

CITY OF HAMTRAMCK
OFFICE OF THE EMERGENCY MANAGER

CATHY L. SQUARE

3401 Evaline
Hamtramck, MI 48212
Telephone: (313) 876-7700

April 1, 2014

TO: The Honorable Rick Snyder, Governor
State Treasurer Kevin Clinton
The Honorable Randy Richardville, Senate Majority Leader
The Honorable Jase Bolger, Speaker of the House
The Honorable Bert Johnson, State Senator
The Honorable Rosemary Robinson, State Representative
Hamtramck City Clerk
The Honorable Karen Majewski, Mayor
The Honorable Hamtramck City Council

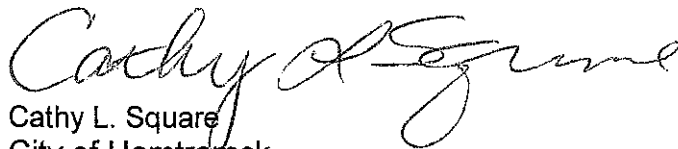
RE: City of Hamtramck
3 – Month Report Ending 03-31-2014

The following is a summary of the information enclosed for the Emergency Manager (EM) report due the State of Michigan for the three months December 16 through March 31, 2014 (earlier 6 – month report covered only through December 15 due to holidays):

- a) Expenditures over \$5,000 – Schedule Enclosed
- b) Contracts approved over \$5,000 – Schedule Enclosed
- c) Loan sought, approved or disapproved over \$5,000 – **None**
- d) New positions created or vacancies filled – Schedule Enclosed
- e) Positions eliminated or layoffs – Schedule Enclosed
- f) Copy of EM contract – Enclosed
- g) Salary and benefits of EM paid by City – **None**
- h) Financial and operating plan – Enclosed

Please feel free to contact me at (313) 870-0347 if you have any questions.

Sincerely,



Cathy L. Square
City of Hamtramck
Emergency Manager

Cc: Randall Byrne, MI Dept. of Treasury

City of Hamtramck
Emergency Manager Three Month Report
Dec 16, 2013 thru March 31, 2014

Summary of New Positions Created or any Vacancy Filled by Appointing Authority

Name	Title	Date of Appointment	Description
Luigi Giokaj	Police Officer	12/26/13	Vacancy filled
Vincent Caporuscio	Fire Fighter	1/13/14	Vacancy filled
Adam Parys	Police Officer	1/13/14	Vacancy filled
Heather Rice	Dispatcher (Part-Time)	1/13/14	Vacancy filled
Brandon Asker	Dispatcher (Part-Time)	1/14/14	Vacancy filled
August Gitschlag	City Clerk	1/31/14	Vacancy filled
Bhama Cairns	City Controller	1/31/14	Vacancy filled
Margaret Scanio	HR/IT/PR/Labor Relations/FOIA Co-ordinator	1/31/14	Position expanded to include additional responsibilities
Rodney Johnson	Water Supervisor (S1 Licensed, Part-time)	2/5/14	Relieves water dept. duties from existing DPW Director
Nicholas Seward	Fire Fighter	2/5/14	Vacancy filled
Mark Palmer	Police Officer	2/19/14	Vacancy filled
Amela Catic	Dispatcher (Part-Time)	2/24/14	Vacancy filled
Matthew Matchett	Police Officer	2/25/14	Vacancy filled
Curran Brennan	Dispatcher (Part-Time)	3/6/14	Vacancy filled
Trina Chowdhury	Assistant to Emergency Manager (Part-time)	3/19/14	New Position

Description of any Position that has been Eliminated or From Which an Employee was Laid off

Name	Title	Date of Termination	Description
None			

03/31/2014

CHECK REGISTER FOR CITY OF HAMTRAMCK

CHECK DATE FROM 12/16/2013 - 03/31/2014

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank FID FIDUCIARY CHECKING - TALMER BANK						
12/18/2013	FID	7802	02098	PLATINUM LANDSCAPING & LAWN	SALTING; COLD PATCHING; PLOWING	41,217.25
12/18/2013	FID	7807	00366	BLUE CROSS BLUE SHIELD OF MI	007006042 0002-MED INS DEDUCTIBLE JAN 20	31,281.86 V
01/13/2014	FID	7809	4845	CANTON POLICE DEPARTMENT	NARC ASSET FORFEITURE ASSET SHARING 2013	6,796.15
01/13/2014	FID	7813	4136	NORTHFIELD TOWNSHIP POLICE	NARC ASSET FORFEITURE ASSET SHARING 2013	7,296.75
01/13/2014	FID	7816	4135	WASHTENAW COUNTY SHERIFF	NARC ASSET FORFEITURE ASSET SHARING 2013	6,796.75
01/17/2014	FID	7824	03004	KROT-FLEURY PROPERTIES LLC	PD ANNEX RENT JAN 2014- JUN 30, 2014	6,600.00
01/17/2014	FID	7827	02098	PLATINUM LANDSCAPING & LAWN	CITY PLOWING; SALTING	26,946.00
02/05/2014	FID	7836	02098	PLATINUM LANDSCAPING & LAWN	SNOW REMOVAL PER CONTR - POLICE RESERVE	41,469.00
02/25/2014	FID	7851	02842	OAKLAND COUNTY	CLEMIS MEMBERSHIP FEES ETC	10,387.53
02/25/2014	FID	7852	02098	PLATINUM LANDSCAPING & LAWN	CITY PLOWING & SALTING	95,465.00
03/11/2014	FID	7860	4854	ABSOLUTE SECURITY & INVESTIGATIONS	FIRE DEPT IDENTICARD ACCESS SYSTEM	11,750.00
03/11/2014	FID	7868	02098	PLATINUM LANDSCAPING & LAWN	CITY PLOWING & SALTING	148,254.00
03/11/2014	FID	7872	00442	WAYNE COUNTY	TRAFFIC SIGNAL MAINTENANCE OCT 2013 - JAN 2014	7,230.68
03/25/2014	FID	7885	4857	JOHN DUKAJ	PAINTING FOR PD	6,701.50
03/25/2014	FID	7889	02098	PLATINUM LANDSCAPING & LAWN	CITY PLOWING & SALTING	130,294.50

FID TOTALS:

Total of 15 Checks:

Less 1 Void Checks:

Total of 14 Disbursements:

578,486.97
 31,281.86
 547,205.11

Bank GEN GENERAL CHECKING - TALMER BANK AND TRUST

12/17/2013	GEN	63833	01646	ALAN C. YOUNG & ASSOCIATES, P.C.	7132 BILL #3 AUDIT YR END 6/30/13	6,725.00
12/17/2013	GEN	63837	00418	DETROIT EDISON	0000-7510-1 STREETLIGHT OVRHD EIA NOV 20	39,664.89
12/17/2013	GEN	63839	01765	JAY KENNELLY	WORK PROP IDENT/AUCTION WKS END 9/4 & 9/	9,270.00
12/18/2013	GEN	63862	01346	GIARMARCO, MULLINS & HORTON, P C	LEGAL SERVICES	55,871.30
12/18/2013	GEN	63889	00366	BLUE CROSS BLUE SHIELD OF MI	007006042 0004-MED INS DEDUCTIBLE JAN 20	14,520.91
12/18/2013	GEN	63890	00366	BLUE CROSS BLUE SHIELD OF MI	007006042 0005-MED INS DEDUCTIBLE JAN 20	61,860.82
12/18/2013	GEN	63891	00366	BLUE CROSS BLUE SHIELD OF MI	007006042 0000-MED INS DEDUCTIBLE JAN 20	20,307.27
12/18/2013	GEN	63892	00366	BLUE CROSS BLUE SHIELD OF MI	007006042 0001-MED INS DEDUCTIBLE JAN 20	25,612.45
12/18/2013	GEN	63893	4774	BLUE CROSS BLUE SHIELD OF MICHIGAN	44351 600-MED INS DEDUCTIBLE JAN 2014	31,380.49
12/18/2013	GEN	63895	00366	BLUE CROSS BLUE SHIELD OF MI	007006042 0002-MED INS DEDUCTIBLE JAN 20	31,281.86
01/13/2014	GEN	63897	3988	AXA-EQUITABLE	PLAN #816043, CONF #372297 EMPL CONTRIBU	7,010.00
01/13/2014	GEN	63898	3797	CMI	LOSS FUND DEC 2013	16,325.91
01/13/2014	GEN	63901	01620	DTE ENERGY	19389000030-GAS/ELEC CITY HALL NOV 2013	13,966.86
01/13/2014	GEN	63907	3443	PROGRESSIVE BENEFIT SOLUTIONS, LLC	2013 HRA UTILIZATION THROUGH 12/31/2013	10,468.39
01/17/2014	GEN	63917	01389	ADR CONSULTANTS, LLC	IT SERVICES OCT -NOVEMBER 2013	8,033.39

01/17/2014	GEN	63921	4398	ANTHONY FUOCO ASSESSING CONSULT IN FLAT FEE ASSESSING DEC 2013	6,833.33
01/17/2014	GEN	63938	01345	NU-TECH GRAPHICS & SYSTEMS INC 5,500 HAMTR 1040 RES TAX BOOKLETS	9,910.00
01/17/2014	GEN	63946	01630	RIZZO SERVICES RESIDENTIAL TRASH PICKUP DECEMBER 2013	59,583.33
01/17/2014	GEN	63954	01074	WAYNE COUNTY PRISONER HOUSING-WAYNE CO DICKERSON OCTO	9,660.00
01/31/2014	GEN	63970	4289	AT&T 313875-9316 170 6 PHONE SERV NOV -JAN 2014	10,318.87
01/31/2014	GEN	63971	3988	AXA-EQUITABLE PLAN #816043, CONF #376439 (21)EMPLOYEES	6,610.00
01/31/2014	GEN	63972	00366	BLUE CROSS BLUE SHIELD OF MI 07006042 0004 INS PREMIUM FEB 2014	15,288.39
01/31/2014	GEN	63973	00366	BLUE CROSS BLUE SHIELD OF MI 07006042 0005 INS PREMIUM FEB 2014	61,860.82
01/31/2014	GEN	63974	00366	BLUE CROSS BLUE SHIELD OF MI 07006042 0002 INS PREMIUM FEB 2014	27,650.46
01/31/2014	GEN	63975	00366	BLUE CROSS BLUE SHIELD OF MI 07006042 0001 INS PREMIUM FEB 2014	26,689.86
01/31/2014	GEN	63976	00366	BLUE CROSS BLUE SHIELD OF MI 07006042 0000 INS PREMIUM FEB 2014	18,556.43
01/31/2014	GEN	63977	4774	BLUE CROSS BLUE SHIELD OF MICHIGAN 44351 600 INS PREMIUM FEB 2013	31,380.49
01/31/2014	GEN	63981	3796	CREATIVE BENEFITS & INSURANCE 1332 - WORKERS' COMP INSTALLMENT 2013/14	11,949.50
01/31/2014	GEN	63982	00418	DETROIT EDISON 0000-7510-1 STRTLGHT ORNA E1B DEC 2013	39,669.51
01/31/2014	GEN	63983	4368	FORT DEARBORN LIFE INSURANCE CO F1D1152-1 DENTAL PREM JAN-FEB 2013	19,006.93
01/31/2014	GEN	63996	4848	THE STANDARD LIFE, STD & DENTAL PREMIUM FEB 2014	13,337.91
02/03/2014	GEN	63997	4774	BLUE CROSS BLUE SHIELD OF MICHIGAN 44351 600 INS PREM FEB 2014	30,536.17
02/05/2014	GEN	64005	4398	ANTHONY FUOCO ASSESSING CONSULT IN FLAT FEE ASSESSING JANUARY 2014	6,833.33
02/05/2014	GEN	64018	01346	GIARMARCO, MULLINS & HORTON, P C 8119-000B CITY ATTORNEY WORK DEC 2013	26,732.01
02/05/2014	GEN	64032	01630	RIZZO SERVICES RESIDENTIAL TRASH REMOVAL JANUARY 2014	59,583.33
02/05/2014	GEN	64039	00442	WAYNE COUNTY PRISONER HOUSING NOVEMBER 2013 250 DAYS	8,750.00
02/05/2014	GEN	64054	00301	THE LIBRARY NETWORK R64769-QUARTERLY CHARGES JAN-MAR 2014	10,007.28
02/07/2014	GEN	64057	3311	BLUE CARE NETWORK RETIREE BCN - INS PREM MARCH 2014	11,096.68
02/07/2014	GEN	64058	3311	BLUE CARE NETWORK RETIREE BCN - INS PREM MARCH 2014	58,400.74
02/07/2014	GEN	64059	3311	BLUE CARE NETWORK ACTIVE BCN - INS PREM MARCH 2014	44,648.77
02/07/2014	GEN	64062	4767	ROBERT HALF MANAGEMENT RESOURCES 02270-002224000 TEMP FINANCE WK END 01/1	6,595.47
02/13/2014	GEN	64066	4852	LIBERTY TITLE SETTLEMENT PAYMENT RE: HAMTRAMCK V BEAL	17,090.53
02/13/2014	GEN	64069	4851	CREDENTIAL CHECK CORPORATION 101-105217 - AUDIT OF RETIREE HEALTH CAR	5,625.00
02/13/2014	GEN	64073	3443	PROGRESSIVE BENEFIT SOLUTIONS, LLC 2013 REIMBURSEMENTS THRU 12/31/13 RETIRE	5,949.01
02/20/2014	GEN	64079	01620	DTE ENERGY 19389000030-CITY HALL G/E JAN 2014	18,559.93
02/25/2014	GEN	64109	01542	PLANTE & MORAN, PLLC 42938-CONTROLLER SERVICES MARCH 2013	8,000.00
02/27/2014	GEN	64117	00366	BLUE CROSS BLUE SHIELD OF MI 007006042 0004 MED INS PMT MARCH 2014	18,990.65
02/27/2014	GEN	64118	00366	BLUE CROSS BLUE SHIELD OF MI 007006042 0005 MED INS PMT MARCH 2014	59,513.14
02/27/2014	GEN	64119	00366	BLUE CROSS BLUE SHIELD OF MI 007006042 0000 MED INS PMT MARCH 2014	20,259.68
02/27/2014	GEN	64120	00366	BLUE CROSS BLUE SHIELD OF MI 007006042 0001 MED INS PMT MARCH 2014	24,384.67
02/27/2014	GEN	64121	00366	BLUE CROSS BLUE SHIELD OF MI 007006042 0002 MED INS PMT MARCH 2014	24,404.73
02/27/2014	GEN	64122	4774	BLUE CROSS BLUE SHIELD OF MICHIGAN 44351 600 MEDICAL INS PMT MARCH 2014	31,476.73
02/27/2014	GEN	64123	3797	CMI SWC0000394 LOSS FUND PAYMENT	13,713.94
02/27/2014	GEN	64125	00418	DETROIT EDISON 0000-7510-1 STRTLGHT ORNA E1B JAN 2014	24,732.54
03/11/2014	GEN	64139	4398	ANTHONY FUOCO ASSESSING CONSULT IN FLAT FEE ASSESSING FEBRUARY 2014	6,833.33
03/11/2014	GEN	64152	01346	GIARMARCO, MULLINS & HORTON, P C 81199-000B CITY ATTORNEY WORK	26,457.95
03/11/2014	GEN	64169	01542	PLANTE & MORAN, PLLC 42938 - CONTROLLER SERVICES NOV -DEC 2013	16,000.00
03/11/2014	GEN	64172	01630	RIZZO SERVICES RESIDENTIAL TRASH PICKUP FEBRUARY 2014	59,583.33
03/11/2014	GEN	64174	4751	SAFEBUILT INC 08-HAMTRAMCK - JAN 2014 PERITS, LICENSIN	93,648.37

03/11/2014	GEN	64176	00585	STATE OF MICHIGAN	SOFTWARE SUPPORT FEE/FILE STORAGE 1ST QT	7,121.80
03/11/2014	GEN	64183	00442	WAYNE COUNTY	PRISONER HOUSING JUNE & AUGUST 2013 436 DAYS	15,260.00
03/17/2014	GEN	64202	4774	BLUE CROSS BLUE SHIELD OF MICHIGAN	44351 600 - MED INS PREM APRIL 2014	32,435.89
03/17/2014	GEN	64205	3797	CMI	SWC0000394-LOSS FUND	15,274.32
03/17/2014	GEN	64206	01620	DTE ENERGY	19389000030-GAS/ELEC CITY HALL FEB 2014	14,804.95
03/17/2014	GEN	64215	4848	THE STANDARD	DENTAL INS PREMIUM APRIL 2014	8,659.91
03/21/2014	GEN	64222	00418	DETROIT EDISON	0000-7377-5 STRTLGHT ORNA E1B FEB 2014	38,191.60
03/25/2014	GEN	64249	4767	ROBERT HALF MANAGEMENT RESOURCES	02270-002224000 CONTRACT BUYOUT S. CAIRN	14,875.00

GEN TOTALS:

Total of 67 Checks: 1,605,636.15
Less 1 Void Checks: 31,380.49
Total of 66 Disbursements: 1,574,255.66

Bank PTC PROPERTY TAX COLLECTION - TALMER BANK

12/17/2013	PTC	1952	01127	RAYMOND J. WOJTOWICZ, TREASURER	PROP TAX DISTRIBUTION THRU 11/30/13	20,923.74
12/17/2013	PTC	1953	00578	TREAS-SCHOOL DISTRICT OF HAMTRAMCK	PROP TAX DISTRIBUTION THRU 11/30/13 REC	7,908.27
12/17/2013	PTC	1954	00578	TREAS-SCHOOL DISTRICT OF HAMTRAMCK	PROP TAX DISTRIBUTION THRU 11/30/13 OPER	9,262.20
01/31/2014	PTC	1955	01127	RAYMOND J. WOJTOWICZ, TREASURER	PROP TAX DISTRIBUTION THRU 12/31/13	500,556.37
01/31/2014	PTC	1956	01127	RAYMOND J. WOJTOWICZ, TREASURER	PROP TAX DISTRIBUTION THRU 01/15/2014	312,816.99
01/31/2014	PTC	1957	00578	TREAS-SCHOOL DISTRICT OF HAMTRAMCK	PROP TAX DISTRIBUTION THRU 12/31/13 OPER	148,350.10
01/31/2014	PTC	1958	00578	TREAS-SCHOOL DISTRICT OF HAMTRAMCK	PROP TAX DISTRIBUTION THRU 12/31/13 REC	75,593.55
01/31/2014	PTC	1959	00578	TREAS-SCHOOL DISTRICT OF HAMTRAMCK	PROP TAX DISTRIBUTION THRU 01/15/2014 OP	69,239.79
01/31/2014	PTC	1960	00578	TREAS-SCHOOL DISTRICT OF HAMTRAMCK	PROP TAX DISTRIBUTION THRU 01/15/2014 RE	34,141.30
02/13/2014	PTC	1961	01127	RAYMOND J. WOJTOWICZ, TREASURER	PROP TAX DISTRIBUTION THRU 1/31/14	346,863.60
02/13/2014	PTC	1963	00578	TREAS-SCHOOL DISTRICT OF HAMTRAMCK	PROP TAX DISTRIBUTION THRU 1/31/2014 OPE	9,927.25
02/27/2014	PTC	1964	01127	RAYMOND J. WOJTOWICZ, TREASURER	PROPERTY TAX DIST THRU 02/15/2014	453,785.80
02/27/2014	PTC	1965	00578	TREAS-SCHOOL DISTRICT OF HAMTRAMCK	PROPERTY TAX DIST THRU 02/15/14 OPERATIN	12,177.36
02/27/2014	PTC	1966	00578	TREAS-SCHOOL DISTRICT OF HAMTRAMCK	PROPERTY TAX DISTRI THRU 02/15/2014 REC	5,819.12
03/17/2014	PTC	1967	01127	RAYMOND J. WOJTOWICZ, TREASURER	PROP TAX DISTRIBUTION THRU 02/28/2014	199,931.67
03/17/2014	PTC	1968	00578	TREAS-SCHOOL DISTRICT OF HAMTRAMCK	PROP TAX DISTRIBUTION THRU 2/28/14 OPERA	21,124.10
03/17/2014	PTC	1969	00578	TREAS-SCHOOL DISTRICT OF HAMTRAMCK	PROP TAX DISTRIBUTION THRU 2/28/14 REC	11,357.16
03/28/2014	PTC	1970	4583	WAYNE COUNTY LAND BANK	2011, 2012 & 2013 BALANCE OWED PROP TAX	18,058.09

PTC TOTALS:

Total of 18 Checks: 2,257,836.46
Less 0 Void Checks: 0.00
Total of 18 Disbursements: 2,257,836.46

Bank UR31 R-31 CHECKING - TALMER BANK AND TRUST

01/17/2014	UR31	1935	02662	ALLEN BROTHERS, PLLC	312-016M GARRETT/R31	6,720.00
01/31/2014	UR31	1936	00697	MICHAEL BARNHART	GARRETT V HAMTR LEGAL SERV NOV & DEC 201	27,318.34
03/28/2014	UR31	1942	00697	MICHAEL BARNHART	ATTORNEY FEES PER CT ORDER JAN/FEB 2014	35,225.12

UR31 TOTALS:

Total of 3 Checks: 69,263.46
 Less 0 Void Checks: 0.00
 Total of 3 Disbursements: 69,263.46

Bank WAT WATER CHECKING - TALMER BANK AND TRUST

DATE	WAT	CHECK #	DESCRIPTION	AMOUNT
12/18/2013	WAT	8072	CPI EXCAVATING INC	39,785.00
12/18/2013	WAT	8073	HENNESSEY ENGINEERS, INC.	46,451.81
01/13/2014	WAT	8079	BOARD OF WATER COMMISSIONERS	48,060.40
01/13/2014	WAT	8084	BOARD OF WATER COMMISSIONERS	345,201.50
01/13/2014	WAT	8085	BOARD OF WATER COMMISSIONERS	11,078.13
01/17/2014	WAT	8089	ACLARA RF SYSTEMS INC	11,920.00
01/17/2014	WAT	8092	CPI EXCAVATING INC	17,225.00
01/31/2014	WAT	8095	BOARD OF WATER COMMISSIONERS	46,926.51
02/05/2014	WAT	8103	CPI EXCAVATING INC	46,420.00
02/05/2014	WAT	8104	TERRA CONTRACTING SERVICES, LLC	95,698.94
02/07/2014	WAT	8108	BOARD OF WATER COMMISSIONERS	5,630.14
02/07/2014	WAT	8109	BOARD OF WATER COMMISSIONERS	347,853.37
02/25/2014	WAT	8120	CPI EXCAVATING INC	52,535.00
02/25/2014	WAT	8121	CPI EXCAVATING INC	12,950.00
03/11/2014	WAT	8127	CPI EXCAVATING INC	9,050.00
03/11/2014	WAT	8129	HENNESSEY ENGINEERS, INC.	12,906.75
03/17/2014	WAT	8133	BOARD OF WATER COMMISSIONERS	48,218.30
03/17/2014	WAT	8138	BOARD OF WATER COMMISSIONERS	11,073.13
03/17/2014	WAT	8139	BOARD OF WATER COMMISSIONERS	320,008.23
03/25/2014	WAT	8152	CPI EXCAVATING INC	45,575.00
03/25/2014	WAT	8154	HENNESSEY ENGINEERS, INC.	17,991.00

WAT TOTALS:

Total of 21 Checks: 1,592,558.21
 Less 0 Void Checks: 0.00
 Total of 21 Disbursements: 1,592,558.21

REPORT TOTALS:

Total of 124 Checks: 6,103,781.25
 Less 2 Void Checks: 62,662.35
 Total of 122 Disbursements: 6,041,118.90

