFIC SERVICES		5,750.00	2,357.68	121.87	3,392.32	41.00
Department: 478.000 WINTER MAINTENANCE						
203-478.000-702.000	SALARIES & WAGES	9,000.00	426.47	93.56	8,573.53	4.74
203-478.000-709.000	SOCIAL SECURITY	500.00	32.11	7.03	467.89	6.42
203-478.000-715.000	RETIREMENT	0.00	55.73	12.37	(55.73)	100.00
203-478.000-717.000	RETIREMENT	900.00	94.29	7.64	805.71	10.48
203-478.000-725.000	WORKER COMP. INSURANCE	500.00	325.36	0.00	174.64	65.07
203-478.000-747.000	SAND/SALT	1,000.00	180.00	0.00	820.00	18.00
203-478.000-943.000	EQUIPMENT RENTAL	8,000.00	0.00	0.00	8,000.00	0.00
Total Dept 478.000 - WINTER MAINTENANCE		19,900.00	1,113.96	120.60	18,786.04	5.60
Department: 482.000 ADMINISTRATION						
203-482.000-801.050	AUDIT	2,750.00	2,978.40	0.00	(228.40)	108.31
Total Dept 482.000 - ADMINISTRATION		2,750.00	2,978.40	0.00	(228.40)	108.31
Expenditures		84,950.00	29,812.30	12,143.02	55,137.70	35.09

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance AS Of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdot Used
Fund: 203 LOCAL STREETS						
Fund 203 - LOCAL STREETS:						
	TOTAL REVENUES	93,000.00	21,314.40	0.00	71,685.60	
	TOTAL EXPENDITURES	84,950.00	29,812.30	12,143.02	55,137.70	
	NET OF REVENUES & EXPENDITURES:	8,050.00	(8,497.90)	(12,143.02)	16,547.90	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance		Activity For		Available Balance	% Bdgt Used
			11/30/2023	11/30/2023	11/30/2023	11/30/2023		

Fund: 226 GARBAGE AND REFUSE COLLECTION

Account Category: Revenues
 Department: 000.000 NON-DEPARTMENTAL
 226-000.000-406.000 REFUSE TAX
 226-000.000-664.000 INTEREST ON INVESTMENTS
 226-000.000-695.000 BAG SALES

Total Dept 000.000 - NON-DEPARTMENTAL		98,000.00	77,749.95	3,855.00	3,855.00	20,250.05	79.34
Revenues		98,000.00	77,749.95	3,855.00	3,855.00	20,250.05	79.34

Account Category: Expenditures

Department: 227.000 LANDFILL CAP
 226-227.000-801.000 PROFESSIONAL SERVICES
 226-227.000-930.200 CONTRACTED WORK

Total Dept 227.000 - LANDFILL CAP		10,500.00	0.00	0.00	0.00	10,500.00	0.00
Department: 528.000 SANITATION		2,500.00	1,516.98	331.83	331.83	983.02	60.68
226-528.000-702.000 SALARIES & WAGES		200.00	113.65	24.92	24.92	86.35	56.83
226-528.000-709.000 SOCIAL SECURITY		0.00	186.55	40.73	40.73	(186.55)	100.00
226-528.000-715.000 RETIREMENT		300.00	168.95	26.59	26.59	131.05	56.32
226-528.000-717.000 RETIREMENT		1,000.00	0.00	0.00	0.00	1,000.00	0.00
226-528.000-752.000 OPERATING SUPPLIES		80,000.00	29,178.65	0.00	0.00	50,821.35	36.47
226-528.000-801.000 PROFESSIONAL SERVICES		84,000.00	31,164.78	424.07	424.07	52,835.22	37.10
Total Dept 528.000 - SANITATION		12,000.00	2,669.99	0.00	0.00	9,330.01	22.25
Department: 530.000 RECYCLING		12,000.00	2,669.99	0.00	0.00	9,330.01	22.25
226-530.000-801.000 PROFESSIONAL SERVICES		106,500.00	33,834.77	424.07	424.07	72,665.23	31.77
Total Dept 530.000 - RECYCLING		106,500.00	33,834.77	424.07	424.07	72,665.23	31.77
Expenditures		106,500.00	33,834.77	424.07	424.07	72,665.23	31.77

Fund 226 - GARBAGE AND REFUSE COLLECTION:

TOTAL REVENUES 20,250.05
 TOTAL EXPENDITURES 72,665.23
 NET OF REVENUES & EXPENDITURES: (52,415.18)

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg't Used
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Fund: 248 DDA OPERATIONS

Account Category: Revenues

Department: 000.000 NON-DEPARTMENTAL

248-000.000-404.200	T.I.F.A.TAX	9,000.00	11,826.84	0.00	(2,826.84)	131.41
248-000.000-404.300	2 MILL SPECIAL LEVY TAX	6,000.00	5,070.26	0.00	929.74	84.50
248-000.000-664.000	INTEREST ON INVESTMENTS	0.00	278.00	0.00	(278.00)	100.00
248-000.000-670.800	PROMOTIONS	5,000.00	0.00	0.00	5,000.00	0.00
248-000.000-684.000	FLOWERS/DONATIONS	10,000.00	0.00	0.00	10,000.00	0.00
248-000.000-699.000	PRIOR YEAR FUND BAL. APPLIED	14,500.00	0.00	0.00	14,500.00	0.00
Total Dept 000.000 - NON-DEPARTMENTAL		44,500.00	17,175.10	0.00	27,324.90	38.60

Revenues

Account Category: Expenditures

Department: 000.000 NON-DEPARTMENTAL

248-000.000-702.000 SALARIES & WAGES/FLOWER WATER

248-000.000-709.000	SOCIAL SECURITY	150.00	65.01	13.01	84.99	43.34
248-000.000-715.000	RETIREMENT	0.00	89.11	17.77	(89.11)	100.00
248-000.000-717.000	RETIREMENT	200.00	135.27	27.28	64.73	67.64
248-000.000-718.000	HEALTH INSURANCE	100.00	0.00	0.00	100.00	0.00
248-000.000-725.000	WORKER COMP. INSURANCE	250.00	325.36	0.00	(75.36)	130.14
248-000.000-752.000	OPERATING SUPPLIES	2,000.00	181.26	0.00	1,818.74	9.06
248-000.000-769.000	SANTA PARTY	1,000.00	0.00	0.00	1,000.00	0.00
248-000.000-801.050	AUDIT	650.00	744.60	0.00	(94.60)	114.55
248-000.000-801.100	CITY ATTORNEY	250.00	2,186.25	0.00	(1,936.25)	874.50
248-000.000-880.600	COMMUNITY PROMOTION	3,000.00	0.00	0.00	3,000.00	0.00
248-000.000-917.000	SEWER	1,000.00	0.00	0.00	1,000.00	0.00
248-000.000-918.000	WATER	4,000.00	221.60	0.00	3,778.40	5.54
248-000.000-920.000	LIGHTS	2,000.00	323.66	0.00	1,676.34	16.18
248-000.000-921.000	HEAT	1,000.00	220.59	55.84	779.41	22.06
248-000.000-925.000	PROMOTIONS COMMITTEE	5,000.00	3,799.01	2,824.01	1,200.99	75.98
248-000.000-926.000	DESIGN COMMITTEE	2,000.00	84.72	84.72	1,915.28	4.24
248-000.000-930.200	CONTRACTED WORK/PLOWING	4,000.00	2,625.00	1,680.00	1,375.00	65.63
248-000.000-935.000	INSURANCE & BONDS	500.00	0.00	0.00	500.00	0.00
248-000.000-991.200	OPTIMIST LOAN	11,800.00	0.00	0.00	11,800.00	0.00
Total Dept 000.000 - NON-DEPARTMENTAL		39,900.00	11,866.65	4,875.67	28,033.35	29.74

Expenditures

Fund 248 - DDA OPERATIONS:

TOTAL REVENUES

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES:

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg Used
Fund: 266 POLICE ACT 302 FUND						
Account Category: Expenditures						
Department: 000.000 NON-DEPARTMENTAL						
266-000.000-863.000 ACT 302 TRAINING EXPENSES						
Total Dept 000.000 - NON-DEPARTMENTAL						
Expenditures						
		250.00	0.00	0.00	250.00	0.00
		250.00	0.00	0.00	250.00	0.00
		250.00	0.00	0.00	250.00	0.00
Fund 266 - POLICE ACT 302 FUND:						
TOTAL REVENUES						
		0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES						
		250.00	0.00	0.00	250.00	
NET OF REVENUES & EXPENDITURES:						
		(250.00)	0.00	0.00	(250.00)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Availble Balance 11/30/2023	% Bdgt Used
Fund: 280 SCULPTURE PROJECT						
Account Category: Revenues						
Department: 000.000 NON-DEPARTMENTAL						
280-000.000-658.000 DONATIONS						
Total Dept 000.000 - NON-DEPARTMENTAL						
	Revenues	1.00	0.00	0.00	1.00	0.00
		1.00	0.00	0.00	1.00	0.00
		1.00	0.00	0.00	1.00	0.00
Fund 280 - SCULPTURE PROJECT:						
TOTAL REVENUES						
		1.00	0.00	0.00	1.00	
TOTAL EXPENDITURES						
		0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES:						
		1.00	0.00	0.00	1.00	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg't Used
Fund: 590 SEWAGE DISPOSAL FUND						
Account Category: Revenues						
Department: 000.000 NON-DEPARTMENTAL						
590-000.000-445.000	PENALTIES-LATE CHARGES	5,000.00	2,998.43	576.19	2,001.57	59.97
590-000.000-602.000	CUSTOMER SALES	400,000.00	176,922.83	32,511.86	223,077.17	44.23
590-000.000-664.000	INTEREST ON INVESTMENTS	0.00	1,417.84	0.00	(1,417.84)	100.00
590-000.000-695.000	RIVERSIDE PARK DUMPSTATION	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 000.000 - NON-DEPARTMENTAL		406,000.00	181,339.10	33,088.05	224,660.90	44.66
Revenues		406,000.00	181,339.10	33,088.05	224,660.90	44.66
Account Category: Expenditures						
Department: 560.000 WASTE WATER TREATMENT & SUPPL						
590-560.000-725.000	WORKER COMP. INSURANCE	350.00	325.36	0.00	24.64	92.96
590-560.000-930.000	REPAIRS & MAINTENANCE	5,000.00	0.00	0.00	5,000.00	0.00
590-560.000-930.200	CONTRACTED WORK	30,000.00	3,721.81	0.00	26,278.19	12.41
590-560.000-937.000	CITY OF LUDINGTON TREATMENT	120,000.00	25,991.81	0.00	94,008.19	21.66
Total Dept 560.000 - WASTE WATER TREATMENT & SUPPL		155,350.00	30,038.98	0.00	125,311.02	19.34
Department: 564.000 TRANSMISSION-MAINS						
590-564.000-702.000	SALARIES & WAGES	12,000.00	2,564.79	403.58	9,435.21	21.37
590-564.000-709.000	SOCIAL SECURITY	750.00	192.11	29.85	557.89	25.61
590-564.000-715.000	PENSION ADJUSTMENT GASB 68	0.00	328.82	50.42	(328.82)	100.00
590-564.000-717.000	RETIREMENT	1,000.00	793.34	62.82	206.66	79.33
590-564.000-725.000	WORKER COMP. INSURANCE	600.00	325.36	0.00	274.64	54.23
590-564.000-775.000	REPAIR & MAINTENANCE SUPPLIES	4,000.00	1,307.18	0.00	2,692.82	32.68
590-564.000-930.200	CONTRACTED WORK	5,000.00	1,953.75	0.00	3,046.25	39.08
590-564.000-935.000	INSURANCE & BONDS	2,000.00	1,209.38	0.00	790.62	60.47
590-564.000-943.000	EQUIPMENT RENTAL	4,000.00	337.88	0.00	3,662.12	8.45
Total Dept 564.000 - TRANSMISSION-MAINS		29,350.00	9,012.61	546.67	20,337.39	30.71
Department: 566.000 ADMINISTRATIVE						
590-566.000-702.000	SALARIES & WAGES	13,000.00	4,379.10	953.15	8,620.90	33.69
590-566.000-709.000	SOCIAL SECURITY	800.00	328.16	71.56	471.84	41.02
590-566.000-715.000	RETIREMENT	0.00	541.69	117.83	(541.69)	100.00
590-566.000-717.000	RETIREMENT	1,300.00	545.29	77.12	754.71	41.95
590-566.000-718.000	HEALTH INSURANCE	2,500.00	232.54	0.00	2,267.46	9.30
590-566.000-751.000	OFFICE SUPPLIES	300.00	0.00	0.00	300.00	0.00
590-566.000-754.000	COMPUTER EXPENSE	500.00	910.80	0.00	(410.80)	182.16
590-566.000-760.000	POSTAGE	1,500.00	575.83	114.24	924.17	38.39
590-566.000-801.050	AUDIT	4,500.00	4,715.80	0.00	(215.80)	104.80
590-566.000-801.300	SEWER ADMINISTRATION FEES	8,000.00	1,586.95	0.00	6,413.05	19.84
590-566.000-920.000	LIGHTS	10,000.00	2,571.67	295.79	7,428.33	25.72
590-566.000-924.000	PHONE	600.00	164.42	0.00	435.58	27.40
590-566.000-991.300	SEWER PROJECT PRINCIPAL	90,000.00	40,000.00	0.00	50,000.00	44.44
590-566.000-992.000	BOND INTEREST	2,000.00	5,227.65	0.00	(3,227.65)	261.38
590-566.000-992.900	SEWER PROJECT INTEREST	52,000.00	23,496.70	0.00	28,503.30	45.19
590-566.000-994.500	MASON COUNTY -LIFT STATION	16,500.00	4,500.00	0.00	12,000.00	27.27
Total Dept 566.000 - ADMINISTRATIVE		203,500.00	89,776.60	1,629.69	113,723.40	44.12
Expenditures		388,200.00	128,828.19	2,176.36	259,371.81	33.19

Fund 590 - SEWAGE DISPOSAL FUND:

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 590	SEWAGE DISPOSAL FUND					
	TOTAL REVENUES	406,000.00	181,339.10	33,088.05	224,660.90	
	TOTAL EXPENDITURES	388,200.00	128,828.19	2,176.36	259,371.81	
	NET OF REVENUES & EXPENDITURES:	17,800.00	52,510.91	30,911.69	(34,710.91)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg't Used
Fund: 591 WATER SUPPLY SYSTEM OPERATING						
Account Category: Revenues						
Department: 000.000 NON-DEPARTMENTAL						
591-000.000-445.100	AMBER TOWNSHIP FIRE HYDRANT	800.00	0.00	0.00	800.00	0.00
591-000.000-405.100	PENALTIES-LATE CHARGES	3,000.00	2,244.63	403.01	755.37	74.82
591-000.000-602.000	CUSTOMER SALES	380,000.00	149,843.66	26,836.25	230,156.34	39.43
591-000.000-607.000	CUSTOMER TAP FEES	10,000.00	1,750.00	0.00	8,250.00	17.50
591-000.000-607.200	WATER TURN ON/OFF	500.00	1,659.98	(75.02)	(1,159.98)	332.00
591-000.000-664.000	INTEREST ON INVESTMENTS	0.00	2,251.86	0.00	(2,251.86)	100.00
591-000.000-677.000	TRANSFERS IN	350,000.00	0.00	0.00	350,000.00	0.00
	Total Dept 000.000 - NON-DEPARTMENTAL	744,300.00	157,750.13	27,164.24	586,549.87	21.19
	Revenues	744,300.00	157,750.13	27,164.24	586,549.87	21.19
Account Category: Expenditures						
Department: 560.000 WASTE WATER TREATMENT & SUPPL						
591-560.000-801.000	PROFESSIONAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
591-560.000-801.020	LUDINGTON WATER TESTING	4,000.00	1,290.00	0.00	2,710.00	32.25
591-560.000-801.021	STATE WATER PERMIT	1,600.00	1,618.08	0.00	(18.08)	101.13
591-560.000-841.000	PURCHASE OF WATER	150,000.00	42,172.97	0.00	107,827.03	28.12
	Total Dept 560.000 - WASTE WATER TREATMENT & SUPPL	157,600.00	45,081.05	0.00	112,518.95	28.60
Department: 564.000 TRANSMISSION-MAINS						
591-564.000-702.000	SALARIES & WAGES	30,000.00	18,049.88	1,752.37	11,950.12	60.17
591-564.000-709.000	SOCIAL SECURITY	2,000.00	1,353.50	132.07	646.50	67.68
591-564.000-715.000	PENSION ADJUSTMENT GASB 68	0.00	2,349.69	226.92	(2,349.69)	100.00
591-564.000-717.000	RETIREMENT	3,000.00	2,927.77	183.58	72.23	97.59
591-564.000-718.000	HEALTH INSURANCE	3,000.00	232.54	0.00	2,767.46	7.75
591-564.000-725.000	WORKER COMP. INSURANCE	500.00	325.36	0.00	174.64	65.07
591-564.000-775.000	REPAIR & MAINTENANCE SUPPLIES	15,000.00	4,065.21	1,753.13	10,934.79	27.10
591-564.000-801.000	PROFESSIONAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
591-564.000-930.200	CONTRACTED WORK	30,000.00	2,750.00	0.00	27,250.00	9.17
591-564.000-935.000	INSURANCE & BONDS	3,000.00	1,693.13	0.00	1,306.87	56.44
591-564.000-943.000	EQUIPMENT RENTAL	15,000.00	4,315.88	535.50	10,684.12	28.77
591-564.000-970.000	CAPITAL OUTLAY	300,000.00	1,101.92	1,101.92	298,898.08	0.37
591-564.000-972.000	CAPITAL OUTLAY-METERS	10,000.00	0.00	0.00	10,000.00	0.00
	Total Dept 564.000 - TRANSMISSION-MAINS	416,500.00	39,164.88	5,685.49	377,335.12	9.40
Department: 566.000 ADMINISTRATIVE						
591-566.000-702.000	SALARIES & WAGES	10,000.00	4,872.39	953.24	5,127.61	48.72
591-566.000-709.000	SOCIAL SECURITY	750.00	365.98	71.59	384.02	48.80
591-566.000-715.000	RETIREMENT	0.00	612.45	117.86	(612.45)	100.00
591-566.000-717.000	RETIREMENT	1,000.00	566.35	77.13	433.65	56.64
591-566.000-718.000	HEALTH INSURANCE	3,000.00	232.55	0.00	2,767.45	7.75
591-566.000-725.000	WORKER COMP. INSURANCE	400.00	325.36	0.00	74.64	81.34
591-566.000-751.000	OFFICE SUPPLIES	300.00	0.00	0.00	300.00	0.00
591-566.000-754.000	COMPUTER EXPENSE	500.00	0.00	0.00	500.00	0.00
591-566.000-760.000	POSTAGE	1,500.00	575.81	114.24	924.19	38.39
591-566.000-801.050	AUDIT	4,000.00	4,715.80	0.00	(715.80)	117.90
591-566.000-860.000	TRAVEL	1,000.00	0.00	0.00	1,000.00	0.00
591-566.000-862.000	DUES & MEMBERSHIPS	0.00	800.00	0.00	(800.00)	100.00
591-566.000-943.000	EQUIPMENT RENTAL	0.00	25.50	0.00	(25.50)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 591 WATER SUPPLY SYSTEM OPERATING						
Account Category: Expenditures						
Department: 566.000 ADMINISTRATIVE						
591-566.000-991.700	BON PRINCIPAL RD LOAN	39,000.00	0.00	0.00	39,000.00	0.00
591-566.000-992.111	BOND INT. RD LOAN	15,000.00	0.00	0.00	15,000.00	0.00
	Total Dept 566.000 - ADMINISTRATIVE	76,450.00	13,092.19	1,334.06	63,357.81	17.13
Expenditures						
Fund 591 - WATER SUPPLY SYSTEM OPERATING:						
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES:						
		650,550.00	97,338.12	7,019.55	553,211.88	14.96
		744,300.00	157,750.13	27,164.24	586,549.87	
		650,550.00	97,338.12	7,019.55	553,211.88	
		93,750.00	60,412.01	20,144.69	33,337.99	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As Of 11/30/2023

23-24 Amended Budget

YTD Balance 11/30/2023
Activity For 11/30/2023
AvaiTable Balance 11/30/2023

% Bdgt Used

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	AvaiTable Balance 11/30/2023	% Bdgt Used
Fund: 661 MOTOR POOL FUND						
Account Category: Revenues						
Department: 000.000 NON-DEPARTMENTAL						
661-000.000-600.000	GENERAL FUND RENTALS	30,000.00	2,017.68	0.00	27,982.32	6.73
661-000.000-600.100	MAJOR STREET FUND RENTALS	17,000.00	0.00	0.00	17,000.00	0.00
661-000.000-600.200	LOCAL STREET FUND RENTALS	20,000.00	0.00	0.00	20,000.00	0.00
661-000.000-600.400	SEWAGE FUND RENTALS	5,000.00	0.00	0.00	5,000.00	0.00
661-000.000-600.500	WATER FUND RENTALS	15,000.00	0.00	0.00	15,000.00	0.00
661-000.000-664.000	INTEREST ON INVESTMENTS	0.00	5,560.16	0.00	(5,560.16)	100.00
Total Dept	000.000 - NON-DEPARTMENTAL	87,000.00	7,577.84	0.00	79,422.16	8.71
Department: 297.000 PARKING LOT & MALL						
661-297.000-600.000	GENERAL FUND RENTALS	0.00	329.10	0.00	(329.10)	100.00
Total Dept	297.000 - PARKING LOT & MALL	0.00	329.10	0.00	(329.10)	100.00
Department: 441.000 DEPARTMENT OF PUBLIC WORKS						
661-441.000-600.000	GENERAL FUND RENTALS	0.00	8,736.05	1,405.32	(8,736.05)	100.00
Total Dept	441.000 - DEPARTMENT OF PUBLIC WORKS	0.00	8,736.05	1,405.32	(8,736.05)	100.00
Department: 444.000 ALLEYS & SIDEWALKS						
661-444.000-600.000	GENERAL FUND RENTALS	0.00	265.35	0.00	(265.35)	100.00
Total Dept	444.000 - ALLEYS & SIDEWALKS	0.00	265.35	0.00	(265.35)	100.00
Department: 463.000 MAINTENANCE						
661-463.000-600.000	GENERAL FUND RENTALS	0.00	9,540.02	5,998.40	(9,540.02)	100.00
Total Dept	463.000 - MAINTENANCE	0.00	9,540.02	5,998.40	(9,540.02)	100.00
Department: 474.000 TRAFFIC SERVICES						
661-474.000-600.000	GENERAL FUND RENTALS	0.00	89.25	0.00	(89.25)	100.00
Total Dept	474.000 - TRAFFIC SERVICES	0.00	89.25	0.00	(89.25)	100.00
Department: 477.000 TRUNKLINE MAINTENANCE						
661-477.000-600.000	GENERAL FUND RENTALS	0.00	973.18	0.00	(973.18)	100.00
Total Dept	477.000 - TRUNKLINE MAINTENANCE	0.00	973.18	0.00	(973.18)	100.00
Department: 564.000 TRANSMISSION-MAINS						
661-564.000-600.000	GENERAL FUND RENTALS	0.00	4,653.76	535.50	(4,653.76)	100.00
Total Dept	564.000 - TRANSMISSION-MAINS	0.00	4,653.76	535.50	(4,653.76)	100.00
Department: 566.000 ADMINISTRATIVE						
661-566.000-600.000	GENERAL FUND RENTALS	0.00	25.50	0.00	(25.50)	100.00
Total Dept	566.000 - ADMINISTRATIVE	0.00	25.50	0.00	(25.50)	100.00
Department: 567.000 BROOKSIDE CEMETERY						
661-567.000-600.000	GENERAL FUND RENTALS	0.00	1,676.78	204.00	(1,676.78)	100.00
Total Dept	567.000 - BROOKSIDE CEMETERY	0.00	1,676.78	204.00	(1,676.78)	100.00
Department: 751.000 RECREATION DEPT. EXPENSES						
661-751.000-600.000	GENERAL FUND RENTALS	0.00	822.68	64.28	(822.68)	100.00
Total Dept	751.000 - RECREATION DEPT. EXPENSES	0.00	822.68	64.28	(822.68)	100.00
Department: 756.000 RIVER PARK & GROUNDS						
661-756.000-600.000	GENERAL FUND RENTALS	0.00	903.45	51.00	(903.45)	100.00
Total Dept	756.000 - RIVER PARK & GROUNDS	0.00	903.45	51.00	(903.45)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

23-24 Amended Budget YTD Balance 11/30/2023 Activity For 11/30/2023 Available Balance 11/30/2023 % Bdgt Used

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdgt Used
Fund: 661 MOTOR POOL FUND						
Account Category: Revenues						
	Revenues	87,000.00	35,592.96	8,258.50	51,407.04	40.91
Account Category: Expenditures						
Department: 000.000 NON-DEPARTMENTAL						
661-000.000-702.000	SALARIES & WAGES	7,500.00	1,485.34	414.73	6,014.66	19.80
661-000.000-709.000	SOCIAL SECURITY	500.00	110.86	30.57	389.14	22.17
661-000.000-715.000	RETIREMENT	0.00	191.85	51.74	(191.85)	100.00
661-000.000-717.000	RETIREMENT	750.00	454.26	165.56	295.74	60.57
661-000.000-725.000	WORKER COMP. INSURANCE	400.00	325.36	0.00	74.64	81.34
661-000.000-774.000	FUEL	30,000.00	4,457.00	1,458.75	25,543.00	14.86
661-000.000-775.000	REPAIR & MAINTENANCE SUPPLIES	25,000.00	5,271.63	1,548.90	19,728.37	21.09
661-000.000-801.050	AUDIT	1,000.00	992.80	0.00	7.20	99.28
661-000.000-935.000	INSURANCE & BONDS	9,500.00	6,047.88	0.00	3,452.12	63.66
661-000.000-943.000	EQUIPMENT RENTAL	0.00	2,017.68	0.00	(2,017.68)	100.00
661-000.000-981.700	CAPITAL OUTLAY	100,000.00	0.00	0.00	100,000.00	0.00
661-000.000-982.100	CAPITAL OUTLAY DPW 4 X 4	100,000.00	50,275.00	0.00	49,725.00	50.28
Total Dept 000.000 - NON-DEPARTMENTAL		274,650.00	71,629.66	3,670.25	203,020.34	26.08
Expenditures						
Fund 661 - MOTOR POOL FUND:		274,650.00	71,629.66	3,670.25	203,020.34	26.08
TOTAL REVENUES		87,000.00	35,592.96	8,258.50	51,407.04	
TOTAL EXPENDITURES		274,650.00	71,629.66	3,670.25	203,020.34	
NET OF REVENUES & EXPENDITURES:		(187,650.00)	(36,036.70)	4,588.25	(151,613.30)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF SCOTTVILLE

Balance As of 11/30/2023

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023	Activity For 11/30/2023	Available Balance 11/30/2023	% Bdg't Used
Fund: 703 ESCROW TAX FUND						
Account Category: Revenues						
Department: 000.000 NON-DEPARTMENTAL						
703-000.000-445.300 PENALTIES-LATE CHARGES						
Total Dept 000.000 - NON-DEPARTMENTAL						
	Revenues	0.00	517.17	153.09	(517.17)	100.00
		0.00	517.17	153.09	(517.17)	100.00
		0.00	517.17	153.09	(517.17)	100.00
Fund 703 - ESCROW TAX FUND:						
	TOTAL REVENUES	0.00	517.17	153.09	(517.17)	
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	
	NET OF REVENUES & EXPENDITURES:	0.00	517.17	153.09	(517.17)	
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	2,577,251.00	1,134,769.52	96,807.29	1,442,481.48	
	TOTAL EXPENDITURES - ALL FUNDS	2,627,550.00	849,383.15	98,872.80	1,778,166.85	
	NET OF REVENUES & EXPENDITURES:	(50,299.00)	285,386.37	(2,065.51)	(335,685.37)	

Commission Notes 11/27/23:

Yearly approval of required meeting date/times notice:

Meeting dates for those committees/commissions that require City Commission approval are all included in the packet this week. Approval will set these dates for 2024.

Planning Commission appointment

We received an application of interest for one of the vacant seats on the Planning Commission. Jenna Morrill sent an email of interest and will be dropping off the Application of Intent over the weekend. It will be available with more information on Monday. Sooner if I can get it over the weekend, scanned, and emailed to all of you.

Rental Inspection Fee Schedule - Resolution

Finance Committee discussed and recommended the updated fees for Rental Inspections and Registration fees.

Residential Rental Ordinance Update/Amendments

This ordinance was originally approved by the Commission in 2018. Given the time and issues with previous rental inspection programs this is being re-enacted with the frequency of inspections changing to annually and the registration deadline date updated to March 1st, 2024. Steve Spangler is our Rental Inspector/Zoning and Building official. He has been in Scottville working for us under the SAFEBuilt contract for just over a month.

**CITY OF SCOTTVILLE
MICHIGAN
RESOLUTION TO ESTABLISH YEAR 2024 REGULAR
CITY COMMISSION MEETING DATES
RESOLUTION NO: 23-19**

WHEREAS Section 7.1 of the Scottville City Charter requires the City Commission to provide by resolution for the time and place of its regular meetings, and,

WHEREAS Section 7.1 further states that the City Commission shall hold two regular meetings each month: and,

WHEREAS, The City Commission has determined that 6:00pm shall be the meeting time for the 2024 calendar year.

NOW, THEREFOR BE IT RESOLVED, the City Commission hereby establishes the following dates for its regular meetings in calendar year 2024 to be held at Scottville City Hall, 105 Main St Scottville, MI 49454 at 6:00pm.

Monday, January 8, 2024	Monday, July 8, 2024
Monday, January 22, 2024	Monday, July 22, 2024
Monday, February 12, 2024	Monday, August 12, 2024
Monday, February 26, 2024	Monday, August 26, 2024
Monday, March 11, 2024	Monday, September 9, 2024
Monday, March 25, 2024	Monday, September 23, 2024
Monday, April 8, 2024	Monday, October 14, 2024
Monday, April 22, 2024	Monday, October 28, 2024
Monday, May 13, 2024	Tuesday, November 12, 2024*
Tuesday, May 28, 2024*	Monday, November 25, 2024
Monday, June 10, 2024	Monday, December 2, 2024**
Monday, June 24, 2024	Monday, December 16, 2024**

December meetings held the 1st & 3rd Monday due to Christmas

The above preamble and resolution were moved for adoption by Commissioner _____ with support from Commissioner_____.

The motion for adoption received the following vote:

Yes:

No:

Absent/Abstain:

I certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Scottville at its 1557th Regular Meeting held this 27th day of November 2023.

Kelse Lester, Clerk

**CITY OF SCOTTVILLE
MICHIGAN
RESOLUTION TO ESTABLISH YEAR 2024 REGULAR
CITY PLANNING COMMISSION MEETING DATES
RESOLUTION NO. 23-20**

WHEREAS The Planning Commission shall set dates each year in which they will meet, and.

WHEREAS The Planning Commission now recommends to the City Commission to adopt their meeting calendar for 2024.

NOW, THEREFORE BE IT RESOLVED, the City Commission hereby establishes the following dates for the Planning Commission's regular meetings in calendar year 2024 to be held at Scottville City Hall, 105 N. Main St. Scottville MI, 49454 at 5:30pm.

No meeting in January
Tuesday, February 6, 2024
Tuesday, March 5, 2024
Tuesday, April 2, 2024
Tuesday, May 7, 2024
Tuesday, June 4, 2024
Tuesday, July 2, 2024
Tuesday, August 6, 2024
Tuesday, September 3, 2024
Tuesday, October 1, 2024
Tuesday, November 5, 2024
Tuesday, December 3, 2024

BE IT FURTHER RESOLVED, that if there are no items of business in any given month a meeting may be cancelled by the Chairperson of the Planning Commission.

The above preamble and resolution were moved for adoption by Commissioner _____ with support from Commissioner _____.

The motion for adoption received the following vote:

YES

NO

ABSENT

ABSTAIN

I certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Scottville at its 1557th Regular Meeting held this 27th day of November 2023.

Kelse Lester, Clerk

**CITY OF SCOTTVILLE, MICHIGAN
RESOLUTION TO AMEND YEAR 2024 REGULAR
CITY PARKS & RECREATION BOARD MEETING DATES
RESOLUTION NO. 23-21**

WHEREAS, The Parks & Recreation Board shall set dates each year on which they will meet.

NOW, THEREFORE BE IT RESOLVED, The City Commission hereby establishes the following dates for the Parks & Recreation Board regular meetings in calendar year 2024 to be held at Scottville City Hall, 105 N. Main St, Scottville MI 49454 at 6:00pm during the months of November-April and at Riverside Park Pavilion, 700 S Scottville Rd. Scottville MI 49454 at 6:00pm during the months of May-October.

No meeting in January
Monday, February 5, 2024
Monday, March 4, 2024
Monday, April 1, 2024
Monday May 6, 2024
Monday June 3, 2024
Monday July 1, 2024
Monday August 5, 2024
Tuesday September 3, 2024
Monday October 7, 2024
Monday November 4, 2024
No meeting in December

AND BE IT FURTHER RESOLVED, that if there are no items of business in any given month that a meeting may be cancelled by the Chairperson of the Parks & Recreation Board.

The above preamble and resolution were moved for adoption by Commissioner _____
with support from Commissioner _____.

The Motion for adoption received the following vote:

YES

NO

ABSENT

ABSTAIN

I certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Scottville at its 1557th Regular Meeting held this 27th day of November 2023.

Kelse Lester, Clerk

**CITY OF SCOTTVILLE
MICHIGAN
RESOLUTION TO ESTABLISH YEAR 2024 REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY BOARD MEETING DATES
RESOLUTION NO. 23-22**

WHEREAS The Scottville Downtown Development Board shall set dates each year in which they will meet, and.

WHEREAS the DDA now recommends to the City Commission to adopt their meeting calendar for 2024.

NOW, THEREFORE BE IT RESOLVED, the City Commission hereby establishes the following dates for the DDA Board's regular meetings in calendar year 2024 to be held at 105 N. Main St. Scottville, MI 49454 at 8:30am.

Thursday, January 11, 2024

Thursday, February 8, 2024

Thursday, March 14, 2024

Thursday, April 11, 2024

Thursday, May 9, 2024

Thursday, June 13, 2024

Thursday, July 11, 2024

Thursday, August 8, 2024

Thursday, September 12, 2024

Thursday, October 10, 2024

Thursday, November 14, 2024

Thursday, December 12, 2024

The above preamble and resolution were moved for adoption by Commissioner _____ with support from _____.

The motion for adoption received the following vote:

YES

NO

ABSENT

ABSTAIN

I certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Scottville at its 1557th Regular Meeting held this 27th day of November 2023.

Kelse Lester, Clerk



Dear Property Owner:

The City of Scottville has adopted a City Ordinance 2018-02 (Chapter 154) to establish a Residential Rental Inspection Program in an effort to improve the rental housing market within the City limits. You are receiving this letter because you have been identified as an owner of what appears to be a rental property within the City. If your property is not a rental, please sign the attached rental registration form and return it to City Hall.

Property owners who have rental property within the city will be required to register their property with the City. A registration form is included as an attachment, which must be returned to the Rental Inspector at City Hall by January 31st, 2024. Failure to register rental property will result in a \$500 per unit fee.

Following registration, the City will contact you to schedule an initial inspection. Initial inspection of all dwelling units will be conducted to determine if the dwelling units are in compliance with the approved International Property Maintenance Code, Scottville City Code and all other related codes. Once the unit has been found compliant, a Certificate of Compliance will be issued. Thereafter, properties will be registered once every three (3) years, or with change in ownership, at least thirty days prior to the expiration date.

We have attached a general guideline for rental property inspections. If you own rental property and know there are areas of non-compliance, we ask you to voluntarily address them before the initial inspection.

If you have additional questions, please feel free to call Rental Inspector, Steve Spangler, at City Hall at 231-757-4729, ext. 107.

Thank you for your cooperation.

City of Scottville



Please Select One: New Registration Renewal Transfer of Ownership

OWNER INFORMATION (PLEASE PRINT)

Name of Owner:

Address:

Phone # Cell # email address:

PROPERTY MANAGER INFORMATION (if applicable)

Name of Property Manager:

Address:

Phone# Cell# email:

This rental property is inspected by: HUD MSHDA

RENTAL INFORMATION

Property Address	Number of Units	Mailing Address of Units (Unit #)	Notes

FEE CALCULATIONS: Total number of units _____ X \$75 per unit = \$ _____. I, the undersigned, do hereby attest to the truth and accuracy of the information contained in this application and understand that falsification of this application may result in application denial. I do hereby grant the City of Scottville permission to conduct any and all inspections required and affirm that all tenants of the subject property will be informed of required and scheduled inspections.

Signature of Owner/Agent: _____ Date: _____

PLEASE MAKE CHECKS PAYABLE TO City of Scottville

105 N. Main St. • Scottville, MI 49454 • (231) 757-4729 • Fax (231) 757-2077 • www.cityofscottville.org
The City of Scottville is an Equal Opportunity Provider

**CITY OF SCOTTVILLE
RESOLUTION TO ESTABLISH FEE SCHEDULE FOR RESIDENTIAL RENTAL
INSPECTION PROGRAM**

RESOLUTION NO. 23-

WHEREAS, the Scottville City Commission to adopted a Residential Rental Inspection Ordinance on September 4th 2018, and;

WHEREAS, Section 154.07 of the Residential Rental Inspection Ordinance call for the fees to be established by Resolution, and;

WHEREAS, the Scottville City Commission sought proposals from companies to administer the Residential Rental Inspection Program, and;

WHEREAS, the Finance/Ordinance Committee met to review the proposals and it was their recommendation to approve the contract with SAFEbuilt Michigan, LLC, and;

WHEREAS, the Scottville City Commission approved the contract with SAFEbuilt Michigan, LLC at their May 22nd, 2023 meeting, and;

WHEREAS, the rental fee structure was previously approved by Resolution 18-123 is being updated to the following:

Registration Fee:	\$75
Inspection Fee:	\$150
Re-Inspection Fee:	\$150
Missed/Broken Inspection Fee:	\$150
Other (Court, misc.)	\$150

NOW, THEREFORE, BE IT RESOLVED, that the Scottville City Commission establishes the above fee schedule and such fees are to be payable to City of Scottville.

The above resolution was moved for adoption by Commissioner _____ and seconded by Commissioner _____

The motion for adoption received the following vote:

YES:

NO:

ABSENT:

I certify that the forgoing is a true and complete copy of a Resolution adopted by the City Commission of the City of Scottville at its 1557th Regular Meeting held Monday, November 27th, 2023.

Kelse Lester
City Clerk

**CITY OF SCOTTVILLE
MASON COUNTY, MICHIGAN**

ORDINANCE NO. 2023-__

AN ORDINANCE TO ADD CHAPTER 154 TO TITLE XV OF THE CODE OF THE CITY OF SCOTTVILLE, IN ORDER TO ESTABLISH A RESIDENTIAL RENTAL PROPERTY INSPECTION PROGRAM.

THE CITY OF SCOTTVILLE ORDAINS:

Chapter 154 shall be added to Title XV of the Code of the City of Scottville and shall read as follows:

Sec. 154.01. Purpose.

- (a) The purposes of this chapter are to establish minimum standards for dwellings offered for rent or lease, to authorize inspections of such dwellings, to establish certain responsibilities and duties of landlords and occupants essential to make such dwellings safe, sanitary, and fit for human habitation, provide for registration with the Building Inspector, to require a certificate of compliance issued by the Building Inspector and to designate penalties for violations of this chapter.

Sec. 154.02. Definitions.

- (a) "Boarding House" shall be as defined in the Scottville Zoning Ordinance.
- (b) "Building Inspector" means the Scottville City Manager or his or her designee in writing.
- (c) "Certificate of Compliance" means a document issued by the Building Inspector stating the dwelling has passed inspection and complies with local codes and requirements.
- (d) "Dwelling" means any house, room, boarding house or apartment, which is wholly or partially used or intended to be used for living, sleeping, cooking and eating. Hotels, motels, bed & breakfasts, and resorts shall not be defined as dwellings for the purposes of this chapter.
- (e) "Fee" means a fee determined from time to time by Commission resolution. A fee shall be charged each time the Building Inspector makes an on-site inspection of any dwelling that comes within the meaning of this chapter.
- (f) "Landlord" means any person, firm, partnership, association, corporation, company or organization of any kind owning or offering for rent or lease any dwelling or dwelling unit within the City.
- (g) "Scottville Property Maintenance Code" shall be the Scottville Property Maintenance Code, Chapter 151, as amended.
- (h) "Parcel" means a tract of land identified by a single parcel identification number on the property tax rolls of the City.
- (i) "Rental Dwelling" means any dwelling which is rented, leased or offered for rent or lease within the City.

- O) "Rental Dwelling Unit" means a portion of a rental dwelling for an individual, couple, a single family, or other living unit.
- (k) "Transfer of Ownership" means the conveyance of title to or a present interest in property, including the beneficial use of property, the value of which is substantially equal to the value of the fee interest.

Sec. 154.03. Minimum Standards for Rental Dwellings

The minimum standards for any rental dwelling maintenance shall be those contained in the Scottville Property Maintenance Code as adopted by the City of Scottville.

Sec. 154.04. Registration of Rental Dwellings

- (a) All rental dwellings shall be registered with the City by the owner.
- (b) All rental dwellings existing as of the effective date of this Ordinance shall be registered no later than March 1st, 2024.
- (c) The landlord of a new rental dwelling or of any dwelling newly converted to a rental dwelling shall register the rental dwelling before allowing occupancy of any new units.
- (d) Upon a transfer of ownership of a rental dwelling, the new owner of rental dwellings already registered with the City shall re-register within sixty (60) days of assuming ownership.
- (e) A landlord shall re-register the dwelling every three (3) years or if the landlord adds any additional dwelling units in or to the rental dwelling.
- (f) Failure of the landlord to register his or her rented or leased dwelling is a violation of this ordinance, and in addition the landlord shall be subject to a non-registration fee of \$500 for each unit not timely registered.
- (g) It is a violation of this ordinance for any landlord to rent any dwelling or dwelling unit that is not registered.

Sec. 154.05. Certificate of Compliance

Every rental dwelling within the City of Scottville must receive a certificate of compliance. Such certificate shall be issued upon passing an inspection or, in the case of newly constructed rental dwelling units meeting current building code requirements, upon issuance of a certificate of occupancy by the Mason County Building Department and registration of the newly constructed rental dwelling units. A certificate of compliance issued in connection with new construction shall be valid for three years. Such certificate of compliance must be displayed in the rental dwelling unit and made available to any tenant upon request. Such certificate of compliance must be renewed in accordance with the schedule for inspections as provided in section 154.06. Displaying a certificate of compliance in a non-inspected or non-compliant rental unit shall be a violation of this ordinance.

Sec. 154.06. Inspections by building inspector before permit issuance

- (a) The Building Inspector or his or her agent shall make the necessary inspections required for the purposes of enforcing this chapter. The landlord, any tenants, and such other individuals as designated by the Building Inspector may be present during any inspection. The Building Inspector shall determine if the dwelling meets the minimum standards set forth in the Scottville International Property Maintenance Code.
- (b) Inspections will be conducted on an annual cycle.
- (c) The Building Inspector shall establish an inspection schedule. Notice shall be mailed to each landlord at least 30 calendar days before the scheduled inspection. It shall be the responsibility of the landlord to notify and make arrangements with any tenants for access to the dwelling or rental unit for purposes of conducting the inspection. If the inspection as scheduled creates undue hardship, the inspection can be rescheduled by notifying the building inspector at least 24 hours before scheduled inspection.
- (d) After the year of inspections, all rental dwelling units that have been inspected must have certificates of compliance before occupancy of a rental dwelling unit.
- (e) Nothing in this Ordinance shall prevent the Building Inspector from making additional inspections either based upon complaints, referrals from other governmental agencies, or otherwise, to enforce the Scottville International Property Maintenance Code or other applicable laws, ordinances or regulations. Upon receiving a complaint, the Building Inspector shall notify the landlord of the nature of the complaint and shall provide the landlord a reasonable opportunity to resolve the complaint before scheduling an inspection. All complaints from tenants shall be in writing. If a tenant submits a written complaint regarding the condition of the tenant's rental dwelling unit, the tenant shall pay the City the appropriate inspection fee prior to the Building Inspector inspecting the rental dwelling unit.
- (f) In the event that the Building Inspector finds violations of the Scottville International Property Maintenance Code, the Building Inspector shall make re-inspections to ensure compliance.
- (g) Any person directly affected by a decision or determination of the Building Inspector, or any notice or order issued by the Building Inspector may appeal to the board of appeals in accordance with Section 111 of the Scottville Property Maintenance Code.

Sec. 154.07. Fees

There shall be imposed, pursuant to these sections, various fees as established from time to time by the City Commission by resolution.

Sec. 154.08. Additional inspections

If the Building Inspector finds that there is reasonable cause to believe that additional inspections are necessary, for which the Building Inspector is not qualified to inspect, such as mechanical, plumbing or electrical inspections, the Building Inspector may require the landlord to have such additional inspections at the landlord's expense and to provide the Building Inspector with proof that such identified items are not in violation of any applicable codes, or with proof that such items have been repaired so that they comply with such codes.

Sec. 154.09. Penalty

Any person who violates any provision of this ordinance, including failure of a landlord to register a rental dwelling, failure or refusal to allow an inspection or re-inspection, failure to pay any fee required or failure to obtain an additional inspection and provide proof of compliance with applicable codes, shall be guilty of a municipal civil infraction as provided in Section 10.99 of the City Code. The Building Inspector or any other City employee or official designated by the City Manager, in writing, is authorized to issue citations for violations of this chapter.

Section 154.10. Severability: Should any provisions of this Ordinance or any part thereof be held unconstitutional or invalid, such holding shall not be construed as affecting the validity of any of the remaining provisions hereof or of any other provisions of the Code of Ordinances of the City of Scottville.

DATE INTRODUCED:

DATE ADOPTED:

EFFECTIVE DATE:

It was moved by Commissioner
Seconded by Commissioner

to adopt Ordinance No. 2023-__.

Vote:

Yes:

No:

Absent:

Attested by order of the City of Scottville.

Kelse Lester, City Clerk