CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
AGENDA
Monday, December 16, 2024 - 7:30 pm

1. **PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

2. **ROLL CALL**

3. **PRESENTATIONS & CITIZENS COMMENTS ON AGENDA ITEMS**
   a. Presentations
      i. K Springer Media – Social Media Presentation
      ii. BFD – Collette McClinton
   b. Citizen Comments

4. **APPROVAL OF AGENDA**

5. **CONSENT AGENDA**

   The Consent Agenda groups routine meeting discussion points into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions.

   a. Approval of Minutes
      i. November 18th Regular Meeting
   b. Communications
      i. MMRMA Monthly Acknowledgements
      ii. Belleville Police Department – November 2024 Statistics
   c. Council Follow Up List
   d. DPS Report
   e. Special Events

6. **PUBLIC HEARINGS**

7. **INTRODUCTION OF ORDINANCES**

8. **GENERAL BUSINESS DISCUSSION**

   a. City of Belleville/POAM Tentative Agreement (NOTE: City Council may elect to enter in to Closed Session by majority vote under MCL 15.268(c): *For strategy and negotiation sessions connected with negotiation of a collective bargaining agreement.*)
   b. City of Belleville/GELC Tentative Agreement (NOTE: City Council may elect to enter in to Closed Session by majority vote under MCL 15.268(c): For strategy and negotiation sessions connected with negotiation of a collective bargaining

agreement.)

c. Resolution 24-037 – 2025 City Council Meeting Schedule
d. Resolution 24-038 – 2025 City Purchasing Policy
e. Resolution 24-039 – Board and Commission Appointments
f. K Springer Media – Proposal for City Social Media
g. Time Clock System
h. 2024 Chevy Colorado Purchase
i. Type 3 Road Closure Barricades purchase

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

a. Accounts Payable
b. Departmental Expenditures
    i. Advanced Roofing
    ii. Axon
    iii. CMP Distributors
    iv. R&R Truck Repair
    v. Sunbelt Rentals
    vi. Washtenaw Mutual Aid

10. CITY MANAGER COMMENTS

11. CITY COUNCIL MEMBER COMMENTS

12. MAYOR'S COMMENTS

13. CITIZENS COMMENTS ON NON-AGENDA ITEMS

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

15. ADJOURNMENT

CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
MINUTES
Monday, December 2, 2024 - 7:30 pm

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

Mayor Voigt	Present
Mayor Pro Tem Bates	Present
Julie Kissel	Present
Jerimiah Beebe	Present
Randy Priest	Absent – Excused

3. PRESENTATIONS & CITIZENS COMMENTS ON AGENDA ITEMS

a. Presentations
   i. None.
b. Citizen Comments
   i. None.

4. APPROVAL OF AGENDA

MOTION: Motion by Bates, supported by Kissel to approve the agenda as presented.

Motion Carried.

5. CONSENT AGENDA

The Consent Agenda groups routine meeting discussion points into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions.

a. Approval of Minutes
   i. November 18, 2024, Regular City Council Meeting
b. Communications
   i. MMRMA Monthly Acknowledgements
c. Council Follow up list
d. DPS Report

MOTION: Motion by Kissel, supported by Bates approving the consent agenda items as presented.

Motion Carried.

6. PUBLIC HEARINGS

a. None.

7. INTRODUCTION OF ORDINANCES

a. None.

8. GENERAL BUSINESS DISCUSSION

a. Resolution 24-034 Authorization to join WAMAC

MOTION: Motion by Kissel, supported by Bates to adopt Resolution 24-034.

Motion Carried.

b. Resolution 24-035 Resolution to Support of HB 4274 and 4275

MOTION: Motion by Beebe, supported by Bates to adopt Resolution 24-035.

Motion Carried.

c. Resolution 34-036 Board and Commission Appointments
MOTION: Motion by Kissel, supported by Beebe to approve Mayor Appointments of John Winter and Denise Baker to DDA.

Motion Carried.

d. K. Spinger Media – Proposal for City Social Media
Item tabled; presentation to be made

e. Snider Electric Quote to update DPS electrical in break room
MOTION: Motion by Bates, supported by Beebe to accept Snider Electric Quote for DPS electrical in break room.

ROLL CALL VOTE:

Council Member Kissel	Aye
Council Member Beebe	Aye
Mayor Pro Tem Bates	Aye
Mayor Voigt	Aye

Motion Carried.

f. Time Clock System
City Manager discussed how system would work and the need. Discussion took place, City Manager to bring other options/quotes to council.

g. Council Meeting 2025 Dates and Time Discussion
Motion by Beebe, Supported by Kissel to set Council Meeting dates to first and third Monday of the Month at 6:30 PM.
Motion Carried.

h. City Purchasing Policy adjustment discussion.
Motion by Kissel, supported by Bates to set purchasing policy as limit for City Manager $5,000, Department Heads $2,500 with City Manager approval. Any purchase over $5,000 to be approved by Council, any purchase over $10,000 to be sent for bid.

ROLL CALL VOTE:

Mayor Voigt	Aye
Council Member Beebe	Aye
Mayor Pro-Tem Bates	Aye
Council Member Kissel	Aye

Motion Carried.

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

a. Accounts Payable
b. Departmental Expenditures

MOTION: Motion by Kissel, supported by Bates to approve Accounts Payable and Departmental Expenditures in excess of $500, as presented.

ROLL CALL VOTE:

Council Member Beebe	Aye
Council Member Kissel	Aye
Mayor Pro-Tem Bates	Aye
Mayor Voigt	Aye

Motion Carried.

10. CITY MANAGER COMMENTS

i. City Works will be on site December 3, 2024 for training.
ii. Bridge Demo underway, Wayne County estimates 2026 for completion.
iii. Meeting with Kelly Howey and Brian ? for financial status.
iv. Consultants for Fire Department meeting with Chief Faull-Schlund Thursday, December 5, 2024.
v. December 10, 2024 SEMCOG meeting to discuss solid waste disposal.
vi. Moved to Michigan Class, this will benefit the cemetery fund.

11. CITY COUNCIL MEMBER COMMENTS

a. **Bates**
   i. Winterfest upcoming weekend.
   ii. Holiday light judging.
   iii. GO BLUE! (In reference to UM Football winning over Ohio State)
   iv. Looking forward to new council meeting times.
b. **Beebe**
   i. Nothing to add this evening.

c. **Kissel**
   i. Lights on Friday and Saturday.
   ii. Planning Commission survey is available. The Planning Commission will review on 12/12/2024 meeting and the second survey will be available.

12. MAYOR'S COMMENTS

i. Looking forward to Winter Fest Parade, Santa, Winterfest and light judging
ii. Pleased to be with Michigan Class.
iii. Belleville High School Jazz Band has concert December 5, 2024.
iv. Discussion on $50,000 Grant from NFC to pass on opportunity at this time.

13. CITIZENS COMMENTS ON NON-AGENDA ITEMS

Resident of Victoria Commons, Ruth Kessel gave thanks to DPW Director and staff for the maintenance of sidewalks and trees, everything looks nice.

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

a. None.

15. ADJOURNMENT

MOTION: Motion by Bates, supported by Kissel to adjourn at 8:26 PM.
No objections were noted.

Motion Carried.

Respectfully submitted by
Deputy Clerk Bellingham

BELLEVILLE POLICE DEPARTMENT
YTD Crime Stats & Calls for Service
November 2024

YTD Calls for Service – Comparison

2022	2023	2024
3,037	3,305	3,937

YTD Crimes Stats by Category – Comparison

CRIME CATEGORY – Class A	2022	2023	2024
ACCIDENT/CRASH	101	132	104
ASSAULT- SIMPLE	33	30	16
ASSAULT-AGGRAVATED	3	7	8
BURGLARY-ALL OTHER	2	1	4
BURGLARY-RESIDENTIAL	6	3	4
DAMAGE TO PROPERTY	18	18	25
DRUG OFFENSES	22	23	10
FAMILY OFFENSE	65	40	42
FORGERY/COUNTERFEITING	0	4	4
FRAUD	30	30	19
INTIMIDATION/STALKING	9	16	21
KIDNAPPING/ABDUCTIONS	0	0	0
LARCENY- FROM AUTO	12	3	3
LARCENY-ALL OTHER	19	20	24
LARCENY-RETAIL FRAUD	1	0	2
MISSING PERSON/RUNAWAY	2	5	4
MOTOR VEHICLE THEFT/FRAUD	13	14	3
OBSTRUCTING JUSTICE/POLICE	14	20	27
OUI LIQUOR/DRUGS	37	23	22
PUBLIC PEACE/DISORDERLY CONDUCT	19	32	19
ROBBERY	0	0	0
SEX CRIME	4	5	6
SEX OFFENSES	0	3	0
TRESPASSING/INVASION OF PRIVACY	7	12	8
WEAPONS OFFENSE	13	4	0

CITY OF BELLEVILLE
RESOLUTION NO. 24-037

RESOLUTION APPROVING THE 2025 CITY COUNCIL MEETING SCHEDULE

WHEREAS, the electorate of the City of Belleville voted to approve Proposal 1, a proposed amendment to Section 5.3 (Regular Meetings) of the City of Belleville City Charter at the November 5, 2024 General Election

WHEREAS, Proposal 1 sets forth that the Council shall set an annual schedule for its regular meetings by no later than the first meeting in December of the prior calendar year

WHEREAS, the Council voted at the first meeting in December of 2024 to set the time for its regular meetings in 2025 to 6:30 p.m., on the first and third Mondays of each month

WHEREAS, there are Holidays that fall on usual meeting days, therefore those meetings will be scheduled for the following Tuesday.

NOW THEREFORE, BE IT RESOLVED that the Council for the City of Belleville hereby approves the following meeting schedule for 2025:

2025 City Council Meeting Dates

				Tuesday	**January**	**21st**	**2025**
Monday	February	3rd	2025	**Tuesday**	**February**	**18th**	**2025**
Monday	March	3rd	2025	Monday	March	17th	2025
Monday	April	7th	2025	**Tuesday**	**April**	**22nd**	**2025**
Monday	May	5th	2025	Monday	May	19th	2025
Monday	June	2nd	2025	Monday	June	16th	2025
Monday	July	7th	2025	Monday	July	21st	2025
Monday	August	4th	2025	Monday	August	18th	2025
Tuesday	**September**	**2nd**	**2025**	Monday	September	15th	2025
Monday	October	6th	2025	Monday	October	20th	2025
Monday	November	3rd	2025	Monday	November	17th	2025
Monday	December	1st	2025	Monday	December	15th	2025

State of Michigan)
County of Wayne) ss
City of Belleville)

I, Briana Hootman, City Clerk in and for the City of Belleville, County and State aforesaid do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Belleville City Council on this 16th day of December, 2024.

IN WITNESS THEREOF, I have hereto affixed my signature on this 17th day of December, 2024

____

Briana Hootman, City Clerk/Treasurer

CITY OF BELLEVILLE
RESOLUTION NO. 24-038

RESOLUTION APPROVING THE CITY'S PURCHASING POLICY

WHEREAS, the electorate of the City of Belleville voted to approve Proposal 3, a proposed amendment to Section 15.8 (Purchase Procedure) of the City of Belleville City Charter, at the November 5, 2024 General Election

WHEREAS, Proposal 3 requires that the Council approve a policy by resolution that details purchasing and contracting procedures, price thresholds, and sources

NOW THEREFORE, BE IT RESOLVED that the Council for the City of Belleville hereby approves the following purchase policy and amounts:

1. Department supervisors may spend up to $2,500 with approval by City Manager.
2. The City Manager may spend up to $5,000 on one-time purchases only, with recurring costs to be approved by City Council.
3. Purchases of $5,000 - $9,999.99 to be approved by City Council, with quotes provided by administration.
4. Purchases of $10,000 or more are required to go through a bidding process.

State of Michigan)
County of Wayne) ss
City of Belleville)

I, Briana Hootman, City Clerk in and for the City of Belleville, County and State aforesaid do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Belleville City Council on this 16th day of December, 2024.

IN WITNESS THEREOF, I have hereto affixed my signature on this 17th day of December, 2024

____
Briana Hootman, City Clerk/Treasurer

CITY OF BELLEVILLE
RESOLUTION NO. 24-039

RESOLUTION TO APPROVE MAYOR'S APPOINTMENTS TO BOARDS & COMMISSIONS

NOW THEREFORE, BE IT RESOLVED that the Council for the City of Belleville hereby approves the following Mayor's appointment(s)/reappointments to Boards and Commissions:

NEW APPOINTMENTS

PLANNING COMMISSION

NAME	TERM TO EXPIRE
Alvis Brigis	12/31/2025

REAPPOINTMENTS

PLANNING COMMISSION

NAME	TERM TO EXPIRE
Becky Hasen	12/31/2027
John Juriga	12/31/2027
James O'Keefe	12/31/2027

State of Michigan)
County of Wayne) ss
City of Belleville)

I, Briana Hootman, City Clerk in and for the City of Belleville, County and State aforesaid do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Belleville City Council on this 16th day of December 2024.

IN WITNESS THEREOF, I have hereto affixed my signature on this 17th day of December 2024

____
Briana Hootman, Clerk

Dear Jason Smith,

KSpringer Media Management is excited to present our comprehensive social media management package tailored specifically for the City of Belleville. Below, you will find the details of the package. We have also included “A La Carte” pricing options for your convenience.

Package Overview:
- Social Media Page Creation (Instagram and TikTok)
- Content Creation
- Social Media Management (Facebook & Instagram)
- TikTok Management
- Group Access: Includes entry into our large curated community groups. All members are vetted, enhancing trustworthiness, increasing interactions, and allows the city to post in these groups.
- Influencer Marketing: Use of Kathleen Springer (InfoLady48111) and Use of TikTok Influencer Ellie Kerrigan
- Meta Verification: Blue Checkmark on Facebook and Instagram to increase trust.
- Reputation Management

First Month: $800 (Page Creation and Meta Verification)
Following Months: $800 per month

Additional Services:
- Website/Online Store Creation - $2000 - $10000 (Depends on Complexity)
- Website/Online Store Updating - $100/hour
- Print Media Design - Depends on Request
- Target Sponsored Ads/Event and Content Promotion - $1000/month (Depends on ad spend)
- Creation of Google Listings for Important Locations or Services - $200/listing
- Management of a Google Listing - $200/month
- Video Creation/Video Shoot - $400-$2000 (Depends on Needs)

We look forward to collaborating with you to elevate the city's online presence and community connection.

Best regards,
Joseph King
KSpringer Media Management

City of Belleville

6 Main Street ◊ Belleville, MI 48111-2788
Jason Smith, MPA, City Manager
jsmith@belleville.mi.us
734-252-4307 ◊ Fax 734-697-6837 ◊
www.bellevilleonthelake.com

To: Belleville City Council
From: Jason Smith, MPA – City Manager
Date: 12/12/2024
Re: Resolution Changing Election Years

RECOMMEDNDATION: *Motion to approve K Springer Media's Proposal for City Social Media.*

The City recently created a City Facebook page, and the DDA has done the same. The DDA's page is currently assisted in its management by Kathleen Springer of K Springer media. Kathleen is a local resident who specializes in PR and social media management. Currently, the city's social media page is rather bland and more "just the facts" type of content. Moving to a content manager, especially one that is also utilized by the DDA, creates a synchronized message across the city.

Your consideration and concurrence are appreciated.

SYSTEM	ONE-TIME COSTS	ANNUAL COSTS	TOTAL COST @ 5 YEARS	TOTAL COST @ 5 YEARS	BS&A INTERFACE?	NOTES
Andrews Technology	$14,905.00	$2,160.00	$23,545.00	$34,345.00	YES	BS&A Interface Guaranteed
Work Easy	$498.00	$3,912.00	$16,146.00	$35,706.00	NO	Will need imported to BS&A
ADP	$0.00	$3,824.60	$15,298.40	$34,421.40	NO	REQUIRES standalone payroll system
TimeTrak			$0.00	$0.00	NO	

COMPANY		UNIT PRICE	QTY.	COST		QTY.	COST
Poco Sales		$235.00	15	$3,525.00		30	$7,050.00
Traffic Cones For Less		$290.14	15	$4,352.10		30	$8,704.20
State Barricades		$324.95	15	$4,874.25		30	$9,748.50

ANDREWS TECHNOLOGY
UKG TIME & ATTENDANCE PROJECT
Statement of Work

Prepared for the City of Belleville
September 25th, 2024

Andrews Technology - Overall Statement of Responsibility

Andrews Technology has **complete responsibility** for the following:

- Delivery of System as described on the Andrews Technology UKG Order Form
- Installation of UKG Web Based Software on UKG Servers
- Configuration of Software
- Rules Questionnaire Assistance
- Employee File Creation Assistance
- Installation of Rules and Employee File
- Installation of BS&A Interface
- Unlimited Training of all Administrators and Supervisors
    - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period(s)
- Unparalleled Customer Satisfaction During all of the Above
- Ongoing System Maintenance (see "Maintenance Agreement – Exhibit B")
    - Includes all software licenses as shown on the Andrews Technology Purchase Order Form –(See Exhibit A).

Andrews Technology
Master Customer Agreement

This Master Customer Agreement (called the "Agreement") and its applicable Transaction Documents along with the above Description of Responsibilities and Exhibits are the complete Agreement regarding the products and services provided by Andrews Technology to the City of Belleville.

Definitions

Transaction Document is any document including, but not limited to the: "Master Customer Agreement"; "Statement of Work"; "Project Plan"; "Payment Schedule" and "Maintenance Agreement" that requires execution to be effective.

Change Order is a document completed by both of us that authorizes a change to a Transaction Document or Statement of Work.

Discovery is a process performed to define a Statement of Work.

Deliverable is any item, specified in a Transaction Document or Statement of Work, which we provide (Software, Hardware, Documentation, Training, Reports or Materials, Etc.).

Materials are work products such as programs, program listings, programming tools, documentation, reports, and drawings. The term "Materials" does not include Program Products, but does include modifications of a Program Product.

Product is a machine, its features, elements, cables, or accessories, or any combination thereof or a program product. The term "Product" includes the documentation required to install, support, use, and maintain the product.

Program Product is a commercially available software product and the documentation required to install, support, use, and maintain it. City of Belleville is the licensee (Andrews Technology is not the licensee.).

Services are technical work that we perform to complete a Statement of Work or the delivery of customer offerings. Deliverables may result from such work.

Statement of Work is a detailed list of tasks to be performed during the implementation of a project.

Changes to the Master Agreement, Project Plan or Statement of Work: Any modification of the above including, but not limited to, additional project phases, changes in system design or timeline, after execution below, will be considered a change in the agreement. Any such change may only be modified by a Change Order, which both of us must sign prior to performed services. Any such changes may affect the estimated schedule, payments, and other terms.

Our Relationship

Mutual Responsibilities: Each of us agrees that under this Agreement:

- All information exchanged is non-confidential. If either of us requires the exchange of confidential information, it will be done under a signed Non-Disclosure Agreement;
- Each will allow the other reasonable opportunity to comply before it claims that the other has not met its obligations;
- Neither of us will bring a legal action against the other more than two years after the cause of action arose.

Your other responsibilities: You agree to do the following:

- To not assign or otherwise transfer, this Agreement, without our prior written consent;
- To provide us with sufficient, free and safe access to your facilities for us to fulfill our obligations; and

To not disclose the terms of this Agreement without our prior written consent.

License Terms

Customer agrees to comply, in all material respects, with the following terms and conditions:

1. to operate and process the Software and use the Service for its own internal business purposes only, without the right to further sublicense;
2. not to decompile, disassemble or reverse engineer the Software;
3. that the license to use the Software and the Service is limited based upon authorized Usage;
4. not permit use of the Software or the Service (including timesharing or networking use) by any third party;
5. not remove the Equipment from the place of original installation without the Company's prior written consent nor sell or encumber the Equipment;
6. to grant permission to combine Customer's business data with that of other customers in a manner that does not identify the Customer or any individual in order to evaluate and improve the services offered to customers;
7. that the sublicense agreement inures to the benefit of the licensors of software and other applications, and that such licensors may directly enforce the terms of the sublicense agreement in order to protect their interests in the Software and the Service.
8. to take all reasonable steps to ensure that no unauthorized persons have access to the Service, and to ensure that no persons authorized to have such access shall take any action that would be in violation of this Agreement;

9. to ensure that the Customer has the right to publish and disclose the data and other content Customer includes in the Service, and that the Content will not (i) infringe or violate any third-party right, including (but not limited to) intellectual property, privacy, or publicity rights; (ii) be abusive, profane, or offensive to a reasonable person; or (iii) be hateful or threatening;

10. that Customer shall not (i) use, or allow the use of, the Service or the Content in contravention of any federal, state, local, foreign or other applicable law, or rules or regulations of regulatory or administrative organizations; (ii) introduce into the Service any virus or other code or routine intended to disrupt or damage the Service, or alter, damage, delete, retrieve, or record information about the Service or its users; (iii) excessively overload the systems used to provide the Service; (iv) perform any security integrity review, penetration test, load test, denial of service simulation or vulnerability scan (including without limitation the use any tool designed to automatically emulate the actions of a human user in connection with such testing); or (v) otherwise act in a fraudulent, malicious or negligent manner when using the Service;

11. to comply with the minimum security requirements for using the Service as reasonably determined by Company;

12. that when using and applying the information generated by the Services, Customer is responsible for ensuring that Customer complies with the applicable requirements of federal and state law; that if Customer is using any payroll service hereunder: (i) Customer is solely responsible for the content and accuracy of all reports and documents prepared in whole or in part by using such Service, (ii) using such Service does not release Customer of any professional obligation concerning the preparation and review of such reports and documents, (iii) Customer does not rely upon the Service provider or its third party licensor(s) for any advice or guidance regarding compliance with federal and state laws or the appropriate tax treatment of items reflected on such reports or documents, and (iv) Customer will review any calculations made by using such Service to satisfy itself that those calculations are correct.

13. that Customer will acknowledge and agree that no person nor entity not a party to this Agreement will be a third party beneficiary of any provision of this Agreement and, by way of further clarification, none of its employees or other personnel is an intended beneficiary with respect to the payroll or other services provided in connection with the Service or Software; and

14. that Customer will acknowledge and agree that use of the Service includes the ability to enter into agreements and/or to make transactions electronically. As such, the following provision will be included in Partner's agreement with the Customer: "Use of the Service includes the ability to enter into agreements and/or to make transactions electronically. CUSTOMER ACKNOWLEDGES THAT WHEN IT INDICATES ACCEPTANCE OF AN AGREEMENT AND/OR TRANSACTION ELECTRONICALLY, THAT ACCEPTANCE WILL CONSTITUTE ITS LEGAL AGREEMENT AND INTENT TO BE BOUND BY AND TO PAY FOR SUCH AGREEMENTS AND TRANSACTIONS. THIS ACKNOWLEDGEMENT THAT CUSTOMER INTENDS TO BE BOUND BY SUCH ELECTRONIC ACCEPTANCE APPLIES TO ALL AGREEMENTS AND TRANSACTIONS CUSTOMER ENTERS INTO THROUGH THE SERVICE, SUCH AS ORDERS, CONTRACTS, STATEMENTS OF WORK, AND NOTICES OF CANCELLATION.

Personnel

Each of us will authorize a person to represent us in all matters concerning this Agreement. These representatives will be available throughout the term of this Agreement. Each of us will 1) address all notices to the other's representative and 2) promptly notify the other in writing if this person is replaced.

You agree to not hire or attempt to hire any Andrews Technology employee on either a temporary or permanent basis, either directly or through a third party, without the express written consent of Andrews Technology.

Ownership and Proprietary Rights

Notwithstanding anything to the contrary stated herein, no transfer is made to Customer of any ownership to or proprietary rights in the Licensed Products, software programs, software interfaces and Documentation, and all copies of the Licensed Products, software programs, software interfaces and Documentation, including modifications by Andrews Technology contained in customized versions and related software. Customer shall NOT have any right to copy any Licensed Products, software programs, software interfaces and Documentation for use, sale, sublicensing, distribution or any other purpose.

Compliance with Laws

You agree to comply, and assist us in complying, with all applicable 1) Federal, State, and local laws and regulations and 2) building codes, ordinances, and standards.

Prices, Payment, and Taxes

You will pay to Andrews Technology the price reflected in City of Belleville Response Form. Payment is due on the dates agreed. Annual Maintenance after year one will be billed directly from Andrews Technology to the City of Belleville.

Charges for services outside of the scope of the Customer Master Agreement; Project Plan and Statement of Work are billed at a rate of $225/hour including travel. Our payment terms are Net 30.

You agree to pay all transportation charges as required by the project and mutually agreed upon for the shipment of Equipment and Program Products (if applicable) to the location you specify.

Occasionally a manufacturer will charge us "rework" charges if a configuration is changed after a certain point in the manufacturing cycle. We will make every effort to avoid rework charges on your behalf. If rework charges are incurred due to configuration changes requested by you, these charges will be passed on to you. You will be notified in advance of such charges.

Confidentiality

Andrews Technology will maintain the confidentiality of any information received throughout this project. This includes any confidential employee information. Upon termination Andrews Technology will return any confidential information at the request of the Customer. Customer has the responsibility of extracting any data from the system prior to the termination date. After the termination date access to the database will no longer be granted.

Termination

We may terminate this agreement or associated document for non-payment upon providing thirty days written notice. Otherwise, a Statement of Work terminates when our obligations under it are met.

You may terminate this Agreement effective upon the completion of the Statement of Work.

Customer may terminate the agreement if it does not appropriate funding to continue the use of UKG, or related services. To so terminate, Customer most give Andrews Technology written notice of the non-appropriation at least 30 days before the next annual billing following the non-appropriation. Customer may also terminate for cause. Andrews Technology will be provided a 30 day cure period to resolve any identified issues to prevent the termination.

Any terms of this Agreement, which by their nature extend beyond its termination, remain in effect until fulfilled, and apply to respective successors and assignees.

Electronic Communications

Each of us may communicate with the other by electronic means. Each of us agrees that email and respective attachments when accepted by return email are binding.

Governing Law

The laws of the State of Michigan govern this Agreement. Any legal action brought under this agreement shall be brought only in the State of Michigan.

Agreed to: City of Belleville	Agreed to: Andrews Technology
By: ______________________	By: ______________________
Authorized signature	Authorized signature
______________________	Mark Stuckey
Name (type or print):	Name (type or print):
______________________	Account Executive
Title	Title
Date: ______________________	Date: ______________________
City of Belleville	Andrews Technology

STATEMENT OF WORK

ANDREWS TECHNOLOGY – DELIVERABLES

As per the electronically attached "Order Form – Exhibit A", Andrews Technology has the following responsibilities throughout the three phased Project Plan as described above:

Software Phase

- Delivery of Software as described on Andrews Technology Purchase Order Form
- Installation of UKG Web Based Software on UKG Servers
- Configuration of Software
- Rules Questionnaire Assistance
- Employee File Creation Assistance
- Installation of Rules and Employee File
- Installation of BS&A Interface
- Unlimited Training of all Administrators and Supervisors Associated with Phase I
    - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period
- Unparalleled Customer Service During all of the Above

Hardware Phase

- Delivery of Wall Mounted Hardware
- Installation of Hardware
- Unlimited Training of all Administrators and Supervisors Associated with Phase II
    - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period
- Unparalleled Customer Service During all of the Above

Go Live Phase

- Unlimited Training of all Administrators and Supervisors Associated with Phase III
    - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period
- Unparalleled Customer Service During all of the Above

Ongoing System Maintenance (see "Maintenance Agreement – Exhibit B")

- Includes all hardware and software listed on Andrews Technology Purchase Order Form(s)

Other Andrews Technology Installation Responsibilities

To ensure an optimally performing UKG System, Andrews Technology will perform the following:

- Provide a person who will function as the Project Manager, responsible for securing and scheduling resources for City of Belleville.
- Verify that all hardware and technology readiness checks have been completed.
- If necessary, recommend a Network Readiness and Performance Assessment to ascertain what improvements are required to provide sufficient response time.
- Understand any other applications that will reside on the database server, and discuss any performance implications.
- Advise the customer of any conditions, which, in the opinion of Andrews Technology, will reduce the performance of the UKG System.
- Provide server configuration assistance as requested.

Customer Installation Responsibilities

- Schedule personnel for appropriate Andrews Technology training classes to be held at a central customer site or via the web.
- Unless otherwise specified on the order form, Customer is responsible for any ethernet cabling/jacks, phone lines, power and surge suppression at the terminal locations, unless otherwise noted.
- Provide a Customer Project Manager whose responsibilities include but are not limited to:
    - Participate in periodic meetings and status conference calls.
    - Review and approve all Project Plan Phases.
- Andrews Technology will need a completed pay rules questionnaire addressing specific pay policies, basic work rules and overtime limits. Andrews Technology must receive the completed document within three (3) weeks of scheduled installation date. The pay rules survey establishes the baseline rules used to initialize the UKG system. During the Implementation Phase you will have an opportunity to test your baseline rules.
- Provide Andrews Technology with payroll contact information for interfacing to the payroll system, if applicable.
- Work with your Andrews Technology project leader to verify communications to all terminals.

- Provide Andrews Technology access to the appropriate resources during all phases.
- Provide appropriate resources to test the UKG System to the System Specification.
- Sign-off that the Software Phase Responsibilities have been completed.
- Sign-off that the Hardware Phase Responsibilities have been completed. (If Applicable)
- Sign-off that the Go Live Phase Responsibilities have been completed.

Professional Services Overview

Payroll Rules Questionnaire:
The purpose of this document is to assist your payroll staff in defining the rules and regulations that govern your labor cost management requirements. This survey is also used as a guideline for Andrews Technology to custom configure your UKG system. Your staff members responsible for payroll and work regulations should complete this. Your Andrews Technology Representative will guide you through this survey and Andrews Technology technical staff members will answer any questions that you may have.

Employee File Creation:
City of Belleville is responsible for the creation of an employee import file. The content of which will be discussed with your assigned Andrews Technology project leader.

Software Configuration and Programming
Once your Payroll Rules Questionnaire and Employee File are created, your UKG software will be configured to meet your specifications. During Phase I, test data will be entered and test reports will be generated and validated. This will be a thorough process. Modifications will be made as required.

Ethernet Cable/Phone Line Installation (Not Applicable)
City of Belleville is responsible for the installation of all Ethernet cable and jacks and phone lines/jacks. Andrews Technology can assist you by providing information regarding the correct type of communications cable and proven installation techniques to insure error free transfer of punch data from the terminal to your UKG software. If POE is an identified requirement, Ethernet Jacks would not be necessary and Andrews Technology would design and implementation work accordingly.

Software Installation:
Communications will be tested between the server and terminal(s) after the customer installs the hardware.

Software Training:
The next aspect of the Implementation Phase of the project is the training of the key users and supervisors. Arrangements should be made to allow for uninterrupted training. This ensures that the quality of the training received is the highest possible. All training will be central site (at the customer's main office or via the web). City of Belleville is responsible for notifying all attendees of their assigned class schedule. All software training for key users and supervisors is **unlimited** in availability. (See below for more information)

Hardware Trainer: Andrews Technology upon completion of software installation will train the customer's Installer as to how to install and program selected terminals. (Not Applicable)

Implementation Testing and Adjustments:

Once the hardware and software is installed, programming and configuration of the system will be tested and adjustments may be made. Any changes that need to be made which vary from the pay rules survey will be identified as a change order item and may be billed on a time and materials basis. It is highly recommended that City of Belleville run a parallel test for one (1) to two (2) pay periods. This gives the UKG key users and supervisors time to familiarize themselves with the operation of the new software, as well as, develop new ways for management information review.

Interface Installation and Training:

The BS&A Payroll interface should be reviewed by the project leaders from both teams to determine if any modifications are required. The BS&A Payroll interface will be tested and is 100% guaranteed to work in accordance with the customer's application specifications.

Software Training Overview

Key User Training
Suggested Attendees: Payroll Manager, HR Manager, Supervisor/Administrative Assistant

Course Description – Initial Training For Key Users
This session will last for approximately six hours at your facility after the installation of the software. The class is intended to provide participants with an understanding of how to maintain employee records and schedules, setup supervisor's privileges and accounts, edit timesheets and process reports. This course also provides key users with an understanding of pay period operations that are necessary for keeping track of and managing employee time and labor data, as well as accessing and interpreting pay period based reports.

Course Description – Follow-up Training for Key Users
Following the initial training session and system installation, Andrews Technology support personnel will return for a second training session at your facility. This session will be for the previously trained employees and will last from two to four (2 to 4) hours. It will be a review of the first class; and an opportunity to answer any questions that have come up since the first training session. Additional classes are available at no additional charge.

Supervisor Training
Suggested Attendees: Supervisors and Supervisor Assistants

Course Description- Initial Supervisor Training
This course provides participants with an understanding of the daily operations that are necessary for keeping track of and managing employee time and labor data. This includes providing information needed to build and maintain individual and group schedules. Procedures will be covered for the standard client and the Supervisor and Employee Web Services. This training is available at the customer's central site or via the web. Class size should not exceed 12 students per class (maximum 2 hours per class). Supervisors are expected to train their employees on the use of Employee Web Services (if appropriate). Andrews Technology will train supervisors as to how to train their employees how to use biometric terminals. Andrews Technology has full responsibility for training employees on the use of all data collection technology (EWS/Swipe/Biometric).

Course Description – Follow-up Training for Supervisors
Following the initial training session and system installation, Andrews Technology support personnel will return for a second training session at your facility. This session will be a refresher for previously trained employees, and an introduction for supervisors not yet trained. The class will last from two to four hours. It will be a review of the first class; and an opportunity to answer any questions that have come up since the first training session. Additional classes are available at no charge. Our quote includes 24/7/365 support and unlimited webex training/support.

Statement Of Work Phase Completion Sign-Off

When a Phase is complete, a meeting of both implementation teams is held. At this meeting, the system is signed off as being complete for all areas of responsibility as addressed in the Statement of Work.

Software Phase Sign-Off

Agreed to**:** City of Belleville	Agreed to: Andrews Technology
By: ______________________________	By:___________________________________
Authorized signature	Authorized signature
__________________________________	Mark Stuckey_________________________
Name (type or print):	Name (type or print):
__________________________________	Account Executive____________________
Title	Title
Date:______________________________	Date:________________________________
City of Belleville	Andrews Technology

Hardware Phase Sign-Off

Agreed to**:** City of Belleville	Agreed to: Andrews Technology
By: ______________________________	By:___________________________________
Authorized signature	Authorized signature
__________________________________	Mark Stuckey_________________________
Name (type or print):	Name (type or print):
__________________________________	Account Executive____________________
Title	Title
Date:______________________________	Date:________________________________
City of Belleville	Andrews Technology

Go Live Phase Sign-Off

Agreed to**:** City of Belleville	Agreed to: Andrews Technology
By: ______________________________	By:___________________________________
Authorized signature	Authorized signature
__________________________________	Mark Stuckey_________________________
Name (type or print):	Name (type or print):
__________________________________	Account Executive____________________
Title	Title
Date:______________________________	Date:________________________________
City of Belleville	Andrews Technology

Exhibit B - Maintenance Agreement

Execution below entitles City of Belleville (the "Customer") to full maintenance coverage provided by Andrews Technology ("Vendor") for the attached time and attendance system for five years from the date of execution below. This agreement is renewed automatically every five years unless advised by the Customer in writing no less than thirty days prior to the five year anniversary of the date of execution of this agreement.

Maintenance coverage is all inclusive and is described in more detail below:

- On-Site Maintenance includes the following features:
  - All technicians are dispatched locally
  - Service is available 24 hours-a-day; seven days-a-week.
  - Customer's assigned technical team can be reached directly by cell phone 24/7.
  - Toll-Free support is available as a back-up to direct contact with assigned technical team.
  - On-site support is available.
  - Machine replacement is next day provided call received prior to 2:00pm.
  - Parts replacement is next day provided call is received prior to 2:00pm as mentioned above.
  - Customer is responsible for annually completing brief "Customer Satisfaction Survey" to determine assigned technician's performance regarding above standards.
- Hardware depot maintenance. Vendor will overnight the customer a replacement device. The Customer is responsible for sending the failing device back to the Vendor.
- Labor
- Hardware upgrades
- Software upgrades
- Toll-free online support
- On-line support

If the customer elects not to execute this document, and therefore be covered on a time and materials basis, the customer is responsible for all machine and parts replacements. The Vendor's hourly rate for service, including travel, is $225 per hour (two hour minimum). Hardware and software upgrades are chargeable to the Customer when not covered under maintenance contract.

Maintenance Terms

WARRANTEE: Vendor warrants the listed products to be free from defects in material and workmanship, and perform in material respects in accordance with the system specifications (or equivalent) document under normal use for the Warranty Period of 90 days. The term of this agreement will begin after the expiration of the warranty, run for a term of five years from such date, and continue for subsequent five-year terms thereafter until terminated. After the first 5 year term, maintenance will be billed at the applicable rate at that time.

MAINTENANCE COVERAGE: Five years of software and equipment support for the products listed above will be provided by Vendor to maintain proper functioning of the entire system and the replacement of malfunctioning devices. This signed agreement provides unlimited remote telephone and/or internet support, covering any questions with the configuration or operation of the system. Software updates or patches of the installed version will be provided on a need, or request, basis at no additional charge.

SUPPORT TERMS: Support is available twenty-four hours a day; seven days a week except holidays. Without a maintenance agreement, service will be billed at the prevailing hourly rate. In this instance, there will be a two hour minimum per phone call for support.

PRICE INCREASES: The annual maintenance charges will not exceed the consumer price index in place at the time of the announced increase. Historically 3% annually.

LIMITS OF LIABILITY: Failure due to customer alteration of equipment with which the above products are connected, moving or altering of the software or equipment, and/or any problems caused by such actions are not covered under this agreement and are subject to billing at the prevailing hourly rate. This agreement does not cover accidents, misuse, theft, power failure/surge, lightning or storm, or other casualties. The unserviceability of the products will be solely determined by the Vendor. This agreement is not valid until properly signed by the Customer's authorized agent and the Vendor, and may not be amended unless approved by both parties, in writing, and signed by a duly authorized officer of both parties. This agreement may be canceled by either party upon 30 days written notice. Terms are net, paid yearly in advance and renewed each year at the prevailing rates. Additional equipment, or software, may be added by the customer providing written notification. In no situation, will the Vendor, or its employees, be held responsible for any loss incurred pertaining to the use, misuse, or failure of the above-mentioned products and or services.

Agreed to**:** City of Belleville	Agreed to: Andrews Technology
By: ____________________________ Authorized signature	By:_________________________________ Authorized signature
________________________________ Name (type or print):	Mark Stuckey Name (type or print):
________________________________ Title	Account Executive Title
Date:___________________________ City of Belleville	Date:_______________________________ Andrews Technology

Andrews Technology

Synel Synergy

TIME CLOCK

Hardware

- Pair the Synergy with our time and attendance software to provide employees a secure method for clocking in/out for shifts/breaks, while eliminating buddy punching. Device can also perform job transfers, collect tip info, etc.
- Syngery quickly identifies each employee by fingerprint. Add verification options such as badge or PIN to increase security and eliminate buddy punching. Terminal is plastic, wall mountable, and accommodates 10k employees.
- Synergy achieves fast matching times while performing complex operations at the clock. Four user-programmable function keys plus in/out keys. Updates and patches can be applied remotely. Completely encrypted communications.

Specifications

BIOMETRIC AUTHENTICATION

High speed processor	ARM9-400MHz
Capacity with photo	20,000 employees
Capacity w/o photo	676,000 employees
Capacity w/ photo & 2 prints	5,200 employees
External reader	Optional
USB (memory device)	2 USB 2.0 Ports
SD-card	Can be added - up to 32GB
Power	DC 12V, 2A, 100-240, POE optional
Environment	Temperature 5-45°C, humidity10%-90%
Physical Dimensions	210x145x48mm
Display	3.5" Color TFT LCD; 320x240 pixels
Camera	1.3MP Color Camera
Sound	Yes
Keyboard	6 function keys, 10 alphaneumeric keys, menu key
Backup battery RTC	3 hours (120 minutes operational backup)
Coupon Printer	Optional
Certifications	Yes
Data Transmission Protocols	RCP/IP/HTTP/HTTPS, RS485/232, USB, WiFi (WPA2-Enterprise TKIP or AES)
Communication Option	GPRS (Cellular), WiFi, Ethernet (TCP/IP), RS232/485

Supported Readers	**Magnetic:** Track I & Track II **Barcode:** Code 39, Code 128, Interleaved 2 of 5, UPC **Mifare:** 14443 type A 13.56 MHZ 14443 type B 13.56 MHZ (custom) **HID:** 125 KHZ proximity **HID iClass:** iClass cards 13.56 MHZ **Proximity:** 125 KHZ EM chip
Authentification Methods	FP, PIN, FP & PIN, FP & Card, FP & Camera
Fingerprint Unit	Suprema
FP Template Size	Suprema - 768 Bytes
Registered FP Capability	9,050
Fake Identification Rate	Fingerprint Identification < 1 second, Card Identification <0.2 seconds
Network Interface	10/100 Base-T Ethernet
Operating system	Advanced Linux Open Source embedded OS
Output	1 Relay
Input	1 Input

Andrews Technology HMS, Inc.
1213 Culbreth Drive
Wilmington, NC. 28405
Sales@AndrewsTechnology.net
P: (800) 319 - 8096   F: (516) 674 - 8119

VENDOR HOSTED ORDER FORM

Invoice To:	City of Belleville, MI	**Hosted By:**	**Vendor**
Ship To:	TBD	**Terms:**	5 Year Term, Billed Annually 100 % Upon Execution
Account Executive:	Mark Stuckey		

Quantity		Item	Monthly
	UKG Web- Based Time & Attendance System		
50	UKG Web-Based Time and Attendance Software	$3.50	$175
50	Employee Web Services (PC Entry and Smart Phone Application)	Included	Included
5	Supervisor Module (Approve, Reporting, Review, Modification)	$5	$25
1	**BS&A Payroll Interface (Guaranteed Interface)**	**Included**	**Included**
1	Electronic In/Out Board	Included	Included
1	Labor Tracking Module (Activity Based Reporting)	Included	Included
1	Accrual Module (Includes Sick, Vacation, Personal, etc.)	Included	Included
1	Standard Supply and Demand Scheduling Module	Included	Included
1	Borrowing Manager Module	Included	Included
1	Schedule Lockout Module	Included	Included
	Government Software Discount	**10%**	**-$20**
50	Leave of Absence Module	$1.50	Optional
50	Single Sign On Module	$0.50	Optional
1	Advanced Scheduling Module (Up to 200)	$700	Optional
1	Automatic Report Scheduler (Up to 10 Gig/month)	$100	Optional
1	Document Storage (Up to 5 Gig/month of Upload/Download and Storage)	$60	Optional
	Monthly Total		**$180.00**
	12 Month Software Total		$2,160
2	Synel Synergy Biometric Finger Terminal	$1,990	$3,980
EA	Intouch DX Biometric Finger Terminal	$3,075	Optional
EA	InTouch DX Facial Recognition Terminal	$3,275	Optional
EA	InTouchDX Wifi Module	$295	Optional
	Annual Software Maintenance	$1,185/Yr	$1,185
	Implementation	See Below	$3,600
	Sales Tax		TBD
	First Year System Total		**$10,925.00**
	One Time Implementation Fees	**Included**	
	Initial Planning Session	Included	
	Rules Questionnaire Assistance	Included	
	Install Web-Base UKG Software	Included	
	Install Payroll Rules and Employee Files	Included	
	Unlimited Supervisor, Management and Administrative Training	**Included**	
	Program Hardware	Included	
	Install Hardware	Customer	
	System Test & Go Live	Included	
	Total One Time Fees	**$3,600.00**	

Agreement will automatically renew unless customer provides 90 days written notice prior to 60 month anniversary of date below.

All components of this Agreement/Order Form may be assigned by Andrews Technology.

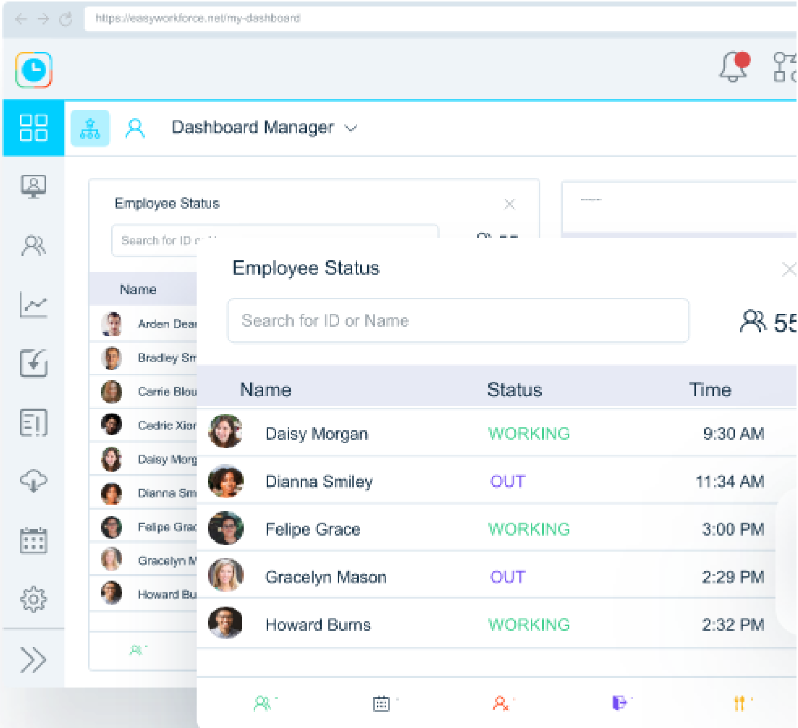
Customer Authorization   Title   Date

Andrews Technology HMS, Inc.   Title   Date

workeasy SOFTWARE

Dare to digitize.

Digitize your workforce. Bring efficiency, effectiveness, and EASYness to your workforce management. Put a smile on your people's face.



The Workforce Platform

EasyClocking
Robust
Time & Attendance

EasyScheduling
Advanced
Employee Scheduling

EasyTimeOff
Automated
Absence Management

EasyHR
HR
Made Simple

Trusted worldwide by thousands

Container First Services
★★★★★
"This unprecedented 24/7 progressive report of employee hours gives them an accurate portrayal of employee clock-ins."

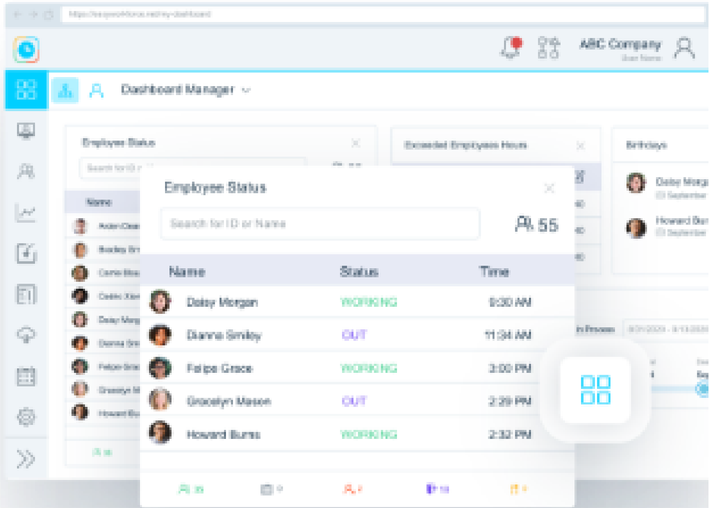
Delco Remy
★★★★★
"This transition to RFID cars (a one-time expense) allows for a reduction in paper use,creating a greener."

HealthSun
★★★★★
"We have been able to automate the entire time and attendance and payroll process and can now have all."

WORKEASYSOFTWARE.COM   1-305-900-691

Time Tracking Made Easy

Modern Time and
Attendance software



Reviews 4.9/5

Features

Smart Timecard

Easily view, edit & approve timecards all from one screen. Get notification of missed punches, late arrival, breaks, OT, see employees that work out of their schedule & much more.

Powerful Reports

Gain complete visibility with Timelogix reporting solutions which empower you with informed real time decision making capabilities so you can easily convert data into actionable, valuable information.

Employee Self Service

Give employees real time visibility of their timecard details including, overtime, breaks and paid time off. Set policies to enable approval of timecards online, view schedules, request paid/non time off, and access to online clocking.

Approaching Overtime Notifications

Keep overtime costs in check with easy to configure rules and settings that increase accuracy and improve compliance to overtime laws.

Smart Timecard

Easily view, edit & approve timecards all from one screen. Get notification of missed punches, late arrival, breaks, OT, see employees that work out of their schedule & much more.

Export to payroll Reset API

Say goodbye to rekeying or importing/ exporting data into a separate payroll application. Payroll is prepared instantly with the click of a button. Including Quickbooks, ADP, Paychex, and Sage.

Time Tracking Made Easy

Modern Time and Attendance software

Even More Features

Advanced Scheduling

It's never been easier to setup schedules within the software with our interactive schedule assistant. This wizard style interface will lead you step by step to create the schedule rules in a prescribed order so you are never lost.

Mobile on the Go

Empower employees and managers with real time insight and easy access to business activities on the go with Easy Clocking Mobile. View schedules, approve time cards, request paid time off, clock in with GPS location tracking.

Job Costing

Our job costing feature will give you the ability to manage your jobs and projects in an easy way, allowing you to identify labor costs attributed to projects or jobs by employee, department, and task-type.

Absence Management

Manage employee absences easily. Also keep records of all paid and non paid time off

Multiple Pay Periods

We've got you covered with weekly, bi-weekly, semi-monthly and monthly pay periods.

Who's in Dashboard

This dashboard gives you instant notification of who's at work.

What exactly is time theft and how much is it costing you?

Ease your administrative burden and gain the necessary peace of mind to attain and surpass business objectives.

Even More Features

What is time theft?

Time theft is when an employee accepts pay for time they have not actually put into their work. From fudging time sheets to using work time for play time-whenever employees are on the clock but not on the job, they're stealing time. Time theft can be hard to detect. It comes in many forms and many levels of severity. Employers pay the price via inflated payroll and lost productivity.

What is the cost of time theft?

While it's hard to get a handle on the losses caused by time theft, one study estimates that it costs U.S. employers more than $400 billion per year in lost productivity.[i] 10 and 15 minutes here and there add up to big losses over time. Furthermore, 74% of employers experience payroll losses related to buddy punching (when one employee punches in for another). According to Nucleus Research, these losses average 2.2% of gross payroll, and that's just one form of time theft.

What is time theft costing you?

Consider this: The average employee steals 4 hours and 5 minutes every week according to the American Payroll Association. [iii] It's shocking, but it's also consistent with a seminal time theft survey conducted by Robert Half International, which found that employers lose about 4.5 hours per week per employee.[iv] In fact, three out of four employees will steal something-products, intellectual property, work time, you name it-from their employers, according to a study by the U.S. Chamber of Commerce.[v] The study concluded that U.S. employers lost $20-$40 billion as a result of employee theft in 2012. And that 75% of the thieves will never be caught. While every employer has to deal with time theft, it's especially challenging for companies with a distributed workforce. So, even if you hire carefully and manage scrupulously, chances are you have some percentage of workforce theft in your midst, and that likely includes time theft.

workeasy SOFTWARE

Punch Restriction.

How fast does my system pay for itself?

Features

Added Control

Managerial oversight has often been seen as the most effective method to validating employee clock in times. With EasyWorkforces's punch restriction know that your physical presence is not required to keep your employees honest.

Added Value

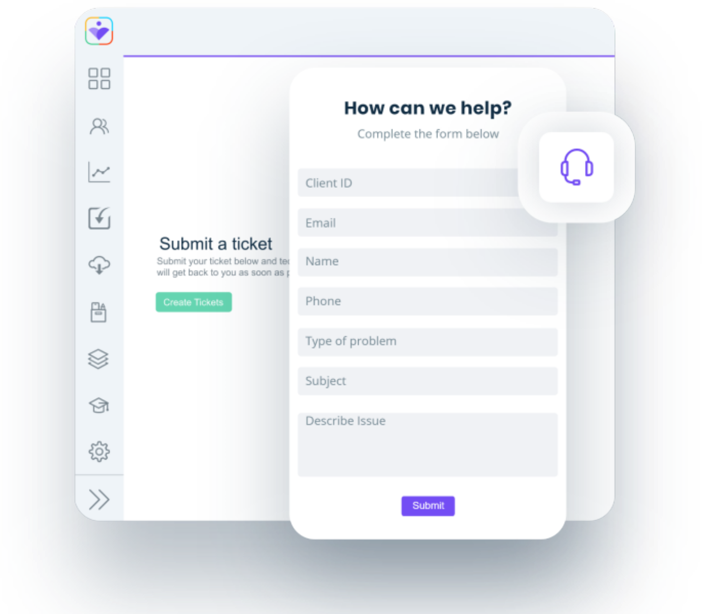
Implementing an EasyWorkforce Smart Time Clock System adds untold value to a business. The ability to limit employees to scheduled hours makes for added dollar savings and allows for accurate forecasting of employee salaries.

Added Accountability

Eliminate time theft from your operations, know that time's set forth in EasyWorkforce's Smart Scheduling Wizard will be enacted on the Time Clock Terminal. Managerial approval will be required for those employee's attempting to clock in outside of scheduled hours.

Onboarding & Training

Even with the most innovative tools at your disposal, you need a team of experts behind them. That's why we provide unrivaled customer support that moves way beyond standard troubleshooting.



Features

Implementation support

We're with the customer every step of the way. We ask the customer detailed questions as to ascertain how they will use the software and we build a plan to implement and go live with the client. The client is with us every step of the way.

Software assisted remote setup

The onboarding team and client work closely together to make the software solution perfect for their needs.

Initial Training 3 Sessions

First session is account setup. Second session is account training. Third session is account overview, payroll setup and beginning transition to technical support /account management team. Within these three sessions we go over the entirety of the software. Everything from account setup, adding employees, payroll, departments etc.

Training and on-boarding

Based on the customers needs we tailor the training to them. We ascertain the customer needs based on our first call with the customer to discover how they plan to use the software and what the business needs are in detail.

Remotely on-line not on-site

Using our powerful RingCentral Meetings application we are able to both call and share screens with clients. This allows us to show the customer the software as we are setting up and explain each process we are doing. The client can easily follow along.

Online account setup

Onboarding will set up the account for the client based on their specific needs.

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Bill To

City of Belleville Michigan

Jason Smith

6 Main Street

Belleville Michigan

48111 United States

jsmith@belleville.mi.us

7342524307

Quote No: **12042024-19671**
Created: 12/04/2024
Sales rep: Juan Echeverri
Email: jecheverri@easyworkforce.com
Phone: 786-361-0906

Item	Name / Description	Qty	List price	Price	Total
EWTA	**WorkEasy Software Time and Attendance (yearly fee)** License for up to 50 employees Time and attendance with multiple locations and administrators Unlimited technical support for all registered administrators	12 months	$150.00	$150.00	$1,800.00
XENIO-EW200W-HS	**Smart Fingerprint Time Clock (yearly fee)** Optical fingerprint scanner / Ideal for office use or clean environments White Color / 4.3 Inch Screen / WiFi Ready / POE Enabled Includes repair, updates, replacement and upgrades	2 Clocks	$49.00	$39.00	$936.00
XENIO-EW500W-HS	**Advanced Fingerprint Time Clock (yearly fee)** Multi Spectral fingerprint scanner / World's #1 fingerprint verification system Reads fingerprints under most harsh conditions. Wet / Dry / Dirty White Color / 5.0 Inch Screen / WiFi Ready / POE Enabled Includes repair, updates, replacement and upgrades	2 Clocks	$59.00	$49.00	$1,176.00
TRA	**System Setup & Training (One Time Fee)** Personalized setup and training for administrators	1	$299.00	$299.00	$299.00

workeasy™ SOFTWARE

Item	Name / Description	Qty	List price	Price	Total
PR-1	**Payroll Export Configuration and Setup (One Time Fee)**	1	$199.00	$199.00	$199.00

Subtotal	$4,410.00
Shipping	$22.75
Total	**$4,432.75**

Terms & Conditions
30 days money back guaranteed. For full return policy information visit return policy

Products and Services Subscription Agreement

WorkEasy Software, LLC. Subscription Agreement

12-12-2024

City of Belleville

,

Enclosed is the proposal outlining the ADP® services we discussed and other information you may find helpful. Your interest in ADP is greatly appreciated!

If you have any questions concerning this proposal or our solutions, please don't hesitate to contact me.

Best Regards,

Kailey Dalgauer
DS SBS Inbound UM
kailey.dalgauer@adp.com

Solution Summary for City of Belleville:

Employees	37
Payroll Frequency	Bi-Weekly

WHEN YOU CHOOSE ***RUN POWERED BY ADP®***, HERE'S WHAT YOU CAN EXPECT:

- Print your own checks or have them delivered
- Pay employees using ADPCheck™ or direct deposit
- Payroll in real time anytime, anywhere with secure online or mobile access
- Highly-skilled implementation specialists and both online and phone support
- Extensive online reports and general ledger exports to accounting software

Recommended Solution: **ADP Enhanced Payroll**

Per Payroll Cost: $147.10**

One-Time Setup Fee: $0.00

Cost Comparison:
1 Employee $60.17
Per Each Employee(>1) $2.42

**In the event of additional jurisdictions, there will be a $8.95 charge per month/jurisdiction.

Promotions

6819 - 6 Months Free - Months 4, 5, 6 Free
6820 - 6 Months Free - Months 13, 14, 15 Free

Contact

Kailey Dalgauer
kailey.dalgauer@adp.com
(610)492-6197

*This is a Proposal only. Fees are estimates and are subject to change based on variation in payroll details, frequency, features, number of employees, etc. Additional fees may be incurred if other services are purchased or for additional tax filings including, but not limited to, additional states or 'applied for' statuses. Please consult with your sales representative for further details. The information contained in this proposal is confidential and proprietary and should not be shared with anyone outside your company.

RUN Powered by ADP® Enhanced Payroll

Enhanced Payroll delivers a comprehensive set of easy-to-use payroll tools, all backed by ADP's small business expertise.

With Enhanced Payroll, you can:

Run Payroll
the way you want – online, via our mobile app or by phone

Calculate, Deduct and Pay Taxes
automatically

Get Answers 24/7
from experienced payroll professionals by online chat or over the phone

Pay Your People
the way they want – paper checks or direct deposit

THE ALL NEW run POWERED BY ADP® FASTER. SMARTER. EASIER.

Plus, benefit from these enhanced features:

- View, export or print detailed reports online, instantly
- Integrate our solutions with your POS systems and/or accounting programs such as Intuit®, Wave, Xero™ and more
- Automatically receive updated labor law posters to maintain compliance with posting regulations
- Benefit from state unemployment insurance (SUI) management
- Provide employees with easy access to pay history and up to three years of W-2s/1099s
- Access HR tools and best practices to help you put HR strategies in place
- Launch a Google Ads campaign in minutes. Reach more customers across Google to help grow your business.
- You and your employees get discounts on brand-name products and daily essentials
- Receive up to 5 single-county criminal background checks per year
- Post jobs to over 100 of the web's leading job boards with ZipRecruiter®. 80% of jobs posted receive a qualified candidate within the first day*
- With direct deposit, pay is deposited in each employee's account, or employees can choose to have funds deposited to a Wisely® Direct debit card**

ADP® Always Designing for People™

*ZipRecruiter® 2021

**Wisely Direct is a prepaid account offered directly to consumers by ADP. It can be used to receive direct deposits as well as income from other sources.

City of Belleville

6 Main Street ◊ Belleville, MI 48111-2788

734-252-4307 ◊ Fax 734-697-6837 ◊

www.bellevilleonthelake.com

To: Belleville City Council

From: Jason Smith, City Manager

Date: 12/12/2024

Re: 2024 Chevy Colorado Purchase

RECOMMEDNDATION: *Motion to approve the purchase of a 2024 Chevy Colorado from Bachman Chevrolet in the amount of $35,695.00 plus $500 for delivery.*

With the addition of our new Public Works director, we have a need for an additional vehicle. The current Chevy Colorado is being used by all departments as a "city service" vehicle, for local use, transportation to training, and DDA cleanup.

This new Colorado would be used as the DPS Director's vehicle, so that we do not have to share pickups. The funds would come from the DPS Capital Purchase fund, which has extra capital available from leasing the street sweeper versus an outright purchase.

Your consideration and concurrence are appreciated.

Bachman Commercial
Chuck Hill | 502-395-3996 | c.hill@bachmanautogroup.com

Vehicle: [Retail] 2024 Chevrolet Colorado (14C43) 4WD Crew Cab WT

Bachman Commercial

Chuck Hill | 502-395-3996 | c.hill@bachmanautogroup.com

Vehicle: [Retail] 2024 Chevrolet Colorado (14C43) 4WD Crew Cab WT (Complete)

Quote Worksheet

		MSRP
Base Price		$33,100.00
Dest Charge		$1,595.00
Total Options		$1,700.00
	Subtotal	**$36,395.00**
	Subtotal Pre-Tax Adjustments	**$0.00**
Less Customer Discount		($700.00)
	Subtotal Discount	**($700.00)**
Trade-In		$0.00
	Subtotal Trade-In	**$0.00**
	Taxable Price	**$35,695.00**
Sales Tax		$0.00
	Subtotal Taxes	**$0.00**
	Subtotal Post-Tax Adjustments	**$0.00**
	Total Sales Price	**$35,695.00**

Comments:

Clark County

Dealer Signature / Date

Customer Signature / Date

Selected Model and Options

MODEL

CODE	MODEL	MSRP
14C43	2024 Chevrolet Colorado 4WD Crew Cab WT	$33,100.00

COLORS

CODE	DESCRIPTION
GAZ	Summit White

Vehicle: [Retail] 2024 Chevrolet Colorado (14C43) 4WD Crew Cab WT (Complete)

EMISSIONS

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
FE9	Emissions, Federal requirements	0.00 lbs	0.00 lbs	$0.00

ENGINE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
L3B	Engine, TurboMax (310 hp [231 kW] @ 5600 rpm, 430 lb-ft of torque [583 Nm] @ 3000 rpm) (Requires (MFC) 8-Speed Transmission, (RM7) spare wheel and (ZAO) spare tire.)	3.00 lbs	0.00 lbs	$1,050.00

TRANSMISSION

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
MFC	Transmission, 8-speed automatic (Included with (L3B) 2.7L TurboMax engine.)	16.00 lbs	3.00 lbs	$0.00

GVWR

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
C6X	GVWR, 6250 lbs. (2835 kg) (Requires (L3B) 2.7L TurboMax engine.)	0.00 lbs	0.00 lbs	$0.00

AXLE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
GU6	Rear axle, 3.42 ratio	0.00 lbs	0.00 lbs	$0.00

PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
4WT	Work Truck Preferred Equipment Group includes standard equipment	0.00 lbs	0.00 lbs	$0.00

Data Version: 24143. Data Updated: Dec 7, 2024 8:14:00 PM PST.

Chuck Hill | 502-395-3996 | c.hill@bachmanautogroup.com

Vehicle: [Retail] 2024 Chevrolet Colorado (14C43) 4WD Crew Cab WT (Complete)

WHEELS

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
RD6	Wheels, 17" X 8.0" (43.2 cm x 20.3 cm), Ultra Silver Metallic steel (STD)	0.00 lbs	0.00 lbs	$0.00

SPARE TIRE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
ZAO	Tire, spare 255/65R17 all-season, blackwall (Requires (L3B) 2.7L TurboMax engine and (RM7) spare wheel.)	-1.00 lbs	14.00 lbs	$235.00

PAINT

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
GAZ	Summit White	0.00 lbs	0.00 lbs	$0.00

SEAT TYPE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
A50	Seats, front bucket (STD)	0.00 lbs	0.00 lbs	$0.00

SEAT TRIM

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
H1T	Jet Black, Cloth seat trim	0.00 lbs	0.00 lbs	$0.00

RADIO

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
URL	11.3" diagonal advanced color LCD display with Google built-In compatibility including navigation capability, connected apps, personalized profiles for each driver's settings, Natural Voice Recognition and Phone Integration for Wireless Apple CarPlay/Wireless Android Auto for compatible phones (STD) (Terms and limitations apply.)	0.00 lbs	0.00 lbs	$0.00

Bachman Commercial
Chuck Hill | 502-395-3996 | c.hill@bachmanautogroup.com

Vehicle: [Retail] 2024 Chevrolet Colorado (14C43) 4WD Crew Cab WT (Complete)

ADDITIONAL EQUIPMENT - PACKAGE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
PCY	WT Convenience Package includes (A28) Sliding rear window, (C49) Rear defogger, (K34) Cruise control, (A91) Remote lock/unlock tailgate and (D07) Floor console ((K34) Cruise control is replaced with (KSG) Adaptive Cruise Control when (CWM) Technology Package is ordered.)	0.00 lbs	0.00 lbs	$415.00

ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
A91	Tailgate, remote locking, (locks and unlocks with key fob) (Included and only available with (PCY) WT Convenience Package.)	0.00 lbs	2.00 lbs	Inc.
RM7	Wheel, spare, 17 x 8" (43.2 cm x 20.3 cm) steel (Requires (L3B) 2.7L TurboMax engine and (ZAO) spare tire.)	0.00 lbs	3.00 lbs	$0.00

ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
A28	Window, rear-sliding, manual (Included and only available with (PCY) WT Convenience Package.)	2.00 lbs	3.00 lbs	Inc.
C49	Defogger, rear-window electric (Included and only available with (PCY) WT Convenience Package.)	0.00 lbs	1.00 lbs	Inc.
C59	Air vents, rear (Included and only available with (D07) center floor console.)	0.00 lbs	0.00 lbs	Inc.
D07	Console, floor front compartment with cup holders and cell phone storage (Included and only available with (PCY) WT Convenience Package.)	0.00 lbs	0.00 lbs	Inc.
K34	Cruise control, electronic, automatic (Included and only available with (PCY) WT Convenience Package. Not available with (CWM) Technology Package.)	0.00 lbs	0.00 lbs	Inc.
	Options Total	**20.00 lbs**	**26.00 lbs**	**$1,700.00**

Data Version: 24143. Data Updated: Dec 7, 2024 8:14:00 PM PST.

City of Belleville
6 Main Street ◊ Belleville, MI 48111-2788
734-252-4307 ◊ Fax 734-697-6837 ◊
www.bellevilleonthelake.com

To: Belleville City Council
From: Jason Smith, City Manager
Date: 12/12/2024
Re: Type 3 Barricade Purchase

RECOMMEDNDATION: *Motion to approve the purchase of 15 Type 3 Barricades from Poco Sales at total cost of $3,525.00.*

Following WinterFest, it became very apparent that we have a need for Type 3 barricades (photo below). Our current barricades are old, made in-house, and do not reflect light as they should. This creates a safety issue for our residents behind the barricades when they are enjoying events. Additionally, the barricades can be used to close roads for construction or repair.

The total count required to have enough to close off the entirety of parade routes and other closures is 30, however we are able to maximize 15, and ensure proper closures and safety. We have broken down the cost of 15 barricades and 30. In either instance, Poco Sales is the lowest per-unit cost.

COMPANY		UNIT PRICE	QTY.	COST		QTY.	COST
Poco Sales		$235.00	15	$3,525.00		30	$7,050.00
Traffic Cones For Less		$290.14	15	$4,352.10		30	$8,704.20
State Barricades		$324.95	15	$4,874.25		30	$9,748.50

Your consideration and concurrence are appreciated.

Poco Sales

4850 S Sheldon
Canton, MI 48188-2743
(734)397-1677 fax (734)397-5903

QUOTE

Quote prepared for:

Name	CITY OF BELLEVILLE			Date	12-9-2024
Address				Item No.	
City		State			
Phone		Fax		Sales Person	Matthew Davis

	Sale Items	Unit	Qty	Unit Price	Amount
	DBL SIDED TYPE III BARRICADE	EA	15.00	$235.00	$3,525.00
				Total	$3,525.00

Traffic Cones For Less / Your shopping cart

The requested saved cart is identical to your cart.

My Cart (Ref.# 4KNF-KN74)

Share my Cart

Item(s)	Unit Price	Qty	Total Cost
	Telespar Type III Plastic Barricade Kit w/Two Sides Sheeting SKU: 97-1700-82HI Size: 8 Foot Sheeting: High Intensity $290.14	15 Update Remove	$4352.10

Have questions before you check out?
We're here to help!
Call us at 888-388-0180

Your cart reference is 4KNF-KN74

Check Cart by reference:

REF1-2345 Lookup

Subtotal:	$4352.10
Shipping:	Not calculated
Sales Tax:	$0.00
Total:	**$4352.10**

Have a Coupon Code? Please submit it below

Submit Coupon Code

Need a Quote

Have a question? Ask an expert!

STATE BARRICADES, INC.

24806 Industrial Dr.
Warren, Michigan 48089
OFFICE# 586-756-8282
CELL# 586-405-3873
tony@statebarr.com

Date: 12-2-24

To: CITY OF BELLEVILLE

ATTN: MELISSA FRIERSON

From: TONY MAGGIANO

COMMENTS: PURCHASE PRICE

30 TYPE III BARRICADES: **$324.95 EACH**

QUOTES GOOD FOR 30 DAYS. CALL RYAN TO SCHEDULE. DAILY ALIGNMENT IS THE CONTRACTORS RESPONSIBILITY.STATE BARRICADES DOES NOT INTERMIX EQUIPMENT WITH THE CONTRACTOR, DUE TO LIABILITY ISSUES. WATER BARRICADES TO BE FILLED & KEPT THAWED BY CONTRACTOR

ACCOUNTS PAYABLE EXPENDITURES
COUNCIL MEETING ON
DEC 16 2024

DATE	AMOUNT	DESCRIPTION	G. TOTAL
12/16/2024	$145,093.66	**EFT**	$145,093.66
12/16/2024	$100,849.12	**CHECKS**	$100,849.12

GRAND TOTAL	**$ 245,942.78**

CHECK REGISTER FOR CITY OF BELLEVILLE

CHECK NUMBER 7902 - 7932

BANK CODE: CHA2 - CHASE NEW ACCOUNT - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CHA2 CHASE NEW ACCOUNT				
12/12/2024	7902	ADVANCED ROOFING, INC.	FD - ROOFING WORK	22,109.00
12/12/2024	7903	ALAN C YOUNG AND ASSOCIATES	AUDIT SERVICES FISCAL YEAR END	5,904.50
12/12/2024	7904	ANDERSON, JACOB	EQUIPMENT FOR FIRE DEPT	415.49
12/12/2024	7905	BADGER METER	METER ITEM	228.48
12/12/2024	7906	CMP DISTRIBUTORS INC	FEDERAL P9HST2 HST PRE, 9MM LUGER GR 50	1,868.00
12/12/2024	7907	DETROIT SALT COMPANY	WINTER SUPPLIES & MAINT	3,099.74
12/12/2024	7908	DTE ENERGY	7 SOUTH ELECTRIC AND COMMERICAL	86.28
12/12/2024	7909	DTE ENERGY	STREET LIGHTING 9100-4050-3245	6,518.12
12/12/2024	7910	DTE ENERGY	510 VICTORIAN LN 9100 161 5598	742.54
12/12/2024	7911	GIFFELS WEBSTER	PROJECT 1995200 PLANNING SERVICES THROU	2,220.83
12/12/2024	7912	HOWARD L SHIFMAN PC	LEGAL SERVICES THROUGH NOV 2024	1,980.00
12/12/2024	7913	INDUSTRIAL CHEM LABS & SERVIC	WATER & SEWER (ROOT BEGONE)	285.68
12/12/2024	7914	KAISER, WILLIAM	INSPECTOR PAY	400.00
12/12/2024	7915	KCI	POSTAGE	1,490.81
12/12/2024	7916	KFD TRAINING AND CONSULTATIO	CONTROLLING LARGER COMBATANTS	695.00
12/12/2024	7917	KONICA MINOLTA BUSINESS SOLUT	COPIER/PRINTER	5.98
12/12/2024	7918	MICHIGAN MUNICIPAL RISK MGMT	POLICY M0001053 - POLICY PERIOD 7/1/202	28,015.00
12/12/2024	7919	MISSION SQUARE	11/18/2024 - 12/01/2024	272.00
12/12/2024	7920	MOWBRAY, DENNIS	INSPECTOR PAY NOV 2024	400.00
12/12/2024	7921	OCCUPATIONAL HEALTH CENTERS	FD - PHYSICAL (JACOB R ANDERSON)	217.00
12/12/2024	7922	PRIORITY ONE EMERGENCY	PD SUPPLIES	94.95
12/12/2024	7923	RITTER GIS, INC	GIS & CITYWORKS AMS SERVICES	4,500.00
12/12/2024	7924	SUNBELT RENTALS, INC	WATER/SEWER (REPAIR OF BROKEN SHUTOFF V	1,579.12
12/12/2024	7925	T-MOBILE	EMPLOYEE CELLPHONE BILL (10/21/24 - 11/	905.47
12/12/2024	7926	THE KELLY FIRM	CITY - LEGAL SERVICES	3,943.50
12/12/2024	7927	WATT, JOSEPH	INSPECTOR FEES NOV 2024	600.00
12/12/2024	7928	WAYNE COUNTY ACCTS RECEIVABLE	PRIS HOUSING 4/23 HOUSING @DICKERSON 20	525.00
12/12/2024	7929	WAYNE COUNTY TREASURER-M.H.T.	BELLE VILLA LAKE MOBILE HOME TAX NOV 20	432.50
12/12/2024	7930	WCA ASSESSING	APPRAISAL SERVICES JAN 2025	2,502.03
12/12/2024	7931	WEST SHORE FIRE	FD - SUPPLIES AND MAINT	706.65
12/12/2024	7932	ZARB, BERNARD	INSPECTOR PAY NOV 2024	280.00
CHA2 TOTALS:				
Total of 31 Checks:				93,023.67
Less 0 Void Checks:				0.00
Total of 31 Disbursements:				93,023.67

CHECK REGISTER FOR CITY OF BELLEVILLE

CHECK NUMBER 7869 - 7869

BANK CODE: CHA2 - CHASE NEW ACCOUNT - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank CHA2 CHASE NEW ACCOUNT				
11/18/2024	7869	CARDMEMBER SERVICE	CITY CREDIT CARD BILL	7,825.45
CHA2 TOTALS:				
Total of 1 Checks:				7,825.45
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				7,825.45

CHECK REGISTER FOR CITY OF BELLEVILLE

CHECK NUMBER 814 - 833

BANK CODE: CHA2 - CHASE NEW ACCOUNT - CHECK TYPE: EFT

Check Date	Check	Vendor Name	Description	Amount
Bank CHA2 CHASE NEW ACCOUNT				
12/12/2024	814(E)	AXON ENTERPRISES	BODY CAMERA (PD)	1,863.04
12/12/2024	815(E)	BRYX INC	STATION BOARD SUBSCRIPTION (AUG 31, 202	500.00
12/12/2024	816(E)	CINTAS	PD-MEDICAL SUPPLIES	103.19
12/12/2024	817(E)	COMCAST	FIRE DEPT (DEC 6 TO JAN 5 2024)	260.68
12/12/2024	818(E)	DOWNRIVER UTILITY WASTE WATER	MONTHLY SEWAGE DISPOSAL CHARGES NOV 202	17,894.40
12/12/2024	819(E)	GREAT LAKES WATER AUTHORITY	LEAD & COPPER SAMPLE FEE 6/1 TO 9/30/20	1,260.00
12/12/2024	820(E)	HYDROCORP	INSPECTION & REPORTING SERVICES NOV 202	432.00
12/12/2024	821(E)	MENARDS	FIRE DEPT BUILDING SUPPLIES & MAINT	879.96
12/12/2024	822(E)	MISTER MAT RENTAL SERVICE	CITY MAT RENTAL	40.00
12/12/2024	823(E)	MUNICIPAL EMPLOYEES RETIREMEN	EMPLOYEES RETIREMENT (NOV 2024)	41,462.21
12/12/2024	825(E)	QUILL CORPORATION	OFFICE SUPPLIES TREASURERS OFFICE	60.57
12/12/2024	826(E)	R & R FIRE TRUCK REPAIR	FIRE TRUCK REPAIR	3,120.00
12/12/2024	827(E)	SIRCHIE ACQUISITION COMPANY,	PD - EQUIPMENT	237.71
12/12/2024	828(E)	SLC METER LLC	NEW WATER METER SUPPLIES	47,070.96
12/12/2024	829(E)	STEVENS DISPOSAL & RECYCLING	COB TRASH DISPOSAL 12/1/2024 - 12/31/20	28,741.95
12/12/2024	830(E)	TELNET WORLDWIDE	CITY PHONE SERVICES	675.78
12/12/2024	831(E)	VC3, INC	COMPUTER SUPPORT	491.21

CHA2 TOTALS:

Total of 17 Checks:	145,093.66
Less 0 Void Checks:	0.00
Total of 17 Disbursements:	145,093.66

Date Given to Accounts Payable: 12/2/2024

City of Belleville

EXPENDITURE IN EXCESS OF $500.00

City Charter Section 15.8 requires Council approval of all purchases in excess of $500.00 and not in excess of $5,000.00 Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor ADVANCED ROOFING INC Amount $22109.00

101-336-930.000

PART 1

- [ ] This request is for Council approval prior to purchase
- [ ] This purchase was previously approved by Council by Res. No. ______
- [ ] This purchase is part of a bid approved by Council by Res. No. ______
- [x] This purchase was specifically budgeted: per budget page 101-336-930.000
- [ ] This purchase was for an emergency (explain below or attach explanation).
- [ ] Other (explain below or attach explanation)

PART 2

This purchase was based or the following competitive price quotes:

This purchase is not based on competitive price quotes because:

NOT APPLICABLE or

ADVANCED ROOFING, INC.

1055 Manufacturers Drive
Westland, MI 48186
734-722-7600 734-722-7602 (Fax)

ACCOUNT ______
DATE ______
APPROVED ______

Invoice

DATE	INVOICE #
11/27/2024	14727

BILL TO
City of Belleville 6 Main St Belleville, MI 48111

SHIP TO
Belleville Fire Station 25 2nd Street Belleville, MI 48111

P.O. NO.	TERMS	SERVICE
Jason Smith	Net 30	Contract

DESCRIPTION	AMOUNT
Roofing & Sheet Metal work Complete on the above referenced property.	
Contract Amount	46,850.00
Extra to Contract, Change Order #1- Rotted Wood, East Wall Flashing	2,049.00
Revised Contract Amount $48,899.00	
Less prior invoicing	-26,790.00

ACCOUNT 101·336·930·000
DATE 12/2/2024
APPROVED

Thank you for your business!

Total $22,109.00

1055 Manufacturers Drive • Westland, MI 48186
(734) 722-7600 • (734) 722-7602 (fax) • www.advancedroofinginc.net

Change Order Request

November 25, 2024

Attn: Jason Smith
City of Belleville

RE: Belleville Fire Station Reroof

The following is a change order request for additional work performed.

1. We found the existing top layer of wood blocking to be rotted in many spots along the back gutter edge. We removed it along the **entire** gutter edge and replaced it with new 2x6 lumber. 82 ft @ $4.50 per ft = $369.00

2. We could not finish flashing the parapet until the sign had been taken down on the east wall by the overhead doors.
   - **First trip** (sign had not been taken down, will return when ready)

   Two men @ $170 per hour
   2 hours = $340
   - **Second trip**

   Two men @ $170 per hour
   hours = $340
3. Verbal agreement with Jason Smith for Advanced Roofing to take down Fire Station sign and reinstall using our men and boom truck = $1,000

Please issue a change order for the total amount of $2,049 added to the contract.

Sincerely,

Scott Collins
Vice President
scott@advancedroofinginc.net

Date Given to Accounts Payable: 12/11/24

City of Belleville

EXPENDITURE IN EXCESS OF $500.00

City Charter Section 15.8 requires Council approval of all purchases in excess of $500.00 and not in excess of $5,000.00 Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor AXON Amount $1863.04

101-301-987.000

PART 1

- [ ] This request is for Council approval prior to purchase
- [ ] This purchase was previously approved by Council by Res. No. ______
- [ ] This purchase is part of a bid approved by Council by Res. No. ______
- [X] This purchase was specifically budgeted: per budget page 101-3010-987.000
- [ ] This purchase was for an emergency (explain below or attach explanation).
- [ ] Other (explain below or attach explanation)

PART 2

This purchase was based or the following competitive price quotes:

This purchase is not based on competitive price quotes because:

NOT APPLICABLE or ______

Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Contract Start Date: 01/01/2023

Dear Belleville Police Department,

Below is your future invoicing schedule for the following quotes:

- Q-574781

Payment Summary

Date	Subtotal	Tax*	Total
Dec 2025	$931.52	$0.00	$931.52
Dec 2026	$931.52	$0.00	$931.52
Total	**$1,863.04**	**$0.00**	**$1,863.04**

Payment Summary by Quote

Date	Quote Number	Subtotal	Tax*	Total
Dec 2025	Q-574781	$931.52	$0.00	$931.52
Dec 2026	Q-574781	$931.52	$0.00	$931.52
Total		**$1,863.04**	**$0.00**	**$1,863.04**

*Tax is estimated based on rates applicable at the date of quote and subject to change at the time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

ACCOUNT 101. 301. 987.000
DATE 12\11\2024
APPROVED

Date Given to Accounts Payable: 12/2/2024

City of Belleville

EXPENDITURE IN EXCESS OF $500.00

City Charter Section 15.8 requires Council approval of all purchases in excess of $500.00 and not in excess of $5,000.00 Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor CMP DISTRIBUTORS INC Amount $1868.00

BALLISTIC VEST/EQUIPTMENT

PART 1

- [ ] This request is for Council approval prior to purchase
- [ ] This purchase was previously approved by Council by Res. No. ________
- [ ] This purchase is part of a bid approved by Council by Res. No. ________
- [x] This purchase was specifically budgeted: per budget page 101-301-720.000
- [ ] This purchase was for an emergency (explain below or attach explanation).
- [ ] Other (explain below or attach explanation)

PART 2

This purchase was based or the following competitive price quotes:

This purchase is not based on competitive price quotes because:

NOT APPLICABLE or

CMP DISTRIBUTORS INC.
16753 Industrial Parkway
Lansing, MI 48906
Phone # 517-721-0970
Fax # 517-721-0974

Invoice

Date	Invoice #
11/26/2024	018369

Bill To	Ship To
Belleville Police Department 6 Main Street Belleville, MI 48111	Belleville Police Department 6 Main Street Belleville, MI 48111

P.O. No.	Account #	Terms	Rep	Ship Date	Shipping Method
Chief Faull	865	Net 30	MB	11/26/2024	Drop Ship

Item	Qty	Description	Price	Amount
PB-BII-5-HI-LITE-1	2	Point Blank Threat Level II Concealable Ballistic Vest with (1) HI-LITE Carrier and Soft Trauma Plate (NIJ Model No. BII-5)	659.00	1,318.00T
		Carrier - Black		
		Marc Boudreau - 240000249064 Charles Brooks - 240000249070		
PB-GUARDIAN-GEN3-UNI...	2	Point Blank Guardian External Vest Carrier, Gen-3, Uniform Pocket, MOLLE	250.00	500.00T
PB-EPAULETTES	2	Point Blank Epaulettes added to carrier	10.00	20.00T
		Carrier - Black Lettering Silver Reflective Front ID Tag - Last Name - " BOUDREAU " " BROOKS " Rear ID Tag - " POLICE "		
Shipping and Handling	1	Shipping and Handling	30.00	30.00T

ACCOUNT 101. 301. 720. 000
DATE 12/2/2024
APPROVED

Subtotal	$1,868.00
Sales Tax (0.0%)	$0.00
Total	$1,868.00
Payments/Credits	$0.00
Balance Due	$1,868.00

RETURN POLICY: Returns accepted on un-opened, un-used items within 10 days with Invoice. Restocking fee may be applied.

Date Given to Accounts Payable: 12/2/2024

City of Belleville

EXPENDITURE IN EXCESS OF $500.00

City Charter Section 15.8 requires Council approval of all purchases in excess of $500.00 and not in excess of $5,000.00 Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor R&R FIRE TRUCK REPAIR Amount $3120.00

101-336-983.000

PART 1

- [ ] This request is for Council approval prior to purchase
- [ ] This purchase was previously approved by Council by Res. No. ______
- [ ] This purchase is part of a bid approved by Council by Res. No. ______
- [x] This purchase was specifically budgeted: per budget page 101-336-983.000
- [ ] This purchase was for an emergency (explain below or attach explanation).
- [ ] Other (explain below or attach explanation)

PART 2

This purchase was based or the following competitive price quotes:

This purchase is not based on competitive price quotes because:

NOT APPLICABLE or ______

R&R Fire Truck Repair
295 Industrial Park Drive
Belleville, MI 48111
shop@rrfiretruck.com
(248) 344-4443

R&R FIRE TRUCK REPAIR INC.

Invoice: 69682
Date: 11/27/2024

Bill To
Belleville City Fire Department
6 Main Street
Belleville, MI 48111
P: 734-697-9323 F: 734-697-6837

Remit Payment To
R&R Fire Truck Repair, Inc.
295 Industrial Park Drive
Belleville, MI 48111

Service Order	Terms	Due Date	Authorizer	Customer PO	Service Writer	Unit #
3466	Net 30	12/27/2024			Rosselle, Kyle	E-451

Item	Description	Quantity	Rate	Amount
Complaint: Make and Install Shallow Shelves in L-1, L-3, R-1, R-2, and R-3 Compartments				
Cause: Customer request				
Labor	Body / Body Misc. / Make and Install Shallow Shelves in L-1, L-3, R-1, R-2, and R-3 Compartments - Completed: 11/23/2024	0.00000		$0.00
Parts	Custom Half Depth Aluminum Small Shelf - Custom Small Shallow Shelf	4.00000	$510.00	$2,040.00
Parts	Custom Half Depth Aluminum Large Shelf - Custom Large Shallow Shelf	1.00000	$590.00	$590.00
			Subtotal	$2,630.00
Complaint: Make and Install Floor Mounted Trays in L-3 and R-2 Compartments				
Cause: Customer request				
Labor	Body / Body Misc. / Make and Install Floor Mounted Trays in L-3 and R-2 Compartments - Completed: 11/23/2024	0.00000		$0.00
Parts	Custom 24" Floor Mounted Locking Slide Trays for L-3 and R-3 - Custom Tray	2.00000	$1,560.00	$3,120.00
			Subtotal	$3,120.00

ACCOUNT 101 · 336 · 983 · 000
DATE 12/2/2024
APPROVED

Unit: E-451 **VIN:** 4S9BCEUA4RB559087
2024 Spartan Fire, Llc METROSTAR
Complete Unit: 2,968 Miles
Engine: 87 Hours
Fire Pump: 0 Hours
Foam System: 0 Hours
Generator: 0 Hours

Parts	$5,750.00
Shop Supplies	$50.00
Pre-Charge Subtotal	$5,800.00
Exempt (0% of $5,800.00)	$0.00
Total	$5,800.00
Payments & Credits	$0.00
Balance Due	$5,800.00

Lead Tech: Ben Curtis

Technician Certificate ID:

Signature:

Any warranties on the parts and accessories sold hereby are made by the manufacturer. You understand and agree that we make no warranties of any kind unless expressed in writing. You hereby authorize us to perform the repair work herein set forth and to purchase the necessary material and parts to perform such repair work. You agree that we are not responsible for loss or damage to your vehicle or articles left in your vehicle in case of fire, theft, or any other cause beyond our control or for any delays caused by unavailability of parts or delays in part shipments by the supplier or transporter. In addition, you agree that we are not responsible for damages to your vehicle from freezing due to lack of antifreeze. You hereby grant our employees permission to operate your vehicle on streets, highways, or elsewhere for the purpose of testing and/or inspection. You acknowledge and agree that an express mechanic's lien on your vehicle is granted to secure payment of this invoice for the repair work detailed in this invoice.

City of Belleville

EXPENDITURES IN EXCESS OF $500

City Charter Section 15.8 requires Council approval of all purchases in excess of $500.00 and not in excess of $5000.00. Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor: Sunbelt Rentals **Amount: $1,579.12**

Purpose: Water Main Shutoff Repair

PART 1

	This request is for Council approval prior to purchase:
	This purchase was previously approved by Council:
	This purchase is part of a bid approved by Council:
	This purchase was budgeted:
X	**This purchase was for an emergency:** Repair of broken shutoff valve

PART 2

	This purchase was based on competitive price quotes:

X	**This purchase is not based on competitive quotes because: Preferred Vendor**

INVOICE

SEND ALL PAYMENTS TO:
SUNBELT RENTALS, INC.
PO BOX 409211
ATLANTA, GA 30384-9211

SUNBELT RENTALS®

INVOICE NO.	161855287-0003
ACCOUNT NO.	997061
INVOICE DATE	11/14/24
PAGE	1 of 1

INVOICE TO

1oz - 552 - 634
BELLEVILLE, CITY OF
6 MAIN ST
BELLEVILLE MI 48111-2736

JOB ADDRESS
CITY RIGHT OF WAY
254 E HURON RIVER DR
BELLEVILLE, MI 48111 2760

734-252-4317

RECEIVED BY: HOAG, MICHAEL	CONTRACT NO.: 161855287
PURCHASE ORDER NO.: WATER AND SEWER	
JOB NO.: 1 - RESIDENCE	

BRANCH
ANN ARBOR MI PC250
4051 CARPENTER RD
YPSILANTI, MI 48197 9607
734-971-8330

QTY	EQUIPMENT #	Min	Day	Week	4 Week	Amount
1.00	18'DECK TANDEM AXLE TILT TRAILER > 10K#	70.00	70.00	200.00	700.00	200.00
	10369884 Make: FELLING Model: FT-12IT-I-G Ser #: 5FTBE2329N2008036					
	Billed from 11/07/24 thru 11/14/24					
1.00	7,500LB MINI EXCAVATOR CAB	454.75	454.75	1130.50	2826.25	1130.50
	10986207 Make: HITACHI Model: ZX35U5 Ser #: HCMADG60T00303452					
	HR OUT: 208.000 HR IN: 215.000 TOTAL: 7.000					
1.00	COMBINATION HITCH	5.00	5.00	20.00	50.00	20.00
1.00	18" COMPACT EXCAVATOR BUCKET THUMB					N/C
2.00	LOAD BINDER					N/C
2.00	LOAD CHAINS					N/C

Rental Sub-total: 1350.50

SALES ITEMS:

Qty	Item number	Unit	Price	Amount
1	ENVIRONMENTAL	EA	26.040	26.04
	2133XXX000 ENVIRON/HAZMAT/DISPOSAL FEE			
1	RENTAL PROTECTION PLAN	EA		202.58

QTY	EQUIPMENT #	Min	Day	Week	4 Week	Amount

FINAL BILL: 11/07/24 04:00 PM THRU 11/14/24 10:31 AM.

Water/Sewer

Equipment. Service. Guaranteed.

SUBTOTAL	1,579.12
SALES TAX	
INVOICE TOTAL	1,579.12

RENTAL RETURN

REMIT TO:

SUNBELT RENTALS, INC.
PO BOX 409211
ATLANTA, GA 30384-9211

NET 30
Invoices not paid within 30 days may be subject to a 1-½% per month charge.

CHRISTINA SMITH christina.smith@sunbeltrentals.com

Date Given to Accounts Payable: 11/15/2024

City of Belleville

EXPENDITURE IN EXCESS OF $500.00

City Charter Section 15.8 requires Council approval of all purchases in excess of $500.00 and not in excess of $5,000.00 Use this cover sheet for each purchase subject to this provision and attach supporting documentation.

Vendor WASHTENAW MUTUAL AID ASSOCIATION Amount $1500.00

101-336-960.000

PART 1

- [ ] This request is for Council approval prior to purchase
- [ ] This purchase was previously approved by Council by Res. No. ______
- [ ] This purchase is part of a bid approved by Council by Res. No. ______
- [x] This purchase was specifically budgeted: per budget page 101-336-960.000
- [ ] This purchase was for an emergency (explain below or attach explanation).
- [ ] Other (explain below or attach explanation)

PART 2

This purchase was based or the following competitive price quotes:

This purchase is not based on competitive price quotes because:

NOT APPLICABLE or ______

Washtenaw Area Mutual Aid Association
5967 Bedford Pl
Ann Arbor, MI 48105
+1 2485063401
WAMAAinfo@gmail.com

INVOICE

BILL TO
Belleville Fire Dept
6 Main St.
Belleville, MI 48111

INVOICE	1444
DATE	11/15/2024
TERMS	Net 30
DUE DATE	12/15/2024

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Membership Dues	Annual membership dues - effective January 1st thru December 31 for the upcoming year.	1	1,500.00	1,500.00

Please remit to the address at the top of this invoice.

BALANCE DUE **$1,500.00**

ACCOUNT 101.336.960.000
DATE Nov 15, 2025
APPROVED

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Washtenaw Area Mutual Aid Association

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ ________

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☑ Other (see instructions) ▶ 501(c)(3)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) ________

Exemption from FATCA reporting code (if any) ________

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
5967 Bedford Place

Requester's name and address (optional)

6 City, state, and ZIP code
Ann Arbor, MI 48105

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number
46 – 1456488

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ [signature] Date ▶ 8/17/20

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*