

**CHARTER TOWNSHIP OF
YPSILANTI BOARD OF TRUSTEES**

Supervisor

BRENDA L. STUMBO

Clerk

KAREN LOVEJOY ROE

Treasurer

LARRY J. DOE

Trustees

JEAN HALL CURRIE

STAN ELDRIDGE

MIKE MARTIN

SCOTT MARTIN

December 2, 2014

Work Session – 5:00 p.m.

Regular Meeting – 7:00 p.m.

**Ypsilanti Township Civic Center
7200 S. Huron River Drive
Ypsilanti, MI 48197**



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK KAREN LOVEJOY ROE • TREASURER LARRY DOE
TRUSTEES: JEAN HALL CURRIE • STAN ELDRIDGE • MIKE MARTIN • SCOTT MARTIN

WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI TUESDAY, DECEMBER 2, 2014

5:00 P.M.

**CIVIC CENTER
BOARD ROOM
7200 S. HURON RIVER DRIVE**

1. REVIEW AGENDA
2. OTHER DISCUSSION

REVIEW AGENDA

- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

OTHER DISCUSSION

- A. BOARD MEMBERS HAVE THE OPPORTUNITY TO DISCUSS ANY OTHER PERTINENT ISSUES



Charter Township of Ypsilanti

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REGULAR MEETING AGENDA

**TUESDAY, DECEMBER 2, 2014
7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC HEARING
 - A. 7:00 P.M. – RESOLUTION NO. 2014-27, 2015 FISCAL YEAR BUDGET (PUBLIC HEARING SET AT NOVEMBER 18, 2014 REGULAR MEETING)
4. PUBLIC COMMENTS
5. CONSENT AGENDA
 - A. MINUTES OF THE NOVEMBER 18, 2014 WORK SESSION, REGULAR MEETING AND EXECUTIVE SESSION
 - B. STATEMENTS AND CHECKS
6. TRUSTEE REPORT
7. ATTORNEY REPORT

NEW BUSINESS

1. RESOLUTION NO. 2014-28 – WAGE RESOLUTION FOR ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES FOR 2015
2. RESOLUTION NO. 2014-29 – SUPERVISOR SALARY FOR 2015
3. RESOLUTION NO. 2014-30 – CLERK'S SALARY FOR 2015
4. RESOLUTION NO. 2014-31 – TREASURER'S SALARY FOR 2015
5. RESOLUTION NO. 2014-32 – TRUSTEES' SALARY FOR 2015
6. AGREEMENT BETWEEN WASHTENAW COUNTY ROAD COMMISSION AND YPSILANTI TOWNSHIP FOR CONSTRUCTION OF PEDESTRIAN REFUGE ISLAND IN THE APPROXIMATE AMOUNT OF \$35,000.00 BUDGETED FOR 2015 IN LINE ITEM 101.446.000.818.022.
7. 2015 GREEN OAKS GOLF COURSE RATES

OTHER BUSINESS

AUTHORIZATIONS AND BIDS

1. REQUEST OF MIKE RADZIK, OCS DIRECTOR TO APPROVE BUILDING AND MONUMENT SIGN DESIGN FOR THE LAW ENFORCEMENT CENTER RENOVATION PROJECT AND TO AUTHORIZE SEEKING COMPETITIVE BIDS TO MANUFACTURE AND INSTALL A MONUMENT LAWN SIGN

2. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO APPROVE THE PURCHASE OF 19 CUSTOM BUILT WORKSTATIONS FROM DELL DIRECT IN THE AMOUNT OF \$28,040.68 BUDGETED IN LINE ITEM 101.266.000.977.000

Resolution No. 2014-27
Charter Township of Ypsilanti
2015 Fiscal Year Budget

WHEREAS the Township Supervisor has prepared and submitted to the Township Board the proposed budgets for calendar year 2015; and

WHEREAS the Township Board has advertised the tentative millage rates in AnnArbor.com and held the public hearing on December 2, 2014 on the budget and the tentative millage rates pursuant to Section 16 of the Uniform Budgeting Accounting Act (Truth in Budgeting); and

WHEREAS the Township Board has reviewed the proposed tax rates and budgets,

NOW THEREFORE BE IT RESOLVED that the Charter Township of Ypsilanti Board of Trustees adopts the 2015 Fiscal Year Budget by cost center, as follows:

General Fund Expenditures

101	Township Board	\$	154,965
137	Due Process		240,000
171	Supervisor		273,980
201	Accounting		288,000
202	Independent Auditing		32,500
209	Assessing		427,669
210	Legal Services		177,310
215	Clerk		459,938
227	Human Resources		105,122
247	Board of Review		3,976
253	Treasurer		344,679
265	Building Operations		564,294
266	Computer Support		521,802
267	General Services		158,750
371	Community Development		151,382
400	Planning Commission		3,853
410	Zoning Board of Appeals		2,716
446	Highways and Streets		497,931
762	RSD Administration		59,284
774	RSD Park and Grounds		565,810
780	RSD Storm Water Management		8,057
851	Fringes and Insurance		7,500
950	Community Stabilization		721,500
956	Other Functions		1,065,172
970	Capital Outlay		180,000
999	Other Financing Uses		385,000
Total General Fund Expenditure by Department:			<u>\$ 7,401,190</u>
Fire Department - Fund 206			
206	Fire Department	\$	3,576,520
220	Civil Service Commission		14,520
852	Pension and Insurance		1,329,611
970	Capital Outlay		228,460
975	Federal Grant Department		-
Total Fire Department Fund by Department			<u>Total: \$ 5,149,111</u>
Parks Commission - Fund 208			<u>Total: \$ 7,300</u>
Bike Path, Sidewalk, Recreation, Roads, Operations - Fund 212			
212	BSR II-Operations	\$	821,629
230	BSR II-Recreation		0
584	BSR II-Golf Course		-
970	Capital Outlay		134,000
991	Debt Service		702,500
Total BSR II Fund by Department			<u>Total: \$ 1,658,129</u>
Environmental Services - Fund 226			<u>Total: \$ 2,440,256</u>
Recreation - Fund 230			<u>Total: \$ 946,128</u>
14B Court - Fund 236			<u>Total: \$ 1,328,089</u>
Housing & Business Inspection - Fund 248			<u>Total: \$ 190,434</u>
Building Department - Fund 249			<u>Total: \$ 468,327</u>
Local Development Finance Authority - Fund 250			<u>Total: \$ 200,000</u>
Hydro Station - Fund 252			<u>Total: \$ 535,475</u>
Law Enforcement - Fund 266			
301	Sheriff Services	\$	6,359,502
304	Ordinance		286,071
Total Law Enforcement Fund by Department			<u>Total: \$ 6,645,573</u>
General Obligation Debt - Fund 301			<u>\$ 343,000</u>
Debt Fund Series B Bonds - Fund 397			<u>Total: \$ 343,000</u>
Debt 2006 Bond - Fund 398			<u>Total: \$ 228,660</u>

Capital Improv-Seaver Infrastr - Fund 498	Total:	\$ 10,000
Golf Course - Fund 584	Total:	\$ 654,312
Compost - Fund 590	Total:	\$ 406,491
Motor Pool - Fund 595	Total:	\$ 222,671
Nuisance Abatement - Fund 893	Total:	\$ 38,597
	Grand Total:	\$ 29,216,743

BE IT FURTHER RESOLVED that the revenues, transfers in and appropriations of prior year fund balances are estimated as follows:

Revenues:		
Revenues	\$	7,656,784
Transfer-in		-
Appropriation of prior year fund balance		-
General Fund - 101	Total:	\$ 7,656,784
Revenues	\$	4,558,753
Transfer-in		-
Appropriation of prior year fund balance		590,358
Fire Department Fund - 206	Total:	\$ 5,149,111
Revenues	\$	7,300
Transfer-in		-
Appropriation of prior year fund balance		-
Parks Commission Fund - 208	Total:	\$ 7,300
Revenues	\$	1,237,075
Transfer-in		250,000
Appropriation of prior year fund balance		171,054
Bike Path, Sidewalk, Recreation, Roads, Operations - 212	Total:	\$ 1,658,129
Revenues	\$	2,390,773
Transfer-in		-
Appropriation of prior year fund balance		49,483
Environmental Services Fund - 226	Total:	\$ 2,440,256
Revenues	\$	355,850
Transfer-in		587,417
Appropriation of prior year fund balance		2,861
Recreation Fund - 230	Total:	\$ 946,128
Revenues	\$	1,328,089
Transfer-in		-
Appropriation of prior year fund balance		-
14B Court - 236	Total:	\$ 1,328,089
Revenues	\$	210,318
Transfer-in		-
Appropriation of prior year fund balance		-
Building Rental Inspection Fund - 248	Total:	\$ 210,318
Revenues	\$	414,500
Transfer-in		-
Appropriation of prior year fund balance		53,827
Building Department Fund - 249	Total:	\$ 468,327
Revenues	\$	245,499
Transfer-in		-
Appropriation of prior year fund balance		-
Local Development Finance Authority Fund - 250	Total:	\$ 245,499
Revenues	\$	375,200
Transfer-in		-
Appropriation of prior year fund balance		160,275
Hydro Station Fund - 252	Total:	\$ 535,475
Revenues	\$	6,597,122
Transfer-in		-
Appropriation of prior year fund balance		48,451
Law Enforcement Fund- 266	Total:	\$ 6,645,573
Revenues	\$	-
Transfer-in	\$	135,000
Appropriation of prior year fund balance	\$	208,000
General Obligation Debt Fund - 301	Total	\$ 343,000
Revenues	\$	-
Transfer-in		343,000
Appropriation of prior year fund balance		-
Debt Fund Series B Bonds - 397	Total:	\$ 343,000
Revenues	\$	-
Transfer-in		200,000
Appropriation of prior year fund balance		28,660
Debt 2006 Bond Fund - Fund 398	Total:	\$ 228,660

Revenues	\$	-	
Transfer-in		-	
Appropriation of prior year fund balance		10,000	
Capital Improv-Seaver Infrastr - Fund 498	Total:	\$	10,000
Revenues	\$	547,600	
Transfer-in		106,712	
Appropriation of prior year fund balance		-	
Golf Course Fund - 584	Total:	\$	654,312
Revenues	\$	331,800	
Transfer-in		-	
Appropriation of prior year fund balance		74,691	
Compost Site Fund - 590	Total:	\$	406,491
Revenues	\$	172,800	
Transfer-in		-	
Appropriation of prior year fund balance		49,871	
Motorpool Fund - 595	Total:	\$	222,671
Revenues	\$	41,869	
Transfer-in		-	
Appropriation of prior year fund balance		-	
Nuisance Abatement Fund - 893	Total:	\$	41,869
Grand Total:		\$	29,540,992

BE IT FURTHER RESOLVED that the Township Supervisor is authorized to approve transfers of budgetary funds within a cost center in consultation with the effected Department Director and/or the Accounting Director; and

BE IT FURTHER RESOLVED that increases to fund budgets must be authorized by the Township Board; and

BE IT FURTHER RESOLVED that the following property tax revenues and tax rates be authorized and that the Township Treasurer is ordered to levy such funds and rates, and collect and deposit to the various specific uses and funds as required by ordinance or resolution;

Property Tax Revenues and Rates:

<u>Operating</u>	<u>Rate</u>	<u>Revenue</u>
General	1.0322	\$ 1,161,241
Fire Department	3.1250	\$ 3,515,674
Solid Waste	2.1550	\$ 2,424,409
Law Enforcement	5.9500	\$ 6,693,843
Bike Path, Sidewalk, Recreation, Roads, Operation	1.0059	\$ 1,131,653
Operating Total:	13.2681	\$ 14,926,820
<u>Debt</u>		
Fire Pension	1.0000	\$ 1,125,016
Debt Total:	1.0000	\$ 1,125,016
Grand Total:	14.2681	\$ 16,051,836

BE IT FURTHER RESOLVED that the Township will levy the 1% Tax Administration fee on property taxes collected by the Township Treasurer on behalf of other governmental units, as permitted by State Law.

Fund 101 - General Fund

Revenues

Line Item	Explanation
101-000-000-403-000 – Current Property Taxes	This line item reflects revenues from property taxes, based on values and millage rates. Adjustments for the Board of Review and MTT refunds are included in this figure.
101-000-000-407-001 – Property Taxes/Administration Fees	This represents the 1% administrative fee charged on property tax bills. This is not charged on special assessments. This fee can only be used for the collection (Treasurer's Office) and assessment (Assessing Office) of property taxes and Tax Tribunal cases. We are projecting \$555,000 in revenue for this line item and \$772,348 in expenditures (\$344,679 in Treasurer's Office and \$427,669 in Assessing Office).
101-000-000-445-000 – Penalties and Interest	This line item reflects fees collected from delinquent taxes.
101-000-000-451-452 – Bus Lic & Permits Salvage Yard	This line item reflects fees charged for statutory annual license renewal fees for junk yards.
101-000-000-451-453 – Bus Lic & Permits Trailer Fee	This line item reflects fees charged for mobile home lots. Manufactured home park owners are taxed \$3.00 per home, \$.50 of that amount comes to the Township.

Line Item	Explanation
101-000-000-451-454 – Bus Lic & Permits Peddler Fee	This line item reflects fees charged for Peddler Permits to allow vendors to sell door-to-door in the Township.
101-000-000-476-483 – Non Bus Lic Dog License	This line item reflects fees charged for dog licenses. Due to the 3 year license, many were renewed in 2014 and will not need renewal next year. We are recommending that it remain at \$5,500 for 2015.
101-000-000-574-000 – State Revenue Sharing	This line item reflects revenues from the State of Michigan, based on Constitutional and Statutory amounts. Per our lobbyist, it is recommended that it be increased by 3.35% to \$4,573,966 in 2015.
101-000-000-607-001 – Chg for Services-Site Plan Review	This line item reflects fees charged for site plan reviews.
101-000-000-607-002 – Chg for Services-Board of Appeals	This line item reflects fees charged for applications to the Zoning Board of Appeals.
101-000-000-607-003 – Chg for Services-Prop Change App	This line item reflects fees charged for property split applications.
101-000-000-607-004 – Chg for Services-Fax,Copy & Other	This line item reflects fees charged for use of fax machines and copiers.
101-000-000-607-012 – Chg for Services-Address Assign	This line item reflects fees charged for assigning an address to a vacant parcel.
101-000-000-607-013 – Chg for Services-Planning Comm	This line item reflects fees charged for applications to the Planning Commission.

Line Item	Explanation
101-000-000-615-000 – Charge for Services-NSF Fees	This line item reflects fees charged for checks that are returned for non-sufficient funds.
101-000-000-626-627 – Voter Lists, Tax Rolls, Fische	This line item reflects fees charged for printing voter lists, tax rolls, etc.
101-000-000-626-630 – Chg for Services-IFT Exempt App	This line item reflects fees charged for processing Industrial Facilities Exemption applications.
101-000-000-626-633 – Passport Services	Our Township Clerk’s office is a Passport Acceptance Facility. This line item reflects revenues received from passport processing.
101-000-000-626-637 – Administration Fees/Fire Dept.	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-638 – Administration Fees/Environ. Svcs.	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-639 – Administration Fees/Law Enforc.	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-640 – Administration Fees/Golf Course	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.

Line Item	Explanation
101-000-000-626-641 – Administration Fees/Compost	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-642 – Administration Fees/Bldg. Dept.	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-643 – Administration Fees/Recreation	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-644 – Administration Fees/14B Court	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-642-645 – Township & Precincts Maps, Etc.	This line item reflects fees charged for Township and precinct maps.
101-000-000-655-100 – Settlements & Judgments	This line item reflects funds received through a legal settlement.
101-000-000-664-001 – Interest Earned	This line item reflects interest earned on funds deposited at various banks. This number was provided by the Accounting Director.
101-000-000-664-003 – Net Interest Earned-Cur Tax Coll	This line item reflects interest earned on the current tax collection funds held at the bank. The figures were projected by the Accounting Director.

Line Item	Explanation
101-000-000-667-000 – Site Lease Revenues	This line item reflects lease revenues for cell towers.
101-000-000-667-001 – Rent Income	This line item reflects rent income from the building located at 2870 E. Clark Road, which is leased to YCUA.
101-000-000-674-000 – Reimbursement-Postage	This line item is used for postage reimbursement from individuals getting passports and from employees when doing a personal mailing.
101-000-000-674-001 – Employee Reimbursement-Phones	This line item is used for reimbursement from employees for phone use.
101-000-000-675-000 – Contributions & Donations	This line item reflects various contributions and donations received.
101-000-000-681-000 – Revenue-Radon Test Kit	This line item reflects fees charged for Radon test kits.
101-000-000-685-000 – Federal RDS Subsidy-Medc-Part D	This line item reflects Federal Medc Part D reimbursement/subsidy for retiree prescription drugs as part of Medicare Part D. Our new retiree health care program has the subsidy rolled in so we are not eligible for RDS reimbursement.
101-000-000-686-000 – Reimburs Election-Cnty/Twp/Ct	There are no elections scheduled in 2015.
101-000-000-688-000 – Reimbursement-WCRC	In 2014, we entered into a pilot partnership with the Washtenaw County Road Commission for tree removal. This line item reflects the amount received from them.

Line Item	Explanation
101-000-000-688-100 – Reimbursement-Habitat for Humanity	This line item is used for reimbursement from Habitat for Humanity for properties the Township purchases under the Right of First Refusal.
101-000-000-694-001 – Other Income-Miscellaneous	This line item reflects miscellaneous income received, including worker's compensation checks received from MML, FOIA request payments, etc.
101-000-000-694-002 – Reimb-Small Claims Processor Fee	This line item is used for reimbursement of the small claims court processor fee.
101-000-000-694-004 – Misc Revenue-Insurance Reimb	This line item reflects the reimbursement we receive from MML for worker's compensation and liability insurance.
101-000-000-694-010 – Misc Rev-Right of Way-Metro	This line item is for the State of Michigan Department of Energy, Labor & Economic Growth METRO Authority's annual maintenance fee the Township receives, based on use and disposition of funds received under PA 48 of 2002.
101-000-000-694-100 – Other Revenue-Franchise Fees	This line item reflects dollars received for franchise cable fees from Comcast and AT&T. It is recommended by our Accounting Director that \$750,000 be budgeted in this line item for 2015.
101-000-000-694-200 – Revenue-Vending Commissions	This line item reflects revenues from the vending machines at the Civic Center. This is used to purchase coffee and water.

Revised 11/20/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 101 - GENERAL FUND							
ESTIMATED REVENUES							
Dept 000.000							
101-000.000-403.000	CURRENT PROPERTY TAXES	1,248,853	1,171,688	1,142,791	1,142,791	1,139,865	1,140,125
101-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	(1,415)	(45,363)			337	
101-000.000-405.000	IN LIEU OF TAXES	23,879	10,146			15,944	
101-000.000-407.001	PROPERTY TAXES/ADMINST. FEES	582,343	548,353	565,000	565,000	555,485	555,000
101-000.000-407.007	STREET LIGHTS	37,097	31,557				
101-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE		1,409				
101-000.000-424.000	SALE OF TAX REVERTED PROPERTY	4,700					
101-000.000-445.000	PENALTIES AND INTEREST	33,857	32,657	20,000	20,000	19,269	30,000
101-000.000-451.452	BUS LIC. & PERMITS SALVAGE YR	750	1,625	1,000	1,000	1,250	1,000
101-000.000-451.453	BUS LIC. & PERMITS TRAILER FE	5,599	5,091	2,500	2,500	4,435	5,000
101-000.000-451.454	BUS LIC. & PERMITS PEDDLER FE	265	95	60	60	485	100
101-000.000-476.483	NON BUS. LIC. DOG LICENSES	12,914	11,973	5,500	5,500	9,324	5,500
101-000.000-476.485	NON BUS. LIC. SALE ORD & CODE	5					
101-000.000-529.100	FEDERAL HUD GRANT	1,039	30,550				
101-000.000-569.019	STATE GRANT REVENUE		653,840				
101-000.000-574.000	STATE REVENUE SHARING	4,278,057	4,410,265	4,425,495	4,425,495	3,697,421	4,573,966
101-000.000-607.001	CHG FOR SERVICES SITE PLAN RE	16,503	16,037	10,000	10,000	11,262	12,000
101-000.000-607.002	CHG FOR SERVICES BOARD APPEAL	2,400	3,950			2,250	2,000
101-000.000-607.003	CHG FOR SERV. PROP CHNG APPLI	575	900	500	500	550	500
101-000.000-607.004	CHG FOR SERV-FAX, COPY & OTHE	69	38			121	50
101-000.000-607.012	CHARGE FOR SERV-ADDRESS ASSIG	80	105			130	
101-000.000-607.013	CHRG FOR SERVS-PLANNING COMMI	1,100	1,600				600
101-000.000-615.000	CHARGE FOR SERVICES-NSF FEES	660	330			560	250
101-000.000-626.627	VOTER LISTS,TAX ROLLS,FISCHE		20			25	
101-000.000-626.630	CHRG SVCS I.F.T. EXEMPT APPLI	2,000	2,000			1,000	
101-000.000-626.633	PASSPORT SERVICES	5,677	6,294	4,000	4,000	6,500	4,000
101-000.000-626.637	ADMINISTRATION FEES/FIRE DEPT	62,289	62,289	62,289	62,289	51,908	64,184
101-000.000-626.638	ADMINISTRATION FEES/ENVIR SVC	12,424	12,424	12,424	12,424	10,353	12,824

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
101-000.000-626.639	ADMINISTRATION FEES/LAW ENFOR	26,333	26,333	26,333	26,333	21,944	27,230
101-000.000-626.640	ADMINISTRATION FEES/GOLF COUR	21,129	21,129	21,129	21,129	17,608	21,709
101-000.000-626.641	ADMINISTRATIVE FEES/COMPOST	5,714	5,714	5,714	5,714	4,762	5,860
101-000.000-626.642	ADMINISTRATION FEES/BLDG DEPT	16,618	16,618	16,618	16,618	13,849	16,823
101-000.000-626.643	ADMINISTRATION FEES/RECREATIO	22,219	22,219	22,219	22,219	18,516	23,110
101-000.000-626.644	ADMINISTRATION FEES/14B COURT	30,079	30,079	30,079	30,079	25,066	31,103
101-000.000-642.645	TOWNSHIP & PRECINTS MAPS ETC.	133	31			79	
101-000.000-655.000	CHRG--NONRECORDING PROP XFER	6,600	2,400			12,000	1,000
101-000.000-655.100	SETTLEMENTS & JUDGMENTS		41,600				
101-000.000-664.001	INTEREST EARNED	9,697	9,432	5,000	5,000	6,072	5,500
101-000.000-664.003	NET INTEREST EARN-CUR TAX COL	1,834	19,577	13,000	13,000	11,713	12,000
101-000.000-667.000	SITE LEASE REVENUES	73,098	84,227	80,000	80,000	81,225	80,600
101-000.000-667.001	RENT INCOME	220,000	220,005	219,000	219,000	201,812	220,000
101-000.000-674.000	REIMBURSEMENTS - POSTAGE	524	666			864	
101-000.000-674.001	EMPLOYEE REIMB-PHONES	163	90			107	
101-000.000-675.000	CONTRIBUTIONS & DONATIONS		15,500				
101-000.000-675.100	REBATES & ENERGY SAVINGS CREDIT					12,412	
101-000.000-681.000	REVENUE - RADON TEST KIT		260			170	
101-000.000-685.000	FEDERAL RDS SUBSIDY-Medc-PrtD	15,333	16,870			1,449	
101-000.000-686.000	REIMBURS ELECTION-CNTY/TWP/CT	27,944				19,091	
101-000.000-688.000	REIMBURSEMENT- WCRC				10,000		10,000
101-000.000-688.100	REIMBURSEMENT - HABITAT HUMANITY		74,286				
101-000.000-694.001	OTHER INCOME-MISCELLANEOUS	31,478	59,211	7,500	7,500	24,877	7,500
101-000.000-694.002	REIMBURSEMT-SMALL CLAIM PROCESSOR	495	737		12,191	1,080	500
101-000.000-694.004	MISC REVENUE - INSURANCE REIM	28,206	22,037			4,719	20,000
101-000.000-694.010	MISC REV-RIGHTOFWAY- METRO	16,462	16,578	15,000	15,000	15,300	16,500
101-000.000-694.100	OTHER REVENUE-FRANCHISE FEES	733,174	743,481	715,000	715,000	387,899	750,000
101-000.000-694.200	REVENUE-VENDING COMMISSIONS	300	234	250	250	218	250
101-000.000-697.211	TRANSFER IN: BIKEPATH,SIDEWAL	24,367					
101-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			303,121	4,335,692		
Totals for dept 000.000-		7,643,620	8,419,187	7,731,522	11,786,284	6,411,306	7,656,784
TOTAL ESTIMATED REVENUES		7,643,620	8,419,187	7,731,522	11,786,284	6,411,306	7,656,784

101 – Township Board

Expenditures

Line Item	Explanation
101-101-000-703-000 – Salaries-Elected Officials	Salaries for Township Trustees have remained the same since 2009. It is recommended that they remain at \$14,983.41 in 2015.
101-101-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-101-000-719-000 – Health Insurance	We will be receiving a 19% increase in health care rates in 2015.
101-101-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-101-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.
101-101-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-101-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.

Line Item	Explanation
101-101-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. It is recommended that this line item remain the same in 2015, \$8,680.
101-101-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles are administered by Choice Strategies. It is recommended that \$180 be budgeted in this line item for 2015, (\$7.50 per month, per employee).
101-101-000-720-000 – Life Insurance	Our current life insurance rates are good through August 2015 and we are estimating a 10% increase at that time.
101-101-000-727-000 – Office Supplies	This line item is used for budget supplies (binders, dividers, labels, etc.). In looking at what has been spent in previous years, it is recommended that it be increased to \$350 for 2015.
101-101-000-801-000 – Professional Services	This line item is for our lobbyist at GCSI (\$34,200) and for Stauder Barch (\$500). It is recommended that we continue contracting with GCSI at the same rate for lobbyist services in 2015.
101-101-000-931-000 – Repairs & Maintenance	In reviewing what has been spent in previous years, it is recommended that nothing be budgeted for 2015.
101-101-000-956-000 - Miscellaneous	In reviewing what has been spent in previous years, it is recommended that nothing be budgeted for 2015.

Line Item	Explanation
101-101-000-958-000 – Membership & Dues	It is recommended that this line item remain at \$20,500 for the 2015 budget.

Revised 11/20/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 101.000-TOWNSHIP BOARD							
101-101.000-703.000	SALARIES - ELECTED OFFICIALS	59,933	59,933	59,934	59,934	50,714	59,934
101-101.000-715.000	F.I.C.A./MEDICARE	4,512	4,512	4,585	4,585	3,752	4,585
101-101.000-719.000	HEALTH INSURANCE	16,215	14,996	19,495	19,495	18,212	23,643
101-101.000-719.015	DENTAL BENEFITS	2,138	2,191	2,146	2,146	1,941	1,835
101-101.000-719.016	VISION BENEFITS						311
101-101.000-719.020	HEALTH CARE DEDUCTION	3,030	3,889	8,680	8,680	6,106	8,680
101-101.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	200	180	200	200	123	180
101-101.000-720.000	LIFE INSURANCE	249	226	238	238	207	247
101-101.000-727.000	OFFICE SUPPLIES	172	448	250	250	68	350
101-101.000-801.000	PROFESSIONAL SERVICES	34,300	34,300	34,700	34,700	28,600	34,700
101-101.000-931.000	REPAIRS AND MAINTENANCE			100	100		
101-101.000-956.000	MISCELLANEOUS			100	100		
101-101.000-958.000	MEMBERSHIP AND DUES	20,212	19,578	20,500	20,500	19,649	20,500
Totals for dept 101.000-TOWNSHIP BOARD		140,961	140,253	150,928	150,928	129,372	154,965

137 – Due Process

Expenditures

Line Item	Explanation
101-137-000-801-014 – Legal Services Prosecution	In 2009, the hourly rate for prosecution and domestic violence was \$132 and by 2012, it was reduced to \$110 where it currently remains. It is recommended that it be increased by 3% to \$113/hour but that we keep this line item at \$120,000 for 2015, based on previous years.
101-137-000-801-020 – Legal Services-Domestic Violence	In 2009, the hourly rate for prosecution and domestic violence was \$132 and by 2012, it was reduced to \$110 where it currently remains. It is recommended that it be increased by 3% to \$113/hour but that we keep this line item at \$120,000 for 2015, based on previous years.

Revised 8/18/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 137.000-COURT DUE PROCESS							
101-137.000-801.014	LEGAL SERVICES PROSECUTION	128,391	113,437	120,000	120,000	98,804	120,000
101-137.000-801.020	LEGAL SERVICES - DOMESTIC VIO	116,564	118,163	120,000	120,000	76,763	120,000
101-137.000-812.001	WITNESS FEES			300	300		
Totals for dept 137.000-COURT DUE PROCESS		244,955	231,600	240,300	240,300	175,567	240,000

101-171 Supervisor

Expenditures

Line Item	Explanation
101-171-000-703-000 – Salaries-Elected Officials	Per Resolution No. 2013-38, the Supervisor's salary was set at \$75,931.75 for 2014. It is recommended that it be increased by 1.5% to \$77,070.73 in 2015, the same as Teamsters and AFSCME employees.
101-171-000-705-000 – Salary-Supervision	Per Resolution No. 2013-37, the Deputy Supervisor's salary was set at \$54,954 for 2014. It is recommended that it be increased by 1.5% to \$55,778.31 in 2015, the same as Teamsters and AFSCME employees. The amount budgeted includes three days of payroll accrual.
101-171-000-706-000 – Salary-Permanent Wages	This line item is used for the salary of a full-time Floater II/Clerk III and a 1.5% increase is budgeted per the AFSCME contract. Therefore, \$46,417 has been budgeted for 2015.
101-171-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-171-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source. One employee in the Supervisor's Office receives this buyout. Therefore, \$3,000 was budgeted in this line item for 2015.

Line Item	Explanation
101-171-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-171-000-719-000 – Health Insurance	We will be receiving a 19% increase in health care rates in 2015.
101-171-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time. Therefore, \$616 has been budgeted for 2015, an increase of \$20.
101-171-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in dental insurance rates for 2015.
101-171-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in vision insurance rates for 2015.
101-171-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. It is recommended that this line item remain at \$11,550 for 2015.
101-171-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that \$180 be budgeted in this line item for 2015 (\$7.50 per month, per employee).

Line Item	Explanation
101-171-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.
101-171-000-727-000 – Office Supplies	Based on what has been spent to date in 2014, it is recommended that this line item remain at \$400 for 2015.
101-171-000-860-000 – Travel	This line item is used to cover mileage expenses for the Supervisor and Deputy Supervisor for travel to and from meetings. It is recommended that it remain at \$1,200 for 2015.
101-171-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee. Figures provided by the Accounting Director.
101-171-000-956-000 - Miscellaneous	It is recommended that this line item remain at \$100 for 2015.

Revised 11/25/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 171.000-TOWNSHIP SUPERVISOR							
101-171.000-703.000	SALARIES - ELECTED OFFICIALS	73,654	73,654	73,654	75,932	64,250	77,071
101-171.000-705.000	SALARY - SUPERVISION			53,922	55,589	44,386	56,422
101-171.000-706.000	SALARY - PERMANENT WAGES	97,156	97,157	44,353	45,684	36,462	46,417
101-171.000-708.004	SALARIES PAY OUT-PTO&SICKTIME		3,529	1,326	2,515	2,034	1,552
101-171.000-708.010	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	3,000
101-171.000-715.000	F.I.C.A./MEDICARE	13,228	13,378	13,484	13,890	11,448	14,112
101-171.000-719.000	HEALTH INSURANCE	21,866	20,244	26,341	26,341	24,587	31,918
101-171.000-719.001	SICK AND ACCIDENT	697	596	596	596	546	616
101-171.000-719.015	DENTAL BENEFITS	3,244	3,261	3,131	3,131	2,824	3,104
101-171.000-719.016	VISION BENEFITS						544
101-171.000-719.020	HEALTH CARE DEDUCTION	8,704	11,852	11,550	11,550	10,823	11,550
101-171.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	200	180	200	200	123	180
101-171.000-720.000	LIFE INSURANCE	475	432	432	432	396	447
101-171.000-727.000	OFFICE SUPPLIES	257	431	400	400	359	400
101-171.000-860.000	TRAVEL		958	1,200	1,200	964	1,200
101-171.000-876.000	RETIREMENT/MERS	18,089	21,931	24,723	25,477	20,116	25,347
101-171.000-956.000	MISCELLANEOUS		25	100	100		100
Totals for dept 171.000-TOWNSHIP SUPERVISOR		240,570	250,628	258,412	266,037	220,818	273,980

101-201 - Accounting

Expenditures

Line Item	Explanation
101-201-000-705-000 – Salary-Supervision	This line item reflects the salary for the accounting director and includes three days of accrual for year end. It is recommended that it be increased by 1.5% to \$71,689.45 in 2015, the same as Teamsters and AFSCME employees.
101-201-000-706-000 – Salary-Permanent Wages	This line item reflects the wages for 2 full time clerks (payroll and accounts payable personnel). A slight increase is shown due to AFSCME pay increase of 1.5% and three days of accrual for year end.
101-201-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-201-000-709-000 – Regular Overtime	This line item is for overtime anticipated for time sensitive reports at year end.
101-201-000-715-000 – FICA/Medicare	Employer's portion based on salary @ .0765. A slight increase due to 1.5% increase, three days payroll accrual, and budgeting for PTO payouts.

Line Item	Explanation
101-201-000-719-000 – Health Insurance	We will be receiving a 19% increase in health care rates in 2015. An increase has also been budgeted in this line item due to the Board's decision to pay 80% of the difference between single and family coverage for the Accounting Director instead of the 65% they were previously paying.
101-201-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
101-201-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-201-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.
101-201-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-201-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.
101-201-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. This is the same as last year.

Line Item	Explanation
101-201-000-719-021 – Admin Fees/Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that \$270 be budgeted in this line item for 2015 (\$7.50 per month, per employee).
101-201-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.
101-201-000-727-000 – Office Supplies	This line item is for supplies such as: blue bar paper, envelopes, file folders, storage boxes, pens, reference materials, and other misc. office items. In reviewing what was spent in previous years and to date in 2014, it is recommended that this line item be decreased to \$1,400 for 2015.
101-201-000-801-000 – Professional Services	None expected this year. \$2,500 for shredding will be budgeted in department 956 “Other Functions” for all Township departments.
101-201-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.
101-201-000-958-000 – Membership & Dues	This line item is budgeted for membership for: Government Finance Officer’s National at \$305 and State at \$105; and the annual contract with Munetrix for Citizens Dashboard Transparency at \$2,500.
101-201-000-960-000 – Education & Training	MERS Conference fall of 2015 – budgeted in Human Resources Dept.

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 201.000-ACCOUNTING							
101-201.000-705.000	SALARY - SUPERVISION	70,013	70,013	70,808	71,445	57,043	72,517
101-201.000-706.000	SALARY - PERMANENT WAGES	89,684	89,792	91,066	93,791	79,838	95,397
101-201.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	3,525	4,783	3,738	3,738	2,510	2,536
101-201.000-709.000	REG OVERTIME	95		100	100	49	100
101-201.000-715.000	F.I.C.A./MEDICARE	12,149	12,264	12,677	12,935	10,936	13,041
101-201.000-719.000	HEALTH INSURANCE	33,610	31,113	40,451	40,451	40,978	50,833
101-201.000-719.001	SICK AND ACCIDENT	1,046	894	894	894	819	925
101-201.000-719.015	DENTAL BENEFITS	4,945	5,055	4,952	4,952	4,265	4,252
101-201.000-719.016	VISION BENEFITS						700
101-201.000-719.020	HEALTH CARE DEDUCTION	7,752	11,964	17,325	17,325	14,713	17,325
101-201.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	300	270	300	300	185	270
101-201.000-720.000	LIFE INSURANCE	475	432	432	432	396	447
101-201.000-727.000	OFFICE SUPPLIES	1,335	1,369	2,000	2,000	832	1,400
101-201.000-801.000	PROFESSIONAL SERVICES		557				
101-201.000-876.000	RETIREMENT/MERS	17,383	20,520	23,042	23,520	20,449	25,347
101-201.000-958.000	MEMBERSHIP AND DUES	2,372	2,747	2,800	2,800	2,747	2,910
Totals for dept 201.000-ACCOUNTING		244,684	251,773	270,585	274,683	235,760	288,000

101-202 – Independent Auditing

Expenditures

Line Item	Explanation
101-202-000-802-000 – Independent Auditing	In 2012, the Township Board accepted the proposal of Post, Smythe, Lutz & Ziel for auditing services for fiscal years 2012-2016. Per their proposal, auditing services for 2015 will be \$28,500.
101-202-000-803-000 – Independent Auditing Other	It is recommended that this line item remain at \$4,000 for 2015.

7/10/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 202.000-INDEPENDENT AUDITING							
101-202.000-802.000	INDEPENDENT AUDITING	21,000	26,500	28,000	28,000	27,000	28,500
101-202.000-803.000	INDEPENDENT AUDITING OTHER	5,309	2,681	4,000	4,000		4,000
Totals for dept 202.000-INDEPENDENT AUDITING		26,309	29,181	32,000	32,000	27,000	32,500

101-209 - Assessing

Expenditures

Line Item	Explanation
101-209-000-705-000 – Salary-Supervision	This line item is used for the salary of our part-time Assessor. It is recommended that her salary remain at \$40,000 for 2015 and that an additional \$5,000 be budgeted to cover any additional hours she works.
101-209-000-706-000 – Salary-Permanent Wages	It is requested that an increase of \$22,688 be budgeted to restore the vacant Appraiser II/Clerk from a part-time to a full-time position. This amount also includes the contractual increases for Teamster and AFSCME employees, as well as payroll accrual.
101-209-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-209-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source. One employee in the Assessing Office receives this buyout.
101-209-000-709-000 – Regular Overtime	This line item is for overtime during the March Board of Review. It is requested that it remain at \$750 for 2015.
101-209-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.

Line Item	Explanation
101-209-000-719-000 – Health Insurance	We will be receiving a 19% increase in health care rates in 2015. This line item has increased by \$23,929 due to the increase in rates and the proposed restoration of the full-time Appraiser II/Clerk position.
101-209-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time. This line item has increased by \$338 due to the increase in rates and the proposed restoration of the full-time Appraiser II/Clerk position.
101-209-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. Although this line item was increased due to the proposed restoration of the full-time Appraiser II/Clerk position, there will be no increase in dental insurance rates for 2015.
101-209-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. Although this line item was increased due to the proposed restoration of the full-time Appraiser II/Clerk position, there will be no increase in vision insurance rates for 2015.

Line Item	Explanation
101-209-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. Due to the proposed restoration of the full-time Appraiser II/Clerk position, it is recommended that this line item be increased to \$17,325 for 2015.
101-209-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. Due to the proposed restoration of the full-time Appraiser II/Clerk position and that we expect one employee (who doesn't take our health insurance) to participate in the Flex plan, it is recommended that this line item be increased to \$360 for 2015 (\$7.50 per month, per employee).
101-209-000-720-000 – Life Insurance	Our current rates for life insurance are good through 2015 and we are estimating a 10% increase at that time. This line item has increased to \$595 due to the increase in rates and the proposed restoration of the full-time Appraiser II/Clerk position.
101-209-000-727-000 – Office Supplies	This line item is used for personal property statements, real property assessment notices and general office supplies. In reviewing what has been spent in previous years and to date in 2014, it is recommended that it be decreased to \$3,000 for 2015.

Line Item	Explanation
101-209-000-730-000 - Postage	This line item is used for the mailing of personal property and real property notices, as well as general mailing. It is recommended that it remain at \$7,668 for 2015.
101-209-000-811-001 – Tax Appeals	This line item is used to retain professional appraisals for full and small tribunal cases, as well as legal expenses for tax appeals. Based on the pending future appeals and in house negotiating and appraisals, it is recommended that this line item be reduced to \$15,000, a reduction of \$10,000 for 2015.
101-209-000-867-000 – Gas & Oil	This litem is used for fuel when employees work in the field. It is recommended that it remain at \$720 for 2015.
101-209-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee. Figures provided by the Accounting Director.
101-209-000-943-000 – Motorpool Lease/Maintenance	This line item is used to pay for our lease and maintenance on Township vehicles that we use in our department. It is recommended that it remain at \$4,300 for 2015.
101-209-000-958-000 – Membership & Dues	This line item is used to pay for MAA memberships, annual certification, WAA memberships and personal property certification. It is recommended that it remain at \$1,000 for 2015.

Revised 11/20/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 209.000-ASSESSING DEPARTMENT							
101-209.000-705.000	SALARY - SUPERVISION	30,130	29,918	45,000	45,000	37,500	45,000
101-209.000-706.000	SALARY - PERMANENT WAGES	194,897	173,980	186,886	189,937	142,328	212,625
101-209.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	3,096	9,848	2,084	2,084	2,144	2,590
101-209.000-708.010	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	3,000
101-209.000-709.000	REG OVERTIME	534	1,019	750	750	346	750
101-209.000-715.000	F.I.C.A./MEDICARE	17,592	16,632	18,185	18,418	14,346	20,136
101-209.000-719.000	HEALTH INSURANCE	34,014	27,917	29,268	29,268	27,319	53,197
101-209.000-719.001	SICK AND ACCIDENT	1,457	1,117	894	894	819	1,232
101-209.000-719.015	DENTAL BENEFITS	4,892	4,505	3,726	3,726	3,363	4,521
101-209.000-719.016	VISION BENEFITS						855
101-209.000-719.020	HEALTH CARE DEDUCTION	11,373	18,637	11,550	11,550	9,682	17,325
101-209.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	300	315	200	200	177	360
101-209.000-720.000	LIFE INSURANCE	661	528	432	432	396	595
101-209.000-727.000	OFFICE SUPPLIES	3,750	2,973	4,000	4,000	2,593	3,000
101-209.000-730.000	POSTAGE	6,821	7,491	7,668	7,668	6,858	7,668
101-209.000-811.001	TAX APPEALS	56,525	24,097	25,000	25,000	9,271	15,000
101-209.000-860.000	TRAVEL					4	
101-209.000-867.000	GAS & OIL	521	237	720	720	143	720
101-209.000-876.000	RETIREMENT/MERS	21,101	22,669	23,365	23,799	19,678	33,795
101-209.000-943.000	MOTORPOOL LEASE/MAINTENANCE	3,520	3,520	4,300	4,300	3,583	4,300
101-209.000-958.000	MEMBERSHIP AND DUES	1,500	954	1,000	1,000	54	1,000
Totals for dept 209.000-ASSESSING DEPARTMENT		395,684	349,357	368,028	371,746	282,104	427,669

101-210 – Legal Services

Expenditures

Line Item	Explanation
101-210-000-801-001 – Attorney Retainer	The attorney retainer includes providing legal opinions, preparing and reviewing documents, reviewing contracts, advising the Township on legal matters upon verbal and written request, attending Work Sessions and Board Meetings as well as Planning Commission, ZBA, Nuisance Abatement, development and police services meetings and conferences as requested. This line item was reduced by 3% in 2010 and 2011 and remained the same in 2012, 2013 and 2014. It is recommended that it remain the same, \$94,350 in 2015.
101-210-000-801-002 – Attorney Litigation	Attorney litigation includes investigation, preparation, office time, court time, post-hearing services, etc. for all circuit court actions, representation of the Township in the appeal of any matter, including appeals from district court, circuit court, to or from the Court of Appeals and in the Supreme Court of the State of Michigan; appearances before administrative tribunals or courts other than the 14-B District Court. We have budgeted \$50,000 in this line item for 2015 since most litigation is in Community Stabilization (101.950) for public nuisance cases and we don't foresee any potential large suits outside of public nuisance.

Line Item	Explanation
101-210-000-801-011 – Attorney Clerical	Attorney clerical includes salaries, library maintenance fees and other overhead incurred as a result of additional charges brought by serving the Township. It is recommended that this line item remain the same, \$22,960 for 2015.
101-210-000-802-002 – Labor Consultant	The AFSCME and Teamster contracts will not expire until the end of 2016 and the Fire Department at the end of 2017. Therefore, it is recommended that this line item be reduced to \$10,000 for 2015.

Revised 8/18/14

Note: We would like to ask the Board to consider a legal department.

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 210.000-LEGAL SERVICES							
101-210.000-801.001	ATTORNEY RETAINER	94,344	94,344	94,350	94,350	70,758	94,350
101-210.000-801.002	ATTORNEY LITIGATION	70,389	229,088	50,000	150,000	141,316	50,000
101-210.000-801.011	ATTORNEY CLERICAL	22,956	22,956	22,960	22,960	17,217	22,960
101-210.000-802.002	LABOR CONSULTANT	44,614	28,661	30,000	30,000	5,732	10,000
Totals for dept 210.000-LEGAL SERVICES		232,303	375,049	197,310	297,310	235,023	177,310

101-215 - Clerk

Expenditures

Line Item	Explanation
101-215-000-703-000 – Salaries-Elected Officials	Per Resolution No. 2013-39, the Clerk's salary was set at \$75,931.75 for 2014. It is recommended that it be increased to \$77,070.73 (1.5%) in 2015, the same as Teamsters and AFSCME employees.
101-215-000-704-000 – Appointed Officials	No election anticipated.
101-215-000-704-003 – Appointed Officials-School	No election anticipated.
101-215-000-705-000 – Salary-Supervision	Per Resolution No. 2013-37, the Deputy Clerk's salary was set at \$54,954 for 2014. It is recommended that it be increased by 1.5% to \$55,778.31 in 2015, the same as Teamsters and AFSCME employees. The amount budgeted includes payroll accrual.
101-215-000-706-000 – Salary-Permanent Wages	This line item is used for the salary of three full-time Floater II/Clerk III positions and the salary is determined by the AFSCME contract.
101-215-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts should be budgeted.

Line Item	Explanation
101-215-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source. One employee in the Clerk’s Office currently receives this buyout, therefore \$3,000 has been budgeted for 2015.
101-215-000-709-000 – Regular Overtime	Request of Passport Agency to participate in passport day.
101-215-000-709-004 – Overtime-School Elections	No election anticipated.
101-215-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-215-000-719-000 – Health Insurance	We were notified of our renewal rates and will be receiving a 19% increase in health care in 2015. This line item shows a large increase due to a new employee in the department receiving health care benefits. The previous employee received the health insurance buyout.
101-215-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
101-215-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in dental insurance rates for 2015.

Line Item	Explanation
101-215-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in vision insurance rates for 2015.
101-215-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. This line item was increased to \$23,100 as the result of a new employee in the department who is receiving health care benefits.
101-215-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that this line item increase to \$390 for 2015 (\$7.50 per month, per employee) as the result of a new employee in the department who is receiving health care benefits.
101-215-000-720-000 – Life Insurance	Our current rates for life insurance are good through 2015 and we are estimating a 10% increase at that time.
101-215-000-727-000 – Office Supplies	Supply cost associated with maintaining Clerk’s Office.
101-215-000-730-001 – Postage-School Elections	No election anticipated.
101-215-000-740-001 – Ordinance & Zoning Code Books	Cost associated w/Municode ordinance updates.
101-215-000-740-003 - Op Supplies-School Elections	No election anticipated.
101-215-000-801-000 – Professional Services	Document conversion to digital images.

Line Item	Explanation
101-215-000-801-200 – Prof Svcs-Programming Ballots	No election anticipated.
101-215-000-860-000 - Travel	Mileage reimbursement for attendance at various meetings and delivery of board packet.
101-215-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee. Figures provided by Accounting Director.
101-215-000-900-001 – Publishing-School Elections	No election anticipated.
101-215-000-931-000 – Repairs & Maintenance	Recommendation to remain the same in 2015.
101-215-000-933-001 – Maintenance Contract	Contract w/SOM for maintenance on tabulators.
101-215-000-941-000 – Equipment Rental/Leasing	No election anticipated.
101-215-000-941-003 – Equipment Rental/Leasing School	No election anticipated.
101-215-000-956-000 – Miscellaneous	Recommendation to remain the same in 2015.
101-215-000-958-000 – Membership & Dues	Clerk & Deputy MI Assoc. of Municipal Clerks dues.
101-215-000-977-000 - Equipment	Purchase of dated time stamp.

Revised 11/25/14

*Note – Van Buren Schools (we have 2 precincts in that district) will be having an election in May. We were also notified that Washtenaw County may have an election in 2015. The cost for both elections will be reimbursed to us and we will do a budget amendment at that time.

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

		2012	2013	2014	2014	2014	2015
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 10/31/14	BUDGET
Dept 215.000-TOWNSHIP CLERK							
101-215.000-703.000	SALARIES - ELECTED OFFICIALS	73,654	73,654	73,654	75,932	64,250	77,071
101-215.000-704.000	APPOINTED OFFICIALS	68,728	9,886	74,000	74,000	31,592	
101-215.000-705.000	SALARY - SUPERVISION	53,310	53,310	53,921	55,588	44,373	56,422
101-215.000-706.000	SALARY - PERMANENT WAGES	132,567	132,136	134,319	138,349	101,634	140,627
101-215.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	10,283	5,383	2,353	3,938	2,431	2,994
101-215.000-708.010	HEALTH INS BUYOUT	6,000	6,000	6,000	6,000	3,000	3,000
101-215.000-709.000	REG OVERTIME	12,767	2,569	10,500	10,500	5,445	1,200
101-215.000-715.000	F.I.C.A./MEDICARE	21,697	20,682	21,477	22,089	17,345	21,429
101-215.000-719.000	HEALTH INSURANCE	31,585	29,241	38,048	38,048	35,514	63,836
101-215.000-719.001	SICK AND ACCIDENT	1,394	1,191	1,191	1,191	1,092	1,232
101-215.000-719.015	DENTAL BENEFITS	6,378	6,454	6,241	6,241	5,643	5,938
101-215.000-719.016	VISION BENEFITS						1,011
101-215.000-719.020	HEALTH CARE DEDUCTION	5,690	9,805	17,325	17,325	9,891	23,100
101-215.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	300	270	300	300	185	390
101-215.000-720.000	LIFE INSURANCE	792	720	720	720	660	744
101-215.000-727.000	OFFICE SUPPLIES	16,576	9,224	16,000	16,000	10,999	4,000
101-215.000-740.001	Ordinance & Zoning Code Books	1,679	2,911	2,500	2,500	1,327	2,000
101-215.000-801.000	PROFESSIONAL SERVICES						8,000
101-215.000-801.200	PROFNSL SRV-PROGRAMMING BALLO	6,711	4,710	4,500	4,500	1,513	
101-215.000-860.000	TRAVEL	657	307	500	500	524	600
101-215.000-876.000	RETIREMENT/MERS	30,001	33,607	38,889	40,027	31,898	42,244
101-215.000-931.000	REPAIRS AND MAINTENANCE	3,706		300	300		300
101-215.000-933.001	MAINTENANCE CONTRACTS		1,857	2,000	2,000	1,857	2,000
101-215.000-941.000	EQUIPMENT RENTAL/LEASING	3,300	1,100	3,300	3,300	2,200	
101-215.000-942.000	LEASE - MOTORPOOL					1,100	
101-215.000-956.000	MISCELLANEOUS	500		500	500	224	500
101-215.000-958.000	MEMBERSHIP AND DUES	349	370	400	400	270	400
101-215.000-977.000	EQUIPMENT			3,500	3,500	546	900
Totals for dept 215.000-TOWNSHIP CLERK		488,624	405,387	512,438	523,748	375,513	459,938

101-227 – Human Resources

Expenditures

Line Item	Explanation
101-227-000-706-000 – Salary-Permanent Wages	Per Resolution No. 2013-37, the Human Resource Generalist’s salary was set at \$54,026 for 2014. It is recommended that it be increased by 1.5% to \$54,836.39 for 2015, the same as Teamsters and AFSCME employees. A slight increase is budgeted for payroll accrual.
101-227-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-227-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-227-000-719-000 – Health Insurance	We were notified of our renewal rates and will be receiving a 19% increase in health care in 2015.
101-227-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
101-227-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-227-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.

Line Item	Explanation
101-227-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-227-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.
101-227-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. It is recommended that this line item remain at \$5,775 for 2015.
101-227-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that this line item remain at \$100 for 2015 (\$7.50 per month, per person).
101-227-000-720-000 – Life Insurance	Our current rates for life insurance are good through 2015 and we are estimating a 10% increase at that time.
101-227-000-727-000 – Office Supplies	It is recommended that this line item remain at \$150 for 2015 to cover needs of the department.
101-227-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee. Figures provided by Accounting Director.

Line Item	Explanation
101-227-000-958-000 – Membership & Dues	It is recommended that this line item remain at \$200 for 2015 to maintain yearly membership with SHRM (Society of Human Resource Management). This membership provides updates and notices on employment related issues.
101-227-000-960-000 – Education & Training	<p>It is recommended that this line item be budgeted at \$10,000 for 2015. Training needs have been brought to the HR Department by several supervisors including: Customer Service, OSHA Updates and Supervisor Team Building. This line item would also allow for representation to the annual MERS meeting for two approved employees.</p> <p><i>NOTE: I have made several contacts with individuals regarding training needs. I will be working with representatives from Washtenaw County to offer training that they have available. I have also reached out to other HR Professionals in the area for recommendations on training providers. We have also discussed the possibility of doing a combined training to help with cost.</i></p>

Revised 11/25/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 227.000-HUMAN RESOURCES							
101-227.000-706.000	SALARY - PERMANENT WAGES	52,176	52,416	53,009	54,650	43,624	55,469
101-227.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,134	3,452	807	1,976	2,000	832
101-227.000-715.000	F.I.C.A./MEDICARE	4,334	4,142	4,117	4,244	3,568	4,308
101-227.000-719.000	HEALTH INSURANCE	12,148	11,247	14,634	14,634	13,659	17,732
101-227.000-719.001	SICK AND ACCIDENT	349	298	298	298	273	308
101-227.000-719.015	DENTAL BENEFITS	1,648	1,685	1,651	1,651	1,494	1,417
101-227.000-719.016	VISION BENEFITS						233
101-227.000-719.020	HEALTH CARE DEDUCTION	3,323	3,154	5,775	5,775	1,386	5,775
101-227.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	100	90	100	100	62	100
101-227.000-720.000	LIFE INSURANCE	158	144	144	144	132	149
101-227.000-727.000	OFFICE SUPPLIES	130	92	150	150	110	150
101-227.000-876.000	RETIREMENT/MERS	5,645	6,730	7,657	7,890	6,554	8,449
101-227.000-958.000	MEMBERSHIP AND DUES	180	180	200	200	185	200
101-227.000-960.000	EDUCATION AND TRAINING	2,064	6,846	19,400	19,400	2,073	10,000
Totals for dept 227.000-HUMAN RESOURCES		83,389	90,476	107,942	111,112	75,120	105,122

101-247 – Board of Review

Expenditures

Line Item	Explanation
101-247-000-704-000 – Appointed Officials	This line item is used to pay board members. Board of Review is held in March, July and December and the rate is \$90.00 per meeting.
101-247-000-715-000 – FICA/Medicare	Amount provided by the Accounting Director.
101-247-000-723-000 – Deferred Compensation Employer	Amount provided by the Accounting Director.

Revised 8/7/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 247.000-BOARD OF REVIEW							
101-247.000-704.000	APPOINTED OFFICIALS	2,430	2,700	3,870	3,870	2,070	3,870
101-247.000-715.000	F.I.C.A./MEDICARE	35	39	56	56	30	56
101-247.000-723.000	DEFERRED COMPENSATION EMPLOYE	32	35	50	50	27	50
Totals for dept 247.000-BOARD OF REVIEW		2,497	2,774	3,976	3,976	2,127	3,976

101-253 - Treasurer

Expenditures

Line Item	Explanation
101-253-000-703-000 – Salaries-Elected Officials	Per Resolution No. 2013-40, the Treasurer's salary was set at \$75,931.75 for 2014. It is recommended that it be increased by 1.5% to \$77,070.73 in 2015, the same as Teamster and AFSCME employees.
101-253-000-705-000 – Salary-Supervision	Per Resolution No. 2013-37, the Deputy Treasurer's salary was set at \$54,954 for 2014. It is recommended that it be increased by 1.5% to \$55,778.31 in 2015, the same as Teamster and AFSCME employees. The amount budgeted includes payroll accrual.
101-253-000-706-000 – Salary-Permanent Wages	This line item is used for the salaries of 1 ½ Floater II/Clerk III positions and the salary is determined by the AFSCME contract.
101-253-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-253-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source. 50% of one employee in the Treasurer's office is currently budgeted here.

Line Item	Explanation
101-253-000-709-000 – Regular Overtime	This line item reflects overtime for Dog Clinics and the last week of tax collection in September, February and December.
101-253-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-253-000-719-000 – Health Insurance	We were notified of our renewal rates and will be receiving a 19% increase in health care in 2015.
101-253-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
101-253-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-253-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.
101-253-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-253-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.
101-253-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. It is recommended that this line item remain at \$20,213 for 2015.

Line Item	Explanation
101-253-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that \$270 be budgeted in this line item for 2015 (\$7.50 per month, per employee).
101-253-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.
101-253-000-727-000 – Office Supplies	Accounts for necessary supplies. Also includes envelopes for past due notices and A/P mailings.
101-253-000-753-000 – Dog Licenses	Three year tags to be sold by the Treasurer’s office and the Humane Society.
101-253-000-830-000 – Tax Preparation	Printing and mailing of tax bills.
101-253-000-860-000 – Travel	Mileage reimbursement for Treasurer’s meetings and to the County Treasurer.
101-253-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee. Figures provided by Accounting Director.
101-253-000-931-000 – Repairs & Maintenance	Maintenance contracts with the check signer company.
101-253-000-956-000 - Miscellaneous	Court fees/parking for small claims.

Revised 11/25/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 253.000-TREASURER							
101-253.000-703.000	SALARIES - ELECTED OFFICIALS	73,654	73,654	73,654	75,932	64,250	77,071
101-253.000-705.000	SALARY - SUPERVISION	53,310	53,310	53,921	55,588	44,373	56,422
101-253.000-706.000	SALARY - PERMANENT WAGES	65,920	67,167	67,107	69,120	55,210	70,349
101-253.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	4,806	3,088	1,586	4,519	4,131	1,913
101-253.000-708.010	HEALTH INS BUYOUT	1,500	1,500			750	1,500
101-253.000-709.000	REG OVERTIME	1,177	1,270	1,000	1,000	699	1,300
101-253.000-715.000	F.I.C.A./MEDICARE	15,133	15,069	15,091	15,549	13,085	15,742
101-253.000-719.000	HEALTH INSURANCE	24,296	31,491	48,292	48,292	38,246	58,517
101-253.000-719.001	SICK AND ACCIDENT	871	720	745	745	683	770
101-253.000-719.015	DENTAL BENEFITS	4,785	4,975	5,069	5,069	4,585	4,330
101-253.000-719.016	VISION BENEFITS						740
101-253.000-719.020	HEALTH CARE DEDUCTION	5,760	15,266	20,213	20,213	12,920	20,213
101-253.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	200	285	300	300	185	270
101-253.000-720.000	LIFE INSURANCE	554	460	504	504	418	521
101-253.000-727.000	OFFICE SUPPLIES	452	1,175	1,300	1,300	912	1,300
101-253.000-753.000	DOG LICENSES	1,200		400	1,050	1,050	400
101-253.000-830.000	TAX PREPARATION	2,616	2,679	3,200	3,200	1,176	3,200
101-253.000-860.000	TRAVEL	23	60	250	250	162	250
101-253.000-876.000	RETIREMENT/MERS	21,054	25,094	27,960	28,811	23,607	29,571
101-253.000-931.000	REPAIRS AND MAINTENANCE	177	179	300	300	183	200
101-253.000-956.000	MISCELLANEOUS	28	67	100	100		100
Totals for dept 253.000-TREASURER		277,516	297,509	320,992	331,842	266,625	344,679

101-265 – Building Operations

Expenditures

Line Item	Explanation
101-265-000-706-000 – Salary-Permanent Wages	This line item is used for the salaries of 2 f/t maintenance tech staff, 2 f/t custodians, ½ of the f/t custodian assigned to the court and police dept. and 3 p/t custodians (2 at the Community Center and 1 at the Civic Center). Salaries are determined by the AFSCME contract.
101-265-000-707-775 – Salary-Temporary Ford Lake Park	This line item is used for seasonal employees who work in the Township parks on building maintenance. It is recommended that \$5,000 be budgeted for 2015.
101-265-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-265-000-709-000 – Regular Overtime	This line item is used for overtime costs. In reviewing what was spent to date in 2014, it is recommended that it be maintained at \$1,500 for 2015.
101-265-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-265-000-719-000 – Health Insurance	We were notified of our renewal rates and will be receiving a 19% increase in health care in 2015.

Line Item	Explanation
101-265-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
101-265-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-265-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.
101-265-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-265-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.
101-265-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. It is recommended that this line item remain at \$24,553 for 2015.
101-265-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductible is administered by Choice Strategies. It is recommended that this line item remain at \$465 for 2015 (\$7.50 per month, per employee).
101-265-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.

Line Item	Explanation
101-265-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
101-265-000-727-000 – Office Supplies	This line item is used for office supplies. In reviewing what has been spent in prior years, it is recommended that it remain at \$300.
101-265-000-740-000 – Operating Supplies	This line item is used for tools and equipment for Building Maintenance employees. In reviewing what has been spent to date in 2014, it is recommended that it be \$2,500.
101-265-000-741-000 – Uniforms-Laundry & Cleaning	This line item is used for purchasing uniforms for new employees, replacement boots, rags, towels and mops. In the most recent AFSCME contract, it was agreed that the Township would no longer pay for laundering uniforms. Therefore, it has been reduced to \$8,500 for 2015.
101-265-000-757-775 – Operating Supplies-Ford Lake Park	This line item is used for tools and equipment used within the Ford Lake Park system. It is recommended that \$700 be budgeted in 2015, as we are experiencing a lot of shelter use by the public/using up supplies.
101-265-000-776-001 – Maint Supplies-Civic Center	This line item is used for supplies for the Civic Center, such as vacuum bags, floor finish, etc. In reviewing the amount spent to date in 2014, it is recommended that it be dropped to \$4,000 in 2015.
101-265-000-776-002 – Maint Supplies-Graffiti Control	This line item is for cleaners and paints used in the removal of graffiti. In reviewing what has been spent to date in 2014, it is recommended that it remain at \$1,000 for next year.

Line Item	Explanation
101-265-000-776-775 – Maint Supplies-Ford Lake Park	This line item is used for supplies within the Ford Lake Park system. It is recommended to be maintained at \$200 for 2015.
101-265-000-777-000 – Bldg Oper Equipment Tools	This line item is used to pay for tools, lift gates, electrical and regulatory posters. In reviewing what has been spent to date in 2014, it is recommended that it be maintained at \$3,000 for the next year.
101-265-000-818-001 – Contractual Services-Civic Center	This line item is used for hiring contractors for work at the Civic Center. Some of these include the window washer, Guardian Alarm, the Guardian card access, mechanical equipment repair & maintenance, SDS cleaning of the boilers for the state inspection, elevator state inspection, elevator repair/maintenance, cleaning & maintenance of the chiller, lock/key work, plumbing, fire extinguisher annual certification, electrical work, parking lot lighting, interior lighting, etc. Now that our Honeywell mechanical system is no longer under warranty, we are spending more on repair. We are looking into entering into a maintenance contract with a company in order to have consistent costs. In reviewing what has been spent to date in 2014, it is recommended that \$37,000 be budgeted in 2015.
101-265-000-818-775 – Maint-Contr Svcs-Ford Lake Park	This line item is used for hiring contractors for building work in the Ford Lake Park system. This includes the Ford Lake Park alarm system, furnace/AC work at the FLP house, garage/shelters, lock/key work, gutter work, electrical, sewer work, and port-a-john use when restrooms aren't functioning. It is recommended that this be reduced to \$700 in 2015.

Line Item	Explanation
101-265-000-867-000 – Gas & Oil	This line item is used for fuel and oil for vehicles. In reviewing what was spent in past years, it is recommended that it be reduced to \$5,000 in 2015.
101-265-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.
101-265-000-920-001 – Utilities-Civic Center	This line item is used for utilities in the Civic Center. We continue to see savings here since we redid the system. We are recommending a further reduction to \$68,000 in 2015.
101-265-000-931-001 – Repairs-Civic Center	This line item is used to pay for batteries, door repairs, closers, etc. in the Civic Center. It is recommended that it be dropped to \$2,000 for 2015.
101-265-000-931-020 – Non-Reoccurring R&M-Civic Ctr	This line item is used for large unexpected item replacements, such as electric ceiling sensors. It is recommended that it be dropped to \$3,000 in 2015.
101-265-000-931-775 – Repairs-Ford Lake Parks	This line item is used for paint and maintenance staff repairs in the Ford Lake Park System. It is recommended that this line item be maintained at \$1,000 in 2015.
101-265-000-938-000 – Equipment Contractual Equipment	This line item is used for annual inspections on equipment. It is recommended that it remain at \$1,000 in 2015.
101-265-000-943-000 – Motorpool Lease/Maintenance	This line item is for the combined cost of the monthly vehicle lease/maintenance. Maintained at \$4,800.

Line Item	Explanation
101-265-000-956-000 – Miscellaneous	This line item is used for drug screenings, driving tests, etc. It is recommended that it remain at \$500 in 2015.
101-265-000-974-025 – Capital Outlay/Security	See deferred maintenance list.

Revised 11/21/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014



GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 265.000-RESIDENT SVCS: BLDG OPERATIONS							
101-265.000-706.000	SALARY - PERMANENT WAGES	253,795	240,169	243,454	250,755	198,932	253,679
101-265.000-707.000	SALARY - TEMPORARY/SEASONAL	8,084					
101-265.000-707.775	SALARY - TEMP. FORD LAKE PARK			7,000	7,000	4,841	5,000
101-265.000-708.004	SALARIES PAY OUT-PTO&SICKTIME		3,351	2,188	6,509	5,258	3,858
101-265.000-709.000	REG OVERTIME	665	1,018	1,500	1,500	1,055	1,500
101-265.000-715.000	F.I.C.A./MEDICARE	19,488	18,616	19,008	19,567	15,952	19,639
101-265.000-719.000	HEALTH INSURANCE	43,585	41,800	55,121	55,121	51,450	66,792
101-265.000-719.001	SICK AND ACCIDENT	1,563	1,216	1,340	1,340	956	1,386
101-265.000-719.015	DENTAL BENEFITS	4,812	5,183	5,433	5,433	4,754	4,616
101-265.000-719.016	VISION BENEFITS						817
101-265.000-719.020	HEALTH CARE DEDUCTION	11,606	21,431	24,553	24,553	19,901	24,553
101-265.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	465	405	465	465	277	465
101-265.000-720.000	LIFE INSURANCE	717	588	648	648	462	670
101-265.000-723.000	DEFERRED COMPENSATION EMPLOYE	158	5	91	91	84	100
101-265.000-727.000	OFFICE SUPPLIES	336	202	300	300	60	300
101-265.000-740.000	OPERATING SUPPLIES	2,782	1,353	3,000	3,100	2,164	2,500
101-265.000-741.000	UNIFORMS - LAUNDRY & CLEANING	11,539	10,543	10,000	9,900	6,489	8,500
101-265.000-757.775	OPERATING SUPP: FORD LAKE PAR	162	356	700	700	647	700
101-265.000-776.001	MAINT SUPPLIES - CIVIC CENTER	4,256	5,219	5,000	5,000	3,183	4,000
101-265.000-776.002	MAINT SUPPLIES - GRAFFITI CON	813		1,000	1,000	771	1,000
101-265.000-776.775	MAINT SUPPLIES: FORD LAKE PAR	556		200	200		200
101-265.000-777.000	BLDG OPER EQUIP TOOLS	564	2,734	3,000	3,000	2,838	3,000
101-265.000-818.001	CONTRACTUAL SERVICES CIVIC CT	17,747	24,114	40,000	40,000	18,395	37,000
101-265.000-818.775	MAINT-CONTR SVCS - FORD LK PR	830		1,000	1,000	959	700
101-265.000-867.000	GAS & OIL	3,984	7,086	8,400	8,400	2,897	5,000
101-265.000-876.000	RETIREMENT/MERS	19,606	22,511	27,509	28,327	21,150	38,019

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
101-265.000-920.001	UTILITIES - CIVIC CENTER	62,656	65,771	70,000	70,000	48,182	68,000
101-265.000-931.001	REPAIRS CIVIC CENTER	2,312	437	3,000	3,000	756	2,000
101-265.000-931.020	NON REOCCURRING R & M - CIVIC	3,703	4,450	5,000	5,000		3,000
101-265.000-931.775	REPAIRS - FORD LAKE PARKS	3,040		1,000	1,000	225	1,000
101-265.000-938.000	EQUIPMENT CONTRACTUAL EQUIP	60	324	1,000	1,000	830	1,000
101-265.000-943.000	MOTORPOOL LEASE/MAINTENANCE	9,600	9,600	4,800	4,800	4,000	4,800
101-265.000-956.000	MISCELLANEOUS	528	263	500	500	73	500
101-265.000-974.025	CAPITAL OUTLAY/SECURITY			100,000	133,539		
Totals for dept 265.000-RESIDENT SVCS: BLDG OPERATIONS		490,012	488,745	646,210	692,748	417,541	564,294

101-266 - Computer Support

Expenditures

Line Item	Explanation
101-266-000-706-000 – Salary-Permanent Wages	This line item is used for the salaries of two full-time Teamster employees (IT Manager & Web Content & Designer), salaries are determined by contract.
101-266-000-707-000 – Salary-Temporary/Seasonal	This line item is used for part-time Computer Support help.
101-266-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-266-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-266-000-719-000 – Health Insurance	We were notified of our renewal rates and will be receiving a 19% increase in health care in 2015.
101-266-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
101-266-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-266-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.

Line Item	Explanation
101-266-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-266-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.
101-266-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. It is recommended that this line item remain at \$8,680 for 2015.
101-266-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that \$180 be budgeted in this line item for 2015 (\$7.50 per month, per employee).
101-266-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time. This line item shows a decrease from the 2014 budget, the 2014 amount appears to be an error.
101-266-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
101-266-000-727-000 – Office Supplies	General office supplies, including toner for printer without maintenance agreements.

Line Item	Explanation
101-266-000-801-000 – Professional Services	We are requesting that \$50,000 be budgeted in this line item for document imaging services.
101-266-000-857-100 – Communications-Internet Access	<p>Change from 2014: We have moved items from equipment maintenance into this account. This account now reflects all Internet and Cloud services.</p> <ul style="list-style-type: none"> • Comcast Internet Access • External network monitoring • ForeUp Point of Sale • Google Apps • Mobile Device Management • Online data and server backup services • Public website hosting and services
101-266-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee. Figures provided by Accounting Director.
101-266-000-933-000 – Equipment Maintenance	This line item is used for unexpected repair of hardware equipment.
101-266-000-933-001 – Maintenance Contracts	<p>Change from 2014: This account now reflects maintenance agreements for hardware items only.</p> <ul style="list-style-type: none"> • Civic Center UPS • Network Firewalls

Line Item	Explanation
101-266-000-934-000 – Software Support & Maint	<p>New for 2015: This account was created to reflect software support and maintenance agreements. This includes all technical support, patches, updates and upgrades for various software applications.</p> <ul style="list-style-type: none"> • Apex Sketch Software • BS&A Software • Email System • ESRI GIS • Microsoft Windows and Office • Network Management Tools • RecTrac • Server Backup Software • System Anti-Virus • VMWare
101-266-000-941-000 – Equipment Rental/Leasing	<p>This line item is used for time and attendance software:</p> <ul style="list-style-type: none"> • Cincinnati Time - Novatime
101-266-000-971-008 – Capital Outlay/Prop. Improvement	<p>This line item is used for network infrastructure expansion, generally for when additional networks need to be run.</p>
101-266-000-977-000 - Equipment	<p>This line item is used for new hardware purchases:</p> <ul style="list-style-type: none"> • Backup Storage Space • Firewall Upgrades • Network Switch Upgrades • Server Upgrades • Workstation Replacements

Line Item	Explanation
101-266-000-977-001 – Computer Software	This line item is used for software purchases: <ul style="list-style-type: none"> • BSA Year 4 of 4 Payment • Network and Log Monitoring Software • Windows Server 2012 R2 Upgrades

Revised 8/7/14

The biggest change in the 2015 budget is the disbursement of account 933.001 to better reflect the different types of items. Much of the IT industry has moved to subscription and cloud based software services. While the Township continues to pursue perpetual licensed software, it is still important to maintain software agreements for technical support and security patches.

Capital Improvement Projects for 2015

Project: Fiber connection between the Community Center and Fire Station 1.

Goal: To install underground fiber cable between Fire Station 1 and the Community Center to serve the Recreation Programs and Green Oaks Golf Course.

Overview: The Township currently supports three data rooms. This project would eliminate the data room at the Community Center and move its one application server to Station 1. By connecting these locations by fiber, the system will work as Station 1 and the Community Center as one large building.

Should anything happen to the Civic Center, business operations are set up to move to the Community Center. This requires maintaining a full array of equipment ready to be powered on in a days' notice. The Community Center also lacks the proper power, cooling and environmental infrastructure to maintain a data room.

For each data room, there are several systems which must be maintained at each site so should there be a Wide Area Network failure, the base operations of the site will continue. By going underground with this fiber connection, we drastically reduce the likelihood of a connection failure. With going to a “single large building”, we reduce the need for redundant support systems. There are also no reoccurring costs associated to underground as there are with aerial.

While aerial fiber is an option, I am recommending buried fiber. Aerial fiber has a higher chance of damage; as a car, storm, or fire can take out the line. There would also likely be reoccurring fees charged by DTE for hanging our fiber on their pole. The only advantage of aerial is the initial cost of about half to one third the cost of underground.

Fire Station 1 is a better location to back up the Civic Center’s data. The station is manned 24/7 and has a more access controlled environment.

The cost savings of this project comes from reducing the amount of redundant equipment and support required to maintain a third site. It is the best practice to have two data locations spread as far apart as possible. While the Community Center is further away from the Civic Center, it does not have the resources needed to truly support a full data room.

Cost Estimate: \$180,000. I received a budgetary cost estimate of \$163,000 for the fiber installation, \$12,600 is needed for railroad permitting and crossing fees, with a small additional cost for routers and firewalls. When this project comes to the Board for approval, I will be seeking proposals for both underground and aerial connection for comparison.

Return on investment: Less than 14 years. Using a generalized base support cost for this data room of \$13,000 annually, it would result in a 14 year RIO. This cost is based on software licensing and services which would no longer need to be duplicated at this site.

Conclusion: Providing the Township intends to continue its use of the Community Center and/or Green Oaks Golf Course for the next 15 years, it would be an advantageous investment to install a Township owned permanent connection between Fire Station 1 and the Community Center.

Revised 10/1/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 266.000-COMPUTER SUPPORT							
101-266.000-706.000	SALARY - PERMANENT WAGES	65,915	89,035	102,441	105,513	83,675	106,069
101-266.000-707.000	SALARY - TEMPORARY/SEASONAL	8,440	34,535	32,000	14,624	9,541	32,000
101-266.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	2,852	5,387	6,058	9,684	4,672	5,029
101-266.000-715.000	F.I.C.A./MEDICARE	5,455	6,748	8,764	9,018	7,315	8,963
101-266.000-719.000	HEALTH INSURANCE	9,718	11,759	19,512	19,512	18,212	23,643
101-266.000-719.001	SICK AND ACCIDENT	349	397	298	298	546	616
101-266.000-719.015	DENTAL BENEFITS	992	1,603	2,146	2,146	1,941	1,835
101-266.000-719.016	VISION BENEFITS						311
101-266.000-719.020	HEALTH CARE DEDUCTION	3,208	7,269	8,680	8,680	142	8,680
101-266.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	100	128	200	200	123	180
101-266.000-720.000	LIFE INSURANCE	158	192	439	439	264	298
101-266.000-723.000	DEFERRED COMPENSATION EMPLOYE			416	416		416
101-266.000-727.000	OFFICE SUPPLIES	2,689	1,306	800	1,300	894	800
101-266.000-801.000	PROFESSIONAL SERVICES				4,376	4,376	50,000
101-266.000-857.100	COMMUNICATIONS-INTERNET ACCES	20,241	21,440	22,848	28,848	24,839	37,775
101-266.000-876.000	RETIREMENT/MERS	7,355	9,473	14,574	15,011	9,169	16,897
101-266.000-933.000	EQUIPMENT MAINTENANCE	4,490	1,932	5,000	5,000	1,124	5,000
101-266.000-933.001	MAINTENANCE CONTRACTS	55,176	69,729	88,510	88,510	48,260	5,680
101-266.000-934.000	SOFTWARE SUPPORT & MAINT						80,310
101-266.000-941.000	EQUIPMENT RENTAL/LEASING	9,451	8,657	8,400	8,400	6,587	8,700
101-266.000-971.008	CAPTL OUTLAY -IMPROVEMENT	103,187	835	6,000	6,000	2,416	5,000
101-266.000-977.000	EQUIPMENT	61,191	68,223	98,000	112,456	36,687	70,100
101-266.000-977.001	COMPUTER SOFTWARE	69,076	57,064	52,600	59,100	28,779	53,500
Totals for dept 266.000-COMPUTER SUPPORT		430,043	395,712	477,686	499,531	289,562	521,802

101-267 General Services

Expenditures

Line Item	Explanation
101-267-000-727-000 – Office Supplies	This line item is used to purchase general office supplies used by all departments, except 14-B Court, Recreation and the Fire Department. Some of the items purchased include paper, card stock and batteries. The paper for Neighborhood Watch newsletters and the newsletters we send out with YCUA bills also comes from this line item. Based on what has been spent to date in 2014, it is recommended that this line item be reduced to \$10,000 for 2015, a decrease of \$4,000.
101-267-000-727-200 – Office Meeting/Welcome Supplies	Profits from the vending machines (101-000-000-694-200) are used for this line item. Based on what has been received to date in 2014, it is recommended that it remain at \$250 for 2015.
101-267-000-730-000 - Postage	This line item is used for postage costs. In 2015, we are budgeting for additional mailings for special assessment cameras. Based on what has been spent to date in 2014 and what is expected, it is recommended that it be reduced to \$75,000 in 2015, a decrease of \$3,228.
101-267-000-850-000 - Telephone	This line item is used for all desk and cell phones in the Township. Based on what has been spent to date in 2014, it is recommended that it remain at \$40,000 in 2015.

Line Item	Explanation
101-267-000-900-000 - Publishing	This line item is used for publishing of various notices in the newspaper and for printing of notices for Neighborhood Watch. In reviewing what has been spent to date in 2014, it is recommended that it be reduced to \$15,000 in 2015, a decrease of \$5,000.
101-267-000-933-000 – Equipment Maintenance	This line item is used for maintenance on all equipment except our copiers and computers. It is recommended that it remain at \$1,000 for 2015.
101-267-000-941-000 – Equipment Rental/Leasing	This line item is used for our copiers and postage machine. In reviewing what has been spent to date in 2014, it is recommended that it be increased to \$16,000 in 2015, an increase of \$6,000.
101-267-000-941-000 - Miscellaneous	This line item is used to replenish the First Aid boxes and pay for our Sam’s Club membership. In 2013 and 2014, several new desk chairs were purchased from this line item. We don’t expect to purchase any chairs in 2015, therefore it has been reduced to \$1,500.

Revised 8/19/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 267.000-GENERAL SERVICES							
101-267.000-727.000	OFFICE SUPPLIES	8,961	10,006	14,000	14,000	4,611	10,000
101-267.000-727.200	OFFICE MEETING/WELC SUPPLIES	227	235	250	250	247	250
101-267.000-730.000	POSTAGE	77,659	69,602	84,242	78,228	52,450	75,000
101-267.000-801.000	PROFESSIONAL SERVICES					400	
101-267.000-850.000	TELEPHONE	52,514	34,927	40,000	40,000	30,526	40,000
101-267.000-900.000	PUBLISHING	14,502	22,929	20,000	20,000	8,957	15,000
101-267.000-933.000	EQUIPMENT MAINTENANCE		988	1,000	1,000		1,000
101-267.000-941.000	EQUIPMENT RENTAL/LEASING	11,952	16,442	10,000	10,000	12,734	16,000
101-267.000-956.000	MISCELLANEOUS	2,235	5,855	6,000	12,014	4,958	1,500
Totals for dept 267.000-GENERAL SERVICES		168,050	160,984	175,492	175,492	114,883	158,750

101-371 - Planning

Expenditures

Line Item	Explanation
101-371-000-705-000 – Salary-Supervision	This line item reflects the salary of the Planning Director and 12.5% of the OCS Administrator position.
101-371-000-707-000 – Temporary Wages/Seasonal	This line item reflects the request to add a planning/OCS intern for the 2015 calendar year. The proposed \$15,000 expenditure would allow for an intern to work 1,250 hours at \$12.00/hr.
101-371-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted. This line item includes 12.5% of a payout for the OCS Administrator position.
101-371-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
101-371-000-715-000 – FICA/Medicare	This line item reflects employer expenses for social security and Medicare and was increased due to the contractual increase for Teamsters employees and payroll accrual. The OCS Administrator position is included here, as well as 1.45% of the proposed intern position.
101-371-000-719-000 – Health Insurance	We were notified of our renewal rates and will be receiving a 19% increase in health care in 2015.

Line Item	Explanation
101-371-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
101-371-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in dental insurance rates for 2015.
101-371-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in vision insurance rates for 2015.
101-371-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. With only one employee currently budgeted for health care, it is recommended that it be reduced to \$5,775 for 2015.
101-371-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductible is administered by Choice Strategies. It is recommended that \$90 be budgeted in this line item for 2015 (\$7.50 per month, per employee).
101-371-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.
101-371-000-723-000 – Deferred Compensation Employee	Figures provided by the Accounting Director.

Line Item	Explanation
101-371-000-727-000 – Office Supplies	This line item reflects expenses for office supplies necessary for day-to-day operations within the department. No changes are proposed from 2014.
101-371-000-755-000 – Subscriptions & Publications	This line item reflects expenses paid toward professional subscriptions and publications in order to further the education of employees within the department.
101-371-000-801-003 – Township Projects-Planner	*Nothing is currently budgeted in this line item.
101-371-000-805-000 – HUD Planning Program	The HUD Planning Program is anticipated to expire on December 31, 2014. No further funding is anticipated in 2015.
101-371-000-817-000 – Township Projects Engineer	This line item reflects the anticipated expenses of our professional engineering consultants necessary for the review and updating of the Engineering Design Standards in addition to general support services. This line item is proposed to increase \$10,000 from 2014 in order to provide the additional services being requested.
101-371-000-860-000 – Travel	This line item reflects the reimbursement of mileage driven utilizing a personal vehicle as it relates to township operations. It is recommended that \$600 be budgeted for 2015.
101-371-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee. Figures provided by the Accounting Director.

Line Item	Explanation
101-371-000-956-000 – Miscellaneous	This line item reflects funding for unexpected expenses related to planning or zoning issues.
101-371-000-958-000 – Membership & Dues	APA, MAP membership dues for staff. No change proposed.

*We may need to budget expenses of professional planning assistance necessary to perform an overall zoning ordinance review in 2015.

Revised 11/25/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014



GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 371.000-COMMUNITY DEVELOPMENT							
101-371.000-705.000	SALARY - SUPERVISION	65,000	65,000	65,750	67,723	54,060	76,325
101-371.000-706.000	SALARY - PERMANENT WAGES	44,469	38,566	3,889	4,006	3,570	
101-371.000-707.000	SALARY - TEMPORARY/SEASONAL						15,000
101-371.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,283	2,283	1,045	1,045	1,030	1,146
101-371.000-708.010	HEALTH INS BUYOUT	3,000	750				375
101-371.000-715.000	F.I.C.A./MEDICARE	8,287	7,738	5,408	5,726	4,707	6,174
101-371.000-719.000	HEALTH INSURANCE	12,148	12,705	15,108	15,108	14,115	17,733
101-371.000-719.001	SICK AND ACCIDENT	697	521	328	328	300	347
101-371.000-719.015	DENTAL BENEFITS	3,297	2,599	1,700	1,700	1,538	1,516
101-371.000-719.016	VISION BENEFITS						233
101-371.000-719.020	HEALTH CARE DEDUCTION	4,087	1,658	6,066	6,066	6,373	5,775
101-371.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	100	105	100	100	69	90
101-371.000-720.000	LIFE INSURANCE	317	252	159	159	145	168
101-371.000-723.000	DEFERRED COMPENSATION EMPLOYE						195
101-371.000-727.000	OFFICE SUPPLIES	591	433	500	500	120	500
101-371.000-755.000	SUBSCRIPTIONS & PUBLICATIONS	85	89	250	250		200
101-371.000-801.003	TOWNSHIP PROJECTS-PLANNER	8,598	9,358	15,000	15,000	47	
101-371.000-805.000	HUD PLANNING PROGRAM	1,039	30,550			2,852	
101-371.000-817.000	TOWNSHIP PROJECTS ENGINEER	1,775	2,246	5,000	5,000	2,796	15,000
101-371.000-860.000	TRAVEL		600	600	850		600
101-371.000-876.000	RETIREMENT/MERS	11,729	13,285	9,907	10,493	8,085	9,505
101-371.000-956.000	MISCELLANEOUS		65	250			250
101-371.000-958.000	MEMBERSHIP AND DUES			250	250		250
Totals for dept 371.000-COMMUNITY DEVELOPMENT		166,502	188,803	131,310	134,304	99,807	151,382

101-400 – Planning Commission

Expenditures

Line Item	Explanation
101-400-000-704-000 – Appointed Officials	This line item reflects expenses to compensate members of the Planning Commission for attending meetings. The Planning Commission is currently staffed at 7 members. It is recommended that the full complement of meetings be budgeted for 2015 at \$3,360 (\$40/mtg per member for 12 meetings). No changes proposed from the 2014 budget.
101-400-000-715-000 – FICA/Medicare	This line item reflects employer costs for FICA/Medicare for Planning Commissioners. No change.
101-400-000-723-000 – Deferred Compensation Employer	This line item reflects employer costs for deferred compensation for Planning Commissioners. No changes proposed.
101-400-000-958-000 – Membership & Dues	APA, MAP membership dues for commissioners.
101-400-000-960-000 – Education & Training	This line item reflects the cost of providing training and educational opportunities provided by the Michigan Association of Planning to the Planning Commission members. It is understood that funding associated with this line item will be held and managed by the Human Resource Department for 2015.

Revised 8/7/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 400.000-PLANNING COMMISSION							
101-400.000-704.000	APPOINTED OFFICIALS	1,969	2,171	3,360	3,360	1,488	3,360
101-400.000-715.000	F.I.C.A./MEDICARE	29	32	49	49	22	49
101-400.000-723.000	DEFERRED COMPENSATION EMPLOYE	25	28	44	44	19	44
101-400.000-958.000	MEMBERSHIP AND DUES	375	375	500	500	375	400
101-400.000-960.000	EDUCATION AND TRAINING		650				
Totals for dept 400.000-PLANNING COMMISSION		2,398	3,256	3,953	3,953	1,904	3,853

101-410 – Zoning Board of Appeals

Expenditures

Line Item	Explanation
101-410-000-704-000 – Appointed Officials	This line item reflects expenses to compensate members of the Zoning Board of Appeals for attending meetings. The ZBA is currently staffed at the statutory minimum of 5 members. It is recommended that the full complement of meetings be budgeted for 2015 at \$2,400 (\$40/mtg per member for 12 meetings).
101-410-000-715-000 – FICA/Medicare	This line item reflects employer costs for FICA/Medicare for ZBA members. No change.
101-410-000-723-000 – Deferred Compensation Employer	This line item reflects employer costs for deferred compensation for ZBA members. No change.
101-410-000-958-000 – Membership & Dues	APA, MAP membership and dues for zoning board members. No change from 2014.

8/4/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 410.000-ZONING BOARD OF APPEALS							
101-410.000-704.000	APPOINTED OFFICIALS	1,480	1,332	2,400	2,400	920	2,400
101-410.000-715.000	F.I.C.A./MEDICARE	21	19	35	35	13	35
101-410.000-723.000	DEFERRED COMPENSATION EMPLOYE	19	17	31	31	12	31
101-410.000-958.000	MEMBERSHIP AND DUES	250	250	250	250	250	250
Totals for dept 410.000-ZONING BOARD OF APPEALS		1,770	1,618	2,716	2,716	1,195	2,716

101-446 Highways and Streets

Expenditures

Line Item	Explanation
101-446-000-818-008 –Highways & Streets-Lift Stations	Per our Residential Services Director, it is recommended that this line item remain at \$20,000 for 2015.
101-446-000-818-009 – Highways & Streets-Drain Costs	Per the Water Resources Commission, our 2015 drain costs will be \$227,931. This is an increase of \$33,601.
101-446-000-818-022 – Highways & Streets-Road Construction	It is recommended that \$250,000 be budgeted in this line item for road projects in 2015.

Revised 9/9/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 446.000-HIGHWAYS AND STREETS							
101-446.000-818.008	HIGHWAYS & STREETS LIFT STATI	7,295	8,264	20,000	20,000	8,418	20,000
101-446.000-818.009	HIGHWAYS & STREETS DRAIN COST	166,105	126,012	194,330	194,330	174,797	227,931
101-446.000-818.022	HIGHWAY & ST-ROAD CONSTRUCTIO	155,782	278,639	150,000	885,871	476,578	250,000
Totals for dept 446.000-HIGHWAYS AND STREETS		329,182	412,915	364,330	1,100,201	659,793	497,931

101-762 – Residential Services

Expenditures

Line Item	Explanation
101-762-000-705-000 – Salary-Supervision	This line item is used for half of the Residential Services Director's salary, the other half is budgeted in Fund 226 – Environmental Services. It is recommended that it be increased by 1.5% to \$84,866.18 in 2015, the same increase as Teamsters and AFSCME employees are receiving.
101-762-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-762-000-708-009 – Auto Allowance	This line item reflects half of the auto allowance for the RSD Director. There is no change from the 2014 budget.
101-762-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-762-000-719-000 – Health Insurance	We were notified of our renewal rates and will be receiving a 19% increase in health care in 2015.
101-762-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.

Line Item	Explanation
101-762-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-762-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.
101-762-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-762-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.
101-762-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. It is recommended that this line item remain at \$1,453 for 2015.
101-762-000-719-021 – Admin Fees-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that \$45 be budgeted in this line item for 2015 (\$7.50 per month, per employee).
101-762-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.

Line Item	Explanation
101-762-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee. Figures provided by the Accounting Director.

Revised 11/25/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 762.000-RESIDENT SVCS: ADMINISTRATION							
101-762.000-705.000	SALARY - SUPERVISION	40,560	40,561	41,019	42,287	33,757	42,923
101-762.000-708.004	SALARIES PAY OUT-PTO&SICKTIME		624	624	624	643	644
101-762.000-708.009	AUTO ALLOWANCE	3,000	3,000	3,000	3,000	2,500	3,000
101-762.000-715.000	F.I.C.A./MEDICARE	3,305	3,352	3,415	3,514	2,891	3,563
101-762.000-719.000	HEALTH INSURANCE	2,033	1,874	2,439	2,439	2,277	2,955
101-762.000-719.001	SICK AND ACCIDENT	174	149	149	149	137	154
101-762.000-719.015	DENTAL BENEFITS	245	253	248	248	224	209
101-762.000-719.016	VISION BENEFITS						39
101-762.000-719.020	HEALTH CARE DEDUCTION	1,000	1,572	1,453	1,453	1,566	1,453
101-762.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	50	45	50	50	31	45
101-762.000-720.000	LIFE INSURANCE	79	72	72	72	66	75
101-762.000-876.000	RETIREMENT/MERS	4,295	5,208	5,925	6,106	4,153	4,224
Totals for dept 762.000-RESIDENT SVCS: ADMINISTRATION		54,741	56,710	58,394	59,942	48,245	59,284

101-774 – Parks & Grounds

Expenditures

Line Item	Explanation
101-774-000-705-000 – Salary-Supervision	This line item is used for half of the salary of the Public Services Superintendent, the other half is budgeted in Fund 226 – Environmental Services. The salary for this position is determined by the Teamsters contract.
101-774-000-706-000 – Permanent Wages	This line item is used for the salaries of 2 f/t group leaders and 50% of the mechanic's wages. The salary for these positions is determined by the AFSCME contract.
101-774-000-707-000 – Salary-Temporary/Seasonal	This line item is used for the wages of seasonal employees, who will be working until November. We are staffing more than we have in past years. Based on what has been spent to date, it is recommended that it be increased to \$55,000 for 2015.
101-774-000-707-775 – Salary-Temporary/Ford Lake Park	This line item is used for the wages of seasonal employees working within the Ford Lake Park system, who will be working until November. We are staffing more than we have in past years to maintain our parks. Based on what has been spent to date, it is recommended that it be increased to \$60,000 in 2015.
101-774-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.

Line Item	Explanation
101-774-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source. There is currently one employee who receives the buyout in this budget.
101-774-000-709-000 – Regular Overtime	This line item is used for overtime, most of which is plowing snow when the weather is bad and mowing. Based on what has been spent to date in 2014, it is recommended that it be increased to \$10,000 in 2015.
101-774-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-774-000-719-000 – Health Insurance	We were notified of our renewal rates and will be receiving a 19% increase in health care in 2015. This line item includes health care coverage for the two full-time group leaders and 50% of the mechanic.
101-774-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time. This line item shows a decrease from 2014 due to the fact that the Mechanic position was fully budgeted in this account; for 2015, it is split between 101.774 and Fund 226.
101-774-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-774-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.

Line Item	Explanation
101-774-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 101-774-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.
101-774-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. It is recommended that this line item remain at \$14,438 for 2015.
101-774-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that \$270 be budgeted in this line item for 2015 (\$7.50 per month, per employee).
101-774-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time. This line item shows a decrease from 2014 due to the fact that the Mechanic position was fully budgeted in this account; for 2015, it is split between 101.774 and Fund 226.
101-774-000-723-000 – Deferred Compensation Employer	Figures were provided by the Accounting Director.
101-774-000-724-001 – Unemployment Expense	Based on what has been spent to date in 2014, it is recommended that this line item be reduced to \$13,000 for 2015.

Line Item	Explanation
101-774-000-727-000 – Office Supplies	This line item is used for office supplies for the Parks & Grounds Department. It is recommended that it remain at \$200 in 2015.
101-774-000-741-000 – Uniforms-Laundry & Cleaning	In the most recent AFSCME contract, it was agreed that the Township would no longer pay for laundering uniforms. Therefore, this line item has been reduced to \$0 for 2015.
101-774-000-741-775 – Uniforms-Laundry/Ford Lake Park	This line item is used for purchasing uniforms for new employees, replacement boots and rags. In the most recent AFSCME contract, it was agreed that the Township would no longer pay for laundering uniforms. Therefore, this line item has been reduced to \$500 for 2015.
101-774-000-757-000 – Operating Supplies	This line item is used to purchase safety supplies needed for the parks, as well as trash bags, cans, etc. It is recommended that it remain at \$1,500 for 2015.
101-774-000-757-775 – Operating Supplies-Ford Lake Park	This line item is used to purchase safety supplies needed for the Ford Lake Park system. It is recommended that it be reduced to \$1,000 for 2015.
101-774-000-776-000 – Maintenance Supplies	This line item is used for athletic field paint, salt, signs, fall zone material and tires. It is recommended that it be reduced to \$20,000 for 2015.
101-774-000-776-775 – Maint Supplies-Ford Lake Park	This line item is used for maintenance supplies (lumber, bolts, stone, signs, etc.) for the Ford Lake Park system. It is recommended that it be reduced to \$6,000.

Line Item	Explanation
101-774-000-783-004 – Tree Maintenance	This line item is used for new trees, as well as pruning existing trees. It is recommended that it be reduced to \$1,500 in 2015.
101-774-000-818-011 – Maintenance Contractual Service	This line item is used for electrical contractors and tree removal. In reviewing what has been spent to date in 2014, it is recommended that remain at \$25,000 for 2015.
101-774-000-818-775 – Maint-Contr Svcs-Ford Lake Park	This line item is used for electrical contractors, tree contractors & the alarm system. It is recommended that it be increased to \$7,000 for 2015.
101-774-000-850-775 – Telephone-Ford Lake Park	This line item is used for the telephone service at Ford Lake Park. It is recommended that it be maintained at \$800 for the 2015 budget.
101-774-000-867-000 – Gas & Oil	This line item covers the cost of fuel for work done in the parks. Based on what has been spent to date in 2014, it is recommended that it be decreased to \$21,000 in 2015.
101-774-000-867-775 – Gas & Oil-Ford Lake Park	This line item covers the cost of fuel for work done in the Ford Lake Park system. Based on what has been spent to date in 2014, it is recommended that it be decreased to \$8,000 in 2015.
101-774-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.

Line Item	Explanation
101-774-000-920-000 – Utilities-Parks	This line item is used for electrical/water costs in all the parks. Based on what has been spent to date in 2014, it is recommended that it be decreased to \$8,000 in 2015.
101-774-000-920-775 – Utilities-Ford Lake Parks	This line item is used for heating, A/C and electrical costs in the Ford Lake Park system. Based on what has been spent to date in 2014, it is recommended that it remain at \$10,000 for the coming year.
101-774-000-939-000 – Auto Maintenance	This line item is used for fuel and oil change costs. It is recommended that it remain at \$2,000 in 2015.
101-774-000-939-010 – Small Equipment & Parts	This line item is used to purchase parts for mowers, weed whips, etc. Based on what has been spent to date in 2014, it is recommended that it be maintained at \$15,000 for 2015.
101-774-000-939-011 – Parks Equipment Labor	This line item is used to pay labor for repairing tractors for field maintenance. We recommend that it be decreased to \$1,000 for 2015.
101-774-000-939-030 – Labor/Fluid Chrgs-Motorpool	This line item is used for antifreeze and other fuel charges from the Motorpool. It is recommended that it remain at \$1,200 in 2015.
101-774-000-941-000 – Equipment Rental/Leasing	This line item is used for renting equipment. It is recommended that it remain at \$500 for 2015.

Line Item	Explanation
101-774-000-942-775 – Vehicle Charge-Ford Lake Park	It is recommended that this line item remain at \$2,800 for the 2015 budget.
101-774-000-943-000 – Motorpool Lease/Maintenance	This line item is used for motorpool lease for all non-FLP vehicles. It is recommended that it be maintained at \$17,300 for 2015.
101-774-000-943-775 – Motorpool Lease/Maintenance-FLP	This line item is used for motorpool lease for the Ford Lake Park system. It is recommended that it also be maintained at \$17,300 in 2015.
101-774-000-956-000 – Miscellaneous	This line item is used for drug screening and driving records. Based on what has been spent to date in 2014, it is recommended that it be increased to \$500 for 2015.
101-774-000-958-000 – Membership & Dues	This is used for pesticide licensing. Based on our needs, it is recommended that it be dropped to \$300 in 2015.
101-774-000-960-000 – Education & Training	Education & Training is now being budgeted in the Human Resource Department.

Revised 11/21/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 774.000-RESIDENT SVCS: PARKS & GROUNDS							
101-774.000-705.000	SALARY - SUPERVISION	26,517	25,875	28,829	29,694	20,542	29,262
101-774.000-706.000	SALARY - PERMANENT WAGES	117,151	129,264	118,224	121,771	93,935	121,780
101-774.000-707.000	SALARY - TEMPORARY/SEASONAL	46,802	63,267	45,000	45,000	46,367	55,000
101-774.000-707.775	SALARY - TEMP. FORD LAKE PARK	49,197	58,434	45,000	45,000	76,953	60,000
101-774.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	17,048	10,897	4,018	4,018	1,477	2,297
101-774.000-708.010	HEALTH INS BUYOUT		1,508	1,500	1,500	750	1,500
101-774.000-709.000	REG OVERTIME	6,267	7,570	7,000	7,000	9,225	10,000
101-774.000-715.000	F.I.C.A./MEDICARE	13,400	13,603	13,666	14,004	11,668	14,331
101-774.000-719.000	HEALTH INSURANCE	34,943	25,984	36,585	36,585	31,168	44,331
101-774.000-719.001	SICK AND ACCIDENT	1,008	745	1,042	1,042	683	924
101-774.000-719.015	DENTAL BENEFITS	4,740	4,426	4,598	4,598	3,883	3,936
101-774.000-719.016	VISION BENEFITS						661
101-774.000-719.020	HEALTH CARE DEDUCTION	8,774	7,890	14,438	14,438	9,913	14,438
101-774.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	300	199	300	300	135	270
101-774.000-720.000	LIFE INSURANCE	457	361	504	504	330	447
101-774.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,402	1,826	1,170	1,170	1,669	1,365
101-774.000-724.001	UNEMPLOYMENT EXPENSE	12,020	7,278	15,000	15,000	6,976	13,000
101-774.000-727.000	OFFICE SUPPLIES	136	191	200	200	76	200
101-774.000-741.000	UNIFORMS - LAUNDRY & CLEANING	2,452	2,869	3,000	3,000	1,226	
101-774.000-741.775	UNIFORMS - LAUNDRY FLP	828	710	1,000	1,000	387	500
101-774.000-757.000	OPERATING SUPPLIES	1,440	1,474	1,500	1,500	1,180	1,500
101-774.000-757.775	OPERATING SUPP: FORD LAKE PAR	844	1,192	2,600	2,600	1,191	1,000
101-774.000-776.000	MAINTENANCE SUPPLIES	45,460	24,662	25,000	24,850	11,505	20,000
101-774.000-776.775	MAINT SUPPLIES: FORD LAKE PAR	9,900	7,444	6,000	7,000	6,008	6,000
101-774.000-783.004	TREE MAINTENANCE	875	3,000	3,000	3,000		1,500
101-774.000-818.011	MAINTENANCE CONTRACTUAL SRVC	23,320	26,808	25,000	25,000	21,871	25,000
101-774.000-818.775	MAINT-CONTR SVCS - FORD LK PR	12,733	7,147	7,000	6,000	2,997	7,000
101-774.000-850.000	TELEPHONE					66	
101-774.000-850.775	TELEPHONE - FORD LAKE PARK	2,621	732	800	800	578	800
101-774.000-867.000	GAS & OIL	20,621	24,050	21,600	23,600	27,276	21,000
101-774.000-867.775	GAS & OIL - FORD LAKE PARK	9,075	9,235	8,400	8,400	9,072	8,000

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012	2013	2014	2014	2014	2015
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	THRU 10/31/14	REQUESTED BUDGET
101-774.000-876.000	RETIREMENT/MERS	16,558	19,389	22,288	22,916	16,880	23,868
101-774.000-920.000	UTILITIES - PARKS	13,575	11,524	11,000	9,000	4,288	8,000
101-774.000-920.775	UTILITIES - FORD LAKE PARKS	9,291	18,225	10,000	10,000	6,151	10,000
101-774.000-939.000	AUTO MAINTENANCE	2,033	458	2,000	2,000	529	2,000
101-774.000-939.010	SMALL EQUIPMENT & PARTS	11,356	12,432	15,000	15,000	14,519	15,000
101-774.000-939.011	Parks Equipment Labor	103	1,844	2,000	2,000		1,000
101-774.000-939.030	LABOR/FLUID CHRGS - MOTORPOOL	1,200	1,200	1,200	1,200	1,000	1,200
101-774.000-941.000	EQUIPMENT RENTAL/LEASING	251		500	500	127	500
101-774.000-942.775	VEHICLE CHARGE - FLP	2,800	2,800	2,800	2,800		2,800
101-774.000-943.000	MOTORPOOL LEASE/MAINTENANCE	14,050	14,050	17,300	17,300	14,417	17,300
101-774.000-943.775	MOTORPOOL LEASE MAINT-FORD L	14,050	14,050	17,300	17,300	14,417	17,300
101-774.000-956.000	MISCELLANEOUS	152	68	200	350	268	500
101-774.000-958.000	MEMBERSHIP AND DUES	255	30	400	400		300
101-774.000-977.000	EQUIPMENT		26,401				
Totals for dept 774.000-RESIDENT SVCS: PARKS & GROUNDS		556,005	591,112	543,962	549,340	471,703	565,810

101-780 – Stormwater Management

Expenditures

Line Item	Explanation
101-780-000-801-000 – Professional Services	In 2013, the Township Board authorized signing a contract with the Huron River Watershed Council for stormwater management services from January 1, 2013 to December 31, 2018 in the amount of \$7,557 annually. We are recommending that \$8,057 be budgeted in this line item to cover this cost, as well as the \$500 permit fee to the State of Michigan.

7/10/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 780.000-RSD-STORMWATER MGMT DEPT							
101-780.000-801.000	PROFESSIONAL SERVICES	1,291	16,451	8,057	8,057	8,394	8,057
Totals for dept 780.000-RSD-STORMWATER MGMT DEPT		1,291	16,451	8,057	8,057	8,394	8,057

101-851 - Fringes

Expenditures

Line Item	Explanation
101-851-000-719-005 – Hospital Physicals	This line item is used for seasonal employees' physicals. Based on what has been spent to date in 2014, it is recommended that it be increased to \$2,500 for 2015.
101-851-000-724-000 – Employee Assistance Program	It is recommended that this line item remain at \$4,500 for 2015.
101-851-000-803-100 – Contract Services-Flex Spending	This line item is used for fees associated with flex spending accounts that are paid to Choice Strategies. It is recommended by our Accounting Director that it remain at \$500 for 2015.

Revised 8/8/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 851.000-FRINGES AND INSURANCE							
101-851.000-719.005	HOSPITAL PHYSICALS	2,270	2,465	2,300	2,300	2,125	2,500
101-851.000-724.000	EMPLOYEE ASSISTANCE PROGRAM	3,587	3,611	4,500	4,500	3,593	4,500
101-851.000-803.100	CONTRACT SRVS-FLEX SPENDING	2,484		500	500		500
Totals for dept 851.000-FRINGES AND INSURANCE		8,341	6,076	7,300	7,300	5,718	7,500

101-950 – Community Stabilization

Expenditures

Line Item	Explanation
101-950-000-801-023 – Public Nuisance – Legal Services	This line item was created in 2012 and is used to track legal services to abate public nuisances. Based on the number of nuisance abatement cases that we have, as well as anticipating new ones for 2015, It is recommended that it be increased from the 2014 original budget to \$450,000.
101-950-000-880-001 – Maint Property & Right Of Way	This line item was created in 2012 and is used to cover the cost of contracting with Michigan Ability Partners (MAP) to pick up trash along our roadways. It is also used for mowing of properties that we receive from the County through tax foreclosure. It is recommended that it be increased from the 2014 original budget to \$45,000 for 2015.
101-950-000-969-010 – Land Bank-Habitat	This line item was created in 2012 and is used in partnership with Habitat for Humanity to stabilize neighborhoods and encourage home ownership. It is recommended that it remain at \$120,000 for 2015.
101-950-000-969-011 – Contribution-Land Bank	It is recommended that this line item remain at \$106,500 for 2015.

Revised 11/21/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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		2012	2013	2014	2014	2014	2015
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 10/31/14	BUDGET
Dept 950.000-COMMUNITY STABILIZATION							
101-950.000-801.023	PUBLIC NUISANCE - LEGAL SVCS	857,996	556,633	350,000	600,000	470,601	450,000
101-950.000-880.001	MAINT PROPERTY & RT OF WAY	19,934	39,834	20,000	45,000	26,990	45,000
101-950.000-969.010	LAND BANK - HABITAT	150,000	150,000	120,000	120,000	75,000	120,000
101-950.000-969.011	CONTRIBUTION - LAND BANK	206,880	318,221	100,000	106,500	114,019	106,500
101-950.000-969.013	LIBERTY SQUARE - GRANT PROJECT		653,840				
Totals for dept 950.000-COMMUNITY STABILIZATION		1,234,810	1,718,528	590,000	871,500	686,610	721,500

101-956 – Other Functions

Expenditures

Line Item	Explanation
101-956-000-719-010 – Health Care Tax	The health care tax is calculated by BCBS and is for the Affordable Care Act for Federal and State taxes and fees (Federal insurance premium tax, Comparative Effectiveness Fee, Reinsurance Fee, Marketplace Fee, Risk Adjustment Fee, Michigan Claims Tax, State Insurance Premium Tax). This tax is more than we expected and currently runs between \$3,500 and \$3,600 per month. It is the recommendation of our Accounting Director that we increase this line item to \$46,800 for 2015.
101-956-000-724-001 – Unemployment Expense	This line item is used for non-seasonal employees. Based on what has been spent to date, it is recommended that it be reduced to \$1,000 for 2015.
101-956-000-801-000 – Professional Services	This line item is used for various professional services the Township may need, i.e. HR services, economic development, planner for zoning amendments, Reimagine Washtenaw, etc. It is recommended that it be reduced to \$25,000 for 2015.
101-956-000-801-110 – Profsnl Svcs-Env Cleanup WR/GM	This line item is used for professional services for environmental review and development of the RACER Trust property. It is recommended that it be reduced to \$20,000 for 2015.

Line Item	Explanation
101-956-000-817-371 – Consultant-Community Development	This line item was created for economic development. It is recommended that it remain at \$35,000 for 2015.
101-956-000-818-014 – AAATA Contract	Since the transportation millage passed in May 2014, this line item has been reduced to \$0.
101-956-000-818-021 – Monitoring Services-Tank-UST	This line item is used for monitoring the site at the Golf Course/Community Center where there were fuel tanks in the past. It is recommended that it remain at \$500 for 2015.
101-956-000-844-000 – Meals on Wheels	It is recommended that this line item remain at \$10,000 for 2015.
101-956-000-944-002 – Aerotropolis	It is recommended that this line item be maintained at \$15,000 at this time but it is a Board decision whether to continue as a member of the Aerotropolis. We will be meeting with the County in September to reconsider our participation.
101-956-000-876-002 – Other Retirement Costs	This line item is used for retiree life insurance. Based on what has been spent to date in 2014, it is recommended that it remain at \$1,200 for 2015.
101-956-000-876-003 – OPEB Funding-Retiree Health	This line item covers the liability for the Township's 2014 Other Post Employment Benefits (OPEB) obligation. This is for all departments except 14B Court, Fire, Environmental Services, Recreation and Law Enforcement. Based on our actuarial report, \$493,291 has been budgeted for 2015.

Line Item	Explanation
101-956-000-882-004 – City of Ypsilanti-Rutherford Pool	It is recommended that this line item be reduced to \$0 for 2015.
101-956-000-884-000 – Wash Dev Council-AA SPARK	It is recommended that this line item remain at \$15,000 for 2015 (\$10,000 for A2 SPARK and \$5,000 for SPARK East).
101-956-000-913-000 – Insurance & Bonds Fleet	These costs came in lower for 2015. Therefore, it is recommended that \$104,444 be budgeted for 2015, a savings of \$20,998. Figures were provided by our Accounting Director.
101-956-000-917-000 – Workers Compensation Insurance	It is recommended that \$23,437 be budgeted for 2015. Figures were provided by our Accounting Director.
101-956-000-926-000 – Street Lighting Non-Assessible	This line item is used to cover the cost of maintaining street lights in areas where they are not part of a special assessment district. It is the recommendation of our Accounting Director that it remain at the 2014 original budget amount of \$200,000 for 2015.
101-956-000-926-100 – Street Lights-Tree Trimming	It is recommended that this line item be reduced to \$10,000 for 2015.
101-956-000-956-000 - Miscellaneous	It is recommended that this line item remain at \$500 for 2015.

Line Item	Explanation
101-956-000-956-006 – Miscellaneous Tax Refunds	This line item is used by the Treasurer’s Office and reflects costs to try to reach MTT settlements. The full settlement amounts are reserved in Fund Balance. It was recommended by our Accounting Director that it be reduced to \$5,000 for 2015.
101-956-000-956-020 – Property Taxes on Twp Property	When a property goes to the County Treasurer and is placed in the auction for back taxes, the Township has to pay the current year taxes if the property is not sold. Additionally, they must pay any special assessments for drains, street lights and cameras on these properties. It was recommended by our Accounting Director that \$25,000 be budgeted for 2015.
101-956-000-956-022 – Settlement &/or Claim Deductibles	This line item will be used for any insurance claims filed against the Township and represented by the Michigan Municipal Liability legal staff. It is recommended that \$10,000 be budgeted for 2015.
101-956-000-957-000 – Bank Charges	Due to the bank charging higher bank fees, it is recommended by our Accounting Director that this line item be increased to \$10,000 for 2015, an increase of \$3,500.
101-956-000-969-007 – Contribution Water Hardship	Based on the current number of participants, it is recommended that this line item remain at \$9,000 for 2015.
101-956-000-969-008 – Contribution-Animal Neutering	It is recommended that this line item be reduced to \$5,000 for 2015.

Revised 11/21/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014



GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 956.000-OTHER FUNCTIONS							
101-956.000-719.010	HEALTH CARE TAX	6,948	5,607	20,000	20,000	37,801	46,800
101-956.000-724.001	UNEMPLOYMENT EXPENSE	420	8,884	10,000	10,000		1,000
101-956.000-801.000	PROFESSIONAL SERVICES	3,303	40,896	40,000	40,000	2,000	25,000
101-956.000-801.110	PROFSNL SRV - ENVIRO CLEAN UP WR/GM		1,931	30,000	30,000	4,418	20,000
101-956.000-817.371	CONSULTANT - COMMUNITY DEVELOPMENT			35,000	35,000		35,000
101-956.000-818.014	A.A.T.A. CONTRACT	298,508	306,328	329,508	329,508	247,131	
101-956.000-818.021	Monitoring Services -Tank-UST			500	500		500
101-956.000-844.000	MEALS ON WHEELS	10,000		10,000	10,000		10,000
101-956.000-844.002	AEROTROPOLIS	25,000	20,000	15,000	15,000		15,000
101-956.000-876.002	OTHER RETIREMENT COSTS	1,035	936	1,200	1,200	827	1,200
101-956.000-876.003	OPEB FUNDING- RETIREE HEALTH	670,055	576,221	443,891	443,891	443,891	493,291
101-956.000-882.004	Cty of Ypsi-Rutherford Pool		5,000	5,000	5,000		
101-956.000-884.000	WASH DEV COUNCIL-AA SPARK	15,000	15,000	15,000	15,000	15,000	15,000
101-956.000-913.000	INSURANCE & BONDS FLEET	142,545	121,172	125,442	120,442	98,559	104,444
101-956.000-917.000	WORKERS COMPENSATION INSURANC	24,473	24,387	24,826	24,826	18,518	23,437
101-956.000-926.000	STREET LIGHTING NON ASSESSABL	171,871	350,243	200,000	315,883	151,529	200,000
101-956.000-926.050	STREET LIGHT -CONSTRUCTION NON-A				226,760	226,759	
101-956.000-926.100	RIGHT OF WAY TREE TRIM - REMOVAL	7,450	1,000	30,000	40,000	16,875	10,000
101-956.000-956.000	MISCELLANEOUS	15,816	1,161	500	500	13	500
101-956.000-956.006	MISCELLANEOUS TAX REFUNDS	80,112	23,595	10,000	10,000	2,319	5,000
101-956.000-956.020	PROPERTY TAXES ON TWP PROPERT	6,719	4,965	25,000	25,000	7,515	25,000
101-956.000-956.022	SETTLEMENTS &/or CLAIM DEDUCTIBLES	18,000			15,000	15,000	10,000
101-956.000-957.000	BANK CHARGES	7,855	6,411	6,500	6,500	10,587	10,000
101-956.000-969.007	CONTRIBUTION WATER HARDSHIP	8,325	8,835	9,000	9,000	6,630	9,000
101-956.000-969.008	CONTRIBUTION-ANIMAL NEUTERING		10,000	10,000			5,000
Totals for dept 956.000-OTHER FUNCTIONS		1,513,435	1,532,572	1,396,367	1,749,010	1,305,372	1,065,172

101-970 – Capital Outlay

Expenditures

Line Item	Explanation
101-970-000-971-010 – Capital Outlay/Network Expansion	This line item reflects expenses related to the installation of a connection between the Community Center and Fire Station #1.

Revised 10/1/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 970.000-CAPITAL OUTLAY							
101-970.000-971.003	CAPITAL OUTLAY COURT		271,073				
101-970.000-971.008	CAPTL OUTLAY -IMPROVEMENT		136,837	240,000	624,577	313,878	
101-970.000-971.010	CAPITAL OUTLAY - NETWORK EXPANSION						180,000
101-970.000-972.000	CAPO NEIGHBORHOOD CAMERA SYSTEM				93,174		
101-970.000-975.206	CAPITAL OUTLAY - FIRE TRUCK				584,600		
101-970.000-975.266	CAP OUTLAY - HURON POLICE STATION				909,324	634,169	
101-970.000-976.007	CAPITAL OUTLAY - VETERANS DRIVE				494,000	20,898	
Totals for dept 970.000-CAPITAL OUTLAY			407,910	240,000	2,705,675	968,945	180,000

101-999 – Other Financing Uses

Expenditures

Line Item	Explanation
101-999-000-969-212 – Transfer to BSR II-Fund 212	This line item reflects the transfer of funds to BSR II – Fund 212 to pay a portion of the cost of the Township’s road bond.
101-999-000-969-301 – Transfer to General Obligation	This line item reflects the transfer of funds to pay the General Obligation Limited Tax Capital Improvement Series B bond payment.

Revised 8/21/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 999.000-OTHER FINANCING USES							
101-999.000-968.252	TRANSFER TO HYDRO STATION			50,000	50,000		
101-999.000-969.212	TRANSFER TO BSR II Fund 212		363,350	392,932	392,932	354,000	250,000
101-999.000-969.236	TRANSFER TO COURT 236	203,734		167,255	167,255		
101-999.000-969.301	TRANSFER OUT: TO GEN OBLIGATION						135,000
101-999.000-969.396	TRANSFER OUT: TO DEBT FUND A		261,648				
101-999.000-969.595	CONTRIBUTIONS TO MOTORPOOL			12,647	12,647		
Totals for dept 999.000-OTHER FINANCING USES		203,734	624,998	622,834	622,834	354,000	385,000
TOTAL APPROPRIATIONS		7,537,806	9,030,377	7,731,522	11,786,285	7,458,701	7,401,190
NET OF REVENUES/APPROPRIATIONS - FUND 101		105,814	(611,190)		(1)	(1,047,395)	255,594
BEGINNING FUND BALANCE		6,999,093	7,104,906	6,493,720	6,493,720	6,493,720	
ENDING FUND BALANCE		7,104,907	6,493,716	6,493,720	6,493,719	5,446,325	

Fund 206 – Fire Department

Revenues

Line Item	Explanation
206-000-000-402-005 – Current Taxes Fire Retirement, Pension & OPEB	Line item reflects revenues from property taxes for fire retirement, pension and OPEB based on value & millage rates. Projections are \$1,104,558.
206-000-000-403-000 – Current Property Taxes	Line item reflects revenues from property taxes for the fire department, based on value and millage rates. Projections are \$3,451,745.
206-000-000-476-491 – Non-Bus Lic-Fire Protection Permit	Line item reflects fees charged for non-business licenses for fire alarm/fire suppression systems inspections. Projections are \$750.
206-000-000-607-011 – Chg for Service – Fire Plan Review	Line item reflects fees charged for fire plan reviews. Projections are \$500.
206-000-000-607-012 – Chg for Service – Address Assign	Line item reflects fees charged for an address assignment for residences/businesses. Projections are \$100.
206-000-000-607-270 – Chg for Service – Liquor Inspect	Line item reflects fees charged for a business liquor license inspection. Projections are \$1,000.
206-000-000-664-000 – Interest Earned Operating	Line item reflects interest earned on bank accounts. Projecting \$50.
206-000-000-664-001 – Interest Earned	Line item reflects interest earned, projecting \$50.

Line Item	Explanation
206-000-000-699-000 – Appropriated Prior Year Balance	Line item reflects revenues from fund balance to fund capital outlays and debt service. Projections are \$590,358.

206 Fire Fund – 2015 Revenues total = \$5,149,111

Expenditures

Line Item	Explanation
206-206-000-705-000 – Salary-Supervision	It is recommended that the salary for the Fire Chief be set at \$79,310 for 2015. Slightly more has been budgeted for payroll accrual.
206-206-000-705-002 – Salaries-Officers	Line item includes salaries for 1 Fire Marshal, 3 Captains & 3 Lieutenants. Requesting \$414,249.
206-206-000-706-000 – Salary-Permanent Wages	Line item includes the salaries for 21 career firefighters. Requesting \$1,122,654.
206-206-000-706-011 – Permanent Wages-Fire Clerical	Line item includes the salary for the AFSCME clerical support staff. Requesting \$46,898. An increase is budgeted for the AFSCME contractual increase and payroll accrual.
206-206-000-708-004 – Salaries Pay Out-PTO & Sick Time	Line item includes the salary for the payout of any PTO or sick time for firefighters. Requesting \$37,786.
206-206-000-708-007 – Fire Comp Time Payout	Line item is for the costs associated with the payout of any comp time for firefighters. Requesting \$45,880.
206-206-000-708-008 – Retiree Time Payouts	Line item is for the costs associated with the payout of any retiree time for firefighters. Requesting \$138,000.
206-206-000-708-010 – Health Insurance Buyout	Line item is for the costs associated with the buyout of any health insurance for firefighters. Requesting \$9,000.

Line Item	Explanation
206-206-000-708-200 – Fire Fighter Clothing Allowance	Line item is for the costs associated with the purchase of new firefighter’s uniforms (3 pants, 3 shirts, 2 sweaters). Requesting \$11,700.
206-206-000-708-206 – Fire Fighter Food Allowance	Line item is for the costs associated with the purchase of firefighter meals (\$1300 x 24 / \$650 x 4). Request \$31,200.
206-206-000-709-000 – Regular Overtime	Line item is for the costs associated with regular overtime for firefighters. Request \$110,000.
206-206-000-709-001 – Holiday Overtime	Line item is for the costs associated with holiday overtime for firefighters. Request \$20,000.
206-206-000-709-002 – Salary-Contractual Overtime	Line item is for the costs associated with contractual (FLSA) overtime for firefighters. Requesting \$126,364.
206-206-000-715-000 – FICA/Medicare	Line item is for the costs associated with FICA/Medicare for firefighters. Requesting \$172,770.
206-206-000-717-000 – Salaries-Holiday Pay	Line item is for the costs associated with salaries holiday pay for firefighters. Requesting \$61,757.
206-206-000-719-000 – Health Insurance	Line item is for the costs associated with firefighter health care. Requesting \$345,900.
206-206-000-719-001 – Sick & Accident	Line item is associated with the costs with firefighter sickness & accident care. Request \$298.

Line Item	Explanation
206-206-000-719-005 – Hospital Physicals	Line item is for the costs associated with physicals & respiratory for incoming/current firefighters. Request \$13,000.
206-206-000-719-010 – Health Care Tax	Beginning in 2012, we began paying a new 1% State mandated tax for health care. Based on the Accounting Director’s recommendation, \$20,500 is budgeted for 2015.
206-206-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in dental insurance rates for 2015.
206-206-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in vision insurance rates for 2015.
206-206-000-719-020 – Health Care Deduction	This line item is used to fund the “Benny” cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. \$124,285 is budgeted for 2015.
206-206-000-719-021 – Admin Fee-Health Deductible	The “Benny” card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that this line item remain at \$2,200 for 2015.
206-206-000-720-000 – Life Insurance	Line item is for the costs associated with firefighter’s life insurance coverage. Requesting \$7,962.

Line Item	Explanation
206-206-000-730-000 - Postage	Line item is for postage of outgoing mail for the department. Request \$600.
206-206-000-741-000 – Uniforms-Laundry & Cleaning	Line item is for costs associated with the cleaning of firefighter uniforms, sheets and towels. Request \$15,000.
206-206-000-741-001 – Uniforms-New and Badges	Line item is for costs associated with the purchase of new dress uniforms, accessories, dress hats and badges for firefighters. Request \$5,000.
206-206-000-742-000 – Fire Prevention Materials	Line item is for costs associated with the purchase of fire prevention demonstration materials. Request \$3,000.
206-206-000-757-000 – Operating Supplies	Line item is for costs associated with the purchase of office & departmental supplies. Request \$19,000.
206-206-000-757-004 – Medical Supplies	Line item is for costs associated with the purchase of EMS supplies. Request \$9,000.
206-206-000-757-005 – Fire Investigation	Line item is for costs associated with the purchase of fire investigative manuals/supplies and smoke alarms. Request \$1,000.
206-206-000-757-006 – Operating Supplies/Tools	Line item is associated with supplies/tools/batteries necessary for firefighting equipment. Request \$500.
206-206-000-800-001 – Administration Fees	Line item is for costs of any departmental administrative fees to the Township. Request \$64,184.
206-206-000-801-000 – Professional Services	This line item is used for legal services. Request \$8,000.

Line Item	Explanation
206-206-000-818-012 – Retirement Board & Trust Fees	Line item is for costs associated with the department retirement board (stationery). Request \$100.
206-206-000-857-000 - Communications	Line item is for costs associated with the maintenance & service of firefighter radios (portable, mobile, fixed). Request \$17,000.
206-206-000-857-001 – Communications-Dispatch	Line item is for costs associated with HVA dispatching services. Request \$70,000.
206-206-000-863-001 – Auto & Truck Main Station #1	Line item is for costs associated with maintenance & repairs of autos & fire trucks at Station #1 (Ford Blvd – HQ) increase of 50% from 2014. Request \$45,000.
206-206-000-863-003 – Auto & Truck Main Station #3	Line item is for costs associated with maintenance & repairs of autos & fire trucks at Station #3 (Hewitt) increase of 50% from 2014. Request \$15,000.
206-206-000-863-004 – Auto & Truck Main Station #4	Line item is for costs associated with maintenance & repairs of autos & fire trucks at Station #4 (Textile) increase of 50% from 2014. Request \$15,000.
206-206-000-867-000 – Gas & Oil	Line item is for the purchase of gas & oil for all fire department vehicles. Requesting \$42,000.

Line Item	Explanation
206-206-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee. Retirement for the clerical position is budgeted in this line item.
206-206-000-876-100 – Retiree Health Care Savings	This line item reflects the employer match for retiree health care savings for new firefighters. This is in lieu of full health care coverage. \$5,200 has been budgeted for 2015.
206-206-000-900-000 - Publishing	Line item is for costs associated with newspaper publications for posting. Request \$1,000.
206-206-000-913-000 – Insurance & Bonds Fleet	Figures provided by Accounting Director.
206-206-000-917-000 – Workers Compensation Insurance	Figures provided by Accounting Director.
206-206-000-920-004 – Utilities Heat	Line item is for costs of providing heat (Natural Gas) to all fire stations/facilities. Request \$20,000.
206-206-000-920-005 – Utilities Light	Line item is for costs to provide electricity to all fire stations/facilities. Request \$20,000.
206-206-000-920-006 – Utilities Telephone	Line item is for costs associated with providing telephone/internet service to all fire stations. Request \$20,000.
206-206-000-920-007 – Utilities Water and Sewer	Line item is for cost of providing water/sewer to all fire stations. Increase of 10% from 2014. Request \$3,500.

Line Item	Explanation
206-206-000-931-005 – Bldg Maintenance Station #1	Line item is for costs associated with building maintenance or repairs for Station #1 (Ford Blvd–HQ). Request \$12,000.
206-206-000-931-007 – Bldg Maintenance Station #3	Line item is for costs associated with building maintenance or repairs for Station #3 (Hewitt). Request \$8,000.
206-206-000-931-008 – Bldg Maintenance Station #4	Line item is for costs associated with building maintenance or repairs for Station #4 (Textile). Request \$8,000.
206-206-000-933-000 – Equipment Maintenance	Line item is for costs associated with maintenance/testing of SCBA equipment & fire extinguishers. Request \$4,500.
206-206-000-933-001 – Maintenance Contracts	Line item is for costs associated with maintenance contracts (copier-fax, generators, sirens, etc.). Increase of 20% from 2014 in part for 2 new sirens. Request \$12,000.
206-206-000-944-000 – Fire Hydrant Charge	Line item is for costs associated with fire hydrant charges to YCUA (\$1 x 2700 hydrants) Request \$2,700.
206-206-000-956-000 - Miscellaneous	Line item is for miscellaneous fire department expenses. Request \$500.
206-206-000-956-010 – Tax Refund Expense	Line item is for costs associated with any Michigan Tax Tribunal expenses. Requesting \$5,000.
206-206-000-958-000 – Membership and Dues	Line item is for all firefighter membership fees/dues (IAFC, NFPA, IAAI, MFIS, etc.). Request \$5,000.

Line Item	Explanation
206-206-000-960-000 – Education and Training	Line item is for costs associated with education & training of all firefighting personnel. Increase of 50% from 2014. Request \$15,000.

206 Fire Fund – 2015 Expenditures / Fire Department total = \$3,576,520

Civil Service Commission

Line Item	Explanation
206-220-000-704-000 – Appointed Officials	Line item is for the salary of appointed officials. Request \$2,500.
206-220-000-706-000 – Salary-Permanent Wages	Line item is for the salaries of 3 civil service personnel. Request \$400.
206-220-000-715-000 – FICA/Medicare	Line item is for the costs associated with FICA/Medicare. Request \$50.
206-220-000-723-000 – Deferred Compensation Employer	Line item is for the costs associated with deferred comp. Request \$30.
206-220-000-801-000 – Professional Services	Line item is for the costs associated with any professional service for the civil service commission. Request \$10,000.
206-220-000-876-000 – Retirement/MERS	Line item is for the costs associated with MERS retirement. Request \$40.
206-220-000-900-000 - Publishing	Line item is for the costs associated with any publishing by the Civil Service Commission. Request \$1,500.

206 Fire Fund – 2015 Expenditures/Civil Service Commission total = \$14,520

Pension & Insurance

Line Item	Explanation
206-852-000-876-003 – OPEB Funding – Retiree Health	Line item is for the Annual Contribution Requirement for OPEB funding – retiree health insurance. Requesting \$590,744.
206-852-000-876-004 – Retirement-Fire Department	Line item is for the Annual Contribution Requirement for employers’ portion of firefighter’s retirement. Currently funded at 80% with goal of being 100% funded. Request \$737,867.
206-852-000-956-014 – Tax Refunds/Fire Pension	Line item is for the costs associated with any Michigan Tax Tribunal chargebacks to the pension fund. Request \$1,000.

206 Fire Fund – 2015 Expenditures/Pension & Insurance total = \$1,329,611

Capital Outlay

Line Item	Explanation
206-970-000-971-008 – Captl Outlay/Property Improvement	Line item is for costs associated with capital improvements made to fire department buildings. Request \$55,000 for roof replacement, \$4,000 for storm basin(s) repairs and \$6,000 for replacement steel entry doors at Station #1 (Ford Blvd – HQ) Total request \$65,000.
206-970-000-979-000 – Capital Outlay-Fire Apparatus	Line item is for costs associated with capital improvements made to firefighting vehicles/apparatus. Request purchase of two (2) new SUV type autos for Chief and Fire Marshal. Request \$65,000.
206-970-000-979-001 – Protective Equipment	Line item is for costs associated with capital improvements made to firefighting protective equipment. Request \$10,000 to replace firefighting gear for 1/6 of force, and to outfit new hires.
206-970-000-979-002 – General Fire/Rescue Equipment	Line item is for costs associated with capital improvements made to firefighting rescue equipment. Request \$10,000 for purchase of firefighting equipment/tools, technical rescue and hazardous materials equipment.
206-970-000-980-001 – Computer/Comm/Furnishing	Line item is for costs associated with capital improvements made to fire station furnishings, computers, etc. Request \$20,000 to replace six (6) outdated desktop computers

Line Item	Explanation
206-970-000-991-013 – Debt Service Apparatus	\$58,460 has been budgeted in this line item for the payment on the new fire truck. It will be paid over 10 years.

Revised 11/4/14

206 Fire Fund – 2015 Expenditures/Capital Outlay total = \$228,460

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 206 - FIRE FUND							
ESTIMATED REVENUES							
Dept 000.000							
206-000.000-402.005	CURRENT TAXES FIRE PENSION	462,059	684,068	1,107,141	1,107,141	1,102,862	1,104,558
206-000.000-403.000	CURRENT PROPERTY TAXES	3,387,703	3,178,383	3,459,816	3,459,816	3,450,198	3,451,745
206-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	(4,275)	(127,619)			931	
206-000.000-403.005	CUR PROP TAX ADJ - FIRE PENS	(139)	(28,256)			113	
206-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE		2,880				
206-000.000-417.005	DELQUENT PERS PROP-FIRE PENSI		(50)				
206-000.000-476.491	NON-BUS LIC-FIRE PROTECT PERM	1,785	630	1,500	1,500	720	750
206-000.000-529.000	FEDERAL GRANTS - OTHER	2,621	70,924				
206-000.000-607.011	CHG FOR SERVC-FIRE PLAN REVIE	1,050	1,480	500	500	975	500
206-000.000-607.012	CHARGE FOR SERV-ADDRESS ASSIG	120	80	200	200	170	100
206-000.000-607.270	CHARGE FOR SERV-LIQUOR INSPEC	900	900	800	800	1,215	1,000
206-000.000-664.000	INTEREST EARNED OPERATING	3,384	289	50	50		50
206-000.000-664.001	INTEREST EARNED	228	2,283			299	50
206-000.000-675.000	CONTRIBUTIONS & DONATIONS		500				
206-000.000-682.000	REIMB-HAZARDOUS RESPONSE SRV	338	4,478			3,840	
206-000.000-685.000	FEDERAL RDS SUBSIDY-Medc-PrtD	22,999	25,305			2,174	
206-000.000-694.001	OTHER INCOME-MISCELLANEOUS	13,786	4,844		5,400	4,853	
206-000.000-694.004	MISC REVENUE - INSURANCE REIM	28,201	29,308		9,286	24,455	
206-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			596,092	627,560		590,358
Totals for dept 000.000-		3,920,760	3,850,427	5,166,099	5,212,253	4,592,805	5,149,111
TOTAL ESTIMATED REVENUES		3,920,760	3,850,427	5,166,099	5,212,253	4,592,805	5,149,111

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 206.000-FIRE							
206-206.000-705.000	SALARY - SUPERVISION	74,488	74,693	75,555	77,822	62,175	80,225
206-206.000-705.002	SALARIES OFFICERS	388,290	469,748	479,760	479,760	377,199	414,249
206-206.000-706.000	SALARY - PERMANENT WAGES	1,179,871	1,078,667	1,079,999	1,024,999	794,350	1,122,654
206-206.000-706.011	PERMANENT WAGES- FIRE CLERICA	44,096	44,254	44,857	46,203	36,899	46,898
206-206.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	82,928	34,068	37,786	37,786	20,688	37,786
206-206.000-708.005	SALARIES PAY OUT OF RETIREES	15,342	16,561				
206-206.000-708.007	FIRE COMP TIME PAYOUT	10,080	7,078	45,880	45,880	16,051	45,880
206-206.000-708.008	RETIREE TIME PAYOUTS			138,000	138,000	107,651	138,000
206-206.000-708.010	HEALTH INS BUYOUT	21,495	12,000	12,000	12,000	16,500	9,000
206-206.000-708.200	FIRE FIGHTER CLOTHING ALLOWAN	5,571	5,400	4,840	4,840		11,700
206-206.000-708.206	FIRE FIGHTER FOOD ALLOWANCE	34,272	33,250	31,420	31,420		31,200
206-206.000-709.000	REG OVERTIME	89,740	100,191	110,000	140,000	116,553	110,000
206-206.000-709.001	HOLIDAY OVERTIME	14,685		20,000	20,000	2,421	20,000
206-206.000-709.002	SALARY - CONTRACTUAL OVERTIME	125,148	124,783	124,329	124,329	92,740	126,364
206-206.000-715.000	F.I.C.A./MEDICARE	167,328	157,764	163,595	163,872	136,599	172,770
206-206.000-717.000	SALARIES HOLIDAY PAY	112,168	93,205	64,736	64,736	80,389	61,757
206-206.000-719.000	HEALTH INSURANCE	222,988	219,684	290,903	290,903	246,608	345,900
206-206.000-719.001	SICK AND ACCIDENT	349	298	298	298	273	298
206-206.000-719.005	HOSPITAL PHYSICALS	2,206	1,504	2,500	14,500	2,649	13,000
206-206.000-719.006	FITNESS TESTING	1,190					
206-206.000-719.010	HEALTH CARE TAX	4,239	2,528	20,000	20,000	15,937	20,500
206-206.000-719.015	DENTAL BENEFITS	34,603	35,938	36,459	36,459	28,943	31,220
206-206.000-719.016	VISION BENEFITS						5,172
206-206.000-719.020	HEALTH CARE DEDUCTION	58,943	96,872	121,345	109,345	72,329	124,285
206-206.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	2,200	2,070	2,200	2,200	1,356	2,200
206-206.000-720.000	LIFE INSURANCE	8,417	7,686	7,990	7,990	6,905	7,962
206-206.000-730.000	POSTAGE	441	510	533	533	297	600
206-206.000-741.000	UNIFORMS - LAUNDRY & CLEANING	13,718	13,946	14,000	14,000	10,438	15,000
206-206.000-741.001	UNIFORMS-NEW AND BADGES	1,730	1,228	5,000	5,000	684	5,000
206-206.000-742.000	FIRE PREVENTION MATERIALS	1,501	1,833	2,000	3,500	3,189	3,000
206-206.000-757.000	OPERATING SUPPLIES	13,948	11,840	19,000	14,500	12,107	19,000

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012	2013	2014	2014	2014	2015
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/14	REQUESTED BUDGET
206-206.000-757.004	MEDICAL SUPPLIES	4,947	9,312	9,000	9,000	5,907	9,000
206-206.000-757.005	FIRE INVESTIGATION	900	148	1,000	1,000		1,000
206-206.000-757.006	OPERATING SUPPLIES/TOOLS	550	444	500	500	416	500
206-206.000-800.001	ADMINISTRATION FEES	62,289	62,289	62,289	62,289	51,908	64,184
206-206.000-801.000	PROFESSIONAL SERVICES	8,514	34,030	50,000	40,500	39,222	8,000
206-206.000-818.012	RETIREMENT BOARD & TRUST FEES			100	100		100
206-206.000-857.000	COMMUNICATIONS	3,313	4,493	5,000	5,000	2,989	17,000
206-206.000-857.001	COMMUNICATIONS - DISPATCH	70,465	76,183	70,000	71,000	59,073	70,000
206-206.000-863.001	AUTO & TRUCK MAIN STATION #1	23,501	36,164	30,000	78,070	69,924	45,000
206-206.000-863.003	AUTO & TRUCK MAIN STATION #3	8,708	10,665	10,000	31,000	23,543	15,000
206-206.000-863.004	AUTO & TRUCK MAIN STATION #4	13,742	6,796	10,000	30,686	24,812	15,000
206-206.000-867.000	GAS & OIL	38,658	42,744	36,000	52,000	31,680	42,000
206-206.000-876.000	RETIREMENT/MERS	4,670	5,681	6,406	6,914	6,060	8,449
206-206.000-876.100	RETIREMENT HEALTH CARE SAVINGS					350	5,200
206-206.000-900.000	PUBLISHING	115	1,186	1,000	1,000		1,000
206-206.000-913.000	INSURANCE & BONDS FLEET	36,632	32,225	33,409	33,409	25,970	35,537
206-206.000-917.000	WORKERS COMPENSATION INSURANC	88,676	82,584	79,781	79,781	69,874	81,730
206-206.000-920.004	UTILITIES HEAT	11,495	11,464	20,000	20,000	14,370	20,000
206-206.000-920.005	UTILITIES LIGHT	24,314	24,264	20,000	21,000	17,607	20,000
206-206.000-920.006	UTILITIES TELEPHONE	46,291	14,017	20,000	17,000	13,800	20,000
206-206.000-920.007	UTILITIES WATER AND SEWER	3,728	3,354	3,200	3,200	3,128	3,500
206-206.000-931.005	BLDG MAINTENANCE STATION #1	7,157	8,536	11,000	11,000	4,847	12,000
206-206.000-931.007	BLDG MAINTENANCE STATION #3	3,452	4,241	8,000	4,000	1,389	8,000
206-206.000-931.008	BLDG MAINTENANCE STATION #4	6,438	7,385	8,000	8,000	4,244	8,000
206-206.000-933.000	EQUIPMENT MAINTENANCE	8,825	5,269	4,500	2,500	813	4,500
206-206.000-933.001	MAINTENANCE CONTRACTS	4,179	5,348	10,000	12,000	4,607	12,000
206-206.000-944.000	FIRE HYDRANT CHARGE			1,000	1,000		2,700
206-206.000-956.000	MISCELLANEOUS			500	500		500
206-206.000-956.010	TAX REFUND EXPENSE	113,871	41,699	5,000	5,000		5,000
206-206.000-958.000	MEMBERSHIP AND DUES	3,123	3,567	5,000	3,500	2,164	5,000
206-206.000-960.000	EDUCATION AND TRAINING	3,755	6,498	10,000	10,000	5,286	15,000
Totals for dept 206.000-FIRE		3,334,283	3,188,185	3,485,670	3,551,824	2,745,913	3,576,520

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 220.000-CIVIL SERVICE COMMISSION							
206-220.000-704.000	APPOINTED OFFICIALS	470	425	2,500	2,500	505	2,500
206-220.000-706.000	SALARY - PERMANENT WAGES	225	180	400	400	225	400
206-220.000-715.000	F.I.C.A./MEDICARE	24	20	50	50	25	50
206-220.000-723.000	DEFERRED COMPENSATION EMPLOYE	6	6	30	30	7	30
206-220.000-801.000	PROFESSIONAL SERVICES	6,271	6,255	10,000	10,000	7,911	10,000
206-220.000-876.000	RETIREMENT/MERS	24	23	40	40	33	40
206-220.000-900.000	PUBLISHING			1,500	1,500		1,500
Totals for dept 220.000-CIVIL SERVICE COMMISSION		7,020	6,909	14,520	14,520	8,706	14,520

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 852.000-PENSION & INSURANCE							
206-852.000-876.003	OPEB FUNDING- RETIREE HEALTH	839,610	684,431	487,768	487,768	487,768	590,744
206-852.000-876.004	RETIREMENT-FIRE DEPT	472,337	687,878	1,107,141	1,107,141	750,163	737,867
206-852.000-956.014	TAX REFUNDS/FIRE PENSION	15,830	6,662	1,000	1,000		1,000
Totals for dept 852.000-PENSION & INSURANCE		1,327,777	1,378,971	1,595,909	1,595,909	1,237,931	1,329,611

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 970.000-CAPITAL OUTLAY							
206-970.000-971.008	CAPTL OUTLAY -IMPROVEMENT			40,000	20,000		65,000
206-970.000-979.000	CAPITAL OUTLAY FIRE APPARATUS						65,000
206-970.000-979.001	PROTECTIVE EQUIPMENT	3,114	27,969	10,000	10,000	4,917	10,000
206-970.000-979.002	GENERAL FIRE/RESCUE EQUIP	560	65,057	10,000	10,000	6,282	10,000
206-970.000-980.001	COMPUTER/COMM/FURNISHING		8,392	10,000	10,000	2,600	20,000
206-970.000-991.013	DEBT SERVICE APPARATUS						58,460
Totals for dept 970.000-CAPITAL OUTLAY		3,674	101,418	70,000	50,000	13,799	228,460
TOTAL APPROPRIATIONS		4,672,754	4,675,483	5,166,099	5,212,253	4,006,349	5,149,111
NET OF REVENUES/APPROPRIATIONS - FUND 206		(751,994)	(825,056)			586,456	
BEGINNING FUND BALANCE		2,596,873	1,844,884	1,019,827	1,019,827	1,019,827	
ENDING FUND BALANCE		1,844,879	1,019,828	1,019,827	1,019,827	1,606,283	

Fund 208 - Parks

Revenues

Line Item	Explanation
208-000-000-651-000 – Charge Services-Handball Court	Funds are generated by the rental of the racquetball/wallyball courts located in the Community Center. \$7,300 is the anticipated revenue for 2015.
208-000-000-664-001 – Interest Earned	Interest earned from the Fund Balance.
208-000-000-699-000 – Appropriated Prior Year Balance	This is funding from the prior year fund balance of the Park Fund. There is nothing budgeted in this line item for 2015.

Expenditures

Line Item	Explanation
208-208-000-703-000 – Salaries-Elected Officials	Per diem compensation for the nine elected Park Commissioners at \$50 each. 14 meetings have been budgeted for 2015.
208-208-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
208-208-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
208-208-000-801-000 – Professional Services	No professional services expected in 2015.
208-208-000-860-000 - Travel	No expenses expected in 2015.
208-208-000-956-012 – Hand Ball Court Expenses	Covers expenses directly related to the racquetball/wallyball courts (i.e. wallyballs, nets, racquets, etc.).
208-208-000-958-000 – Membership and Dues	Covers the annual membership with the Michigan Recreation & Park Association.
208-208-000-960-000 – Education and Training	Covers the expense of conferences and workshops.

Revised 11/25/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 208 - PARKS FUND							
ESTIMATED REVENUES							
Dept 000.000							
208-000.000-651.000	CHARGE-SERVICES HANDBALL COUR	7,382	6,884	7,300	7,300	5,854	7,300
208-000.000-664.001	INTEREST EARNED	16	4			3	
Totals for dept 000.000-		7,398	6,888	7,300	7,300	5,857	7,300
TOTAL ESTIMATED REVENUES		7,398	6,888	7,300	7,300	5,857	7,300

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 208.000-PARKS							
208-208.000-703.000	SALARIES - ELECTED OFFICIALS	4,400	5,450	6,300	6,300	3,450	6,300
208-208.000-715.000	F.I.C.A./MEDICARE	82	79	91	91	50	92
208-208.000-723.000	DEFERRED COMPENSATION EMPLOYE	53	71	82	82	45	82
208-208.000-801.000	PROFESSIONAL SERVICES	5,939	8,786			480	
208-208.000-956.012	HAND BALL COURT EXPENSES			125	125		126
208-208.000-958.000	MEMBERSHIP AND DUES	500	500	500	500	500	500
208-208.000-960.000	EDUCATION AND TRAINING		152	200	200		200
Totals for dept 208.000-PARKS		10,974	15,038	7,298	7,298	4,525	7,300
TOTAL APPROPRIATIONS		10,974	15,038	7,298	7,298	4,525	7,300
NET OF REVENUES/APPROPRIATIONS - FUND 208		(3,576)	(8,150)	2	2	1,332	
BEGINNING FUND BALANCE		35,642	32,066	23,915	23,915	23,915	
ENDING FUND BALANCE		32,066	23,916	23,917	23,917	25,247	

Fund 212 – BSR II

Revenues

Line Item	Explanation
212-000-000-403-000 – Current Property Taxes	This line item reflects revenues from property taxes, based on values and millage rates.
212-000-000-476-489 – Non Bus. Lic. Bicycle Paths	When building permits are issued, a fee is charged for bicycle paths, based on the property frontage. This line item reflects estimated revenues received for these fees.
212-000-000-531-000 – Community Dev Block Grant CDBG	It is estimated that we will receive \$123,000 in CDBG dollars for 2015. We use these dollars on roads in LMI areas.
212-000-000-540-000 – County Grant	This line item reflects a reimbursement from the County for the Connecting Communities Project on Textile Road. The project was completed in 2014 so nothing is budgeted for 2015. We hope to be awarded additional grants.
212-000-000-569-020 – State Grant-MDOT	This line item reflects MDOT-TAP grant dollars received for the non-motorized path on Grove Road. Project completed in 2014. We will be applying for additional grants in the future for Ecorse Road.
212-000-000-569-023 – State Grant-DNR	This line item is for the Lakeside Park project and is only used for DNR grant funds. Project is expected to be completed in 2014.

Line Item	Explanation
212-000-000-569-026 – MI State Grant-Recreation/Park	This line item is for the tennis court project that was delayed in 2014. At this time, we are not sure if the project is moving forward.
212-000-000-664-001 – Interest Earned	This line item reflects interest earned on funds received.
212-000-000-675-000 – Contributions & Donations	This line item reflected contributions and donations received for the Lakeside Park Boathouse Project. It is projected that it will be completed in 2014.
212-000-000-697-000 – Transfer In:General Fund	This line item reflects a transfer from the General Fund to cover a portion of the cost of the Township’s road bond. The total bond payment for 2015 is \$600,000.
212-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects dollars from Fund Balance that are needed. It is recommended that \$171,054 be budgeted for 2015.

Expenditures

Line Item	Explanation
212-212-000-730-000 - Postage	This line item is used for half of the postage costs for the Helpful Handbook mailing.
212-212-000-801-000 – Professional Services	In 2014, this line item was used for engineering expenses for the bike paths on Grove Road. We are recommending that \$10,000 be budgeted for 2015 to cover the cost of playground inspections in our parks.
212-212-000-818-006 – Highways & Streets Maintenance	This line item is used for dust control, street sweeping and limestone lifting on Township roads. It is recommended that it remain at \$40,000 for 2015.
212-212-000-900-000 – Publishing	This line item is used for publishing costs of the Helpful Handbook. It is recommended that it remain at \$10,000 for 2015.
212-212-000-931-004 – Repairs & Maintenance-Parks	We are recommending that \$30,000 be budgeted for 2015, based on repairs that were recommended from safety inspections in 2014.
212-212-000-931-775 – Repairs – Ford Lake Parks	We are recommending that \$30,000 be budgeted for 2015, based on repairs that were recommended from safety inspections in 2014.
212-212-000-956-010 – Tax Refund Expense	This line item reflects expenses incurred to refund property taxes due to tax appeals and negotiated appraisal settlements. It was recommended by our Accounting Director that it remain at \$2,000 for 2015.

Line Item	Explanation
212-212-000-968-230 – Transfer To: Recreation Fund	This line item reflects transfers made to the Recreation Fund for operational expenses. Based on their proposed budget, \$587,417 has been budgeted for 2015.
212-212-000-969-584 – Contribution to Golf Course	This line item reflects funds transferred to the Golf Course. It is recommended that \$106,712 be transferred to balance their revenues and expenditures for 2015.

Line Item	Explanation
212-970-000-818-022 – Highway & Street-Road Construction	This line item is used to construct and repair roads within the Township. The \$123,000 we expect to receive in revenue from CDBG funds (budgeted in 212-212-000-531-000) is budgeted here.
212-970-000-974-036 – Lakeside Park Grant	This line item is for expenses for the Lakeside Park project, the grant dollars received from the DNR. Project completed in 2014.
212-970-000-974-037 – Lakeside Park	This line item is for expenses for the Lakeside Park project, the funds received from contributions from other sources. Projected completed in 2014.
212-970-000-997-000 – Capital Outlay/Bike Paths	This line item reflects expenses related to the Connecting Communities Project, which will be completed in 2014.
212-970-000-997-001 – Capital Outlay/Recreation	This line item is for the tennis court project that was delayed in 2014. At this time, we are not sure if it will be completed in 2015.
212-970-000-997-002 – Capital Outlay/Sidewalk	This line item reflects expenses for sidewalk repairs. It is recommended that it remain at \$11,000 for 2015.

Line Item	Explanation
212-991-000-991-001 – Debt Service-Highways & Streets	This line item reflects the principal payment for our road bonds. \$600,000 has been budgeted for 2015.
212-991-000-991-002 – Debt Svc Interest-Highways&Streets	The cost for debt service interest on our road bond. It was recommended by our Accounting Director that it be decreased to \$102,000 for 2015.
212-991-000-991-023 – Bond Cost of Issuance	It was recommended by our Accounting Director that this line item remain at \$500 for 2015.

Possible Capital Improvements:

- 1) It has been discussed that \$300,000 be transferred from this fund to the Golf Course, Fund 584 for golf cart path repair.

Revised 11/25/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 212 - BIKE, SIDEWALK, REC, ROADS, GF							
ESTIMATED REVENUES							
Dept 000.000							
212-000.000-403.000	CURRENT PROPERTY TAXES	1,217,032	1,141,834	1,113,673	1,113,673	1,110,822	1,111,075
212-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	(1,377)	(44,425)			329	
212-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE		1,229				
212-000.000-476.489	NON BUS. LIC. BICYCLE PATHS	2,799	7,396	1,000	1,000	6,873	3,000
212-000.000-531.000	COMMUNITY DEV BLOCK GRANT CDB	209,950			154,193		123,000
212-000.000-540.000	COUNTY GRANT	100,000		200,000	325,000		
212-000.000-569.020	STATE GRANT - MDOT			763,000	1,198,559		
212-000.000-569.023	STATE GRANT - DNR			500,000	500,000	114,325	
212-000.000-569.026	MI STATE GRANT-RECREATION/PARK			100,000	100,000		
212-000.000-664.001	INTEREST EARNED	1,210	495			274	
212-000.000-675.000	CONTRIBUTIONS & DONATIONS	53,568	80,156	770,000	770,000	225,000	
212-000.000-694.001	OTHER INCOME-MISCELLANEOUS		53,000				
212-000.000-694.004	MISC REVENUE - INSURANCE REIM					12,120	
212-000.000-697.000	TRANSFER IN: GENERAL FUND		363,350	392,932	392,932	354,000	250,000
212-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			624,919	955,650		171,054
Totals for dept 000.000-		1,583,182	1,603,035	4,465,524	5,511,007	1,823,743	1,658,129
TOTAL ESTIMATED REVENUES		1,583,182	1,603,035	4,465,524	5,511,007	1,823,743	1,658,129

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 212.000-BIKE,SIDEWALK,ROAD,REC & GF							
212-212.000-730.000	POSTAGE	1,600	1,750	5,325	5,325	3,100	5,500
212-212.000-801.000	PROFESSIONAL SERVICES	17,725	460	200,000	200,000		10,000
212-212.000-818.006	HIGHWAYS & STREETS MAINTENANC	70,216	19,089	40,000	40,000	28,718	40,000
212-212.000-900.000	PUBLISHING	8,750	9,003	10,000	10,000	8,606	10,000
212-212.000-931.004	REPAIRS & MAINTENANCE - PARKS				32,138		30,000
212-212.000-931.775	REPAIRS - FORD LAKE PARKS						30,000
212-212.000-956.010	TAX REFUND EXPENSE	40,877	14,980	2,000	1,478		2,000
212-212.000-968.230	TRANSFER TO: RECREATION FUND	426,741	473,331	564,964	564,964	400,000	587,417
212-212.000-969.584	CONTRIBUTION TO GOLF COURSE	49,793	46,800	2,176	2,176		106,712
212-212.000-977.000	EQUIPMENT				263,867	263,867	
Totals for dept 212.000-BIKE,SIDEWALK,ROAD,REC & GF		615,702	565,413	824,465	1,119,948	704,291	821,629

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 970.000-CAPITAL OUTLAY							
212-970.000-818.022	HIGHWAY & ST-ROAD CONSTRUCTIO	209,949			154,193	154,193	123,000
212-970.000-974.036	LAKESIDE PARK GRANT			500,000	500,000		
212-970.000-974.037	LAKESIDE PARK	53,568	364,774	770,000	770,000	354,434	
212-970.000-975.535	CAP OUTLAY/COMM CTR BLDG IMPR	37,960					
212-970.000-975.794	PARK IMPROVEMNTS - SIGNS		3,931				
212-970.000-975.795	PARK IMPROVEMENTS		62,125		14,863	15,783	
212-970.000-997.000	CAPITOL OUTLAY/BIKE PATHS	115,199		250,000	434,885	379,337	
212-970.000-997.001	CAPITAL OUTLAY/RECREATION	120,659	22,275	203,000	203,000		
212-970.000-997.002	CAPITAL OUTLAY/SIDEWALK	134,322	5,205	11,000	11,000	8,285	11,000
212-970.000-997.007	CAPITAL OUTLAY - PATHWAY			1,198,559	1,594,618		
Totals for dept 970.000-CAPITAL OUTLAY		671,657	458,310	2,932,559	3,682,559	912,032	134,000

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 991.000-DEBT SERVICES							
212-991.000-991.001	DEBT SERVICE HIGHWAYS & STREE	300,000	600,000	600,000	600,000	654,125	600,000
212-991.000-991.002	DEBT SRVC INTEREST-HGHWYS/STS	13,625	11,652	108,000	108,000	54,125	102,000
212-991.000-991.023	BOND COST OF ISSUANCE		125	500	500		500
Totals for dept 991.000-DEBT SERVICES		313,625	611,777	708,500	708,500	708,250	702,500
TOTAL APPROPRIATIONS		1,600,984	1,635,500	4,465,524	5,511,007	2,324,573	1,658,129
NET OF REVENUES/APPROPRIATIONS - FUND 212		(17,802)	(32,465)			(500,830)	
BEGINNING FUND BALANCE		1,132,169	1,114,368	1,081,903	1,081,903	1,081,903	
ENDING FUND BALANCE		1,114,367	1,081,903	1,081,903	1,081,903	581,073	

Fund 226 – Environmental Services

Revenues

Line Item	Explanation
226-000-000-403-000 – Current Property Taxes	This line item reflects the revenues received from property taxes. These figures were provided to me.
226-000-000-642-000 – Sale of Yard Waste Bags & Bins	This line item reflects revenue from the sale of recycling bins.
226-000-000-642-001 – Sale of Trash Pickup Stickers	This line item reflects revenue from the sale of trash stickers.
226-000-000-642-002 – Sale of White Good Stickers	This line item reflects revenue from the sale of stickers for white goods.
226-000-000-642-003 – Sale of Freon Stickers	This line item reflects revenue from the sale of stickers for items containing Freon.
226-000-000-664-001 – Interest Earned	This line item reflects interest received.
226-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects revenue needed from Fund Balance.

Expenditures

Line Item	Explanation
226-226-000-705-000 – Salary-Supervision	This line item is for ½ the salaries of the Residential Services Director and the Public Services Superintendent. The other 50% of the Director’s salary is budgeted in 101-762-000-705-000, the Superintendent’s is budgeted in 101-774-000-705-000.
226-226-000-706-000 – Salary-Permanent Wages	This line item is for the wages of 2 full-time employees (chipping) 75% of 2 full-time Floater II/Clerk III’s and 50% of the mechanic. Salaries are set by AFSCME contract. A decrease is shown in this line item due to one less employee being budgeted.
226-226-000-707-000 – Salary-Temporary/Seasonal	This line item is used for seasonal employees who work on the chipper trucks.
226-226-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
226-226-000-708-009 – Auto Allowance	This line item is used for 50% of the auto allowance for the RSD Director. The other 50% is budgeted in line item 101.762.000.708.009.
226-226-000-708-010 – Health Insurance Buyout	Employees who receive health insurance through another source can receive a health insurance buyout from the Township in lieu of insurance. 75% of the buyout for one Floater II/Clerk III and 50% of the Public Services Superintendent is budgeted in this line item.

Line Item	Explanation
226-226-000-709-000 – Regular Overtime	This line item is used for overtime received for the chipping crew, the mechanic and the Floater II/Clerk III's. It is recommended that \$3,500 be budgeted for 2015.
226-226-000-715-000 – FICA/Medicare	A decrease is shown in this line item due to one less employee being budgeted. Figures provided by the Accounting Director.
226-226-000-719-000 – Health Insurance	We will be receiving a 19% increase for health care in 2015. A decrease is shown in this line item due to one less employee being budgeted.
226-226-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time. A decrease is shown due to one less employee being budgeted.
226-226-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. A decrease is shown in this line item due to one less employee being budgeted. There will be no increase in dental insurance rates for 2015.
226-226-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. A decrease is shown due to one less employee being budgeted. There will be no increase in vision insurance rates for 2015.

Line Item	Explanation
226-226-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
226-226-000-719-021 – Admin Fee – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
226-226-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time. A decrease is shown in this line item for 2015 due to one less employee being budgeted.
226-226-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
226-226-000-724-001 – Unemployment Expense	This line item covers the cost of unemployment. We are maintaining this at a \$1,000.
226-226-000-726-000 – Recycle Bins & Yard Bags	This line item is used to purchase recycling bins. Based on what has been spent to date, it is recommended that it be increased to \$5,000 in 2015.
226-226-000-726-001 – Stickers for Trash Pick Up	This line item is used to purchase trash stickers.
226-226-000-726-002 – Stickers for White Goods Pick Up	This line item is used to purchase white good stickers. It is recommended that it be reduced to \$1,000 for 2015.
226-226-000-726-003 – Stickers for Freon White Goods	This line item is used to purchase Freon stickers.

Line Item	Explanation
226-226-000-727-000 – Office Supplies	This line item is used to purchase office supplies for the department.
226-226-000-730-000 - Postage	This line item is used for a portion of the costs associated with the annual mailing of magnets and garbage & recycling information. We propose increasing this to \$8,000 for 2015.
226-226-000-741-000 – Uniforms-Laundry & Cleaning	Per the AFSCME contract, this line item has been reduced to \$0 for 2015.
226-226-000-757-000 – Operating Supplies	This covers the cost of safety equipment used for chipping & we have reduced by \$200.
226-226-000-776-000 – Maintenance Supplies	This line item covers the cost of items to repair the chippers. It is recommended that it increase to \$400 for 2015.
226-226-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
226-226-000-804-000 – Contractual/Rolloff Disposal	This line item covers the cost of the trash dumpsters at the Civic Center, Ford Lake Park and the Community Center.
226-226-000-804-001 – Contractual/Rubbish Pick Up	This line item covers the per resident fee paid to Waste Management for curbside pickup. The Board approved the contract extension with them and we received a savings of \$156,684 for 2015.

Line Item	Explanation
226-226-000-804-003 – Contractual/Yard Waste Pick Up	This line item covers the per resident fee paid to Waste Management for yard waste pick up. Based on the contract extension (through 2020) approved by the Board, a decrease of \$1,278 is budgeted for 2015.
226-226-000-804-004 – Twp Compost Processing	This line item reflects the expense for Waste Management to haul yard waste material to the Compost Site, which creates revenue in the Compost Fund (line item 590.000.000.650.004). We charge companies to bring in yard waste and this is a major revenue for the Site. At least 50% of it comes in at the end of the year. I am proposing that we budget an increase of \$25,000 for 2015.
226-226-000-804-006 – Recycling Disposal	This line item covers the cost of hauling recycling containers to Great Lakes. When the market is good, the Township receives revenue from recycling. In the past few years, the market has been flooded with recycling resulting in a cost to us. Therefore, based on market conditions we are recommending that \$16,000 be budgeted for 2015.
226-226-000-804-007 – Recycling Pick Up Curbside	This line item covers the per resident fee paid to Waste Management for recycling pick up. Based on the contract extension (through 2020), a decrease of \$15,671 is budgeted for 2015.
226-226-000-804-008 – Curbside Recycling Disposal	This line item covers the per ton fee paid for materials hauled or monies received. It changes year to year, depending on the market
226-226-000-818-017 – Tire Shredding/Contract Services	We are seeing an increase in illegally dumped tires. We pick them up and recycle in Ann Arbor

Line Item	Explanation
226-226-000-850-000 - Telephone	This line item covers the cost of telephones for the Environmental Services Department.
226-226-000-867-000 – Gas & Oil	This line item is used for the fuel used by our chipper trucks. Based on our pilot project of not chipping during the summer months and in reviewing what has been spent to date in 2014, it is recommended that it be decreased to \$14,000 in 2015, a savings of \$2,800.
226-226-000-867-200 – Gas & Oil - YCUA	This line item is used to pay for the fuel used by our Compost Equipment at the YCUA facility. Based on our pilot project of not chipping during the summer months and in reviewing what has been spent to date in 2014, it is recommended that it be decreased to \$1,000 in 2015, a savings of \$1,500.
226-226-000-867-300 – Fuel Surcharge-Curbside	This is for the contractual charge to us from Waste Management for rising fuel costs. I am proposing we keep it at this amount.
226-226-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee. Figures provided by Accounting Director.
226-226-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.
226-226-000-900-000 - Publishing	This line item covers the printing costs for magnets & information packets sent to residents. We expect this to increase, therefore an increase of \$1,500 is budgeted for 2015.

Line Item	Explanation
226-226-000-913-000 – Insurance & Bonds Fleet	Figures provided by the Accounting Director.
226-226-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
226-226-000-920-005 – Utilities-Light	This line item covers the cost of electric service at Ford Lake Park.
226-226-000-920-009 – Utilities Maintenance Heating	This line item covers the cost of gas service at Ford Lake Park.
226-226-000-933-000 – Equipment Maintenance	This line item covers the cost of repairing the chippers.
226-226-000-939-000 – Auto Maintenance	This line item covers the cost of the annual inspection and fees for the chipping vehicles. The annual inspections are from \$300 to \$400 per vehicle and typically, we have to have work done that can cost up to \$1,500. Much of this line item is used for the chippers.
226-226-000-943-000 – Motorpool Lease/Maintenance	This line item covers the motorpool charges for Vehicle #32 and #33, the chipper trucks. The charges are \$300 per month for each vehicle. \$7,200 has been budgeted in 2015.
226-226-000-956-000 - Miscellaneous	Drug screenings and Class A driver's licenses are budgeted in this line item.
226-226-000-956-010 – Tax Refund Expense	This line item reflects expenses incurred to refund taxes. Numbers provided by the Accounting Director.
226-226-000-960-000 – Education and Training	This line item covers the cost of educational material distribution.

Revised 11/21/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 226 - ENVIRONMENTAL SERVICES FUND							
ESTIMATED REVENUES							
Dept 000.000							
226-000.000-403.000	CURRENT PROPERTY TAXES	2,032,622	1,907,030	2,385,889	2,385,889	2,378,670	2,380,323
226-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	(2,300)	(79,982)			548	
226-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE		2,041				
226-000.000-642.000	SALE OF YARD WASTE BAGS & BIN	2,135	1,800	2,200	2,200	1,826	2,200
226-000.000-642.001	SALE OF TRASH PICKUP STICKERS	4,884	4,825	4,500	4,500	5,223	5,000
226-000.000-642.002	SALE OF WHITE GOOD STICKERS	900	890	1,000	1,000	1,200	1,000
226-000.000-642.003	SALE OF FREON STICKERS	300	135	200	200	285	250
226-000.000-664.001	INTEREST EARNED	7,057	5,219	5,000	5,000	1,658	2,000
226-000.000-694.004	MISC REVENUE - INSURANCE REIM	2,622	1,714			1,210	
226-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			213,330	220,942		49,483
Totals for dept 000.000-		2,048,220	1,843,672	2,612,119	2,619,731	2,390,620	2,440,256
TOTAL ESTIMATED REVENUES		2,048,220	1,843,672	2,612,119	2,619,731	2,390,620	2,440,256

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

		2012	2013	2014	2014	2014	2015
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 10/31/14	BUDGET
APPROPRIATIONS							
Dept 226.000-ENVIRONMENTAL							
226-226.000-704.000	APPOINTED OFFICIALS	3,550	1,950	3,400	300	300	
226-226.000-705.000	SALARY - SUPERVISION	67,077	66,434	69,849	71,982	54,297	72,184
226-226.000-706.000	SALARY - PERMANENT WAGES	162,730	134,292	137,307	141,419	95,097	117,963
226-226.000-707.000	SALARY - TEMPORARY/SEASONAL	18,816	26,865	20,000	20,000	18,746	25,000
226-226.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	6,865	11,161	2,090	2,090	1,010	2,878
226-226.000-708.009	AUTO ALLOWANCE	3,000	3,000	3,000	3,000	2,500	3,000
226-226.000-708.010	HEALTH INS BUYOUT	2,250	3,758	3,750	3,750	1,875	3,750
226-226.000-709.000	REG OVERTIME	3,645	652	5,000	5,000	543	3,500
226-226.000-715.000	F.I.C.A./MEDICARE	17,997	16,109	17,245	17,724	12,044	15,623
226-226.000-719.000	HEALTH INSURANCE	40,044	25,264	28,049	28,049	16,371	25,121
226-226.000-719.001	SICK AND ACCIDENT	1,706	1,340	1,191	1,191	894	1,078
226-226.000-719.015	DENTAL BENEFITS	6,016	4,824	4,358	4,358	2,633	2,725
226-226.000-719.016	VISION BENEFITS						525
226-226.000-719.020	HEALTH CARE DEDUCTION	12,647	10,039	12,294	12,294	6,290	9,406
226-226.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	425	274	427	427	119	300
226-226.000-720.000	LIFE INSURANCE	774	649	576	576	432	521
226-226.000-723.000	DEFERRED COMPENSATION EMPLOYE	292	645	304	304	351	304
226-226.000-724.001	UNEMPLOYMENT EXPENSE			1,000	1,000		1,000
226-226.000-726.000	RECYCLE BINS & YARD BAGS	1,905	4,175	4,500	4,970	4,970	5,000
226-226.000-726.001	STICKERS FOR TRASH PICK-UP			2,000	2,000	2,201	2,000
226-226.000-726.002	STICKERS WHITE GOODS PICKUP			2,000	1,530		1,000
226-226.000-726.003	STICKERS FOR FREON WHITEGOODS			700	700	356	700
226-226.000-727.000	OFFICE SUPPLIES	572	684	1,000	1,000	217	1,000
226-226.000-730.000	POSTAGE	1,743	2,968	4,260	7,360	7,379	8,000
226-226.000-741.000	UNIFORMS - LAUNDRY & CLEANING	927	790	1,000	1,000	394	
226-226.000-757.000	OPERATING SUPPLIES	832	425	1,000	1,000	352	800
226-226.000-776.000	MAINTENANCE SUPPLIES	34	101	300	300	246	400
226-226.000-800.001	ADMINISTRATION FEES	12,424	12,424	12,424	12,424	10,353	12,824
226-226.000-804.000	CONTRACTUAL/ROLLOFF DISPOSAL	15,960	17,064	15,000	15,000	12,297	14,000
226-226.000-804.001	CONTRACTUAL/RUBBISH PICKUP	1,240,925	1,286,703	1,274,460	1,274,460	972,747	1,117,776
226-226.000-804.003	CONTRACTUAL/YARDWASTE PICKUP	313,597	321,747	331,278	331,278	246,300	330,000

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
226-226.000-804.004	TWP COMPOST PROCESSING	146,600	169,979	120,000	120,000	151,068	145,000
226-226.000-804.006	RECYCLING DISPOSAL	15,762	16,424	10,000	10,000	13,862	16,000
226-226.000-804.007	RECYCLING PICK-UP CURBSIDE	277,146	309,326	325,671	325,671	252,215	310,000
226-226.000-804.008	CURBSIDE RECYCLING DISPOSAL			500	500		500
226-226.000-818.017	TIRE SHREDDING/CONTRACT SERVC	595	1,145	1,200	1,200	782	1,400
226-226.000-850.000	TELEPHONE	219		300	300		200
226-226.000-867.000	GAS & OIL	14,498	19,080	16,800	16,800	11,612	14,000
226-226.000-867.200	GAS & OIL - YCUA	954	2,275	2,500	2,500	382	1,000
226-226.000-867.300	FUEL SURCHARGE-CURBSIDE	73,856	70,464	80,000	80,000	50,371	80,000
226-226.000-876.000	RETIREMENT/MERS	23,832	24,854	30,313	31,201	20,121	26,153
226-226.000-876.003	OPEB FUNDING- RETIREE HEALTH	16,414	27,956	15,007	15,007	15,007	13,797
226-226.000-900.000	PUBLISHING	11,423	9,438	11,500	11,500	10,237	13,000
226-226.000-913.000	INSURANCE & BONDS FLEET	5,598	4,924	5,105	5,105	3,971	6,211
226-226.000-917.000	WORKERS COMPENSATION INSURANC	5,964	6,483	6,361	6,361	5,776	6,517
226-226.000-920.005	UTILITIES LIGHT	2,241	2,033	2,000	2,000	1,636	2,000
226-226.000-920.009	UTILITIES MAINTENANCE HEATING	1,502	2,125	3,000	3,000	561	3,000
226-226.000-933.000	EQUIPMENT MAINTENANCE	6,323	5,226	4,000	4,000	3,945	6,000
226-226.000-939.000	AUTO MAINTENANCE	6,191	3,103	6,000	6,000	2,889	5,000
226-226.000-943.000	MOTORPOOL LEASE/MAINTENANCE	7,200	7,200	7,200	7,200	6,000	7,200
226-226.000-956.000	MISCELLANEOUS	240	90	500	500	289	500
226-226.000-956.010	TAX REFUND EXPENSE	68,302	25,019	4,000	4,000		4,000
226-226.000-958.000	MEMBERSHIP AND DUES		75				
226-226.000-960.000	EDUCATION AND TRAINING			400	400	75	400
Totals for dept 226.000-ENVIRONMENTAL		2,621,613	2,661,556	2,612,119	2,619,731	2,022,113	2,440,256
TOTAL APPROPRIATIONS		2,621,613	2,661,556	2,612,119	2,619,731	2,022,113	2,440,256
NET OF REVENUES/APPROPRIATIONS - FUND 226		(573,393)	(817,884)			368,507	
BEGINNING FUND BALANCE		3,231,460	2,658,068	1,840,184	1,840,184	1,840,184	
ENDING FUND BALANCE		2,658,067	1,840,184	1,840,184	1,840,184	2,208,691	

Fund 230 - Recreation

Revenues

Line Item	Explanation
230-000-000-529-000 – Federal Grants-Other	This line item reflects the revenues received for the Senior Nutrition Grant Program. This is a Federal Program through the County. On avg. we serve 90 meals monthly.
230-000-000-630-000 – Recreation/Adult Sports	Revenues generated from adult sports programs (racquetball, softball, soccer, tennis).
230-000-000-631-000 – Recreation/Youth Sports	Revenues generated from youth sports programs (t-ball, coach pitch, baseball, softball, basketball, soccer, track & field, tennis, gymnastics, flag football, sports camps, Start Smart pre-school age sports programs, golf and karate).
230-000-000-632-000 – Recreation/Dance	Revenues generated from youth & adult dance and fitness classes.
230-000-000-634-000 – Recreation/Day Camp	Revenues generated from youth day camps (spring & summer, pre-school & youth).
230-000-000-635-000 – Recreation/Senior Citizen Dues	Revenues generated from annual “50 & Beyond” member dues (individual & family memberships offered).
230-000-000-636-000 – Recreation/Other Activities	Revenues generated from youth & adult enrichment programs & special events (holiday events, arts & crafts, drama, daddy/daughter dance, Jump-A-Rama, etc.)

Line Item	Explanation
230-000-000-637-000 – Recreation/Sr. Citizen Activity Fees	Revenues generated from “50 & Beyond” programs, travel and special events.
230-000-000-638-000 - Miscellaneous	Non-Program revenues such as vending machine commissions and ads for the “50 & beyond” newsletter and the Discover Ypsilanti Township publication.
230-000-000-639-000 – Building/Field Rental	Revenues generated from room & gym rentals as well as from outdoor field & court rentals.
230-000-000-641-001 – Ford Lake Gate Fees	Revenues generated from park entry gate fees (annual & daily fees collected from the sale of park & boat permits).
230-000-000-641-002 – Ford Lake Shelter Rent	Revenues generated from park shelter rentals.
230-000-000-664-001 – Interest Earned	Interest earned from the Rec Fund.
230-000-000-675-000 – Contributions & Donations	Revenues received from individuals, businesses and organizations who donate to the department. Donations are usually earmarked for a specific item or program.
230-000-000-675-011 – Recreation Bucks	Rec Bucks are gift certificates we sell for the public to use towards any of our programs.
230-000-000-694-001 – Other Income-Miscellaneous	This line item is used for any miscellaneous income.

Line Item	Explanation
230-000-000-694-004 – Misc. Revenue-Insurance Reimb.	This line item is used for Insurance claims paid to fix and repair. Usually a budget amendment is requested for this revenue and the corresponding expenditure at the time of reimbursement.
230-000-000-697-212 – Transfer In: BSR II Fund	Requested amount to be transferred from Fund 212–BSR II into the Recreation Fund to support the expenditure side of the budget.
230-000-000-699-000 – Appropriated Prior Year Balance	This is the balance (or surplus) of the Rec Fund Budget from previous years.

Expenditures

Line Item	Explanation
230-751-000-705-000 – Salary-Supervision	This line item reflects the salary of the Recreation Services Manager.
230-751-000-706-000 – Salary-Permanent Wages	Salaries of Recreation Supervisor, Recreation Coordinator, Two Clerk III/Floater II positions and 3 part time Building Attendants at 1040 hours each.
230-751-000-707-000 – Salary-Temporary/Seasonal (sports staff for soccer, flag football, etc.)	These part-time positions teach, coordinate and supervise most of our programs. Usually 17 employees ranging \$10 to \$18 per hour or a flat amount for program.
230-751-000-707-100 – Salary-Temporary Program Staff – NEW line item for better tracking (Senior Aide, bus drivers, fitness instructors, art, etc.)	These part-time positions teach, coordinate and supervise most of our programs. Usually 6 to 12 employees ranging \$10 to \$20 per hour.
230-751-000-707-200 – Salary-Temporary Dance Staff – NEW line item for better tracking	These part-time positions teach, coordinate or dance program. Usually 5-6 employees ranging \$16-\$20 per hour.
230-751-000-707-775 – Salary-Temporary Ford Lake Park	Includes Park Rangers & Park Attendants. Usually 14 to 15 employees ranging \$10 to \$12 per hour.
230-751-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
230-751-000-709-000 – Regular Overtime	This is overtime for the Clerk III/Floater II and the Building Attendant positions.
230-751-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
230-751-000-719-000 – Health Insurance	We will be receiving a 19% increase in health care rates for 2015.

Line Item	Explanation
230-751-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
230-751-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 230-751-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.
230-751-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 230-751-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.
230-751-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. This is the same as last year.
230-751-000-719-021 – Admin Fees – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that \$450 be budgeted in this line item for 2015 (\$7.50 per month, per employee).
230-751-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.

Line Item	Explanation
230-751-000-723-000 – Deferred Compensation Employer	Combination of all temporary and seasonal employees. Amount contributed is 1.3% of wages to deferred compensation instead of social security and 1.45% of wages to Medicare.
230-751-000-727-000 – Office Supplies	This line item covers the cost of general office supplies and paper for printing the monthly senior newsletter, fliers, rules, programs, etc.
230-751-000-730-000 - Postage	This line item covers recreation department mailings.
230-751-000-740-000 – Operating Supplies	This line item covers all of the supplies and equipment needed to operate the many programs and services we offer. It also includes the cost of field trips.
230-751-000-740-100 – Rec Youth Sports Program Supplies NEW line item for improved tracking	This line item covers supplies needed to operate our Youth Sports.
230-751-000-740-150 – Rec Adult Sports Supplies NEW line item for improved tracking	This line item covers supplies needed to operate our Adult Sports.
230-751-000-740-200 – Rec Dance Programs Supplies NEW line item for improved tracking	This line item covers supplies needed to operate our Dance program (dance costumes, etc.).
230-751-000-740-300 – Rec Camp Program Supplies NEW line item for improved tracking	This line item covers supplies needed to operate our camp programs (Spring Break, summer, etc. – field trips, crafts, etc.).
230-751-000-740-400 – Rec Enrichment Programs NEW line item for improved tracking	This line item covers supplies needed to operate our Enrichment Programs (special events, classes, etc.)
230-751-000-740-500 – Rec Senior Programs NEW line item for improved tracking	This line item covers supplies needed to operate our Senior Programs.
230-751-000-757-775 – Operating Supplies – FLP	These are supplies needed to operate the parks (printing of daily & seasonal permits, shirts and ranger uniforms, office supplies, etc.).

Line Item	Explanation
230-751-000-776-000 – Maintenance Supplies	This line item is used to help purchase chalk, line paint & diamond dry for athletic fields.
230-751-000-776-003 – Maint. Supplies-Community Ctr.	This line item mainly covers custodial supplies for the community center.
230-751-000-800-001 – Administration Fees	This is for administration fees for services provided by Human Resource Dept., Accounting Dept., Computer Support, Legal and Auditor. Number provided by Accounting
230-751-000-818-000 – Contractual Services	This line item reflects contracted programs we offer at the community center, entertainment for select programs and for sports officials who are not on our payroll. Total revenues for contracted programs are split on a percentage basis so we are guaranteed a profit without absorbing any program expenses.
230-751-000-818-002 – Contractual Services-Comm Ctr.	This line item is directly related to the maintenance of the community center.
230-751-000-850-000 - Telephone	Telephone usage at the community center.
230-751-000-860-000 - Travel	Mileage reimbursement for eligible staff.
230-751-000-867-000 – Gas & Oil	This line item pays for fueling the township bus, two ranger trucks and township van.
230-751-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.

Line Item	Explanation
230-751-000-876-003 – OPEB Funding-Retiree Health	This line item is for all eligible recreation department retirees. The numbers are provided through the Actuarial Report.
230-751-000-880-000 – Community Promotion	Printing of two issues of “Discover Ypsilanti Township” magazine and contracting with constant Contact which is a web based newsletter program.
230-751-000-890-000 – Senior Nutrition Program	This line item is used for the Senior Nutrition Program and is reimbursed by a grant.
230-751-000-915-000 – Insurance and Bonds	This line item reflects the Recreation’s portion for fleet and liability insurance and is a new expenditure for this year. Previously, the general fund was paying this share.
230-751-000-917-000 – Workers Compensation	This line item reflects the Recreation’s portion for their share of Workers Compensation Insurance coverage.
230-751-000-920-003 – Utilities-Community Center	This line item covers all of the utilities at the community center.
230-751-000-931-003 – Repairs-Community Center	This line item covers maintenance supplies & repairs to the community center including its fixtures.
230-751-000-931-021 – Non Recurring R&M-Comm Ctr.	This item covers unexpected “one time” repairs throughout the year at the community center.
230-751-000-933-001 – Maintenance Contracts	This item covers our maintenance agreement for our copier thru Ricoh.

Line Item	Explanation
230-751-000-940-000 - Rent	This line item covers the cost of renting auditorium and gym space for our annual dance recital and indoor sports programs.
230-751-000-941-000 – Equipment Rental/Leasing	This line item covers the cost of renting port-a-johns for various parks.
230-751-000-943-000 – Motorpool Lease/Maintenance	This line item covers the lease and maintenance cost of recreation department vehicles including the township bus, van and two ranger trucks.
230-751-000-957-000 – Bank Charges	This line item covers processing fees for accepting credit cards. The cost is built into our program fees.
230-751-000-958-000 – Membership & Dues	Membership dues paid for staff & the department for the Michigan Recreation & Park Association.
230-751-000-974-022 – Senior Rec Center-Equipment	This line item covered a one-time grant we received to purchase fitness equipment for the “50 & Beyond” program.

Revised 11/14/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 230 - RECREATION FUND							
ESTIMATED REVENUES							
Dept 000.000							
230-000.000-529.000	FEDERAL GRANTS - OTHER		3,300	13,200	13,200	9,900	13,200
230-000.000-630.000	RECREATION/ADULT SPORTS	16,070	9,526	14,000	14,000	10,195	10,000
230-000.000-631.000	RECREATION/YOUTH SPORTS	101,106	97,483	111,000	111,000	86,015	100,000
230-000.000-632.000	RECREATION/DANCE	66,815	68,692	66,000	66,000	55,356	67,000
230-000.000-634.000	RECREATION/DAY CAMP	32,414	31,927	27,000	27,000	23,600	25,000
230-000.000-635.000	RECREATION/SENIOR CITIZEN DUE	12,919	11,385	13,000	13,000	9,361	12,000
230-000.000-636.000	RECREATION/OTHER ACTIVITIES	47,476	40,938	26,000	26,000	29,803	26,000
230-000.000-637.000	RECREATION/SR. CITZ. ACT. FEE	14,504	7,101	12,000	12,000	3,488	12,000
230-000.000-638.000	MISCELLANEOUS	5,370	2,428	3,500	3,500	1,916	3,500
230-000.000-639.000	BUILDING / FIELD RENTAL	30,251	37,630	30,000	30,000	31,308	36,000
230-000.000-641.001	FORD LAKE GATE FEES	38,132	44,090	32,000	32,000	45,820	45,000
230-000.000-641.002	FORD LAKE SHELTER RENT	5,947	5,990	4,800	4,800	6,840	6,000
230-000.000-664.001	INTEREST EARNED	173	102	100	100	52	100
230-000.000-675.000	CONTRIBUTIONS & DONATIONS	862	988	500	500	650	
230-000.000-675.006	SENIOR GRANT- PRIVATE GRANTOR				12,608	12,608	
230-000.000-675.011	RECREATION BUCKS	(575)	(5)				
230-000.000-694.001	OTHER INCOME-MISCELLANEOUS		446				50
230-000.000-694.004	MISC REVENUE - INSURANCE REIMB	1,704	1,230			1,520	
230-000.000-697.212	TRANSFER IN: FROM BSR II FUND	426,741	473,331	564,964	564,964	400,000	587,417
230-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				32,481		2,861
Totals for dept 000.000-		799,909	836,582	918,064	963,153	728,432	946,128
TOTAL ESTIMATED REVENUES		799,909	836,582	918,064	963,153	728,432	946,128

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 751.000-RESIDENT SVCS: RECREATION							
230-751.000-705.000	SALARY - SUPERVISION	73,258	73,258	74,084	70,256	51,746	60,692
230-751.000-706.000	SALARY - PERMANENT WAGES	208,433	202,360	216,736	223,238	170,454	227,632
230-751.000-707.000	SALARY - TEMPORARY/SEASONAL	97,391	84,146	95,725	95,725	68,723	23,000
230-751.000-707.100	SALARY - TEMP PROGRAM STAFF						57,000
230-751.000-707.200	SALARY - TEMP DANCE STAFF						16,000
230-751.000-707.775	SALARY - TEMP. FORD LAKE PARK	40,448	44,548	44,000	44,000	43,706	44,000
230-751.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	9,228	12,104	6,910	24,579	19,624	6,750
230-751.000-709.000	REG OVERTIME	634	2,890	200	200	942	1,000
230-751.000-715.000	F.I.C.A./MEDICARE	23,880	23,280	24,818	25,315	20,763	24,604
230-751.000-719.000	HEALTH INSURANCE	58,310	53,984	70,243	70,243	59,646	81,569
230-751.000-719.001	SICK AND ACCIDENT	1,649	1,489	1,489	1,489	1,266	1,540
230-751.000-719.015	DENTAL BENEFITS	7,586	7,730	7,545	7,545	6,176	5,938
230-751.000-719.016	VISION BENEFITS						1,011
230-751.000-719.020	HEALTH CARE DEDUCTION	13,219	15,983	28,875	28,875	21,500	28,875
230-751.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	500	450	500	500	308	450
230-751.000-720.000	LIFE INSURANCE	751	720	720	720	612	744
230-751.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,787	1,661	1,816	1,816	1,507	1,820
230-751.000-727.000	OFFICE SUPPLIES	2,130	2,395	2,400	2,400	728	2,300
230-751.000-730.000	POSTAGE	473	343	533	533	265	11,450
230-751.000-740.000	OPERATING SUPPLIES	35,811	39,414	48,480	48,480	19,299	1,800
230-751.000-740.100	REC YOUTH SPORTS PROG						12,100
230-751.000-740.150	REC ADULT SPORTS PROG						7,000
230-751.000-740.200	REC DANCE PROGRAMS						12,200
230-751.000-740.300	REC CAMP PROGRAMS						3,600
230-751.000-740.400	REC ENRICHMENT PROGRAMS						2,100
230-751.000-740.500	REC SENIOR PROGRAMS						3,000
230-751.000-757.775	OPERATING SUPP: FORD LAKE PAR	1,571	783	1,000	1,000	969	1,000
230-751.000-776.000	MAINTENANCE SUPPLIES			200	200	84	200
230-751.000-776.003	MAINT SUPPLIES - COMMUNITY CT	6,130	4,514	6,000	4,500	2,962	4,500

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
230-751.000-800.001	ADMINISTRATION FEES	22,219	22,219	22,219	22,219	18,516	23,110
230-751.000-818.000	CONTRACTUAL SERVICES	22,040	21,906	23,000	23,000	17,345	23,000
230-751.000-818.002	CONTRACTUAL SERVICES COMM CEN	5,596	2,569	2,000	2,000	3,398	2,000
230-751.000-850.000	TELEPHONE	7,130	2,314	2,400	2,400	1,789	2,400
230-751.000-860.000	TRAVEL		629	1,000	1,000		300
230-751.000-867.000	GAS & OIL	7,074	5,711	8,400	8,400	4,553	7,500
230-751.000-876.000	RETIREMENT/MERS	28,768	33,481	37,676	38,489	32,482	42,244
230-751.000-876.003	OPEB FUNDING- RETIREE HEALTH	51,081	65,816	44,898	44,898	44,898	48,874
230-751.000-880.000	COMMUNITY PROMOTION	21,113	22,329	24,000	24,000	20,293	24,000
230-751.000-890.000	SENIOR NUTRITION PROGRAM		1,769	13,200	13,200	6,136	13,200
230-751.000-913.000	INSURANCE & BONDS FLEET						6,832
230-751.000-917.000	WORKERS COMPENSATION INSURANC	6,348	7,227	7,997	7,997	7,106	8,193
230-751.000-920.003	UTILITIES - COMMUNITY CENTER	61,951	62,583	66,000	66,000	46,623	66,000
230-751.000-931.003	REPAIRS COMMUNITY CENTER	1,689	1,089	1,500	3,000		4,000
230-751.000-931.021	NON RECURRING R & M-COMM CTR	1,845	1,954	2,000	9,000	6,964	1,000
230-751.000-933.001	MAINTENANCE CONTRACTS	5,292	4,099	4,500	4,500	3,565	4,500
230-751.000-940.000	RENT	3,827	3,691	3,900	3,900	2,393	3,500
230-751.000-941.000	EQUIPMENT RENTAL/LEASING	1,672	2,004	1,700	1,700	2,479	2,200
230-751.000-943.000	MOTORPOOL LEASE/MAINTENANCE	10,800	10,800	14,700	14,700	12,250	14,700
230-751.000-957.000	BANK CHARGES	4,419	4,422	4,500	4,500	4,573	4,500
230-751.000-958.000	MEMBERSHIP AND DUES	55	77	200	200	150	200
230-751.000-974.022	SENIOR REC CENTER - EQUIPMENT				16,436	15,203	
Totals for dept 751.000-RESIDENT SVCS: RECREATION		846,108	848,741	918,064	963,153	741,996	946,128
TOTAL APPROPRIATIONS		846,108	848,741	918,064	963,153	741,996	946,128
NET OF REVENUES/APPROPRIATIONS - FUND 230		(46,199)	(12,159)			(13,564)	
BEGINNING FUND BALANCE		118,256	72,058	59,900	59,900	59,900	
ENDING FUND BALANCE		72,057	59,899	59,900	59,900	46,336	

Fund 236 – 14B District Court

Revenues

Line Item	Explanation
236-136-000-569-019 – State Grant Revenue	Funds received in 2014 through a Court Innovation Grant from the Supreme Court Administrative Office for a Human Trafficking Docket. This grant expired September 30, 2014. The court was recently awarded grant money under the drug court program through the Supreme Court Administrative Office and Office of Highway Safety Planning. We will be the only drug court in Washtenaw County. In addition to traditional drug court services, the court will continue the efforts of the previous grant.
236-136-000-601-136 – 14B State Shared Revenue	Represents payment from State of Michigan toward that portion of the Judge's salary that is paid directly by the Township. This results in the Township paying no "out of pocket" expense for salary of Judge. This line item remains the same as 2014.
236-136-000-601-137 – 14B State of MI Juror Comp Reimb	The State of Michigan reimburses the Township for a portion of the Jury Fees paid to jurors. A report is made every six months by the Court and the amount reimbursed by the State is done according to a formula and dependent upon the amount of fees collected by the State. The payments are received twice during the fiscal year.

Line Item	Explanation
236-136-000-602-136 – 14B Court Costs	This line item includes the amounts collected as "Court costs" in criminal and traffic cases. It is dependent upon the number of criminal and traffic cases filed by the police agencies
236-136-000-602-544 – 14B State of MI Caseflow Assistnc	The amount reflects money received from the State of Michigan based upon the number of drunk driving and drug cases filed with the Court. The Court files a report with the State in March of each year for the previous calendar year. Payments are usually received in June and are dependent upon the number of such cases filed and the amount of fees collected by the Secretary of State for "License Reinstatement Fees".
236-136-000-603-136 – 14B Civil Fees	This reflects the amounts collected as Civil fees - including filing fees, writ and motion fees. Most of the amount collected for a filing fee (approximately 65%) is taken by the State of Michigan and the balance remains as local money.
236-136-000-604-000 – 14B Probation Fees	This item includes payments received as an oversight fee paid by those on probation with the Court. Currently the monthly fee is \$30.
236-136-000-605-001 – 14B Ordinance Fines & Costs	This amount is the money collected and designated as a Penal Fine for violation of an Ypsilanti Township Ordinance. This amount is dependent upon the number of cases filed by the Sheriff's Dept.
236-136-000-605-003 – 14B Bond Forfeitures	This sum is the money collected by the Court for forfeiture of a bond posted by a criminal defendant. A bond is forfeited when a defendant fails to appear for a scheduled court hearing.

Line Item	Explanation
236-136-000-605-004 – 14B Interest Earned	In 2013 the Court eliminated savings accounts so there will be no interest earned.
236-136-000-605-005 – 14B Miscellaneous Income	May include monies received from another Court for violation of an Ypsilanti Township Ordinance prior to 1985.

Expenditures

Line Item	Explanation
236-136-000-703-001 – Salary-Judge	Represents "pass through" payment for Ypsilanti Township's share of Judge's salary - this amount is reimbursed to the Township by the State as reflected in Revenue line item 601.136.
236-136-000-706-000 – Salary-Permanent Wages	This line item includes the salary for the Deputy Clerk positions (6 full-time), one Probation Agent, one Probation Secretary and two Judicial Secretaries. The requested amount for 2015 reflects hiring of new employees at a lower wage rate than those employees the new hires replaced.
236-136-000-706-001 – Salary-Bailiff	This line item includes the salary paid to the Bailiffs (2). These positions are paid an hourly wage, on an "as needed" basis. These positions are paid with no benefits.
236-136-000-706-002 – Salary-Deputy Court Administrator	Salary for Magistrate/Court Administrator.
236-136-000-707-000 – Salary-Temporary/Seasonal	This line item represents the wages paid to a temporary employee who is hired during a medical (or personal) leave taken by a full-time employee.
236-136-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
236-136-000-708-010 – Health Insurance Buyout	This line item represents a \$3,000 per employee payment for those opting out of the health care benefit. The amount of this buyout is set in the bargaining unit contract.

Line Item	Explanation
236-136-000-709-000 – Regular Overtime	It is recommended that this line item remain at \$0.
236-136-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
236-136-000-719-000 – Health Insurance	We will be receiving a 19% increase in health care costs in 2015.
236-136-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
236-136-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in dental insurance rates for 2015.
236-136-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in vision insurance rates for 2015.
236-136-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
236-136-000-719-021 – Admin Fees – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.

Line Item	Explanation
236-136-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.
236-136-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
236-136-000-727-000 – Office Supplies	There has been a trend of office supplies exceeding the amount budgeted therefore this line item has been increased to accommodate this trend. One of the factors for this line item increase is the increase in preprinted forms the new case management system generates to notify defendants of defaults and license sanctions. These notices are effective in getting defendants to appear and pay fines and costs. It appears that this expense item has leveled off and therefore it is recommended that the amount stay the same as last year.
236-136-000-730-000 - Postage	Due to increases in postage rates and volume of mailing from the court it is recommended that this item increase to \$10,000.00
236-136-000-739-000 – Library Subscription	This line item includes costs of subscriptions services for Michigan Compiled Laws; Michigan Supreme and Appeal Court cases; Civil and Criminal Jury Instructions.
236-136-000-740-000 – Operating Expenses	This line item includes the expense for janitorial supplies used to maintain the Courthouse, including those areas occupied by the Washtenaw County Sheriff's Dept. This line item had not been sufficiently budgeted for in previous years so it is recommended that this amount increase.
236-136-000-800-001 – Administration Fees	Figures provided by the Accounting Director.

Line Item	Explanation
236-136-000-801-007 – Attorney Fees Criminal	This line item includes the costs of the attorney appointed by the Court to represent indigent defendants. This includes the annual contract cost with attorney Mark Hamilton and additional funds to pay a substitute attorney where a conflict of interest may exist with the contract attorney. The frequency by which attorneys are appointed due to a conflict of interest has increased. It is recommended that this amount be increased to accommodate the increase in conflict appointments.
236-136-000-801-009 – 14B Other Contractual Service	This line item includes payments for the Labor Law Attorney, if needed. In addition, this line item is for payment to the Dispute Resolution Center (DRC). The DRC mediates all of the small claims matters filed to achieve resolution among the parties rather than a resolution imposed by the Court.
236-136-000-801-010 – Contractual/Visiting Judge	This line item includes the cost of having a substitute or "visiting" judge in the absence of our Judge. It is currently the custom to seek assistance of one of the other sitting Judges in the County District Courts to fill in, when requested, for a colleague. The per diem cost of a visiting judge is \$350, plus mileage. It is not always possible to get a sitting Judge to substitute as the Judges are often attending the same meeting or conference causing the need for a visiting Judge. All efforts are undertaken to avoid the need of a visiting Judge. We are recommending that 5 visiting Judge days be budgeted for.

Line Item	Explanation
236-136-000-801-012 – Contractual/Interpreter Fees	This line item includes the cost of a language or deaf interpreter for defendants in a criminal or civil case. This is a statutory obligation of the Court.
236-136-000-802-100 – Court Innovation Contract	The court was recently awarded grant money under the drug court program through the Supreme Court Administrative Office and Office of Highway Safety Planning. We will be the only drug court in Washtenaw County. In addition to traditional drug court services, the court will continue the efforts of the previous grant.
236-136-000-811-000 – 14B Transcripts	This line item represents the cost of creating a transcript of Court proceedings when it is done at the order of the Judge (as opposed to one of the parties to the case). This is a rare occurrence.
236-136-000-812-000 – 14B Jury Fees	This line item represents the payment for Jury duty for the first half, or full, day of service.
236-136-000-812-001 – Witness Fees	This line item represents the payment for a witness fee (and mileage) when a witness is subpoenaed by the Township Attorney's office in a criminal case. This is an expense related to the prosecution of criminal cases by the Township and is probably not appropriate in the Court's budget.
236-136-000-812-002 – 14B Enhanced Jury Fees	This line item represents the payment for Jury duty for the second (or subsequent) half, or full, day of service.

Line Item	Explanation
236-136-000-812-003 – 14B Juror Expenses	This line item represents the cost of water, coffee, and snacks offered the Jury panel during jury selection day. This line item may also be used to supply lunch for the jury, if the lunch break occurs during actual deliberations (something that has not happened since 2008.)
236-136-000-819-006 – Computer Programs/Lien	This line item represents the licensing fee charged by the Michigan State Police for access to the Law Enforcement Information Network (LEIN), in order to obtain copies of criminal histories, warrant entry and recall, and Secretary of State driving records. In 2013 the Court joined CLEMIS. This gives the Court access to electronic data for downloading citations issued by the Washtenaw County Sheriff's Department. This will streamline the citation process and give the Court immediate access to citation information thus allowing the public to contact the Court upon receipt of the ticket and pay it or request a hearing. Currently law enforcement has 72 hours to file a ticket with the court. In addition all citation information will be electronic which will allow the clerks to upload the citation rather than inputting it manually as is the current practice. A final benefit will be that this near immediate upload of citations to the Court's case management software will allow defendants to pay certain citations on-line through a web based payment program the Court is in the process of implementing.

Line Item	Explanation
236-136-000-819-010 – Computer Network Support	<p>This line item had previously represented the amounts paid under a joint memorandum of understanding for the development of the next generation of computer software known as Judicial Information Services. That obligation has been fulfilled. The amount requested at this time reflects the cost of entering into a formal agreement with Washtenaw County IT for computer support. This reflects the costs associated with computer support for 20 computers. Included in the cost is software licensing, data storage, internet connection, help desk support and on site support, email and support for ENACT. The Court has not paid anything for computer support in recent years. The County has provided IT services sufficient to keep existing computers serviceable, but the level of support needed to ensure uninterrupted service and to continue to move forward with technologies that will better serve the court and the public there is a need to have a formalized support agreement. There are a number of IT initiatives in the county that the Court is and will be impacted by due to our concurrent jurisdiction agreement with the County Trial Court and the 14A and 15th District Courts that County IT is proceeding with that makes the continuation of the relationship with County IT more favorable than other options including contracting with Township IT for support. The Court Administrator has had a number of meetings and discussions with both County IT and Township IT and the consensus is that the most practical approach is to utilize County IT for support of the Court's IT needs. This amount is increased in 2015 due to data storage and maintenance for the digital recording implemented by the Court in 2014.</p>

Line Item	Explanation
236-136-000-850-000 - Telephone	This line item is reduced based upon estimates provided by Township IT.
236-136-000-860-000 - Travel	This line item is used to pay mileage to employees for travel directed by the Court.
236-136-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.
236-136-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.
236-136-000-900-000 - Publishing	This line item is for the expense of printing of Traffic Citations for the Sheriff's Department, citation books for the Ordinance Department and file folders for criminal/civil/traffic cases. In 2014, the Sheriff's Department began the process of transitioning to electronically generated tickets which print in the patrol vehicle. This will result in a decrease in need for preprinted traffic citation books, but there will still be a need for them. The Court anticipates this line item request to decrease in future years.
236-136-000-914-000 – Insurance & Bonds Fire & Liab	Figures provided by the Accounting Director.
236-136-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
236-136-000-920-014 – Utilities-Court	This line item remains the same as 2014.

Line Item	Explanation
236-136-000-931-000 – Repairs and Maintenance	This line item includes all repair and maintenance expenses for the entire Courthouse - including that portion occupied by the Sheriff's Dept.
236-136-000-933-000 – Equipment Maintenance	This line item includes the expense of repairing business equipment (e.g., copier/computer/printer).
236-136-000-933-001 – Maintenance Contracts	Burglar Alarm
236-136-000-941-000 – Equipment Rental/Leasing	This line item includes the expense for rental of charge card equipment.
236-136-000-956-000 - Miscellaneous	It is recommended that this remain at its' current nominal amount of \$100.
236-136-000-957-000 – Bank Charges	This line item reflects the cost of banking fees, most notably for charge card expenses.
236-136-000-958-000 – Membership and Dues	This line item reflects the expense for the annual Bar dues for the Judge and Magistrate; State Association dues for the Judge, Magistrate and Probation Officer; and State fees for certification of the 2 recorders.
236-136-000-960-000 – Education and Training	This line item includes the cost of attendance (and related expenses) for continuing training for professional staff. This amount is requested to increase to reflect the actual amounts expended in recent years.

Line Item	Explanation
236-136-000-977-000 - Equipment	This line item includes the cost of the purchase of new equipment. It reflects the need to upgrade computers. The Court plans to upgrade computers on a 5 year cycle as recommended by both County and Township IT. The amount requested this year reflects the purchase of 5 computers.

Revised 11/12/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 236 - 14B DISTRICT COURT							
ESTIMATED REVENUES							
Dept 000.000							
236-000.000-569.019	STATE GRANT REVENUE				43,646	44,278	41,250
236-000.000-601.136	14B STATE SHARED REVENUE	45,724	45,724	45,800	45,800	34,293	45,800
236-000.000-601.137	14B ST OF MI JUROR COMP REIMB	1,818	3,364	4,500	4,500	1,995	4,500
236-000.000-602.136	14B COURT COSTS	516,482	354,784	335,000	335,000	363,699	408,085
236-000.000-602.544	14B-ST OF MI CASEFLOW ASSISTA	5,462	6,976	6,500	6,500	8,989	8,559
236-000.000-603.136	14B CIVIL FEES	289,183	270,365	185,000	185,000	207,456	220,000
236-000.000-604.000	14B PROBATION FEES	54,330	65,795	63,000	63,000	73,602	70,810
236-000.000-605.001	14B ORDINANCE FINES AND COSTS	151,381	446,955	445,000	445,000	410,975	509,085
236-000.000-605.003	14B BOND FORFEITURES	24,651	17,625	15,000	15,000	20,391	20,000
236-000.000-605.004	14B INTEREST EARNED	163	18	30	30		
236-000.000-605.005	14B MISCELLANEOUS INCOME	8,265	11,635				
236-000.000-664.001	INTEREST EARNED	89	61			43	
236-000.000-694.001	OTHER INCOME-MISCELLANEOUS	582					
236-000.000-694.004	MISC REVENUE - INSURANCE REIM	3,000	2,959			1,249	
236-000.000-697.000	TRANSFER IN: GENERAL FUND	203,734		167,255	167,255		
236-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				30,448		
Totals for dept 000.000-		1,304,864	1,226,261	1,267,085	1,341,179	1,166,970	1,328,089
TOTAL ESTIMATED REVENUES		1,304,864	1,226,261	1,267,085	1,341,179	1,166,970	1,328,089

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014



GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 136.000-COURT							
236-136.000-703.001	SALARY - JUDGE	45,724	45,724	45,724	45,724	38,689	45,724
236-136.000-706.000	SALARY - PERMANENT WAGES	451,117	433,089	453,689	446,296	342,039	413,988
236-136.000-706.001	SALARY - BAILIFF	43,603	40,970	44,243	44,243	33,567	42,292
236-136.000-706.002	SALARY - DEPUTY COURT ADMIN	67,000	67,000	67,258	68,131	54,806	69,576
236-136.000-707.000	SALARY - TEMPORARY/SEASONAL	12,361	20,129	15,000	15,000	12,054	20,000
236-136.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	12,613	24,621	8,450	19,787	14,060	9,450
236-136.000-708.010	HEALTH INS BUYOUT	8,136	6,018	9,000	9,000	1,705	6,000
236-136.000-709.000	REG OVERTIME	201	15			46	
236-136.000-715.000	F.I.C.A./MEDICARE	44,011	40,818	46,514	46,625	33,493	43,829
236-136.000-719.000	HEALTH INSURANCE	89,774	85,629	106,828	106,828	118,982	128,973
236-136.000-719.001	SICK AND ACCIDENT	3,701	3,251	3,425	3,425	2,916	3,235
236-136.000-719.015	DENTAL BENEFITS	14,931	14,678	14,619	14,619	13,310	12,275
236-136.000-719.016	VISION BENEFITS						2,138
236-136.000-719.020	HEALTH CARE DEDUCTION	29,736	28,479	50,558	50,558	18,702	50,558
236-136.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	938	863	885	885	656	855
236-136.000-720.000	LIFE INSURANCE	1,843	1,716	1,800	1,800	1,542	1,711
236-136.000-723.000	DEFERRED COMPENSATION EMPLOYE	720	803	575	575	907	756
236-136.000-724.001	UNEMPLOYMENT EXPENSE		979			7,240	
236-136.000-727.000	OFFICE SUPPLIES	15,121	13,275	15,000	15,000	8,516	15,000
236-136.000-730.000	POSTAGE	7,130	9,466	9,053	9,053	8,340	10,000
236-136.000-739.000	LIBRARY SUBSCRIPTION	3,844	4,157	3,500	3,500	2,877	3,500
236-136.000-740.000	OPERATING SUPPLIES	4,548	5,107	5,000	7,000	5,945	6,000
236-136.000-800.001	ADMINISTRATION FEES	30,079	30,079	30,079	30,079	25,066	31,103
236-136.000-801.007	ATTORNEY FEES CRIMINAL	39,465	37,054	45,000	45,000	32,124	55,000
236-136.000-801.009	14B OTHER CONTRACTUAL SERVICE	5,230	7,214	9,000	9,000	4,138	9,000
236-136.000-801.010	CONTRACTUAL/VISITING JUDGE	340			195	441	1,750
236-136.000-801.012	CONTRACTUAL/INTERPRETER FEES	1,900	4,944	3,500	3,500	1,815	3,500
236-136.000-802.100	COURT INNOVATION CONTRACT				43,646	43,646	41,250
236-136.000-812.000	14B JURY FEES	4,651	4,907	5,000	5,000	3,728	5,000
236-136.000-812.001	WITNESS FEES	19	27	20	20		100

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

		2012	2013	2014	2014	2014	2015
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 10/31/14	BUDGET
236-136.000-812.002	14B ENHANCED JURY FEES	1,281	2,240	1,500	1,500	1,080	1,500
236-136.000-812.003	14B JUROR EXPENSES	864	908	650	650	765	800
236-136.000-819.006	COMPUTER PROGRAMS/LIEN			7,390	7,390	5,000	7,390
236-136.000-819.010	COMPUTER NETWORK SUPPORT		33,649	33,649	33,649	33,649	37,009
236-136.000-850.000	TELEPHONE	5,883	2,481	2,500	2,500	1,612	2,500
236-136.000-860.000	TRAVEL	262	829	800	800	927	800
236-136.000-876.000	RETIREMENT/MERS	55,348	65,227	78,499	78,703	64,566	88,712
236-136.000-876.003	OPEB FUNDING- RETIREE HEALTH	82,898	110,551	69,368	69,368	69,368	77,451
236-136.000-900.000	PUBLISHING	600	5,643	3,500	3,500	1,266	3,500
236-136.000-914.000	INSURANCE & BONDS FIRE & LIAB	8,708	7,660	7,941	7,941	6,176	8,636
236-136.000-917.000	WORKERS COMPENSATION INSURANC	6,493	6,348	6,568	6,568	5,878	6,728
236-136.000-920.014	UTILITIES - COURT	17,190	16,890	32,200	30,005	13,272	32,200
236-136.000-931.000	REPAIRS AND MAINTENANCE	9,425	5,969	10,000	10,000	3,910	10,000
236-136.000-933.000	EQUIPMENT MAINTENANCE	280	663	1,000	1,000	1,601	1,000
236-136.000-933.001	MAINTENANCE CONTRACTS	2,190	656	1,500	1,500	843	1,500
236-136.000-941.000	EQUIPMENT RENTAL/LEASING			500	500		
236-136.000-956.000	MISCELLANEOUS	624	255	100	100		100
236-136.000-956.136	MISC-CASH OVER/SHORT	175					
236-136.000-957.000	BANK CHARGES	7,459	11,612	7,000	7,000	7,953	7,000
236-136.000-958.000	MEMBERSHIP AND DUES	1,415	1,415	1,000	1,000	805	1,000
236-136.000-960.000	EDUCATION AND TRAINING	1,278	1,671	1,200	1,200	442	1,200
236-136.000-977.000	EQUIPMENT	816	6,164	6,500	31,816	10,035	6,500
Totals for dept 136.000-COURT		1,141,925	1,211,843	1,267,085	1,341,179	1,060,498	1,328,089
TOTAL APPROPRIATIONS		1,141,925	1,211,843	1,267,085	1,341,179	1,060,498	1,328,089
NET OF REVENUES/APPROPRIATIONS - FUND 236		162,939	14,418			106,472	
BEGINNING FUND BALANCE		4	162,942	177,359	177,359	177,359	
ENDING FUND BALANCE		162,943	177,360	177,359	177,359	283,831	

Fund 248 – Housing & Business Inspection

Revenues

Line Item	Explanation
248-000-000-451-300 – Bus Lic-Rental Registration Fee	This line item reflects revenue from fees collected from landlords to register rental properties. Revenue is projected to decrease in accordance with a decline in the rate of new rental registrations.
248-000-000-607-300 – Charge for Serv-Rental Inspection	This line item reflects revenue from rental inspection fees collected from landlords. Revenue is projected to be consistent with 2014.
248-000-000-607-310 – Tax Sp Assess-Rental Prop Inspect	This line item reflects revenue from delinquent rental properties collected with taxes from property owners.
248-000-000-607-400 – Tax Sp Assess-Vacant Prop Inspect	This line item reflects revenue from delinquent vacant house inspection invoices collected with taxes from property owners and banks.
248-000-000-664-001 – Interest Earned	This line item reflects interest earned on money deposited in banks. No interest earnings are relied upon.
248-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects revenue transferred from fund balance to offset expenses.

Expenditures

Line Item	Explanation
248-248-000-705-000 – Salary-Supervision	This line item reflects expenses for a portion of salary for the OCS Executive Coordinator who will help provide administrative oversight of staff funded in this budget.
248-248-000-706-000 – Salary-Permanent Wages	This line item reflects wage expenses for two (2) Ordinance Enforcement Assistants to perform inspections of rental properties and vacant houses. This is a recommended increase from one to two full-time inspectors in conjunction with the elimination of temporary help. Also included are the wages for one part-time Ordinance Enforcement Assistant (previously budgeted in 248-248-000-706-014-Rental Inspections).
248-248-000-706-014 – Rental Inspection	This line item is now included in 248-248-000-706-000 – Permanent Wages.
248-248-000-707-400 – Temp/Seas-Vacant Prop Inspect	This line item reflects wage expenses for temporary employees used for vacant property inspections. This expense is recommended to be eliminated.
248-248-000-708-004 – Salaries Pay Out-PTO&Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
248-248-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.

Line Item	Explanation
248-248-000-709-000 – Reg Overtime	This line item reflects overtime expenses for clerical and field inspection special projects.
248-248-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
248-248-000-719-000 – Health Insurance	We will be receiving a 19% increase for health care in 2015. A significant increase is shown in this line item due to the increase in rates and the new position that is proposed.
248-248-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time. A significant increase is shown in this line item due to the increase in rates and the new position that is proposed.
248-248-000-719-015 – Dental Benefits	Although there will be no increase in dental insurance rates for 2015, an increase has been budgeted for the new position that is proposed.
248-248-000-719-016 – Vision Benefits	Although there will be no increase in vision insurance rates for 2015, an increase has been budgeted for the new position that is proposed.
248-248-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
248-248-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.

Line Item	Explanation
248-248-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time. A significant increase is shown in this line item due to the increase in rates and the new position that is proposed.
248-248-000-723-000 – Deferred Compensation	Figures provided by the Accounting Director.
248-248-000-727-000 – Office Supplies	This line item reflects expenses for common office supplies to support the inspection programs, such as business cards, pens, etc.
248-248-000-730-000 - Postage	This line item reflects expenses for postage to support the inspection programs.
248-248-000-741-001 – Uniforms-New & Badges	This line item reflects expenses for new and replacement uniforms for field inspectors.
248-248-000-867-000 – Gas & Oil	This line item reflects expenses for gasoline and oil for vehicles allocated for use by inspectors.
248-248-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.
248-248-000-913-000 – Insurance & Bonds	Figures provided by the Accounting Director.
248-248-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
248-248-000-943-000 – Motorpool Lease/Maintenance	This line item reflects expenses to lease and maintain vehicles from the motor pool for use by inspectors.

Line Item	Explanation
248-248-000-977-000 - Equipment	This line item reflects expenses for new and replacement computer, phone and photo equipment for field inspectors.

Revised 11/25/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 248 - HOUSING & BUSINESS INSPECTION FUND							
ESTIMATED REVENUES							
Dept 000.000							
248-000.000-451.300	BUS LIC-RENTAL REGISTRATON FE	3,425	290	500	500		300
248-000.000-451.301	BUS LIC-RENTAL REG FEE PILOT	160					
248-000.000-607.300	CHRG FOR SERV-RENTAL INSPECT	91,145	136,323	120,000	120,000	131,305	163,000
248-000.000-607.301	CHRG FOR SERV-PILOT BLDGINSPC	1,700					
248-000.000-607.310	TAX SP ASSESS - RENTAL PROP INSPECT						11,335
248-000.000-607.400	CHRG FOR SERV-VACANT PROP INSPECT				60,320	9,815	10,000
248-000.000-607.410	TAX SP ASSESS - VACANT PROP INSPECT						25,683
248-000.000-664.001	INTEREST EARNED	28	40			32	
248-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			785	3,935		
Totals for dept 000.000-		96,458	136,653	121,285	184,755	141,152	210,318
TOTAL ESTIMATED REVENUES		96,458	136,653	121,285	184,755	141,152	210,318

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014



GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 248.000-RENTAL INSPECTION							
248-248.000-705.000	SALARY - SUPERVISION						7,587
248-248.000-706.000	SALARY - PERMANENT WAGES	3,040	36,680	57,839	59,574	46,794	113,707
248-248.000-706.004	BUILDING INSPECTION			15,660			
248-248.000-706.014	RENTAL INSPECTIONS	27,366	9,900		15,660	13,500	
248-248.000-707.400	TEMP/SEASONAL - VACANT PROP INSPECT				48,000	32,061	
248-248.000-708.004	SALARIES PAY OUT-PTO&SICKTIME		760	804	804		1,604
248-248.000-708.010	HEALTH INS BUYOUT		472				375
248-248.000-709.000	REG OVERTIME				1,000	1,376	1,000
248-248.000-715.000	F.I.C.A./MEDICARE	518	3,664	5,680	6,544	5,255	9,507
248-248.000-719.000	HEALTH INSURANCE		1,458	10,722	10,722	10,017	18,915
248-248.000-719.001	SICK AND ACCIDENT		74	447	447	410	809
248-248.000-719.015	DENTAL BENEFITS		205	966	966	873	1,326
248-248.000-719.016	VISION BENEFITS						253
248-248.000-719.020	HEALTH CARE DEDUCTION			5,793	5,793	92	8,698
248-248.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE		38	135	135	140	270
248-248.000-720.000	LIFE INSURANCE		48	216	216	198	391
248-248.000-723.000	DEFERRED COMPENSATION EMPLOYE	360			624	417	
248-248.000-727.000	OFFICE SUPPLIES	133	178	300	300	276	300
248-248.000-730.000	POSTAGE	870	1,807	3,195	3,195	2,085	2,800
248-248.000-741.001	UNIFORMS-NEW AND BADGES		1,346	500	1,500	872	500
248-248.000-867.000	GAS & OIL	2,742	2,255	3,000	3,000	1,278	2,000

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
248-248.000-876.000	RETIREMENT/MERS	161	2,997	8,228	8,475	4,203	8,173
248-248.000-913.000	INSURANCE & BONDS FLEET						1,819
248-248.000-917.000	WORKERS COMPENSATION INSURANCE					1,071	1,000
248-248.000-943.000	MOTORPOOL LEASE/MAINTENANCE	4,927	5,228	6,800	6,800	6,036	8,400
248-248.000-977.000	EQUIPMENT		8,625	1,000	11,000	701	1,000
Totals for dept 248.000-RENTAL INSPECTION		40,117	75,735	121,285	184,755	127,655	190,434
TOTAL APPROPRIATIONS		40,117	75,735	121,285	184,755	127,655	190,434
NET OF REVENUES/APPROPRIATIONS - FUND 248		56,341	60,918			13,497	19,884
BEGINNING FUND BALANCE		3,744	60,085	121,004	121,004	121,004	
ENDING FUND BALANCE		60,085	121,003	121,004	121,004	134,501	

Fund 249 - Building

Revenues

Line Item	Explanation
249-000-000-476-477 – Non Bus Lic – Lic & Reg	This line item reflects revenue generated from collection of fees to register licensed contractors doing business in the Township. This revenue is projected to remain consistent with 2014 projections.
249-000-000-476-478 – Non Bus Lic Refrigeration	This line item reflects revenue generated from collection of fees for refrigeration permits (primarily air conditioning systems) that require Act 54 mechanical inspections. This revenue is projected to decrease 45% over 2014 projections.
249-000-000-476-479 – Non Bus Lic Building Permit	This line item reflects revenue generated from collection of fees for building permits that require Act 54 building inspections. This revenue is projected to increase 16% over 2014 projections.
249-000-000-476-480 – Non Bus Lic Electrical Permit	This line item reflects revenue generated from collection of fees for electrical permits that require Act 54 electrical inspections. This revenue is projected to remain consistent with 2014 projections.
249-000-000-476-481 – Non Bus Lic Heating Permit	This line item reflects revenue generated from collection of fees for heating system permits that require Act 54 mechanical inspections. This revenue is projected to remain consistent with 2014 projections.

Line Item	Explanation
249-000-000-476-482 – Non Bus Lic Plumbing Permit	This line item reflects revenue generated from collection of fees for plumbing permits that require Act 54 plumbing inspections. This revenue is projected to remain consistent with 2014 projections.
249-000-000-476-484 – Non Bus Lic Misc/Reinspect	This line item reflects revenue generated from collection of fees for Act 54 re-inspections required to give final approval of all permitted construction and installations when the job/work fails the initial inspection due to lack of code compliance. This revenue is projected to remain consistent with 2014 projections.
249-000-000-476-486 – Non Bus Lic Sign Permits	This line item reflects revenue generated from collection of fees for sign permits that require zoning compliance review and Act 54 building inspection. This revenue is projected to remain consistent with 2014 projections.
249-000-000-607-010 – Charge for Srvcs-Envir/Plot Plan	This line item reflects revenue generated from collection of fees for soil erosion permits that require inspection by a certified inspector. This revenue is projected to decrease 75% over 2014 projections
249-000-000-607-270 – Charge for Serv-Liquor Inspection	This line item reflects revenue generated from collection of fees for Act 54 building/trade inspections conducted for the purpose of liquor license renewal. This revenue is projected to remain consistent with 2014 projections.

Line Item	Explanation
249-000-000-664-001 – Interest Earned	This line item reflects interest earned on funds deposited at various banks.
249-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects the amount needed from Fund Balance.

Expenditures

Line Item	Explanation
249-249-000-705-000 – Salary-Supervision	This line item reflects salary expenses for a statutorily required Building Official, who administers the state building codes and coordinates building inspection services. This line item also covers 25% of the OCS Executive Coordinator position, who will perform administrative management of building department staff and related support functions under the OCS umbrella. The administrative duties of the existing Building Director are shifted to the Executive Coordinator position, and the job description of the Building Official is revised accordingly. Per the Board’s direction, a 1.5% increase is budgeted.
249-249-000-706-000 – Salary-Permanent Wages	This line item reflects wages for one clerical position (AFSCME) whose salary is determined by contract. An increase is shown here since 100% of this position is now budgeted in this fund (90% was budgeted in 2014), as well as the 1.5% contractual increase and payroll accrual.
249-249-000-706-004 – Building Inspection	This line item reflects wages for one full time Act 54 building inspector (AFSCME) who conducts inspections for building and soil erosion permit activity and conducts plan reviews for residential building projects. The salary is determined by the AFSCME contract and an increase is shown, due to the contractual 1.5% increase and payroll accrual.
249-249-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.

Line Item	Explanation
249-249-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
249-249-000-709-000 – Regular Overtime	This line item reflects overtime wages for departmental clerical staff and the Act 54 building inspector (AFSCME) for special projects and emergency response situations.
249-249-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
249-249-000-719-000 – Health Insurance	We will be receiving a 19% increase for health care in 2015. An increase is shown in this line item since we are budgeting for health care for the Building Director (our current director will be retiring at the end of 2014).
249-249-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
249-249-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. Although there will be no increase in dental insurance rates for 2015, an increase is budgeted for the OCS Executive Coordinator position.
249-249-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. Although there will be no increase in vision insurance rates for 2015, an increase is budgeted for the OCS Executive Coordinator position.

Line Item	Explanation
249-249-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. An increase is shown since we are budgeting for the new Building Director position.
249-249-000-719-021 – Admin Fees-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. An increase is shown since we are budgeting for the new Building Director position.
249-249-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.
249-249-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
249-249-000-724-001 – Unemployment Expense	Figures provided by the Accounting Director.
249-249-000-727-000 – Office Supplies	This line item reflects office supply expenses, such as forms, placards, pens, etc. Based on expenses to date, it is recommended that it be reduced to \$1,500 for 2015.
249-249-000-730-000 – Postage	This line item reflects postage expenses. Based on expenses to date, it is recommended that it be reduced to \$1,000 for 2015.

Line Item	Explanation
249-249-000-740-001 – Ordinance & Zoning Code Books	This line item reflects expenses to purchase applicable code publications and software required as reference for inspectors. There is an increase budgeted in anticipation of the release of updated versions of several code publications issued by the State of Michigan.
249-249-000-741-001 – Uniforms-New and Badges	This line item reflects expenses to purchase uniform clothing apparel and other uniform related items. This was previously budgeted in line item 249-249-000-741-000. There is no change from the 2014 original budget.
249-249-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
249-249-000-818-000 – Contractual Services	This line item reflects expenses for electrical, plumbing and mechanical contractual inspection services and fill-in inspection services for sick calls and vacations. There is a 20% increase projected.
249-249-000-860-000 – Travel	This line item reflects expenses to reimburse the building director for use of personal vehicle and is projected to remain consistent with 2014.
249-249-000-867-000 – Gas & Oil	This line item reflects expenses for gasoline and oil for vehicles used by the building department staff. Expenses are projected to remain consistent with 2014.

Line Item	Explanation
249-249-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.
249-249-000-913-000 – Insurance & Bonds	Figures provided by the Accounting Director.
249-249-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
249-249-000-943-000 – Motorpool Lease/Maintenance	This line item reflects lease payments to the motor pool and maintenance for vehicles used by the building department. There are no budgeted changes.
249-249-000-958-000 – Membership & Dues	This line item reflects the cost of mandatory memberships and dues in professional organizations required to maintain ACT 54 state certification.
249-249-000-960-000 – Education & Training	This line item reflects expenses for mandatory education required to maintain inspector certification. There are no budgeted changes.
249-249-000-977-000 - Equipment	This line item reflects expenses for the purchase of new equipment and replacement of old equipment no longer serviceable. There are no budgeted changes.

Revised 11/25/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 249 - BUILDING DEPARTMENT							
ESTIMATED REVENUES							
Dept 000.000							
249-000.000-476.477	NON BUS. LIC. LIC & REG.	5,760	7,230	7,000	7,000	7,080	7,000
249-000.000-476.478	NON BUS. LIC. REFRIGERATION	7,290	9,270	11,000	11,000	5,085	6,000
249-000.000-476.479	NON BUS. LIC. BUILDING PERMIT	204,292	284,690	230,000	230,000	263,810	275,000
249-000.000-476.480	NON BUS. LIC. ELECTRICAL PERM	29,265	35,130	30,000	30,000	25,895	30,000
249-000.000-476.481	NON BUS. LIC. HEATING PERMIT	32,205	44,553	45,000	45,000	45,816	45,000
249-000.000-476.482	NON BUS. LIC. PLUMBING PERMIT	24,795	37,080	30,000	30,000	32,930	30,000
249-000.000-476.484	NON BUS. LIC. MISC / REINSPEC	14,655	19,510	16,000	16,000	16,425	16,000
249-000.000-476.486	NON BUS. LIC. SIGN PERMITS	3,330	3,060	3,500	3,500	2,295	3,500
249-000.000-607.010	CHARGE FOR SRVCS-ENVIR/PLOT P	6,625	4,120	4,000	4,000	2,514	1,000
249-000.000-607.012	CHARGE FOR SERV-ADDRESS ASSIG		15				
249-000.000-607.270	CHARGE FOR SERV-LIQUOR INSPEC	1,710	855	1,000	1,000	855	1,000
249-000.000-664.001	INTEREST EARNED	267	170	150	150	111	
249-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				13,457		53,827
Totals for dept 000.000-		330,194	445,683	377,650	391,107	402,816	468,327
TOTAL ESTIMATED REVENUES		330,194	445,683	377,650	391,107	402,816	468,327

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 249.000-BUILDING DEPARTMENT							
249-249.000-704.005	CONSTRUCTION BOARD OF APPEALS		320				
249-249.000-705.000	SALARY - SUPERVISION	29,900	30,223	37,843	39,013	31,143	91,038
249-249.000-706.000	SALARY - PERMANENT WAGES	33,338	39,074	34,994	36,044	29,701	41,975
249-249.000-706.004	BUILDING INSPECTION	61,918	59,526	58,007	58,007	37,945	60,574
249-249.000-708.004	SALARIES PAY OUT-PTO&SICKTIME		576	1,637	1,637		2,945
249-249.000-708.010	HEALTH INS BUYOUT	3,219	1,200	1,500	1,500	750	750
249-249.000-709.000	REG OVERTIME	10	27			1,152	1,000
249-249.000-715.000	F.I.C.A./MEDICARE	10,204	9,629	10,250	10,554	8,267	15,169
249-249.000-719.000	HEALTH INSURANCE	12,104	20,244	19,007	19,007	17,757	39,011
249-249.000-719.001	SICK AND ACCIDENT	747	745	715	715	606	1,001
249-249.000-719.015	DENTAL BENEFITS	2,878	3,170	2,568	2,568	2,321	3,448
249-249.000-719.016	VISION BENEFITS						583
249-249.000-719.020	HEALTH CARE DEDUCTION	4,564	6,521	8,390	8,390	4,420	14,455
249-249.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	105	195	200	200	68	300
249-249.000-720.000	LIFE INSURANCE	343	360	346	346	317	484
249-249.000-723.000	DEFERRED COMPENSATION EMPLOYE	145	145				
249-249.000-727.000	OFFICE SUPPLIES	547	2,198	2,000	2,000	471	1,500
249-249.000-730.000	POSTAGE	363	1,636	1,278	1,278	749	1,000
249-249.000-740.001	Ordinance & Zoning Code Books	162	988	1,000	1,200	1,111	2,000
249-249.000-741.000	UNIFORMS - LAUNDRY & CLEANING		795	1,000	800		
249-249.000-741.001	UNIFORMS-NEW AND BADGES						1,000
249-249.000-800.001	ADMINSTRATION FEES	16,618	16,618	16,618	16,618	13,849	16,823
249-249.000-801.000	PROFESSIONAL SERVICES				10,370	6,902	
249-249.000-801.025	CHG FOR SVCS - LEGAL		44,499				
249-249.000-818.000	CONTRACTUAL SERVICES	69,855	96,670	100,000	100,000	101,525	120,000
249-249.000-860.000	TRAVEL			1,000	1,000		1,000
249-249.000-867.000	GAS & OIL	2,721	2,329	3,000	3,000	1,900	3,000

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
249-249.000-876.000	RETIREMENT/MERS	11,941	15,039	18,614	19,177	15,755	27,652
249-249.000-913.000	INSURANCE & BONDS FLEET						1,819
249-249.000-917.000	WORKERS COMPENSATION INSURANCE					1,071	1,000
249-249.000-943.000	MOTORPOOL LEASE/MAINTENANCE	2,400	3,452	11,800	11,800	9,939	11,800
249-249.000-958.000	MEMBERSHIP AND DUES	575	125	1,000	1,000	125	1,000
249-249.000-960.000	EDUCATION AND TRAINING	190	285	1,000	1,000	285	1,000
249-249.000-977.000	EQUIPMENT		10,184	5,000	5,000	3,849	5,000
Totals for dept 249.000-BUILDING DEPARTMENT		264,847	366,773	338,767	352,224	291,978	468,327
TOTAL APPROPRIATIONS		264,847	366,773	338,767	352,224	291,978	468,327
NET OF REVENUES/APPROPRIATIONS - FUND 249		65,347	78,910	38,883	38,883	110,838	
BEGINNING FUND BALANCE		239,408	304,754	383,664	383,664	383,664	
ENDING FUND BALANCE		304,755	383,664	422,547	422,547	494,502	

Fund 250 - LDFA Fund

The 2015 revenues are based on the 2014 property tax values for the LDFA District. The captured funds are then transferred to Fund 398 - 2013 Bond Fund to cover the bond payments for the infrastructure improvements.

2014 Recaptured Tax for 2015 revenues

\$ 245,499

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTH							
ESTIMATED REVENUES							
Dept 000.000							
250-000.000-402.250	CURRENT TAX REVENUE-CAPTURED	236,676	172,403	196,014	196,014	210,459	245,499
250-000.000-664.001	INTEREST EARNED					11	
Totals for dept 000.000-		236,676	172,403	196,014	196,014	210,470	245,499
TOTAL ESTIMATED REVENUES		236,676	172,403	196,014	196,014	210,470	245,499
APPROPRIATIONS							
Dept 991.000-DEBT SERVICES							
250-991.000-968.398	TRANSFER TO: 2006 BOND DEBT	236,676	172,403	196,014	196,014	200,000	200,000
Totals for dept 991.000-DEBT SERVICES		236,676	172,403	196,014	196,014	200,000	200,000
TOTAL APPROPRIATIONS		236,676	172,403	196,014	196,014	200,000	200,000
NET OF REVENUES/APPROPRIATIONS - FUND 250						10,470	45,499
BEGINNING FUND BALANCE		305	305	305	305	305	
ENDING FUND BALANCE		305	305	305	305	10,775	

Fund 252 - Hydro

Revenues

Line Item	Explanation
252-000-000-641-003 – Ford Lake Hydro Station	Revenues from selling electricity from the Hydro Station to DTE Energy. Estimated revenue was calculated by averaging actual revenues from 2009 to 2013, forecasted revenue for 2014 and the performance of the Power Contract.
252-000-000-664-001 – Interest Earned	Reflects interest earned on funds deposited in the bank. Interest earned is down so proposed amount is reduced from last year.
252-000-000-694-001 – Other Income-Miscellaneous	Funds received by the Township that are not planned or normally recurring.
252-000-000-694-004 – Misc Revenue-Insurance Reimb	Refunds from Insurance Company.
252-000-000-699-000 – Appropriated Prior Year Balance	Funds needed to cover costs for the Hydro Station over the expected revenue from DTE sales.

Expenditures

Line Item	Explanation
252-252-000-706-000 – Salary-Permanent Wages	Per Resolution No. 2013-37, the Hydro Operator’s salary was set at \$55,301 for 2014. It is recommended that it be increased by 1.5% to \$56,130.52 in 2015, the same increase that Teamsters and AFSCME employees will receive.
252-252-000-707-000 – Salary-Temporary/Seasonal	Wages for the part time operator who is responsible for the weekend and holiday operations. Also helps the full-time operator when tasks require two people. This amount is unchanged.
252-252-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
252-252-000-709-000 – Regular Overtime	Accounts for necessary overtime for the full-time operator when he is called in or necessary work exceeds 40 hours to avoid loss of revenue, dam safety or handle compliance issues. Amount is unchanged over prior year.
252-252-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
252-252-000-719-000 – Health Insurance	We will be receiving a 19% increase for health care in 2015.
252-252-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.

Line Item	Explanation
252-252-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 252-252-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.
252-252-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 252-252-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.
252-252-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. It is recommended that this line item remain at \$5,775 for 2015.
252-252-000-719-021 – Admin Fees-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that this line item remain at \$100 for 2015 (\$7.50 per month, per employee).
252-252-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.
252-252-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
252-252-000-727-000 – Office Supplies	Cover the cost of supplies and material used in completing reports by the department. This was reduced from prior year.

Line Item	Explanation
252-252-000-730-000 - Postage	Cover cost in mailing business related material. This was increased from last year due to a large mailing in 2015.
252-252-000-740-000 – Operating Supplies	Accounts for the miscellaneous cost related to operating the Hydro Station. The amount is unchanged from prior year.
252-252-000-776-000 – Maintenance Supplies	Cost associated in maintaining Hydro Station including housekeeping, general supplies, and hand tools. No changes from last year.
252-252-000-801-000 – Professional Services	Cover cost for an independent engineering firm for technical support related to dam safety and compliance for the Ford Lake Dam. For 2015 we have to complete a part 12 inspection and update electrical drawings.
252-252-000-801-250 – Professional Services-Other Dams	Cover cost for an independent engineering firm for technical support related to dam safety and compliance for Tyler and Sargent Charles Dam. Tyler Dam phase 3 is planned for 2015. We are applying for grants to complete the project, if the Board decides to move forward.
252-252-000-818-013 – Contractual Services/Hydro Station	Associated cost for services routinely used by the department for operations or maintenance activities. This remains unchanged from last year.
252-252-000-850-000 - Telephone	Cover the cost for communication circuits for the station monitoring system and DTE substation fault protection. Cost budgeted for 2015 is the same as 2014. In 2015 we are working to upgrade the fault protection (Transfer Trip) system to get rid of AT&T cost.

Line Item	Explanation
252-252-000-867-000 – Gas & Oil	Cover cost related to fuel used by the department in equipment and vehicle. In 2014 the department was issued a department truck.
252-252-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.
252-252-000-915-000 – Insurance and Bonds	Figures provided by the Accounting Director.
252-252-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
252-252-000-920-017 – Utilities-Hydro	Cost related in heating powerhouse in winter months. This remains the same as 2014.
252-252-000-930-000 – Repairs Maintenance-Machinery	Accounts for cost related repairing and maintaining the equipment related to generating electricity.
252-252-000-930-001 – Repairs/Maint Hydro Infrastructure	Cost related to maintaining the Hydro Station structure-powerhouse and dam. For 2015, 1 project is scheduled, plans to upgrade the obsolete PLC.
252-252-000-931-013 – Repairs & Maint-Other Dams	Cost associated in maintaining Tyler and Sargent Charles Dams. A large project is proposed for 2015 at Tyler Dam. It will come to the Board for approval.
252-252-000-943-000 – MotorPool Lease/Maintenance	Cost associated with the lease of department issued vehicle.
252-252-000-956-000 - Miscellaneous	Cover cost for bank fees associated with the DTE Escrow Fund and small expenses. This amount was reduced from 2014.

Line Item	Explanation
252-252-000-956-009 – City Share/Hydro Station	Expected amount that the Twp. will have to pay the City (10% gross of DTE revenue) from a judgment when JYRO was dissolved.
252-252-000-956-019 – Hydro-Fish Study-Escrow Expense	Expected amount that the Twp. will have to put into Fish Escrow for future fish enhancement. This required by the FERC License agreement.
252-252-000-956-025 – Licenses and Fees/FERC	Annual fee assessed by the Federal Energy Regulatory Commission. Cost varies each year; propose the same amount as last year.
252-252-000-976-000 – Capital Outlay-New Equipment	Estimated cost to upgrade existing transfer trip equipment at Hydro Station. Existing system is about 30 years old is very costly to operate. AT&T lines are going up 17% every 6 months. The new system has no monthly cost associated with it. Phone line cost will surpass \$29,000 (for 2 lines) if no action is taken
252-252-000-977-000 - Equipment	Nothing budgeted for 2015.

Revised 11/25/14

Request \$1,200,000 from general Fund for Tyler Dam Phase 3 construction.

Request \$ 50,000 from general Fund for Tyler Dam Phase 3 engineering.

Request \$ 200,000 for upgrading DTE Transfer Trip Equipment to eliminate AT&T phone line cost. Funding for this would come from DTE Revenue and Prior year Fund Balance.

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 252 - HYDRO STATION FUND							
ESTIMATED REVENUES							
Dept 000.000							
252-000.000-641.003	FORD LAKE HYDRO STATION	305,133	406,993	320,000	386,000	348,800	375,000
252-000.000-664.001	INTEREST EARNED	695	350	400	400	211	200
252-000.000-694.001	OTHER INCOME-MISCELLANEOUS	506	691			59	
252-000.000-694.004	MISC REVENUE - INSURANCE REIM	799	566			345	
252-000.000-697.000	TRANSFER IN: GENERAL FUND			50,000	50,000		
252-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			2,281	207,955		160,275
Totals for dept 000.000-		307,133	408,600	372,681	644,355	349,415	535,475
TOTAL ESTIMATED REVENUES		307,133	408,600	372,681	644,355	349,415	535,475

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 252.000-HYDRO STATION: FORD LAKE							
252-252.000-706.000	SALARY - PERMANENT WAGES	53,706	53,706	54,310	55,939	44,654	56,778
252-252.000-707.000	SALARY - TEMPORARY/SEASONAL	17,172	14,661	16,308	16,308	12,861	16,308
252-252.000-708.004	SALARIES PAY OUT-PTO&SICKTIME			826	826		851
252-252.000-708.009	AUTO ALLOWANCE	6,000	6,000	7,200	3,200	1,609	
252-252.000-709.000	REG OVERTIME	4,338	4,070	4,000	4,000	5,224	4,000
252-252.000-715.000	F.I.C.A./MEDICARE	5,113	5,058	5,311	5,311	4,215	4,952
252-252.000-719.000	HEALTH INSURANCE	12,148	11,247	14,634	14,634	13,659	17,832
252-252.000-719.001	SICK AND ACCIDENT	349	298	298	298	273	308
252-252.000-719.015	DENTAL BENEFITS	1,648	1,685	1,651	1,651	1,494	1,417
252-252.000-719.016	VISION BENEFITS						233
252-252.000-719.020	HEALTH CARE DEDUCTION	1,068	6,698	5,775	5,775	424	5,775
252-252.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	100	90	100	100	62	100
252-252.000-720.000	LIFE INSURANCE	158	144	144	144	132	149
252-252.000-723.000	DEFERRED COMPENSATION EMPLOYE	225	190	212	212	177	212
252-252.000-727.000	OFFICE SUPPLIES	357	390	1,400	1,400	94	350
252-252.000-730.000	POSTAGE	50	128	54	54	34	100
252-252.000-740.000	OPERATING SUPPLIES	235	451	400	400	225	400
252-252.000-741.000	UNIFORMS - LAUNDRY & CLEANING	351	412	450	450	174	
252-252.000-776.000	MAINTENANCE SUPPLIES	7,368	8,707	8,000	8,000	4,929	8,000
252-252.000-801.000	PROFESSIONAL SERVICES	6,162	25,325	40,000	48,400	33,643	40,000
252-252.000-801.250	PROFESSIONAL SER - OTHER DAMS	40	30,025	50,000	50,000	6,335	
252-252.000-818.013	CONTRACTUAL SERVICES/HYDRO ST	11,373	3,865	7,500	7,500	1,680	7,500
252-252.000-850.000	TELEPHONE	12,732	15,385	23,000	23,000	19,226	23,000
252-252.000-867.000	GAS & OIL	2,897		200	4,200	2,807	4,200
252-252.000-876.000	RETIREMENT/MERS	6,145	7,422	8,302	8,302	6,814	8,449
252-252.000-915.000	INSURANCE AND BONDS	2,187	1,924	1,995	1,995	1,552	2,202
252-252.000-917.000	WORKERS COMPENSATION INSURANC	1,685	1,764	1,811	1,811	1,421	1,859
252-252.000-920.017	UTILITIES - HYDRO	282	1,096	1,400	1,400	1,279	1,400
252-252.000-930.000	REPAIRS MAINTENANCE-MACHINERY	33,133	9,614	45,000	308,087	274,834	9,000

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
252-252.000-930.001	REPAIRS/MAINT HYDRO INFRASTRU	6,443	14,965	16,800	16,800	3,405	65,000
252-252.000-931.013	REPAIRS & MAINT - OTHER DAMS	2,852	1,795	10,000			1,000
252-252.000-943.000	MOTORPOOL LEASE/MAINTENANCE						3,000
252-252.000-956.000	MISCELLANEOUS	1,600	5,975	1,800	3,400	3,248	1,800
252-252.000-956.009	CITY SHARE/HYDRO STATION	30,513	40,699	32,000	38,958	34,880	37,500
252-252.000-956.019	HYDRO-FISH STUDY-ESCROW EXPEN	5,703	6,737	8,000	8,000		8,000
252-252.000-956.025	LICENSES AND FEES/FERC	3,030	4,135	3,800	3,800	3,288	3,800
252-252.000-971.001	CAPITAL OUTLAY - OTHER	17,500					
252-252.000-976.000	CAPITAL OUTLAY NEW EQUIPMENT						200,000
252-252.000-977.000	EQUIPMENT		20,870				
Totals for dept 252.000-HYDRO STATION: FORD LAKE		254,663	305,531	372,681	644,355	484,652	535,475
TOTAL APPROPRIATIONS		254,663	305,531	372,681	644,355	484,652	535,475
NET OF REVENUES/APPROPRIATIONS - FUND 252		52,470	103,069			(135,237)	
BEGINNING FUND BALANCE		569,266	621,735	724,804	724,804	724,804	
ENDING FUND BALANCE		621,736	724,804	724,804	724,804	589,567	

Fund 266 – Law Enforcement

Revenues

Line Item	Explanation
266-000-000-403-000 – Current Property Taxes	This line item reflects revenue from property taxes based on property values and millage rates. The total millage rate is 5.95 mills for law enforcement services.
266-000-000-403-002 – Current Property Tax Adjustments	This line item reflects property tax revenue adjustments from the Board of Review and the Michigan Tax Tribunal.
266-000-000-574-001 – State Revenue-Liquor Enforcement	This line item reflects revenue received each year from the state derived from fees for liquor licenses. The funds are restricted for use to enforce MLCC rules and regulations.
266-000-000-655-266 – Public Nuisance Abatement	This line reflects revenue from prostitution enforcement activity conducted by the Sheriff's Office and funded by the Township. Revenue is generated from the redemption of vehicles seized during enforcement activity.
266-000-000-664-001 – Interest Earned	This line item reflects interest earned on funds deposited at various banks.
266-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects amount needed from Fund Balance.

Expenditures

Line Item	Explanation
266-301-000-705-000 – Salary-Supervision	This line item reflects 100% of the salary for the Police Services Administrator and 25% of the salary for the new OCS Executive Coordinator. The executive coordinator will provide administrative oversight for all departments and programs under the OCS umbrella, including police services. The position will help coordinate police and OCS enforcement activity at rental housing units and will coordinate activity with public housing agencies and landlords. Per the Board's direction, a 1.5% increase has been budgeted for 2015.
266-301-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
266-301-000-708-009 – Auto Allowance	This line item is used for the auto allowance for the OCS Director.
266-301-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
266-301-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
266-301-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.

Line Item	Explanation
266-301-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in dental insurance rates for 2015.
266-301-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. There will be no increase in vision insurance rates for 2015.
266-301-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time
266-301-000-727-000 – Office Supplies	This line item reflects office supply expenses for police services. No change.
266-301-000-730-000 - Postage	This line item reflects postage expenses for police services. A slight decrease is budgeted.
266-301-000-740-000 – Operating Supplies	This line item reflects operating supplies for police services such as neighborhood watch signs and customized first responder maps. No change.
266-301-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
266-301-000-831-000 – Sheriff Patrol Contract	This line item reflects the deputy sheriff portion of the police contract formula price for 35 Police Service Units. The portion of the PSU price for each sheriff's deputy is \$130,744, which is a 1% increase over 2014.

Line Item	Explanation
266-301-000-831-001 – Sheriff Patrol-Overtime	This line item reflects regular and special overtime expenses related to the police services contract including shift extensions, backfilling of sick calls and vacations, special investigations and off-duty court. The deputy overtime rate is expected to increase 3% to \$67/hr. commensurate with the deputy’s labor contract. Overtime funding has been increased in accordance with review of actual expenses and the projected rate increase.
266-301-000-831-003 – Sheriff Patrol-Sergeants	This line item reflects the portion of the police contract formula price for sergeant supervisors. The portion of the PSU price for sergeants is \$20,502 per PSU at a contractual ratio of 1 sergeant per every 7.5 deputies. There is a 1% increase in contract costs.
266-301-000-831-004 – Sheriff Patrol-Lieutenants	This line item reflects the portion of the police contract formula price for an operations lieutenant manager. The portion of the PSU price for lieutenants is \$3,911 per PSU at a contractual ratio of 1 lieutenant per every 45 deputies. There is a 1% increase in contract costs.
266-301-000-831-008 – Sheriff Patrol-Schl Collb Ctrt	This line item reflects the contract costs for two School Resource Officers during summer collaborations with the Lincoln Consolidated Schools and the Ypsilanti Community Schools. SRO’s are re-assigned to Ypsilanti Township during the summer months when school is out of session and they focus on youth crimes in neighborhoods. The duration of the summer assignments varies between 10 and 12 weeks. There is a 1% increase in contract costs.

Line Item	Explanation
266-301-000-831-010 – Public Nuisance Abatement	This line item reflects funds allocated for special investigations conducted by the Community Action Team to address violent crime and narcotics trafficking in neighborhoods. No change.
266-301-000-831-012 – Animal Control Enforcement Cont.	This line item reflects funds allocated to fulfill a contractual agreement with Washtenaw County to offset the cost of enforcing the Township’s animal control ordinances above and beyond state law. Funds are allocated to support the service contract with the Humane Society of Huron Valley.
266-301-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.
266-301-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.
266-301-000-913-000 – Insurance & Bonds Fleet	Figures provided by the Accounting Director.
266-301-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
266-301-000-920-015 – Utilities/1405 Holmes Road	This line item reflects expenses for utilities at the Holmes Rd police station. The station is operated as a 24hr/7day deputy drop-in detachment.
266-301-000-920-016 – Utilities/2057 Tyler Police	This line item reflects expenses for gas, electric, water and Internet utilities at the West Willow community resource center.

Line Item	Explanation
266-301-000-920-019 – Utilities – 1501 S. Huron Station	This line item reflects expenses for gas, electric, water and Internet utilities at the primary Law Enforcement Center which houses the township's contracted sheriff's deputies, sergeants, and lieutenant and support personnel.
266-301-000-931-011 – Building Maintenance/1405 Holmes	This line item reflects expenses for maintenance of the Holmes Rd police station. The station is operated as a 24hr/7day deputy detachment.
266-301-000-931-012 – Building Maintenance/2057 Tyler	This line item reflects expenses to maintain the West Willow community resource center.
266-301-000-931-015 – Building Maintenance/1501S. Huron	This line item reflects expenses to maintain the primary Law Enforcement Center, including custodial services and grounds maintenance.
266-301-000-933-000 – Equipment Maintenance	This line item reflects expenses to maintain special police equipment purchased by the Township for use by contract deputies. It includes annual software subscriptions for computer forensic resources and motor carrier truck scales.
266-301-000-933-020 – Public Camera Maintenance	This line item reflects operations expenses to maintain public surveillance cameras that are installed at selected locations as a police investigative resource.
266-301-000-942-000 – Lease-Motorpool	This line item reflects expenses to rent vehicles for use by sheriff's deputies for undercover special enforcement assignments. Expenses have increased due to increased demand.

Line Item	Explanation
266-301-000-956-010 – Tax Refund Expense	This line item reflects expenses incurred to refund property taxes due to tax appeals and negotiated appraisal settlements.
266-301-000-960-000 – Education & Training	This line item reflects expenses incurred for registration and attendance at training events for the police services administrator.
266-301-000-977-000 - Equipment	This line item reflects funds allocated to purchase or replace Township equipment assigned to sheriff's deputies, such as digital cameras, radar units and forensic computer equipment, as well as public surveillance cameras. In 2014, expenses for public surveillance cameras were shifted to the general fund. It is recommended that 2015 police equipment expenses be significantly reduced due to this funding shift.

Ordinance Department

Expenditures

Line Item	Explanation
266-304-000-705-000 – Salary-Supervision	This line item reflects 25% of the OCS Executive Coordinator’s salary. The executive coordinator will provide administrative oversight for all departments and programs under the OCS umbrella including ordinance enforcement and the noxious weeds program. The position will help coordinate full-time, part-time and seasonal employee activity, as well as external contractors used for nuisance abatement mowing, board ups and clean ups.
266-304-000-706-000 – Salary-Permanent Wages	This line item reflects the salaries of two Ordinance Officers and 50% of two Floater II/Clerk III positions. A contractual increase of 1.5% is budgeted for AFSCME and Teamster employees.
266-304-000-706-012 – Salary-Neighborhood Watch	<p>This line item reflects the salary of the NHW Coordinator. This position is split between the Supervisor and Deputy Supervisor. There is an increase budgeted due to the number of evening hours and preparation the position requires. This important work continues to be done without the benefit of a full-time employee, which results in significant savings to the Township.</p> <p>In 2014, this account was also used to budget mid-year OCS supervisory compensation for special neighborhood enforcement projects. There are no funds budgeted in 2015 for this expense.</p>

Line Item	Explanation
266-304-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
266-304-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
266-304-000-709-000 – Regular Overtime	This line item is for clerical expenses to facilitate weekend dog licensing clinics and other project-based overtime for ordinance officers.
266-304-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
266-304-000-719-000 – Health Insurance	We will be receiving a 19% increase for health care in 2015.
266-304-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time. A decrease is shown due to the Building Director not being budgeted in this fund for 2015.
266-304-000-719-015 – Dental Benefits	There will be no increase in dental insurance rates for 2015. A decrease is shown due to the Building Director not being budgeted in this fund for 2015.
266-304-000-719-016 – Vision Benefits	There will be no increase in vision insurance rates for 2015. A decrease is shown due to the Building Director not being budgeted in this fund for 2015.

Line Item	Explanation
266-304-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
266-304-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time. A decrease is shown due to the Building Director not being budgeted in this fund for 2015.
266-304-000-723-000 – Deferred Compensation	Figures provided by the Accounting Director.
266-304-000-727-000 – Office Supplies	This line item reflects office supply expenses for the Ordinance Dept, such as envelopes, portable printer ink, etc.
266-304-000-730-000 - Postage	This line item reflects postage expenses for the Ordinance Dept.
266-304-000-740-000 – Operating Supplies	This line item reflects operating supplies for the Ordinance Dept, such as portable radio batteries, digital media, software, inspection supplies, etc.
266-304-000-741-001 – Uniforms-New & Badges	This line item reflects expenses for Ordinance officer uniform articles or clothing and boots.
266-304-000-867-000 – Gas & Oil	This line item reflects expenses for gasoline and oil charges for 2 vehicles used by the Ordinance Dept.

Line Item	Explanation
266-304-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.
266-304-000-943-000 – Motorpool Lease/Maintenance	This line item reflects lease payments to the motor pool and maintenance for two vehicles used by the Ordinance Dept.

Revised 11/24/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 266 - LAW ENFORCEMENT FUND							
ESTIMATED REVENUES							
Dept 000.000							
266-000.000-403.000	CURRENT PROPERTY TAXES	6,045,966	5,672,068	6,587,489	6,587,489	6,564,898	6,572,122
266-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	(5,923)	(232,392)			1,631	
266-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE		6,027				
266-000.000-574.001	STATE REVENUE-LIQUOR ENFORCMN	20,418		20,000	20,000		20,000
266-000.000-574.002	STATE REVENUE-RETURN FEE LEDG	426	20,975			20,205	
266-000.000-607.270	CHARGE FOR SERV-LIQUOR INSPEC					1,665	
266-000.000-655.266	PUBLIC NUISANCE ABATEMENT	11,200	4,010	5,000	5,000	4,500	5,000
266-000.000-664.001	INTEREST EARNED	3,066	1,090			509	
266-000.000-694.001	OTHER INCOME-MISCELLANEOUS	282	2,706			45	
266-000.000-694.004	MISC REVENUE - INSURANCE REIM	1,208	1,097			363	
266-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				147,786		48,451
Totals for dept 000.000-		6,076,643	5,475,581	6,612,489	6,760,275	6,593,816	6,645,573
TOTAL ESTIMATED REVENUES		6,076,643	5,475,581	6,612,489	6,760,275	6,593,816	6,645,573

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 301.000-SHERIFF SERVICES							
266-301.000-705.000	SALARY - SUPERVISION	79,539	79,539	80,446	82,934	66,202	99,351
266-301.000-708.004	SALARIES PAY OUT-PTO&SICKTIME		6,042	1,224	5,637	5,637	1,511
266-301.000-708.009	AUTO ALLOWANCE	6,000	6,000	6,000	6,000	5,000	6,000
266-301.000-708.010	HEALTH INS BUYOUT				3,000	1,500	3,750
266-301.000-715.000	F.I.C.A./MEDICARE	6,464	6,914	6,707	7,025	6,227	8,462
266-301.000-719.001	SICK AND ACCIDENT	349	298	298	298	273	385
266-301.000-719.015	DENTAL BENEFITS	1,648	1,685	1,651	1,651	1,494	1,614
266-301.000-719.016	VISION BENEFITS						272
266-301.000-720.000	LIFE INSURANCE	158	144	144	144	132	186
266-301.000-727.000	OFFICE SUPPLIES	269	58	300	300	103	300
266-301.000-730.000	POSTAGE	2	5	213	213		200
266-301.000-740.000	OPERATING SUPPLIES	396	734	1,000	6,000	2,175	6,000
266-301.000-800.001	ADMINISTRATION FEES	26,333	26,333	26,333	26,333	21,944	27,230
266-301.000-831.000	SHERIFF PATROL CONTRACT	4,441,500	4,485,915	4,530,750	4,530,750	3,775,625	4,576,040
266-301.000-831.001	SHERIFF PATROL - OVERTIME	469,703	462,483	450,000	450,000	290,421	500,000
266-301.000-831.003	SHERIFF PATROL - SERGEANTS	696,465	703,429	710,465	710,465	592,054	717,570
266-301.000-831.004	SHERIFF PATROL - LIEUTENANTS	132,828	134,156	135,520	135,520	112,933	136,885
266-301.000-831.008	SHERIFF PATROL-SCHL COLLB CTR	62,232	63,375	64,200	52,449	52,281	71,610
266-301.000-831.010	PUBLIC NUISANCE ABATEMENT	5,000	5,000	5,000	5,000	693	5,000
266-301.000-831.011	SCHOOL CROSSING GUARD	4,756					
266-301.000-831.012	ANIMAL CONTROL ENFORCEMENT CONTRIB		30,000	30,000	30,000	30,000	30,000
266-301.000-857.100	COMMUNICATIONS-INTERNET ACCES	4,568					
266-301.000-876.000	RETIREMENT/MERS	8,351	10,212	11,444	11,798	8,210	10,561
266-301.000-876.003	OPEB FUNDING- RETIREE HEALTH	40,943	51,765	34,359	34,359	34,359	34,127
266-301.000-900.000	PUBLISHING		4,165				
266-301.000-913.000	INSURANCE & BONDS FLEET	3,207	3,676	2,925	2,925	2,277	3,992
266-301.000-917.000	WORKERS COMPENSATION INSURANC	3,256	2,289	1,908	1,908	2,533	1,956
266-301.000-920.015	UTILITIES/ 1405 HOLMES RD	7,505	7,037	7,000	7,000	5,361	7,500
266-301.000-920.016	UTILITIES/2057 TYLER POLICE	1,693	1,898	2,000	2,000	1,419	2,500
266-301.000-920.018	UTILITIES-CIVIC CTR POLICE	14,683	14,982	15,000	15,000	9,610	

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266-301.000-920.019	UTILITIES 1501 S HURON STATIO		494			3,726	20,000
266-301.000-931.011	BLDG MAINT/1405 HOLMES	2,658	1,098	2,000	2,000	2,172	2,000
266-301.000-931.012	BLDG MAINT/2057 TYLER RD	2,101	2,045	2,000	2,000	1,894	2,500
266-301.000-931.014	BLDG MAINT-SHERIFF-CIVIC CTR	4,077	3,449	5,000	5,000	5,092	
266-301.000-931.015	BLDG MAINT - 1501 S HURON STA		9,430	1,000	51,000	1,012	40,000
266-301.000-933.000	EQUIPMENT MAINTENANCE	10,500	6,992	10,000	10,000	5,641	10,000
266-301.000-933.020	PUBLIC CAMERA MAINTENANCE		14,944	15,000	15,000	9,741	8,000
266-301.000-942.000	LEASE - MOTORPOOL	1,006	1,880	1,800	1,800	1,113	2,000
266-301.000-956.010	TAX REFUND EXPENSE	161,065	74,410	50,000	10,000		5,000
266-301.000-960.000	EDUCATION AND TRAINING	4,129		2,000	2,000	1,051	2,000
266-301.000-975.266	CAP OUTLAY - HURON POLICE STATION				125,000		
266-301.000-977.000	EQUIPMENT	18,760	26,984	30,000	25,000	13,149	15,000
Totals for dept 301.000-SHERIFF SERVICES		6,222,144	6,249,860	6,243,687	6,377,509	5,073,054	6,359,502

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Dept 304.000-ORDINANCE							
266-304.000-705.000	SALARY - SUPERVISION	44,850	44,615	37,843	39,013	31,142	15,173
266-304.000-706.000	SALARY - PERMANENT WAGES	130,599	104,906	136,229	140,316	111,891	142,412
266-304.000-706.012	WAGES-NEIGHBRD WATCH/ENFORCEM	7,800	7,800	7,800	10,550	8,163	10,000
266-304.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	15,900	6,188	4,404	7,209	3,894	2,397
266-304.000-708.010	HEALTH INS BUYOUT	9,300	5,558	4,500	4,500	6,000	3,750
266-304.000-709.000	REG OVERTIME				2,000	2,154	3,500
266-304.000-715.000	F.I.C.A./MEDICARE	15,926	13,388	13,998	14,402	12,803	13,600
266-304.000-719.000	HEALTH INSURANCE	12,173	11,247	27,780	27,780	19,123	33,691
266-304.000-719.001	SICK AND ACCIDENT	1,046	689	1,043	1,043	956	1,001
266-304.000-719.015	DENTAL BENEFITS	4,339	3,163	3,913	3,913	3,538	3,133
266-304.000-719.016	VISION BENEFITS						544
266-304.000-719.020	HEALTH CARE DEDUCTION	4,061	6,413	11,550	11,550	5,691	11,550
266-304.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	103	203	270	270	92	202
266-304.000-720.000	LIFE INSURANCE	477	384	504	504	462	484
266-304.000-723.000	DEFERRED COMPENSATION EMPLOYE					7	
266-304.000-727.000	OFFICE SUPPLIES	197		200	200	189	250
266-304.000-730.000	POSTAGE	466	80	533	533	465	500
266-304.000-740.000	OPERATING SUPPLIES	289	694	1,000	1,000	661	1,200
266-304.000-741.001	UNIFORMS-NEW AND BADGES	309	1,292	600	600	274	750
266-304.000-867.000	GAS & OIL	6,131	7,405	7,200	7,200	9,936	10,000
266-304.000-876.000	RETIREMENT/MERS	21,508	18,005	24,764	25,512	18,613	20,434
266-304.000-943.000	MOTORPOOL LEASE/MAINTENANCE	6,010	8,342	11,500	11,500	9,798	11,500
Totals for dept 304.000-ORDINANCE		281,484	240,372	295,631	309,595	245,852	286,071
TOTAL APPROPRIATIONS		6,503,628	6,490,232	6,539,318	6,687,104	5,318,906	6,645,573
NET OF REVENUES/APPROPRIATIONS - FUND 266		(426,985)	(1,014,651)	73,171	73,171	1,274,910	
BEGINNING FUND BALANCE		2,942,161	2,515,175	1,500,524	1,500,524	1,500,524	
ENDING FUND BALANCE		2,515,176	1,500,524	1,573,695	1,573,695	2,775,434	

Fund 301 - General Obligation Debt Fund

The 2014 General Obligation Debt beginning fund is \$211,699. There was a transfer in of \$6,728.75 left over after the payoff of the 2005 Series A Bond (Fund 396) in 2013, and a transfer in of \$9,991 left over funds from the remarketing of the 2006 Series B Bond (Fund 398) in 2012. There was a budget amendment in 2014 to transfer \$15,500 into Fund 397 to cover fees and interest expenditures. This leaves an estimated \$213,003 as the available ending fund balance for 2014.

The first principal payment on the 2005 Series B Bond (Fund 397) of \$300,000 is due in 2015 and interest and fees estimated at \$43,000. We will need \$343,000 transferred to Fund 397. The General Obligation Debt Fund will be short by \$135,000 and will need to have funds transferred in from the General Fund to meet obligations for 2015.

There will be enough from the LDAF capture to pay the debt obligation on the 2013 Series B Bond (Fund 398). Therefore no funds need to be transferred from Fund 301 General Obligation Debt Fund to Fund 398.

The funds in the General Obligation Fund 301 can only be used to pay the Township's general obligation debts. Consequently, these funds are budgeted to make the needed payments on the Series B Bonds for 2015.

Fund 301	Estimated available fund balance ending 2014	\$	213,003.00
Fund 101	Transfer in from General Fund	\$	135,000.00
Fund 397	Transfer to 2005 Series B Bond Fund 397	\$	(343,000.00)
Fund 398	Transfer to 2013 Series B Bond Fund 398	\$	<u> -</u>
Fund 301	Estimated available fund balance ending 2015	\$	5,003.00

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 301 - GENERAL OBLIGATION DEBT FUND							
ESTIMATED REVENUES							
Dept 000.000							
301-000.000-664.001	INTEREST EARNED	455	326			166	
301-000.000-694.001	OTHER INCOME-MISCELLANEOUS					9,992	
301-000.000-697.000	TRANSFER IN: GENERAL FUND						135,000
301-000.000-697.396	TRANSFER IN: DEBT FUND SERIES A					6,579	
301-000.000-697.397	TRANSFER IN: DEBT FUND SERIES B		1,347			150	
301-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				15,500		208,000
Totals for dept 000.000-		455	1,673		15,500	16,887	343,000
TOTAL ESTIMATED REVENUES		455	1,673		15,500	16,887	343,000
APPROPRIATIONS							
Dept 991.000-DEBT SERVICES							
301-991.000-969.396	TRANSFER OUT: TO DEBT FUND A	47,350	51,035				
301-991.000-969.397	TRANSFER OUT: TO DEBT FUND B	79,465			15,500	15,500	343,000
Totals for dept 991.000-DEBT SERVICES		126,815	51,035		15,500	15,500	343,000
TOTAL APPROPRIATIONS		126,815	51,035		15,500	15,500	343,000
NET OF REVENUES/APPROPRIATIONS - FUND 301		(126,360)	(49,362)			1,387	
BEGINNING FUND BALANCE		387,420	261,061	211,699	211,699	211,699	
ENDING FUND BALANCE		261,060	211,699	211,699	211,699	213,086	

Fund 397 - Series B Bonds (General Obligation Bonds)

Original \$4,745,000 General Obligation Limited Tax Capital Improvement Bonds, Series 2005B, dated February 17, 2005, due in annual installments ranging from \$300,000 to \$540,000 starting December 31, 2015 through December 31, 2019, with a variable interest rate, payable monthly. Principal reduction made in 2006 and 2007 of \$1,405,000 and \$1,060,000 respectively. Remarketing Agreement entered on June 21, 2012 reduced the variable interest rate from an average of 2.75% to 0.31% weekly. (\$2,280,000 principal at December 31, 2014)

<i>2015 Payment Required</i> (Principal)	\$ 300,000
<i>2015 Payment Required</i> (Interest & fees)	\$ 43,000

The amount of \$343,000 will be funded by a transfer from General Obligation Debts Fund 301.

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 397 - DEBT FUND SERIES B							
ESTIMATED REVENUES							
Dept 000.000							
397-000.000-664.001	INTEREST EARNED	56	24			6	
397-000.000-697.301	TRANSFER IN: GEN OBLIG DEBT	79,465			15,500	15,500	343,000
397-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			43,750	28,250		
Totals for dept 000.000-		79,521	24	43,750	43,750	15,506	343,000
TOTAL ESTIMATED REVENUES		79,521	24	43,750	43,750	15,506	343,000
APPROPRIATIONS							
Dept 991.000-DEBT SERVICES							
397-991.000-957.000	BANK CHARGES	300	175	500	500		500
397-991.000-969.301	TRANSFER OUT: TO GEN OBLIGATION		1,347			150	
397-991.000-991.020	DEBT REPAYMENT- BONDS-SEAVER						300,000
397-991.000-991.021	DEBT INTEREST BONDS-SEAVER	6,939	5,351	15,000	15,000	2,685	14,500
397-991.000-991.023	BOND COST OF ISSUANCE	27,476	27,497	28,250	28,250	29,597	28,000
Totals for dept 991.000-DEBT SERVICES		34,715	34,370	43,750	43,750	32,432	343,000
TOTAL APPROPRIATIONS		34,715	34,370	43,750	43,750	32,432	343,000
NET OF REVENUES/APPROPRIATIONS - FUND 397		44,806	(34,346)			(16,926)	
BEGINNING FUND BALANCE		39,708	84,513	50,168	50,168	50,168	
ENDING FUND BALANCE		84,514	50,167	50,168	50,168	33,242	

Fund 398 - 2013 Bonds (General Obligation Bonds) Seaver Farm Infrastructure Bonds

Original \$3,200,000 General Obligation Limited Tax Capital Improvement Bonds, Series 2006, dated August 30, 2006, due in annual installments ranging from \$50,000 to \$250,000 through May 1, 2029, with interest ranging from 3.7 percent to 4.5 percent, payable semi-annually. (\$2,995,000 at December 31, 2013)

2013 Refunding of Improvement Bonds, Series 2006 dated June 6, 2013 with an interest rate of 2.4%

2015 Payment Require (\$160,000 prin & \$68,160 Int & 500 fees) **\$ 228,660**

The amount of \$200,000 will be transferred from the LDFA Fund for the tax recapture and \$28,660 will be used from an appropriation of prior year fund balance.

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 398 - DEBT 2006 BOND FUND							
ESTIMATED REVENUES							
Dept 000.000							
398-000.000-581.250	TRANSFER IN: FROM LDFA FUND	236,676	172,403	196,014	196,014	200,000	200,000
398-000.000-664.001	INTEREST EARNED	89	37			14	
398-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			16,955	16,955		28,660
Totals for dept 000.000-		236,765	172,440	212,969	212,969	200,014	228,660
TOTAL ESTIMATED REVENUES		236,765	172,440	212,969	212,969	200,014	228,660
APPROPRIATIONS							
Dept 991.000-DEBT SERVICES							
398-991.000-991.020	DEBT REPAYMENT- BONDS-SEAVER	80,000	85,000	140,000	140,000	140,000	160,000
398-991.000-991.021	DEBT INTEREST BONDS-SEAVER	131,520	95,544	72,469	72,469	72,469	68,160
398-991.000-991.023	BOND COST OF ISSUANCE			500	500	250	500
Totals for dept 991.000-DEBT SERVICES		211,520	180,544	212,969	212,969	212,719	228,660
TOTAL APPROPRIATIONS		211,520	180,544	212,969	212,969	212,719	228,660
NET OF REVENUES/APPROPRIATIONS - FUND 398		25,245	(8,104)			(12,705)	
BEGINNING FUND BALANCE		30,521	55,766	47,661	47,661	47,661	
ENDING FUND BALANCE		55,766	47,662	47,661	47,661	34,956	

Fund 498 - Capital Improvement Fund - Seaver Farm Infrastructure

2015 Payment Required

\$ 10,000

Costs for 2015 are required by the original contract. Approximately \$10,000 a year for wetland services/review. This is funded by an appropriation of prior year fund balance

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 498 - CAPITAL IMPROV-SEAVER INFRASTR							
ESTIMATED REVENUES							
Dept 000.000							
498-000.000-664.001	INTEREST EARNED	340	758			560	
498-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			10,000	10,000		10,000
Totals for dept 000.000-		340	758	10,000	10,000	560	10,000
TOTAL ESTIMATED REVENUES		340	758	10,000	10,000	560	10,000
APPROPRIATIONS							
Dept 970.000-CAPITAL OUTLAY							
498-970.000-801.000	PROFESSIONAL SERVICES	8,304	795	10,000	10,000		10,000
Totals for dept 970.000-CAPITAL OUTLAY		8,304	795	10,000	10,000		10,000
TOTAL APPROPRIATIONS		8,304	795	10,000	10,000		10,000
NET OF REVENUES/APPROPRIATIONS - FUND 498		(7,964)	(37)			560	
BEGINNING FUND BALANCE		343,944	335,980	335,944	335,944	335,944	
ENDING FUND BALANCE		335,980	335,943	335,944	335,944	336,504	

Fund 584 – Golf Course

Revenues

Line Item	Explanation
584-000-000-650-000 – Sales Merchandise Pro Shop	This line item reflects revenue received from the sale of merchandise in the Pro Shop. Based on revenue generated, it is recommended that it be reduced to \$35,000 for 2015 which is a more realistic number.
584-000-000-651-001 – Use & Admission Fee-18 Holes	This line item reflects revenue received from 18 hole play. It is recommended that \$184,378 be budgeted for 2015. 18 & 9 hole revenue was combined in 2014. It is recommended that we separate them in 2015.
584-000-000-651-002 – Use & Admission Fee-9 Holes	This line item reflects revenue received from 9 hole play. It is recommended that \$65,622 be budgeted for 2015. 18 & 9 hole revenue was combined in 2014. It is recommended that we separate them in 2015.
584-000-000-651-003 – Use & Admission Fee-Leagues	This line item reflects revenues received from league play. Based on what was generated in 2013 and to date in 2014, it is recommended that it be reduced to \$40,000 for 2015.
584-000-000-651-005 – Use & Admission Fee-Seas Pass	This line item reflects revenue from season passes that are purchased. Based on what has been generated to date, it is recommended that it remain at \$70,000 for 2015.
584-000-000-664-001 – Interest Earned	This line item reflects interest earned on funds deposited at various banks. This number was provided by the Accounting Director.

Line Item	Explanation
584-000-000-667-004 – Equipment Rentals-Carts	This line item reflects revenues received from the rental of golf carts. Based on what was generated in 2013 and to date in 2014, it is recommended that it be reduced to \$150,000 for 2015.
584-000-000-667-005 – Golf Cart Storage Rental	This line item is used for revenue received from the storage of personal golf carts. It is recommended that it be reduced to \$2,500 for 2015.
584-000-000-697-212 – Transfer In: From BSR II Fund	It is recommended that \$106,712 be transferred from BSR II – Fund 212 to balance the Golf Course budget.

Expenditures

Line Item	Explanation
584-584-000-702-001 – Salaries-Greenskeeper	This line item reflects the salary of the Greenskeeper. It was recommended by Trustee Eldridge that it remain the same for 2015.
584-584-000-702-002 – Salaries-Pro Shop Director	This line item reflects the salary (\$50,000) of the Pro Shop Director. A slight increase is budgeted for payroll accrual.
584-584-000-706-000 – Salary-Permanent Wages	This line item is for the salary of the Assistant Greenskeeper. It was recommended by Trustee Eldridge that it remain the same for 2015.
584-584-000-706-008 – Wages-Pro Shop	With the proposed Pro Shop Director's salary budgeted in 584-584-000-702-002, nothing is budgeted in this line item for 2015.
584-584-000-707-001 – Wages-Temporary Maintenance	This line item is used for seasonal employees who work on maintenance of the Golf Course. It is recommended that \$60,000 be budgeted for 2015, a reduction of \$2,000.
584-584-000-707-002 – Wages-Temporary Pro Shop	This line item is used for seasonal employees who work in the Pro Shop. Based on what has been spent to date in 2014, it is recommended that it remain at \$58,000 for 2015.

Line Item	Explanation
584-584-000-708-010 – Health Insurance Buy Out	This line item is used for the health insurance buyout for employees who receive health insurance through another source. One employee at the Golf Course receives this buyout. Therefore, \$3,000 was budgeted in this line item for 2015.
584-584-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
584-584-000-719-000 – Health Insurance	Health care for the Pro Shop Director and the Golf Course Assistant are budgeted in this line item. We will be receiving a 19% increase in health care rates for 2015.
584-584-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
584-584-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 584-584-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.
584-584-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 584-584-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.

Line Item	Explanation
584-584-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. It is recommended that this line item remain at \$8,680 for 2015.
584-584-000-719-021 – Admin Fees – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. It is recommended that \$180 be budgeted in this line item for 2015 (\$7.50 per month, per employee).
584-584-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.
584-584-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
584-584-000-727-001 – Office Supplies Maintenance	This line item is used for office supplies for the Golf Course. It is recommended that it remain at \$100 for 2015.
584-584-000-727-002 – Office Supplies Pro Shop	This line item is used for office supplies for the Pro Shop. Based on what was spent in previous years and to date in 2014, it is recommended that it be reduced to \$400 for 2015.
584-584-000-757-001 – Operating Supplies-Maintenance	This line item is used to purchase general operating supplies, such as flowers, plants and landscaping supplies, ball washers, flag sticks and bunker rakes for the course. It is recommended that be increased to \$5,500 for 2015.

Line Item	Explanation
584-584-000-757-002 – Operating Supplies-Pro Shop	This line item is used to purchase general operating supplies, such as food items that will be sold in the pro shop. In 2015, we are recommending that we eliminate the vending machines we currently have, purchase a cooler and sell soft drinks and water from behind the counter to increase our profit margin. It is recommended that \$3,500 be budgeted for 2015.
584-584-000-757-003 – Operating Supplies-Cart Rental	This line item is used for the lease and maintenance of our golf carts. Figure provided by our Accounting Director.
584-584-000-757-007 – Cost of Sales-Pro Shop	This line item is used to purchase merchandise to sell in the Pro Shop. It is recommended that it be reduced to \$15,000 in 2015.
584-584-000-776-004 – Bldg Maint Supplies-Pro Shop	Maintenance supplies for the Pro Shop are budgeted in this line item. Based on what has been spent to date, it is recommended that it be reduced to \$2,000 for 2015.
584-584-000-776-005 – Bldg Maint Supplies-Maintenance	Maintenance supplies for the Golf Course are budgeted in this line item. Based on what was spent in previous years and to date in 2014, it is recommended that it be reduced to \$750 for 2015.
584-584-000-783-001 – Seed Planting-Fertilizer	We are recommending that we apply fertilizer to the green banks and the sides of fairways in 2015. Therefore, it is recommended that this line item be increased to \$26,000.
584-584-000-783-002 – Seed Planting-Chemicals	It is recommended that this line item remain at \$15,000 for 2015.

Line Item	Explanation
584-584-000-783-003 – Seed Planting-Top Soil	It is recommended that this line item be decreased to \$2,500 for 2015.
584-584-000-783-004 – Tree Maintenance	It is recommended that this line item be reduced to \$500 for 2015.
584-584-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
584-584-000-801-000 – Professional Services	This line item is used for professional services, including the alarm system at the Golf Course and embroidering clothing for sale at the Pro Shop. It is recommended that it be reduced to \$1,500 for 2015.
584-584-000-818-000 – Contractual Services	This line item is used to cover the cost of the deep roots aerification and back flow prevention. It is recommended that it be reduced to \$3,000 for 2015.
584-584-000-867-000 – Gas & Oil	This line item is used for gas & oil for the golf carts. Based on what has been spent to date in 2014, it is recommended that it be reduced to \$12,000 for 2015.
584-584-000-867-100 – Gas & Oil-Other Equipment	This line item is used to cover the cost of gas and oil for golf course vehicles. It is recommended that it remain at the 2014 original budget amount of \$22,000 for 2015.
584-584-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee. Per the employment agreement, the new Director of Golf Operations position receives a lower multiplier for MERS. Figures provided by the Accounting Director.

Line Item	Explanation
584-584-000-900-000 – Publishing	This line item is used to cover the cost of scorecards. We will be looking into the possibility of getting sponsors to advertise to reduce our cost.
584-584-000-900-003 – Golf Course Advertising	We are recommending that we attend the Suburban Showplace Spring Golf Show in Novi in 2015. This line item will be used for the cost of booth rental.
584-584-000-914-000 – Insurance & Bonds Fire & Liab	Figures provided by the Accounting Director.
584-584-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
584-584-000-920-008 – Utilities-Electric Maintenance	This line item is used for electric service for the maintenance building at the Golf Course. Based on what has been spent to date, it is recommended that \$13,000 be budgeted for 2015.
584-584-000-920-009 – Utilities-Maintenance Heating	This line item is used for gas service for the Pro Shop. Based on what has been spent to date, it is recommended that it be reduced to \$3,000 in 2015.
584-584-000-920-010 – Utilities-Maintenance Phone	This line item is used for phone service at the maintenance garage at the Golf Course. Based on what has been spent to date, it is recommended that it be reduced to \$700 for 2015.
584-584-000-920-011 – Utilities-Maintenance Water	Based on what has been spent to date, it is recommended that this line item remain at \$1,000 for 2015.

Line Item	Explanation
584-584-000-920-013 – Utilities-Pro Shop Phone	This line item is used for phone service at the Pro Shop. Based on what has been spent to date, it is recommended that it be reduced to \$700 for 2015.
584-584-000-930-000 – Repairs Maintenance Machinery	This line item is used for repair and winter maintenance of machinery at the Golf Course. It is recommended that it be reduced to \$4,000 for 2015.
584-584-000-931-009 – Building Maintenance	This line item is used to cover the cost of maintenance at the golf course. In 2015, we are recommending that we paint portions of the Pro Shop. Therefore, \$500 has been budgeted.
584-584-000-931-010 – Building Maintenance Pro Shop	This line item is used to cover the cost of maintenance at the Pro Shop. In 2015, we are recommending that the center structure be removed and that we repaint and refurbish the Pro Shop.
584-584-000-933-000 – Equipment Maintenance	It is recommended that \$13,000 be budgeted for 2015.
584-584-000-939-001 – Vehicle Maintenance	It is recommended that this line item be reduced to \$500 for 2015.
584-584-000-939-003 – Golf Cart Expense	This line item is used to cover the cost of repairs and supplies for golf carts. It is recommended that it be reduced to \$300 for 2015.
584-584-000-956-008 – Miscellaneous Expenses-Pro Shop	It is recommended that this line item remain at \$1,300 for 2015.

Line Item	Explanation
584-584-000-957-000 – Bank Charges	Due to the bank charging higher bank fees, it was recommended by our Accounting Director that this line item be increased to \$5,500 for 2015, an increase of \$500.
584-584-000-958-001 – Memberships & Dues Nat'l Super	It is recommended that this line item remain at \$400 for 2015.
584-584-000-958-004 – Memberships & Dues Pro Shop	It is recommended that this line item be increased to \$500 in 2015 to cover the cost of PGA dues for our Director of Golf Operations.
584-584-000-968-001 – Depreciation Expense	Figures provided by the Accounting Director.

Revised 11/24/14

*Note – The booth rental for the Suburban Showplace Spring Golf Show was more than expected. Therefore, \$250 has been moved from 584.584.000.900.000 to 584.584.000.900.003 to cover the added expense. There is no change in the overall Golf Course budget.

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 584 - GOLF COURSE FUND							
ESTIMATED REVENUES							
Dept 000.000							
584-000.000-650.000	SALES MERCHANDISE PRO SHOP	70,734	50,313	72,000	72,000	25,884	35,000
584-000.000-651.001	USE & ADMISSION FEE 18 HOLES	143,664	248,815	187,972	187,972	226,885	184,378
584-000.000-651.002	USE & ADMISSION FEE 9 HOLES	87,021	32,962	104,000	104,000		65,622
584-000.000-651.003	USE & ADMISSION FEE LEAGUES	60,188	42,702	80,000	80,000	32,403	40,000
584-000.000-651.004	USE & ADMISSION FEE TWILITE	10,436					
584-000.000-651.005	USE& ADMISSION FEE SEASON PAS	56,801	70,612	70,000	70,000	69,773	70,000
584-000.000-664.001	INTEREST EARNED	374	325	300	300	236	100
584-000.000-667.004	EQUIPMENT RENTALS -CARTS	201,342	159,308	232,000	232,000	125,586	150,000
584-000.000-667.005	GOLF CART STORAGE RENTAL		2,038	9,000	9,000		2,500
584-000.000-694.001	OTHER INCOME-MISCELLANEOUS	7,372	402			67	
584-000.000-694.004	MISC REVENUE - INSURANCE REIM	15,584	3,373			1,834	
584-000.000-694.007	MISCELLANEOUS INCOME OVR&SHOR	27					
584-000.000-697.212	TRANSFER IN: FROM BSRII FUND	49,793	46,800	2,176	2,176		106,712
584-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				7,751		
Totals for dept 000.000-		703,336	657,650	757,448	765,199	482,668	654,312
TOTAL ESTIMATED REVENUES		703,336	657,650	757,448	765,199	482,668	654,312

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 584.000-GOLF COURSE FUND							
584-584.000-702.001	SALARIES - GREENSKEEPER	75,194	75,194	76,062	76,062	60,734	76,062
584-584.000-702.002	SALARIES - PRO SHOP DIRECTOR	20,104	2,198		7,200	16,000	50,577
584-584.000-706.000	SALARY - PERMANENT WAGES	29,650	29,650	29,992	29,992	23,948	29,992
584-584.000-706.008	WAGES PROSHOP	48,892	53,123	55,525	45,525	40,278	
584-584.000-707.001	WAGES- TEMPORARY MAINTENANCE	62,868	65,136	62,000	62,000	61,638	60,000
584-584.000-707.002	WAGES- TEMPORARY PRO SHOP	49,863	52,447	58,000	58,000	52,101	58,000
584-584.000-708.010	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	3,000
584-584.000-709.000	REG OVERTIME		1			456	
584-584.000-715.000	F.I.C.A./MEDICARE	15,089	14,096	14,330	14,881	11,987	13,925
584-584.000-719.000	HEALTH INSURANCE	16,215	14,996	19,495	19,495	11,466	21,279
584-584.000-719.001	SICK AND ACCIDENT	697	596	596	596	422	616
584-584.000-719.015	DENTAL BENEFITS	3,129	3,181	3,088	3,088	2,123	2,621
584-584.000-719.016	VISION BENEFITS						467
584-584.000-719.020	HEALTH CARE DEDUCTION	7,137	9,337	8,680	8,680	7,757	8,680
584-584.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	200	180	200	200	108	180
584-584.000-720.000	LIFE INSURANCE	317	288	288	288	204	298
584-584.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,466	1,529	1,560	1,560	1,668	1,534
584-584.000-727.001	OFFICE SUPPLIES MAINTENANCE	111	51	100	100	87	100
584-584.000-727.002	OFFICE SUPPLIES PRO SHOP	710	265	900	900	290	400
584-584.000-757.001	OPERATING SUPPLIES MAINTENANC	5,430	3,979	5,000	5,000	4,968	5,500
584-584.000-757.002	OPERATING SUPPLIES PRO SHOP	267	496	1,423	3,423	2,194	3,500
584-584.000-757.003	OPERATING SUPPLIES-CART RENTA	38,845	41,376	45,000	45,000	42,009	43,000
584-584.000-757.007	COST OF SALES PRO SHOP	57,323	45,732	47,598	47,598		15,000
584-584.000-776.004	BLDG MAIN SUPPLIES PRO SHOP	1,491	2,563	3,500	3,500	951	2,000
584-584.000-776.005	BLDG MAIN SUPPLIES MAINTENANC	559	153	2,000	2,000	1,562	750
584-584.000-783.001	SEED PLANTING -FERTILIZER	18,191	13,906	23,000	23,000	16,071	26,000
584-584.000-783.002	SEED PLANTING -CHEMICALS	13,109	12,509	15,000	15,000	13,541	15,000
584-584.000-783.003	SEED PLANTING -TOP SOIL	1,454		3,500	3,500	600	2,500
584-584.000-783.004	TREE MAINTENANCE	605		1,000	1,000	495	500

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012	2013	2014	2014	2014	2015
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	THRU 10/31/14	REQUESTED BUDGET
584-584.000-800.001	ADMINISTRATION FEES	21,129	21,129	21,129	21,129	17,608	21,709
584-584.000-801.000	PROFESSIONAL SERVICES	2,942	2,792	3,000	3,000	2,714	1,500
584-584.000-818.000	CONTRACTUAL SERVICES	2,700	2,950	3,000	5,400	2,700	3,000
584-584.000-867.000	GAS & OIL	20,081	13,987	15,000	15,000	10,404	12,000
584-584.000-867.100	GAS & OIL - OTHER EQUIP	27,073	25,354	22,000	26,700	23,140	22,000
584-584.000-876.000	RETIREMENT/MERS	13,141	16,444	18,719	18,719	12,126	10,224
584-584.000-900.000	PUBLISHING	2,168	548	2,200	2,200	2,171	2,250
584-584.000-900.003	GOLF COURSE ADVERTISING			200	200	186	1,000
584-584.000-914.000	INSURANCE & BONDS FIRE & LIAB	8,267	7,273	7,540	7,540	5,863	8,272
584-584.000-917.000	WORKERS COMPENSATION INSURANC	4,045	4,221	4,386	4,386	3,733	4,476
584-584.000-920.008	UTILITIES-ELECTRC MAINTNC 170	17,382	12,478	14,895	12,895	11,048	13,000
584-584.000-920.009	UTILITIES MAINTENANCE HEATING	2,476	2,535	5,100	4,700	2,031	3,000
584-584.000-920.010	UTILITIES MAINTENANCE PHONE	1,181	550	1,000	1,000	559	700
584-584.000-920.011	UTILITIES MAINTENANCE WATER	1,151	992	1,000	1,000	599	1,000
584-584.000-920.013	UTILITIES PRO SHOP PHONE	1,416	681	1,200	1,200	591	700
584-584.000-930.000	REPAIRS MAINTENANCE-MACHINERY	892	3,501	4,500	4,500	3,667	4,000
584-584.000-931.009	BLDG MAINTENANCE	38		500	500	344	500
584-584.000-931.010	BLDG MAINTENANCE PRO SHOP	7,592	426	1,000	9,000	8,572	7,000
584-584.000-933.000	EQUIPMENT MAINTENANCE	21,162	11,910	13,000	8,300	6,656	13,000
584-584.000-939.001	VEHICLE MAINTENANCE		1,361	1,500	1,500		500
584-584.000-939.003	GOLF CARTS EXPENSE	160	373	1,000	1,000	179	300
584-584.000-941.000	EQUIPMENT RENTAL/LEASING			52,142	41,642	7,639	

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
584-584.000-956.008	MISCELLANEOUS EXP-PRO SHOP	1,232	1,268	1,300	1,300	1,113	1,300
584-584.000-956.136	MISC-CASH OVER/SHORT					(279)	
584-584.000-957.000	BANK CHARGES	4,603	5,534	5,000	5,000	5,390	5,500
584-584.000-958.001	MEMBERSHIPS & DUES NATL SUPER	340	365	400	400	365	400
584-584.000-958.004	MEMBERSHIPS & DUES PRO SHOP	(70)	110	400	400	110	500
584-584.000-960.001	EDUCATION-MAINTENANCE STAFF	153		500	500		
584-584.000-968.001	DEPRECIATION EXPENSE	74,550	74,876	75,000	75,000		75,000
584-584.000-971.000	CAPITAL OUTLAY/OTHER				10,500	2,828	
Totals for dept 584.000-GOLF COURSE FUND		707,720	657,640	757,448	765,199	507,215	654,312
TOTAL APPROPRIATIONS		707,720	657,640	757,448	765,199	507,215	654,312
NET OF REVENUES/APPROPRIATIONS - FUND 584		(4,384)	10			(24,547)	
BEGINNING FUND BALANCE		2,035,134	2,030,748	2,030,757	2,030,757	2,030,757	
ENDING FUND BALANCE		2,030,750	2,030,758	2,030,757	2,030,757	2,006,210	

Fund 590 - Compost

Revenues

Line Item	Explanation
590-000-000-607-510 – Lease Revenue	This line item reflects the revenues for rental of the dump truck to the Parks Department.
590-000-000-650-003 – Biodegradable Dropoff-Non Twp.	This line item reflects the revenue for yard waste brought in by non-township residents. We are budgeting a 30% increase.
590-000-000-650-004 – Biodegradable Dropoff-Ypsi Twp.	This line item reflects the revenue for yard waste brought in by Waste Management to the Compost Site from our township residents.
590-000-000-650-100 – Billable Sales-Compost	This line item reflects the revenue for the sale of compost materials. Sales are slightly down at this time.
590-000-000-650-102 – Sales-Scrap Metal	This line item reflects the revenue from scrap metal. We are proposing a 50% increase here.
590-000-000-650-103 – Sales-Recycled Oil	This line item reflects the revenue from receiving oil. It is recommended that it be reduced to \$1,000 for 2015.
590-000-000-650-200 – Gate Revenue-Compost Sales	This line item reflects the revenue from materials sold at the gate.

Line Item	Explanation
590-000-000-650-201 – Gate Revenue-Wood Sales	This line item reflects the revenue from the sale of woodchips at the site. We are increasing this by 17%.
590-000-000-650-202 – Gate Revenue-Top Soil Sales	This line item reflects the revenue from top soil sold at the gate. We are projecting a large increase here.
590-000-000-650-203 – Gate Revenue-Drop Off Fees	This line item reflects the revenue from trash drop off. Maintain.
590-000-000-650-204 – Gate Revenue-Battery Core Sale	This line item reflects the revenue from the sale of collected batteries.
590-000-000-650-205 – Gate Revenue-Milling Sales	This line item reflects the revenue from the sale of road millings.
590-000-000-664-001 – Interest Earned	This line item reflects interest earned on funds deposited at various banks.
590-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects funds needed from Fund Balance. Dollars were budgeted to purchase equipment, such as the large grinder.

Expenditures

Line Item	Explanation
590-590-000-706-000 – Salary-Permanent Wages	Wages for the Compost Coordinator, 25% of a Floater II/Clerk III and 50% of a chipping employee are budgeted in this line item. Although we have budgeted for the 1.5% contractual increase for AFSCME employees, a decrease is shown in this line item due to one less employee being budgeted for 2015.
590-590-000-707-000 – Salary-Temporary/Seasonal	Wages for the Gate Attendant are budgeted in this line item.
590-590-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
590-590-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
590-590-000-709-000 – Regular Overtime	This line item is used for overtime wages for the Compost Coordinator.
590-590-000-710-000 – Acc Comp Absenses-Longterm	Since this is an Enterprise Fund (Business), we need to account for all PTO time for the full-time employee and 50% for the employee that is split between this fund and Fund 226. This is accounted for in the Balance sheet liabilities as long term def Comp Absences 590-000-369.017. The expenditure account is for the current year's PTO that is rolled over into the long term amounts.

Line Item	Explanation
590-590-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
590-590-000-719-000 – Health Insurance	We will be receiving a 19% increase for health care in 2015. A decrease is shown in this line item due to one less employee being budgeted for 2015.
590-590-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time. A decrease is shown in this line item due to one less employee budgeted in this Fund.
590-590-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. A decrease is shown due to one less employee budgeted in this Fund. There will be no increase in dental insurance rates for 2015.
590-590-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. A decrease is shown due to one less employee budgeted in this Fund. There will be no increase in vision insurance rates for 2015.
590-590-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. A decrease is shown due to one less employee being budgeted for 2015.

Line Item	Explanation
590-590-000-719-021 – Admin Fees – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. A decrease is shown due to one less employee being budgeted for 2015.
590-590-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time. A decrease is shown due to one less employee budgeted in this Fund.
590-590-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
590-590-000-727-000 – Office Supplies	This line item is used for purchasing office supplies for the Compost Site.
590-590-000-730-000 – Postage	This line item is used to cover postage costs.
590-590-000-741-000 – Uniforms-Laundry & Cleaning	Per the AFSCME contract, this line item has been reduced to \$0 for 2015.
590-590-000-757-000 – Operating Supplies	This line item is used to purchase safety equipment for the operators. This is increased to provide for new bin blocks for better organization.
590-590-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
590-590-000-804-000 – Contractual/Rolloff Disposal	This line item covers the cost of emptying the dumpsters at the Compost Site.
590-590-000-804-004 – Township Compost Processing	This line item covers the cost of removing spoils from the site that cannot become compost.

Line Item	Explanation
590-590-000-850-000 - Telephone	This line item is used for telephone charges for the Compost Site.
590-590-000-867-200 – Gas & Oil-YCUA	This line item is used for fuel used through the YCUA site. It is recommended that it be reduced by \$4,000 in 2015.
590-590-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.
590-590-000-913-000 – Insurance & Bonds Fleet	Figures provided by the Accounting Director.
590-590-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
590-590-000-920-004 – Utilities-Heat	This line item is used for gas service costs for the Compost Site.
590-590-000-920-005 – Utilities-Light	This line item is used for electric service costs for the Compost Site.
590-590-000-931-000 – Repairs & Maintenance	This line item is used for repair costs for the pole barns and trailers.
590-590-000-933-000 – Equipment Maintenance	This line item is used for repair costs for the equipment used at the Compost Site. We are recommending a reduction of \$2,000 for 2015.
590-590-000-941-000 – Equipment Rental/Leasing	This line item is used for renting equipment & need extra this year.

Line Item	Explanation
590-590-000-943-000 – Motorpool Lease/Maintenance	This line item is for the fees paid to the Motorpool.
590-590-000-956-000 - Miscellaneous	This line item is used for drug screening costs, etc.
590-590-000-960-000 – Education & Training	This line item is used for training costs for the Compost Site Coordinator.
590-590-000-968-001 – Depreciation Expense	This line item covers the cost of equipment depreciation and calculated by the Accounting Director.

Revised 11/24/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 590 - COMPOST FUND							
ESTIMATED REVENUES							
Dept 000.000							
590-000.000-607.510	AUTO LEASE REVENUE	2,800	2,800	2,800	2,800		2,800
590-000.000-650.003	BIODEGRADABLE DROPOFF-NONTWP	42,261	44,266	31,000	31,000	33,935	40,000
590-000.000-650.004	BIODEGRADABLE DROPOFF-YPSI TW	146,600	169,979	120,000	120,000	151,068	145,000
590-000.000-650.100	BILLABLE SALES - COMPOST	54,874	55,853	54,000	54,000	34,274	50,000
590-000.000-650.102	SALES - SCRAP METAL	7,236	5,692	4,000	4,000	5,621	6,000
590-000.000-650.103	SALES - RECYCLED OIL	423	1,792	1,500	1,500		1,000
590-000.000-650.200	GATE REVENUE - COMPOST SALES	23,834	22,962	20,000	20,000	11,737	20,000
590-000.000-650.201	GATE REVENUE - WOOD SALES	5,022	14,651	12,000	12,000	17,558	14,000
590-000.000-650.202	GATE REVENUE - TOP SOIL SALES	864	367	500	500	11,452	7,000
590-000.000-650.203	GATE REVENUE - DROP OFF FEES	42,966	51,462	42,000	42,000	49,011	42,000
590-000.000-650.204	GATE REVENUE-BATTERY CORE SAL	713	455	500	500	155	500
590-000.000-650.205	GATE REVENUE-MILLING SALES	3,124	4,074	3,000	3,000	2,568	3,000
590-000.000-664.001	INTEREST EARNED	1,239	631	750	750	280	500
590-000.000-694.001	OTHER INCOME-MISCELLANEOUS	255					
590-000.000-694.004	MISC REVENUE - INSURANCE REIM	1,169	742			718	
590-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			574,067	1,024,182		74,691
Totals for dept 000.000-		333,380	375,726	866,117	1,316,232	318,377	406,491
TOTAL ESTIMATED REVENUES		333,380	375,726	866,117	1,316,232	318,377	406,491

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 590.000-COMPOST SITE							
590-590.000-706.000	SALARY - PERMANENT WAGES	78,535	120,953	126,219	130,004	89,342	106,315
590-590.000-707.000	SALARY - TEMPORARY/SEASONAL	16,025	29,304		30,000	15,612	30,000
590-590.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	2,287	2,473	3,627	6,128	6,495	1,616
590-590.000-708.010	HEALTH INS BUYOUT	3,750	3,750	3,750	3,750	1,875	3,750
590-590.000-709.000	REG OVERTIME	3,152	5,231	4,500	4,500	1,858	4,500
590-590.000-710.000	ACC COMP ABSENCES-LNGTERM	11,718	1,344	11,718	11,718		2,000
590-590.000-715.000	F.I.C.A./MEDICARE	6,953	10,037	10,564	10,854	7,814	9,323
590-590.000-719.000	HEALTH INSURANCE			14,634	14,634	4,346	8,866
590-590.000-719.001	SICK AND ACCIDENT	436	372	670	670	478	539
590-590.000-719.015	DENTAL BENEFITS	1,953	1,983	3,566	3,566	4,807	2,351
590-590.000-719.016	VISION BENEFITS						389
590-590.000-719.020	HEALTH CARE DEDUCTION			5,775	5,775	2,227	2,888
590-590.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE			100	100	31	45
590-590.000-720.000	LIFE INSURANCE	198	180	324	324	231	261
590-590.000-723.000	DEFERRED COMPENSATION EMPLOYE	208	569			266	390
590-590.000-727.000	OFFICE SUPPLIES		258	400	400	205	400
590-590.000-730.000	POSTAGE			107	107		100
590-590.000-741.000	UNIFORMS - LAUNDRY & CLEANING	1,996	1,558	1,900	1,400	970	
590-590.000-757.000	OPERATING SUPPLIES	2,777	1,785	8,000	8,000	5,339	9,000
590-590.000-800.001	ADMINISTRATION FEES	5,714	5,714	5,714	5,714	4,762	5,860
590-590.000-804.000	CONTRACTUAL/ROLLOFF DISPOSAL	31,158	35,080	30,000	30,000	28,848	33,000
590-590.000-804.004	TWP COMPOST PROCESSING	4,195	4,038	5,000	5,000		5,000
590-590.000-850.000	TELEPHONE	1,659	603	800	800	501	800
590-590.000-867.200	GAS & OIL - YCUA	21,286	21,300	22,000	22,000	10,758	18,000
590-590.000-876.000	RETIREMENT/MERS	8,965	14,457	18,654	19,193	12,081	14,785
590-590.000-913.000	INSURANCE & BONDS FLEET	1,226	1,078	1,117	1,117	870	2,112
590-590.000-917.000	WORKERS COMPENSATION INSURANC	3,803	3,741	3,778	3,778	3,445	3,871
590-590.000-920.004	UTILITIES HEAT	3,104	4,100	6,000	6,000	3,828	6,000
590-590.000-920.005	UTILITIES LIGHT	2,248	2,090	2,000	2,000	1,488	2,100

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
590-590.000-931.000	REPAIRS AND MAINTENANCE	2,590	2,306	10,000	10,000	7,112	10,000
590-590.000-933.000	EQUIPMENT MAINTENANCE	7,875	39,462	12,000	12,000	3,042	10,000
590-590.000-941.000	EQUIPMENT RENTAL/LEASING	2,260	6,900	2,000	2,500		3,000
590-590.000-943.000	MOTORPOOL LEASE/MAINTENANCE	3,667	3,719	2,000	2,000	1,660	2,000
590-590.000-956.000	MISCELLANEOUS		90	500	500		500
590-590.000-960.000	EDUCATION AND TRAINING	29	29				100
590-590.000-968.001	DEPRECIATION EXPENSE	58,727	58,622	58,700	58,700		106,630
590-590.000-977.000	EQUIPMENT			490,000	903,000	607,559	
Totals for dept 590.000-COMPOST SITE		288,494	383,126	866,117	1,316,232	827,850	406,491
TOTAL APPROPRIATIONS		288,494	383,126	866,117	1,316,232	827,850	406,491
NET OF REVENUES/APPROPRIATIONS - FUND 590		44,886	(7,400)			(509,473)	
BEGINNING FUND BALANCE		1,790,958	1,835,845	1,828,445	1,828,445	1,828,445	
ENDING FUND BALANCE		1,835,844	1,828,445	1,828,445	1,828,445	1,318,972	

Fund 595 - Motorpool

Revenues

Line Item	Explanation
595-000-000-607-502 – Flat Fee-Parks Motorpool/Monthly	This is a regular monthly charge to expense out the fluids that Motorpool purchases but that Parks uses, including oil, coolant and other fluids used in mowers and trucks.
595-000-000-607-515 – Combined Lease/Repair Revenue	This line item reflects lease revenue from other departments. It now includes repair.
595-000-000-607-520 – Fuel and Fluids Revenue	This line item reflects the fuel surcharge received from other departments. This is being increased to \$74,000 due to increased fuel prices.
595-000-000-664-001 – Interest Earned	This line item reflects interest earned on funds deposited at various banks.
595-000-000-673-002 – Sales of Fixed Assets-Equipment	This line item reflects revenue from the auction of equipment.
595-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects amount needed from Fund Balance.

Expenditures

Line Item	Explanation
595-595-000-706-000 – Salary-Permanent Wages	25% of a Floater II/Clerk III is budgeted in this line item. A 1.5% contractual increase is included for 2015.
595-595-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
595-595-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
595-595-000-719-000 – Health Insurance	We will be receiving a 19% increase for health care in 2015.
595-595-000-719-001 – Sick & Accident	Our current rates are good through August 2015 and we are estimating an increase of 10% at that time.
595-595-000-719-015 – Dental Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 595-595-000-719-015 in 2014. There will be no increase in dental insurance rates for 2015.

Line Item	Explanation
595-595-000-719-016 – Vision Benefits	In previous years, dental and vision benefits were budgeted together. In 2015, we are splitting them into separate line items to allow for better tracking. The amounts budgeted in these two line items for 2015 will be the same as was budgeted in 595-595-000-719-015 in 2014. There will be no increase in vision insurance rates for 2015.
595-595-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
595-595-000-719-021 – Admin Fees-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
595-595-000-720-000 – Life Insurance	Our current rates for life insurance are good through August 2015 and we are estimating a 10% increase at that time.
595-595-000-776-500 – Auto Parts	This line item is used to purchase small items for automobiles. Based on what has been spent to date, it is recommended that it be reduced to \$2,500 for 2015.
595-595-000-776-550 – Shop Supplies	This line item is used to purchase rags and other small items.
595-595-000-818-000 – Contractual Services	This line item is used for the GPS Vehicle System. We are charged \$351/month.

Line Item	Explanation
595-595-000-818-032 – Contractual Svc-Fuel Tank Repair	This line item is used for monitoring fuel tanks, per State regulations. We must repair the card readers at all locations so we increased this line to \$4,200.
595-595-000-818-033 – Contractual Svc-Auto/Equip Maint	This line item is used to hire outside contractors to work on vehicles (YCUA, Ed’s Garage, etc.).
595-595-000-867-000 – Gas & Oil	This line item is used for the purchase of fuel. The cost of fuel has fluctuated and we are proposing to move this up to \$72,000.
595-595-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate with a 5% increase from 2014. This calculates at \$352.03 per employee times 24 pays ~ \$8,449 per employee.
595-595-000-968-001 – Depreciation Expense	This line item covers the cost of auto depreciation. It is elevated due to the purchase of new equipment. Any time new equipment is purchased, this line item increases in order to properly account for the declining value of that capital item.
595-595-000-977-000 – Capital Outlay-Equipment	\$0 budgeted. See list of items.
595-595-000-985-000 – Capital Outlay-Vehicles	\$0 budgeted. See list of items.

Revised 10/15/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 595 - MOTORPOOL / REPAIRS							
ESTIMATED REVENUES							
Dept 000.000							
595-000.000-607.502	Flat Fee-Parks MotorpoolMnthl	1,200	1,200	1,200	1,200	1,000	1,200
595-000.000-607.515	COMBINED LEASE/REPAIR REVENUE	76,020	76,020	95,500	95,500	81,397	95,500
595-000.000-607.520	FUEL AND FLUIDS REVENUE	65,297	75,291	72,000	72,000	63,743	74,000
595-000.000-664.001	INTEREST EARNED	442	201	400	400	65	100
595-000.000-673.002	SALES OF FIXED ASSETS-EQUIP.	25,077	31,378	2,000	2,000		2,000
595-000.000-694.004	MISC REVENUE - INSURANCE REIM		1,076				
595-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			15,837	233,246		49,871
Totals for dept 000.000-		168,036	185,166	186,937	404,346	146,205	222,671
TOTAL ESTIMATED REVENUES		168,036	185,166	186,937	404,346	146,205	222,671

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 595.000-MOTORPOOL							
595-595.000-706.000	SALARY - PERMANENT WAGES	11,024	11,024	11,151	11,486	9,181	11,151
595-595.000-708.004	SALARIES PAY OUT-PTO&SICKTIME			128	128		170
595-595.000-715.000	F.I.C.A./MEDICARE	825	827	863	889	699	866
595-595.000-719.000	HEALTH INSURANCE	1,081	1,012	1,219	1,219	1,138	1,478
595-595.000-719.001	SICK AND ACCIDENT			74	74	68	77
595-595.000-719.015	DENTAL BENEFITS	145	127	124	124	112	104
595-595.000-719.016	VISION BENEFITS						20
595-595.000-719.020	HEALTH CARE DEDUCTION	548	554	726	726	611	727
595-595.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	25	22	25	25	15	23
595-595.000-720.000	LIFE INSURANCE	40	36	36	36	33	38
595-595.000-776.500	AUTO PARTS	2,530	2,494	3,405	3,405	622	2,500
595-595.000-776.550	SHOP SUPPLIES	1,536	1,642	1,000	1,000	253	1,650
595-595.000-818.000	CONTRACTUAL SERVICES	5,069	5,114	4,800	4,800	4,132	4,800
595-595.000-818.032	CONTRACT'L SRV-FUEL TANK REPA	1,819	690	1,200	1,200	580	4,200
595-595.000-818.033	CONTRACT'L SRV-AUTO/EQUIP MAI	16,038	25,483	30,000	30,000	6,634	27,000
595-595.000-867.000	GAS & OIL	58,820	61,126	72,000	72,000	53,287	72,000
595-595.000-876.000	RETIREMENT/MERS	1,167	1,415	1,586	1,634	1,511	2,112
595-595.000-968.001	DEPRECIATION EXPENSE	41,705	58,911	58,600	58,600		93,755
595-595.000-985.000	CAPITAL OUTLAY/VEHICLES				217,000	216,617	
Totals for dept 595.000-MOTORPOOL		142,372	170,477	186,937	404,346	295,493	222,671
TOTAL APPROPRIATIONS		142,372	170,477	186,937	404,346	295,493	222,671
NET OF REVENUES/APPROPRIATIONS - FUND 595		25,664	14,689			(149,288)	
BEGINNING FUND BALANCE		707,315	732,979	747,669	747,669	747,669	
ENDING FUND BALANCE		732,979	747,668	747,669	747,669	598,381	

Fund 893 – Nuisance Abatement

Revenues

Line Item	Explanation
893-000-000-626-631 – Charge Services-Blight	This line item reflects fees collected from property owners invoiced for blight clean-up activities performed by the Ordinance Dept. Revenue is projected to decrease about 15%.
893-000-000-626-632 – Charge Services-Board Ups	This line item reflects fees collected from property owners invoiced for board-ups of vacant, blighted buildings performed by the Ordinance Dept. Revenue is projected to decrease about 50%.
893-000-000-626-636 – Charge Services-Weeds	This line item reflects fees collected from property owners invoiced for vegetation and noxious weeds abatement performed by the Ordinance Dept. Revenue is projected to slightly decrease.
893-000-000-664-001 – Interest Earned	This line item reflects interest earned on bank deposits.
893-000-000-672-003 – Noxious Weed Rev-Tax Reimb	This line item reflects reimbursement of expenses for vegetation and noxious weeds abatement in cases where uncollected fees become a special assessment and get added to a property tax bill. Revenue is projected to decrease about 15%.
893-000-000-694-001 – Other Income-Miscellaneous	This line item reflects other miscellaneous income.

Expenditures

Line Item	Explanation
893-893-000-704-000 – Appointed Officials	This line item reflects payment to the deputy supervisor in the capacity of noxious weed commissioner, which is a statutory position required by ordinance. No change.
893-893-000-707-000 – Salary-Temporary/Seasonal	This line item reflects wages paid to temporary seasonal workers for nuisance abatement activity to assist the Ordinance Dept and Residential Services Department. No change.
893-893-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
893-893-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
893-893-000-806-001 – Blight Enforcement Costs	This line item reflects funding to perform clean-ups of blighted properties by the Ordinance Dept. Expenses are projected to remain consistent with 2014.
893-893-000-806-002 – Board Up Enforcement Costs	This line item reflects funding to board up and secure vacant, blighted buildings by the Ordinance Dept. Expenses are projected to decrease about 30%.
893-893-000-806-003 – Noxious Weed Enforcement Costs	This line item reflects funding to mow vegetation and eradicate noxious weeds on private property when property owners fail to do so. Expenses are projected to decrease about 35%.

Revised 10/15/14

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
Fund 893 - NUISANCE ABATEMENT FUND							
ESTIMATED REVENUES							
Dept 000.000							
893-000.000-626.631	CHARGE SERVICES - BLIGHT	12,687	4,307	3,000	3,000	2,678	2,500
893-000.000-626.632	CHARGE SERVICES - BOARD UPS	3,694	6,131	15,000	15,000	4,009	7,500
893-000.000-626.636	CHRG SERVICES WEEDS	11,079	7,886	7,700	7,700	9,739	7,500
893-000.000-664.001	INTEREST EARNED	52	27			13	
893-000.000-672.002	BOARD-UP REVENUE-VAC RES					1,290	
893-000.000-672.003	NOXIOUS WEED REVENUE-TAX REIM	38,237	30,137	30,000	30,000	28,382	24,369
893-000.000-694.001	OTHER INCOME-MISCELLANEOUS	1,092	1,906			327	
Totals for dept 000.000-		66,841	50,394	55,700	55,700	46,438	41,869
TOTAL ESTIMATED REVENUES		66,841	50,394	55,700	55,700	46,438	41,869

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

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GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
APPROPRIATIONS							
Dept 893.000-NUISANCE ABATEMENT DEPARTMENT							
893-893.000-704.000	APPOINTED OFFICIALS	500	500	500	500		500
893-893.000-707.000	SALARY - TEMPORARY/SEASONAL	4,104	1,267	3,000	3,000		3,000
893-893.000-715.000	F.I.C.A./MEDICARE	97	56	82	82		51
893-893.000-723.000	DEFERRED COMPENSATION EMPLOYE	53	16	39	39		46
893-893.000-806.001	BLIGHT ENFORCEMENT COSTS	12,351	7,017	5,000	5,000	3,847	5,000
893-893.000-806.002	BOARD-UP ENFORCEMENT COSTS	22,873	15,334	15,000	15,000	7,003	10,000
893-893.000-806.003	NOXIOUS WEED ENFORCEMENT COST	33,275	32,747	32,000	32,000	23,429	20,000
893-893.000-876.000	RETIREMENT/MERS	53	64				
893-893.000-956.000	MISCELLANEOUS	835					
Totals for dept 893.000-NUISANCE ABATEMENT DEPARTMENT		74,141	57,001	55,621	55,621	34,279	38,597
TOTAL APPROPRIATIONS		74,141	57,001	55,621	55,621	34,279	38,597
NET OF REVENUES/APPROPRIATIONS - FUND 893		(7,300)	(6,607)	79	79	12,159	3,272
BEGINNING FUND BALANCE		59,833	52,533	45,925	45,925	45,925	
ENDING FUND BALANCE		52,533	45,926	46,004	46,004	58,084	

11/24/2014

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2014

☐

GL NUMBER	DESCRIPTION	2012 ACTIVITY	2013 ACTIVITY	2014 ORIGINAL BUDGET	2014 AMENDED BUDGET	2014 ACTIVITY THRU 10/31/14	2015 REQUESTED BUDGET
ESTIMATED REVENUES - ALL FUNDS		25,943,731	25,868,803	31,980,753	38,441,109	26,044,057	29,540,992
APPROPRIATIONS - ALL FUNDS		27,326,176	29,024,200	31,868,618	38,328,975	25,967,434	29,216,743
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(1,382,445)	(3,155,397)	112,135	112,134	76,623	324,249
BEGINNING FUND BALANCE - ALL FUNDS		23,263,214	21,880,774	18,725,379	18,725,379	18,725,379	
ENDING FUND BALANCE - ALL FUNDS		21,880,769	18,725,377	18,837,514	18,837,513	18,802,002	

PUBLIC COMMENTS

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 18, 2014 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

Members Present: Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Doe, Trustees Stan Eldridge, Mike Martin (arriving at 6:21 p.m.) and Scott Martin

Members Absent: Trustees Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

Supervisor Stumbo requested two items be added to the Board Meeting Agenda. She requested to add under Other Business the request to award the quote to Allegra Printing for the Helpful Handbook. Supervisor Stumbo also requested the Board to agree to move into an Executive Session for healthcare negotiations with the Union.

2015 FUND BUDGETS

a. FUND 206 – FIRECHIEF COPELAND

Chief Copeland voiced his appreciation for the support from the Board over the last five years and outlined the challenges he had faced:

- Both OPEB and operating revenue were budgeted with the aim to preserve the fund balance
- Over the five years an average of an annual \$500,000 draw down from the fund balance
- Reconfigure department to revenues without any layoffs or arbitrations
- Discretionary spending had been frozen
- Gas, oil and maintenance costs had tripled
- Concessionary collaborations and operational changes which did not affect morale negatively
- Able to negotiate two contract agreements
- Millage renewal helped
- Hiring replacements

Chief Copeland offered a forecast for the next five years:

- He said Javonna Neel, Accounting Director had alerted the Board that the fund balance will expire by 2017 without new revenue.
- Discretionary spending on capital improvements will rise although grant alternatives had been sought

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 WORK SESSION MINUTES
PAGE 2**

- XTS Radios for the department would be obsolete in 2017 and would cost approximately \$150,000 to replace
- SCVA's had reached a threshold
- Department size to be increased

Chief Copeland presented the highlights for the 2015 Budget:

- Department size with new hires
- Replacing the Fire Marshal
- Truck purchase and car fleet updating (2)
- Capital outlay for (2) new desktop computers
- Installation and landscaping for Ford Blvd. station
- Line item increases to vehicle maintenance as well as (inaudible)

Chief Copeland presented anticipated revenues for 2015.

Supervisor Stumbo asked who was planning to retire besides Vic Chevrette, Fire Marshal.

Chief Copeland said no paperwork had been submitted but it was his understanding that J. T. Anderson would be retiring. Chief Copeland stated if he did not retire no replacement would be hired. He stated three (3) firefighters had been hired and one of those was the replacement for the Fire Marshal.

Discussion followed on the reality of J. T. Anderson retiring.

Supervisor Stumbo asked why there had been no activity to date, on the firefighter food allowance and Chief Copeland said he thought that came out at the end of December. Discussion followed on a reduced rate regarding the new hires.

Karen Wallin stated the two firefighters who retired December 2013 would not be receiving food/clothing payout in 2014.

Chief Copeland pointed out line item 719-005 – regarding physicals by Biocare for all firefighters. This item was suspended in the contract through 2013. Discussion followed on personal physicians not being as consistent as Biocare in conducting the physicals specifically for firefighters. Discussion followed on exploring other possibilities.

Supervisor Stumbo stated the costs for OPEB would be going down due to the actuarial study and the number of firefighters.

Trustee Eldridge addressed line item 857.000 for an increase in budget due to improvements in mobile communication devices, base station radios and headsets.

Discussion followed regarding pursuit of grants for several items.

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 WORK SESSION MINUTES
PAGE 3**

Chief Copeland responded to an inquiry regarding the radios that were purchased in 2012, which were state of the art and had been obtained by the whole state. He stated the apparatus for support of those radios was going to change and would be obsolete by 2017.

Trustee Eldridge questioned the urgency for this purchase if the radios would still be operational till 2017.

Discussion followed on which radios were actually being purchased and the fact that the narrative needed to be changed and purchases would be brought back to the Board.

Supervisor Stumbo asked if the Civil Service still required annual testing to which Chief Copeland stated was the case, because the Fire Marshal and Lieutenant positions would both have to be tested for.

Trustee Eldridge questioned line item 960.000 for education and training and Chief Copeland explained the increase was to train new hires and promotion of officers.

Discussion followed on the testing process.

Supervisor Stumbo requested Chief Copeland control overtime since three additional staff members had been hired and manage PTO and compensatory time pay outs.

b. FUND 230 – RECREATION..... ANGELA VERGES

Angela Verges, Recreation Director stated the Recreation Department was working to identify and sustain the programs that were working well and eliminate the ones that were not successful. Ms. Verges provided highlights of the major changes and stated the changes to line items would better track revenue and expenditures.

Trustee Eldridge stated the Recreation Department had been extremely helpful to the Golf Course. Trustee Eldridge mentioned the tennis courts across the street from the Community Center and Golf Course were sitting idle and were in disrepair. He asked the Board to consider removing the tennis courts and replacing them with a driving range, which would generate revenue and the proceeds could be split 50/50 for the Recreation Department and Golf Course, in order to help both budgets out.

c. FUND 584 – GOLF COURSE.....JUSTIN BLAIR/TIM SMITH

Supervisor Stumbo introduced Justin Blair, new Director of Golf Operations. She stated a team consisting of herself, Treasurer Doe, Trustee Eldridge, Tim Smith, Tammie Keen and Javonna Neel had met to review the last two years of golfing operations to develop a more detailed budget, similar to the Recreation Department.

Supervisor Stumbo reviewed the decreases and expenditures in the Golf Course Operations.

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 WORK SESSION MINUTES
PAGE 4**

Trustee Eldridge added the goal was to increase the number of rounds played 15 to 20% in order to recover the BS&R money presented to balance the Golf budget.

Treasurer Doe stated this was probably the first time appropriate revenue had been set.

Trustee Eldridge stated a 5 year capital improvement program had been put together.

Justin Blair, Director of Golf Operations said he had partnered with Travis McDugald and Rebecca Bush (IT Department) to look at a separate website for the golf course, Course Trends for booking online tee times and shopping. He stated Green Oaks would still be included on the ytown.org website as well. He said Facebook and Twitter accounts would be established to give more visibility online.

Tim Smith explained improvements he was making to the golf course to make for better golfing conditions next year.

Clerk Lovejoy Roe welcomed Justin Blair...

Trustee Scott Martin welcomed Mr. Blair aboard and stated he had visited the course recently and was pleasantly surprised by the improvements.

d. FUND 212 – BSR IISUPERVISOR STUMBO

Supervisor Stumbo provided an overview of each line item.

Clerk Lovejoy Roe thanked Jeff Allen, Residential Services for the hard work he had done on the Grove Road bike path grant project.

DISCUSS CHIEF BUILDING OFFICIAL JOB DESCRIPTION AND SALARY

No discussion

REVIEW AGENDA

Supervisor Stumbo reviewed the agenda with further discussion on the following items:

Clerk's Report

Clerk Lovejoy Roe reported there was a Proclamation presentation regarding Corvair.

Clerk Lovejoy Roe reported the Board of Canvassers had just emailed her that the Nov. 4, 2014 Election had been approved.

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 WORK SESSION MINUTES
PAGE 5**

Treasurer's Report

None

Trustee's Report

None

NEW BUSINESS

1. Budget Amendment #15

Supervisor Stumbo reviewed each item included in the Budget Amendment.

- 2. Request approval to provide Habitat for Humanity funds to aid with the renovation of Ypsilanti Township properties located at 655 N. Mohawk, 654 N. Ivanhoe and 124 Kansas in the total amount of \$45,000, budgeted in line item #101.950.000.969.010**

Supervisor Stumbo stated Habitat for Humanity had purchased these three properties and were in need of extra funds to repair them.

- 3. Request of Mark Nelson, 14-B Court Magistrate to approve contract to accept grant funds from State Court Administrative Office for the implementation of a Drug Court Docket in the amount of \$55,000 with \$13,750 budgeted in line item #236.136.000.802.100 from 2014 Budget and \$41,250 in 2015 Budget and to authorize signing of the contract**

Supervisor Stumbo stated Magistrate Nelson would be present to explain this request.

- 4. Request of Nexus Gas Transmission to conduct additional survey activities on identified Ypsilanti Township owned parcels and to authorize signing of the survey authorizations**

Supervisor Stumbo explained this was due diligence on behalf of Nexus.

- 5. Request of Mike Radzik, OCS Director to authorize asbestos abatement and demolition of blighted, abandoned buildings located at 2300 Holmes Road and 853 Maplewood Avenue in the amount of \$9,680, budgeted in line item #101.950.000.969.011**

Supervisor Stumbo stated it had been a long wait to have these properties demolished.

- 6. Request of Mike Radzik, OCS Director for authorization to seek legal action, if necessary in Washtenaw County Circuit Court to abate public nuisance for vacant properties, located at 2508 Holmes, 1476 Blossom, 1497 Gattegno, 2360 Cedarcliff, 2649 Peachcrest and 2734 Peachcrest in the amount of \$30,000 , budgeted in line item #101.950.000.801.023**

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 WORK SESSION MINUTES
PAGE 6**

Mike Radzik, OCS Director stated all but one of these properties had come from the vacant ordinance enforcement and reported the Ordinance Officers had executed 65 Search Warrants at vacant properties, to date. Mr. Radzik provided a brief overview of the condition of each of the properties.

- 7. Request of Michael Saranen, Hydro Operator to approve contact with DTE Energy to update Transfer Trip and SCADA Equipment at Hydro Station in the amount of \$180,000, budgeted in line item #252.252.000.977.000 and to authorize signing of the contract.**

Michael Saranen, Hydro Operator provided a brief overview of the Transfer Trip and SCADA equipment stating it would save township funds in the future.

- 8. Set Public Hearing Date of Tuesday, December 2, 2014 at approximately 7:00 P.M. 2015 Fiscal Year Budget**

OTHER BUSINESS

Supervisor Stumbo stated the Board had agreed to add:

- 1. Award bid to Allegra Printing for printing of the Helpful Handbook.**

Supervisor Stumbo stated it had been sent to 5 different companies and this was the only bid.

EXECUTIVE SESSION

- 1. A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to go into Executive Session for the purpose of Healthcare/Union negotiations for 2015. The motion carried as follows:**

Eldridge:	Yes	Scott Martin:	Yes	Stumbo:	Yes
Clerk Lovejoy Roe:	Yes	Doe:	Yes	Mike Martin:	Yes

The Board went into Executive Session at approximately 6:38 p.m. and returned to the Work Session at approximately 7:00 p.m.

The Board agreed to add the Healthcare Letter of Agreement to the regular agenda under Other Business.

Adjournment

The meeting adjourned at approximately 7:00 p.m.

Respectfully submitted,
Karen Lovejoy Roe, Clerk

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 18, 2014 REGULAR MEETING**

PROPOSED MINUTES

Supervisor Stumbo, called the meeting to order at approximately 7:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited and a moment of silent prayer was observed.

Members Present: Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees Stan Eldridge, Mike Martin and Scott Martin

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS

Trustee Eldridge introduced the new Director of Golf Operations, Justin Blair, PGA Pro. Trustee Eldridge stated he, Treasurer Doe and Karen Wallin had gone through a number of outstanding applicants and Justin stood out in several areas. Mr. Eldridge stated Justin was born and raised in Ypsilanti Township.

Justin Blair, PGA Pro thanked the Board for this opportunity. He stated he had started playing at Green Oaks at the age of fifteen and was very familiar with the course. He introduced his wife, Marie and his daughter Mason. He thanked his family and friends from the golf course for coming to support him this evening.

Supervisor Stumbo welcomed Justin to the Township family and looked forward to a long-time relationship.

Clerk Lovejoy Roe offered congratulations to Justin.

Darlene Devall, Township Resident asked about the status of rates for 2015. She also asked if the Greens Committee was still in effect.

Treasurer Doe stated a meeting would be held the last Monday in November and the rates will be discussed at that time, but he could not speak to the Green's Commission.

Supervisor Stumbo stated there had not been a rate change presented for the 2015 Budget.

Arloa Kaiser, Township Resident provided information regarding the Washtenaw County Citizens Police Academy. She stated the ten-week course gave the public an opportunity to learn more about police services.

CONSENT AGENDA

**A. MINUTES OF THE OCTOBER 21 , WORK SESSION AND
REGULAR MEETING AND OCTOBER 31, 2014 SPECIAL MEETING**

B. STATEMENTS AND CHECKS

- 1. NOVEMBER 4, 2014, FOR \$477,031.16**
- 2. NOVEMBER 18, 2014 FOR \$1,113,668.51**
- 3. CHOICE HEALTH CARE DEDUCTIBLE (ACH EFT), IN THE
AMOUNT OF \$30,590.08**
- 4. AUGUST ADMIN FEE, IN THE AMOUNT OF \$1,155.00**

C. OCTOBER 2014 TREASURER REPORT

A motion by Treasurer Doe, supported by Clerk Lovejoy Roe to approve the Consent Agenda. The motion carried unanimously.

SUPERVISOR REPORT

Supervisor Stumbo stated discussion was in order regarding the Chief Building job description and salary since there was no discussion in the Work Session earlier this evening. The Board concurred.

Supervisor Stumbo stated the current Building Director, Ron Fulton was retiring in December 31, 2014 after 11 years of service. The Board had authorized bringing the job description and salary back for approval.

Karen Wallin, Human Resource Department stated a copy of the draft job description was in the packet. She said they were requesting support regarding a salary for the position. Ms. Wallin stated that she and Mike Radzik, OCS Director had discussed a salary of \$68,000 to \$70,000 would be the lowest salary range that could be offered to get quality candidates with the needed experience. She reviewed some of the changes in the job description.

Mike Radzik, OCS Director stated he had used SEMCOG salary information to review the salary of similar positions in other townships of similar size. He presented a job description from Chapter 18 of the Ypsilanti Township Code of Ordinances. He stated the job description had scaled back slightly from the current Department Director position that has a wide variety of direct supervision and administrative duties, since many of the administrative duties were being assigned to the new Executive Coordinator position. Mr. Radzik reported the specific duties that were transferred was the direct supervision of clerical staff, responsibility for budget preparation, preparation of agenda items for Board consideration, timesheets and payroll. Mr. Radzik stated the removal of those duties was the primary reason for the lower salary recommendation. He stated the Chief Building Officer would directly supervise the building inspectors, would work cooperative with the new OCS Executive Coordinator position to help guide the clerical staff, and would coordinate with legal counsel to support prosecution of code violations and civil litigation.

Supervisor Stumbo stated this position was funded from the Building Department revenue and Mike Radzik stated it was specifically budgeted in Fund 249, the Building Department Fund which was supported by permit and plan review fee revenue.

A motion by Treasurer Doe, supported by Trustee Mike Martin to authorize filling the Chief Building Official position with the job description and salary range as presented.

Mike Radzik provided a brief explanation for the change from Building Director to Chief Building Official was to clarify this was the building official with authority under the State's Construction Codes.

The motion carried unanimously.

CLERK REPORT

**A. PROCLAMATION IN HONOR OF CHEVROLET CORVAIR
MAY 14, 2015**

Clerk Lovejoy Roe read the proclamation into the record.

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 REGULAR MEETING MINUTES
PAGE 3**

A motion by Clerk Lovejoy Roe, supported by Treasurer Doe to adopt the Proclamation in honor of Chevrolet Corvair, May 14, 2015 (see attached). The motion carried unanimously.

TREASURER REPORT

No report

TRUSTEE REPORT

No report

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters stated the Board had adopted a zero tolerance policy regarding the sale of drugs from homes and apartment in the Township. He explained the process by which the Township was enforcing the "Padlock" Ordinance. He stated he would be attending a meeting scheduled in Lansing Dec. 2 and Dec. 4 to encourage the passage of a Senate bill granting the legal standing to initiate padlock cases to Township attorneys.

Attorney Winters also addressed six properties that were public nuisances and/or vacant. Mr. Winters stated Rob Nissly, from Habitat for Humanity, attended this evening regarding an agenda item for three properties that will be rehabilitated. He stated US taxpayers had spent 700 billion dollars to fund banks and financial institutions to purchase "troubled assets" across the country. He listed several of those institutions and confirmed many of those were the same ones we were dealing with locally. He stated his law partner, Denny McLain had sent a Consent Order, regarding 210 N. Mansfield, suing CitiMortgage since it had allowed the vacant property to deteriorate to the point of having to be demolished. Mr. Winters stated anytime properties had to be demolished it translated into a loss for the Township because it would have been possible to save, renovate, or even donate to Habitat.

Supervisor Stumbo concurred the banks had become the number one offender in allowing vacant properties to deteriorate and needed to be held accountable.

Trustee Mike Martin provided perspective as a resident of the township regarding the deteriorating conditions of homes negative impact on our community and he stated he was willing to do whatever necessary for neighborhood stabilization.

NEW BUSINESS

1. BUDGET AMENDMENT #15

Clerk Lovejoy Roe read Budget Amendment #15 into the record.

A motion by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Budget Amendment #15 (see attached). The motion carried unanimously.

2. REQUEST APPROVAL TO PROVIDE HABITAT FOR HUMANITY FUNDS TO AID WITH THE RENOVATION OF YPSILANTI TOWNSHIP PROPERTIES LOCATED AT 655 N. MOHAWK, 654 N. IVANHOE AND 124 KANSAS IN THE TOTAL AMOUNT OF \$45,000, BUDGETED IN LINE ITEM #101.950.000.969.010

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 REGULAR MEETING MINUTES
PAGE 4**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Mike Martin to provide Habitat for Humanity funds to aid with the renovation of Ypsilanti Township properties located at 655 N. Mohawk, 654 N. Mohawk and 124 Kansas in the total amount of \$45,000, budgeted in line item #101.950.000.969.010.

Rob Nissley, from Habitat for Humanity thanked the Board once again for the partnership of Ypsilanti Township. He reported 22 new families would be moving into their new homes over the next few months, including the first two renovations in West Willow. He stated Habitat had grown to include refrigerator replacement, furnace and hot water heater testing and help with replacement, if necessary.

Supervisor Stumbo stated Habitat had done amazing things to stabilize and raise home values, especially in Gault Village and now West Willow.

The motion carried unanimously.

3. REQUEST OF MARK NELSON, 14-B COURT MAGISTRATE TO APPROVE CONTRACT TO ACCEPT GRANT FUNDS FROM STATE COURT ADMINISTRATIVE OFFICE FOR THE IMPLEMENTATION OF A DRUG COURT DOCKET IN THE AMOUNT OF \$55,000 WITH \$13,750 BUDGETED IN LINE ITEM #236.136.000.802.100 FROM 2014 BUDGET AND \$41,250 IN 2015 BUDGET AND TO AUTHORIZE SIGNING OF THE CONTRACT

A motion was made by Clerk Lovejoy Roe, supported by Trustee Scott Martin to approve a contract to accept grant funds from State Court Administrative Office for the implementation of a Drug Court Docket in the amount of \$55,000 with \$13,750 budgeted in line item 236.136.000.802.100 from 2014 Budget and \$41,250 in 2015 Budget and to authorize signing of the contract.

Magistrate Mark Nelson explained 14-B Court had received a planning grant for drug court and this was the first step toward running a small-scale docket. He explained drug courts place defendants for non-violent drug related offenses on probation with more intensive and directed supervisor and treatment. He stated the hope was to have a full drug docket by 2016.

Supervisor Stumbo stated the program provided for alternative sentencing and programs for non-violent offenders.

Magistrate Nelson briefly explained how the program worked and since it was countywide, 14-B would take referrals from other courts.

Clerk Lovejoy Roe asked if the court would add employees for this grant project.

Magistrate Nelson explained they would utilize existing staff and since Toni Malone had supervised, a previous grant and she would continue that role with this grant, as well.

The motion carried unanimously.

4. REQUEST OF NEXUS GAS TRANSMISSION TO CONDUCT ADDITIONAL SURVEY ACTIVITIES ON IDENTIFIED YPSILANTI TOWNSHIP OWNED PARCELS AND TO AUTHORIZE SIGNING OF THE SURVEY AUTHORIZATIONS

A motion made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve request of Nexus Gas Transmission to conduct additional survey activities on identified Ypsilanti Township owned parcels and to authorize signing of the survey authorizations.

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 REGULAR MEETING MINUTES
PAGE 5**

Clerk Lovejoy Roe explained the purpose of the survey was to look for information to determine the best place to lay the pipeline in Ypsilanti Township.

The motion carried unanimously.

- 5. REQUEST OF MIKE RADZIK, OCS DIRECTOR TO AUTHORIZE ASBESTOS ABATEMENT AND DEMOLITION OF BLIGHTED, ABANDONED BUILDINGS LOCATED AT 2300 HOLMES ROAD AND 853 MAPLEWOOD AVENUE IN THE AMOUNT OF \$9,680, BUDGETED IN LINE ITEM #101.950.000.969.011**

A motion was made by Treasurer Doe, supported by Trustee Mike Martin to authorize asbestos abatement and demolition of blighted, abandoned buildings located at 2300 Holmes Road and 853 Maplewood Avenue in the amount of \$9,680, budgeted in line item #101.950.000.969.01. The motion carried unanimously.

- 6. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION, IF NECESSARY IN WASHTENAW COUNTY CIRCUIT COURT TO ABATE PUBLIC NUISANCE FOR VACANT PROPERTIES, LOCATED AT 2508 HOLMES ROAD, 1476 BLOSSOM 1497 GATTEGNO, 2360 CEDARCLIFF, 2649 PEACHCREST AND 2734 PEACHCREST IN THE AMOUNT OF \$30,000, BUDGETED IN LINE ITEM #101.950.000.801.023**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Mike Martin to seek legal action, if necessary in Washtenaw County Circuit Court to abate public nuisance for vacant properties, located at 2508 Holmes Road, 1476 Blossom, 1497 Gattegno, 2360 Cedarcliff, 2649 Peachcrest and 2734 Peachcrest in the amount of \$30,000, budgeted in line item #101.950.000.801.023. The motion carried unanimously.

Supervisor Stumbo reported the property owners of these properties had not responded to the Ordinance Department and/or the Attorney's office.

- 7. REQUEST OF MICHAEL SARANEN, HYDRO OPERATOR TO APPROVE CONTRACT WITH DTE ENERGY TO UPDATE TRANSFER TRIP AND SCADA EQUIPMENT AT HYDRO STATION IN THE AMOUNT OF \$180,000, BUDGETED IN LINE ITEM #252.252.000.977.000 AND TO AUTHORIZE SIGNING OF THE CONTRACT**

A motion by Clerk Lovejoy Roe, supported by Trustee Scott Martin to approve contract with DTE Energy to update Transfer Trip and SCADA Equipment at Hydro Station for \$180,000, budgeted in line item #252.252.000.977.000 and to authorize signing of the contract (see attached). The motion carried unanimously.

Supervisor Stumbo reported this was a five-year payback on the costs currently paid to AT&T, which continues to escalate every year and this will be funded from the Hydro Station fund balance.

- 8. SET PUBLIC HEARING DATE OF TUESDAY, DECEMBER 2, 2014 AT APPROXIMATELY 7:00 P.M. – 2015 FISCAL YEAR BUDGET**

A motion made by Clerk Lovejoy Roe, supported by Trustee Mike Martin to set public hearing date of Tuesday, December 2, 2014 at approximately 7:00 P.M. – 2015 Fiscal Year Budget. The motion carried unanimously.

OTHER BUSINESS

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 REGULAR MEETING MINUTES
PAGE 6**

- 1. AWARD LOW QUOTE TO ALLEGRA PRINTING FOR THE 2015 HELPFUL HANDBOOK/MAGNET IN THE AMOUNT OF \$21,683 AND AUTHORIZE MAILING OF THE HANDBOOK IN AN AMOUNT NOT TO EXCEED \$10,000, BOTH BUDGETED IN THE 2015 BUDGET**

Supervisor Stumbo reported the handbook was a tri-fold and the third section would include information regarding the Sheriff's Department and be paid for by the Sheriff's Department.

A motion made by Treasurer Doe, supported by Trustee Scott Martin to award low quote to Allegra Printing for the 2015 Helpful Handbook/Magnet for \$21,683 and authorize mailing of the Handbook in an amount not to exceed \$10,000, both budgeted in the 2015 Budget. The motion carried unanimously.

- 2. LETTER OF AGREEMENT – HEALTH CARE BETWEEN YPSILANTI TOWNSHIP, AFSCME LOCAL 3451, TEAMSTER LOCAL 214 AND FIREFIGHTER'S LOCAL 1830**

Supervisor Stumbo reported the Board had met in Executive Session during the Work Session to discuss the Healthcare Agreement proposed with the unions. She stated healthcare costs were 19% higher last year due to usage and the proposal was for an increase of employee contributions from \$50 to \$75 a pay period to help offset those costs.

A motion made by Clerk Lovejoy Roe, support by Treasurer Doe to authorize lifting the hard cap, if necessary and authorize the signing of a Letter of Agreement for Health Care between Ypsilanti Township, AFSCME Local 3451, Teamster Local 214 and Firefighter's Local 1830.

Clerk Lovejoy Roe thanked Karen Wallin for the great job she had done in getting all the information together for this item so quickly. She stated Trustee Mike Martin did a great job working on the healthcare committee as well and she was looking forward to looking into ways to help cut health care costs on a quarterly basis over the next year.

The motion carried unanimously.

AUTHORIZATIONS & BIDS

- 1. REQUEST OF TRAVIS MCDUGALD, IS MANAGER FOR AUTHORIZATION TO SEEK PROPOSALS FOR ALTERNATIVE NETWORK INFRASTRUCTURE METHODS FOR CONNECTING THE COMMUNITY CENTER TO FIRE STATION 1**

A motion made by Treasurer Doe, supported by Trustee Eldridge to authorize Travis McDugald, IS Manager to seek proposals for alternative network infrastructure methods for connecting the Community Center to Fire Station 1. The motion carried unanimously.

Travis McDugald provided a brief overview of the project.

- 2. REQUEST OF TRUSTEE ELDRIDGE TO AWARD LOW BID TO ALLIED FENCE FOR FENCE REPAIR AT THE GOLF COURSE FOR \$11,900, BUDGETED IN LINE ITEM #584.584.000.933.000**

A motion made by Trustee Scott Martin, supported by Treasurer Doe to award low bid to Allied Fence for fence repair at the Golf Course for \$11,900, budgeted in line item #584.584.000.933.000. The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 REGULAR MEETING MINUTES
PAGE 7**

ADJOURNMENT

A motion made by Clerk Lovejoy Roe, supported by Treasurer Doe to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at approximately 8:20 P.M.

Respectfully submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Charter Township of Ypsilanti

Proclamation

In Honor of
CHEVROLET CORVAIR APPRECIATION DAY
May 14, 2015

Whereas, the citizens recognize that General Motors Corporation produced the Chevrolet Corvaire car at the Willow Run Assembly Plant in Ypsilanti Township during model years 1960-1969. Approximately 1.8 million of these wonderful vehicles were produced with the vast majority being assembled at Willow Run; and

Whereas, the Chevrolet Corvaire is considered one of the most influential car designs and became a new benchmark in General Motors history revolutionizing the automotive industry with its new features of rear-mounted air-cooled aluminum engine, integrative transaxle, independent suspension, and unibody construction; and

Whereas, we celebrate this day and recognize and honor all the dedicated hourly assembly and salary workers, GM car stylers/designers, engineers, and; most importantly, Michigan Native Mr. Edward N. Cole, Father of the Corvaire who helped make this unique vehicle; and


Whereas, we honor the Ypsilanti Automotive Heritage Museum who work to preserve the legend of the Willow Run Assembly Plant which includes the Chevrolet Corvaire history; and


Whereas, we commemorate this day as it signifies the 46th anniversary of the last Corvaire car produced at the Willow Run Assembly Plant at 1:30 p.m. on May 14, 1969; and


Whereas, we recognize all the Corvaire car and truck owners who are proud to own these unique vehicles and keep these masterpieces on the road and in the public eye, and appreciate organizations like DACC (Detroit Area Corvaire Club), (CPF) Corvaire Preservation Foundation, and CORSA (Corvaire Society of America) who help to ensure the preservation of this one of kind history making Air-Cooled Wonder.

Now therefore be it resolved that the Charter Township of Ypsilanti Board of Trustees does hereby proclaim **May 14, 2015, Chevrolet Corvaire Appreciation Day** in Ypsilanti Township and commend observation to all Township residents.

Dated and signed this 18th day of November, 2014


Brenda L. Stumbo, Supervisor


Karen Lovejoy Roe, Clerk



Larry J. Doe, Treasurer




Jean Hall Currie, Trustee


Stan Eldridge, Trustee


Mike Martin, Trustee


Scott Martin, Trustee

**CHARTER TOWNSHIP OF YPSILANTI
2014 BUDGET AMENDMENT #15**

November 18, 2014

101 - GENERAL OPERATIONS FUND

Total Increase

\$41,180.00

Increase expenditure budget for Demolition of 2 properties including demo, asbestos removal, and utility shut off totaling \$11,180 . This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:

	Prior Year Fund Balance	101-000-000-699.000	\$11,180.00
		Net Revenues	<u>\$11,180.00</u>

Expenditures:

	Contribution - Land Bank	101-950-000-969.011	\$11,180.00
			<u>\$11,180.00</u>

Increase expenditure budget for legal services for vacant/abandon home cases. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:

	Prior Year Fund Balance	101-000-000-699.000	\$30,000.00
		Net Revenues	<u>\$30,000.00</u>

Expenditures:

	Public Nuisance-Legal Services	101-950-000-801.023	\$30,000.00
			<u>\$30,000.00</u>

**212 - BIKE, SIDEWALK, RECREATION, ROAD AND
GENERAL OPERATIONS FUND (BSR II)**

Total Increase

\$25,610

Increase the budget for transfer of needed funds for the Golf Course for wages and equipment repair. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:

	Prior Year Fund Balance	212-000-000-699.000	\$25,610
		Net Revenues	<u>\$25,610</u>

Expenditures:

	Transfer to Golf Course	212-212-000-969.584	\$25,610
		Net Expenditures	<u>\$25,610</u>

236 - 14B DISTRICT COURT FUND

Total Increase

\$14,318.00

Increase expenditure for employee who has requested more than the 32 hours of PTO hours budgeted at 100%. This payout will be for 30 hours at 75% of the PTO hours. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:

	Prior Year Fund Balance	236-000-000-699.000	\$568.00
		Net Revenues	<u>\$568.00</u>

Expenditures:

	Salaries Pay Out & Sick time	236-136-000-708.004	\$568.00
		Net Expenditures	<u>\$568.00</u>

Increase revenue for Grant awarded by Office of Highway Safety Planning -- Adult Drug Court \$13,750 for one quarter in 2014. The total amount of the grant award is \$55,000 for fiscal year October 1, 2014 to September 30, 2015. The remainder of the grant will be budgeted in 2015. This will be funded by a State Grant.

Revenues:

	State Grant Revenue	236-000-000-569.019	\$13,750.00
		Net Revenues	<u>\$13,750.00</u>

Expenditures:

	Court Innovation Contract	236-136-000-802.100	\$13,750.00
		Net Expenditures	<u>\$13,750.00</u>

**CHARTER TOWNSHIP OF YPSILANTI
2014 BUDGET AMENDMENT #15**

November 18, 2014

252 - HYDRO STATION FUND

Total Increase \$188,000.00

Increase expenditure to update transfer trip & SCADA equipment at Hydro Dam. In order to budget for this project the following lines will need to have a budget amendment. Increase the revenue line for anticipated increase of the power produced and sold to DTE due to the higher volumes of water. Increase the expenditure line Due to City of Ypsilanti for their 10% portion of revenue. The additional to be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Ford Lake Hydro Station	252-000-000-641.003	\$80,000.00
	Prior Year Appropriation	252-000-000-699.000	<u>\$108,000.00</u>
		Net Revenues	<u><u>\$188,000.00</u></u>
Expenditures:	Due to City of Ypsilanti	252-252-000-956.009	\$8,000.00
	Capital Outlay Equipment	252-252-000-977.000	<u>\$180,000.00</u>
		Net Expenditures	<u><u>\$188,000.00</u></u>

584 - GOLF COURSE FUND

Total Increase \$32,563.00

Increase revenue and expenditure for insurance claim and repair of irrigation system resulting in lighting strike. This will be funded by insurance claim check received on 10/15/14

Revenues:	Misc Revenue - Insurance Reimbursement	584-000-000-694.004	<u>\$1,003.00</u>
		Net Revenues	<u><u>\$1,003.00</u></u>
Expenditures:	Equipment Maintenance	584-584-000-933.000	<u>\$1,003.00</u>
		Net Expenditures	<u><u>\$1,003.00</u></u>

Increase expenditure for repair of damaged Golf course fence areas for \$11,900. An insurance claim has been made and will pay for half of the damages. This will be funded half by an insurance claim reimbursement and half by an a Transfer from the BSR II fund.

Revenues:	Misc Revenue - Insurance Reimbursement	584-000-000-694.004	\$5,950.00
	Transfer IN: BSR II Fund	584-000-000-697.212	<u>\$5,950.00</u>
		Net Revenues	<u><u>\$11,900.00</u></u>
Expenditures:	Equipment Maintenance	584-584-000-933.000	<u>\$11,900.00</u>
		Net Expenditures	<u><u>\$11,900.00</u></u>

Increase expenditure for Board approved extension of Acting Golf Course Director and Temporary assistant increase to help during interim of hiring a Director. This will be funded by a Transfer from the BSR II fund.

Revenues:	Transfer IN: BSR II Fund	584-000-000-697.212	\$19,660.00
		Net Revenues	<u><u>\$19,660.00</u></u>
Expenditures:	Salaries Pro Shop Director	584-584-000-702.002	\$15,200.00
	Salary - Wages Pro shop	584-584-000-706.008	<u>\$4,460.00</u>
		Net Expenditures	<u><u>\$19,660.00</u></u>

Motion to Amend the 2014 Budget (#15):

Move to increase the General Fund budget by \$41,180 to \$11,827,464 and approve the department line item changes as outlined

Move to increase the Bike, Sidewalk, Recreation, Road and General Operations (BSRII) Fund budget by \$25,610 to \$1,145,558 and approve the department line item changes as outlined.

Move to increase the 14B District Court Fund budget by \$14,318 to \$1,354,929 and approve the department line item changes as outlined

Move to increase the Hydro Dam Fund budget by \$188,000 to \$832,355 and approve the department line item changes as outlined.

Move to increase the Golf Course Fund budget by \$32,563 to \$797,762 and approve the department line item changes as outlined.

Executive Session Minutes

- A. The November 18, 2014 Executive Session Minutes will be distributed to Board Members prior to the meeting.

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank AP AP					
11/13/2014	AP	166875	6821	AT & T	2,155.58
11/13/2014	AP	166876	0363	COMCAST CABLE	232.85
11/13/2014	AP	166877	0363	COMCAST CABLE	140.70
11/13/2014	AP	166878	0363	COMCAST CABLE	87.85
11/13/2014	AP	166879	0363	COMCAST CABLE	97.85
11/13/2014	AP	166880	0363	COMCAST CABLE	97.85
11/13/2014	AP	166881	0363	COMCAST CABLE	97.35
11/13/2014	AP	166882	0426	GUARDIAN ALARM	453.93
11/13/2014	AP	166883	0426	GUARDIAN ALARM	150.00
11/13/2014	AP	166884	1475	VERIZON WIRELESS	180.70
11/13/2014	AP	166885	1475	VERIZON WIRELESS	118.71
11/13/2014	AP	166886	1475	VERIZON WIRELESS	1,216.34
11/13/2014	AP	166887	1475	VERIZON WIRELESS	1,618.01
11/13/2014	AP	166888	0480	YPSILANTI COMMUNITY	2,367.74
11/18/2014	AP	166889	2879	CARL GIRBACH	192.87
11/19/2014	AP	166890	0363	COMCAST CABLE	259.41
11/19/2014	AP	166891	0363	COMCAST CABLE	91.46
11/19/2014	AP	166892	0363	COMCAST CABLE	112.85
11/19/2014	AP	166893	0426	GUARDIAN ALARM	1,306.53
11/19/2014	AP	166894	16486	PAETEC	514.85
11/19/2014	AP	166895	15934	WASTE MANAGEMENT	5,451.79
11/19/2014	AP	166896	15934	WASTE MANAGEMENT	555.97
11/19/2014	AP	166897	15934	WASTE MANAGEMENT	799.72
11/19/2014	AP	166898	15934	WASTE MANAGEMENT	230.09
11/19/2014	AP	166899	15934	WASTE MANAGEMENT	99,354.65
11/19/2014	AP	166900	15934	WASTE MANAGEMENT	1,337.52
11/19/2014	AP	166901	15934	WASTE MANAGEMENT	28,012.02
11/19/2014	AP	166902	15934	WASTE MANAGEMENT	28,683.39
11/19/2014	AP	166903	15934	WASTE MANAGEMENT	1,350.00
11/19/2014	AP	166904	15934	WASTE MANAGEMENT	2,604.41
11/19/2014	AP	166905	0480	YPSILANTI COMMUNITY	597.67

AP TOTALS:

Total of 31 Checks:	180,470.66
Less 0 Void Checks:	0.00
Total of 31 Disbursements:	<u>180,470.66</u>

Accounts Payable Checks - 331,487.39

Hand Checks - 180,470.66

Grand Total - 511,958.05

User: mharris

CHECK NUMBERS 166909 - 167010

DB: Ypsilanti-Twp

Check Date	Bank	Check	Vendor	Vendor Name	Amount
<i>A/P Checks</i>					
Bank AP AP					
12/02/2014	AP	166909	6570	21ST CENTURY MEDIA	138.90
12/02/2014	AP	166910	2937	A & R TOTAL CONSTRUCTION, INC.	1,152.30
12/02/2014	AP	166911	6858	ABBEY DOOR	1,317.00
12/02/2014	AP	166912	15493	ADAM KURTINAITIS	770.00
12/02/2014	AP	166913	0560	ALLGRAPHICS CORPORATION	131.60
12/02/2014	AP	166914	0022	ANN ARBOR WELDING SUPPLY CO	29.88
12/02/2014	AP	166915	6817	APEX SOFTWARE	1,850.00
12/02/2014	AP	166916	6211	APOLLO FIRE APPARATUS REPAIR	261.50
12/02/2014	AP	166917	1014	ARGUS HAZCO	1,006.43
12/02/2014	AP	166918	0433	ART SERAFINSKI	950.00
12/02/2014	AP	166919	0215	AUTO VALUE YPSILANTI	358.14
12/02/2014	AP	166920	AC LLC	AUTOMATED CONFIRMATIONS, LLC	23.75
12/02/2014	AP	166921	BIDDLE CON	BIDDLE CONSULTING GROUP, INC	519.00
12/02/2014	AP	166922	6971	BIO-CARE, INC.	10,439.00
12/02/2014	AP	166923	0898	BS & A SOFTWARE	17,107.00
12/02/2014	AP	166924	6959	BUTZEL LONG	378.00
12/02/2014	AP	166925	16315	CAMTRONICS COMMUNICATIONS CO.	145.00
12/02/2014	AP	166926	2276	CINCINNATI TIME SYSTEMS	749.30
12/02/2014	AP	166927	6114	CLOVERDALE EQUIPMENT, CO.	1,060.00
12/02/2014	AP	166928	C. WINCHES	CODY WINCHESTER	8,295.00
12/02/2014	AP	166929	1312	COMPLETE BATTERY SOURCE	89.94
12/02/2014	AP	166930	0582	CONGDON'S	159.13
12/02/2014	AP	166931	CONTI	CONTI	137,035.00
12/02/2014	AP	166932	16503	DAWID & GATTI, PLLC	450.00
12/02/2014	AP	166933	2988	DEEP ROOTS	2,700.00
12/02/2014	AP	166934	6819	DUNHAM'S SPORTING GOODS	150.00
12/02/2014	AP	166935	6515	EMERGENCY MEDICAL PRODUCTS	1,069.79
12/02/2014	AP	166936	2898	EMERGENT HEALTH PARTNERS	5,712.36
12/02/2014	AP	166937	E. BLAIR	EUGENE BLAIR	485.80
12/02/2014	AP	166938	0470	FOOTJOY	75.27
12/02/2014	AP	166939	FWI	FROHM & WIDMER, INC	5,000.00
12/02/2014	AP	166940	2837	GAME TIME	779.39
12/02/2014	AP	166941	1233	GORDON FOOD SERVICE INC.	95.48
12/02/2014	AP	166942	2829	GOVERNMENTAL BUSINESS SYSTEMS	1,775.00
12/02/2014	AP	166943	0107	GRAINGER	95.37
12/02/2014	AP	166944	6414	GRIFFIN PEST SOLUTIONS	90.00
12/02/2014	AP	166945	16170	HEIKK'S DECORATED APPAREL	118.00
12/02/2014	AP	166946	0503	HOME DEPOT	516.78
12/02/2014	AP	166947	0174	HONEYWELL	1,741.73
12/02/2014	AP	166948	16303	I-94 MARINE & WATERSPORTS LLC	69.06
12/02/2014	AP	166949	J&J DIGIT	J & J DIGITAL SOLUTIONS	167.76
12/02/2014	AP	166950	15496	J.F. MOORE & ASSOCIATES, LLC	90.00
12/02/2014	AP	166951	6357	JUMP-A-RAMA	611.80
12/02/2014	AP	166952	6280	KAREN LOVEJOY ROE	122.87
12/02/2014	AP	166953	K. PHELPS	KIM PHELPS	100.00
12/02/2014	AP	166954	6550	LOOKING GOOD LAWN	5,054.00
12/02/2014	AP	166955	6185	LUBRICATION ENGINEERS	1,552.50
12/02/2014	AP	166956	0158	MARK HAMILTON	1,500.00
12/02/2014	AP	166957	0602	MCCALLA'S FEED SERVICE, INC.	388.50
12/02/2014	AP	166958	0253	MCLAIN AND WINTERS	9,775.00
12/02/2014	AP	166959	6043	MEADOWBROOK, INC.	55.00
12/02/2014	AP	166960	0264	MICHIGAN ASSESSORS ASSOC	75.00
12/02/2014	AP	166961	16461	MICHIGAN LINEN SERVICE, INC.	1,168.83
12/02/2014	AP	166962	0297	MUNICIPAL CODE CORPORATION	1,266.79
12/02/2014	AP	166963	2986	NAPA AUTO PARTS*	47.28
12/02/2014	AP	166964	1439	NEW LAWN SOD FARM	61.25
12/02/2014	AP	166965	NORTH EAST	NORTH EASTERN UNIFORMS & EQUIPMENT	378.68
12/02/2014	AP	166966	2997	OFFICE EXPRESS	621.34
12/02/2014	AP	166967	1081	OKINAWAN KARATE CLUB	753.90
12/02/2014	AP	166968	6198	PADNOS-LEITELT, INC.	3,670.43
12/02/2014	AP	166969	P. POWER	PETER POWER	875.00
12/02/2014	AP	166970	0319	PITNEY BOWES INC.*^	169.99
12/02/2014	AP	166971	6203	PITTSFIELD CHARTER TOWNSHIP	3,784.48
12/02/2014	AP	166972	4246	PLAY ENVIRONMENTS	1,999.00
12/02/2014	AP	166973	15386	RICOH USA, INC.	151.72
12/02/2014	AP	166974	6308	RKA PETROLEUM	3,581.55
12/02/2014	AP	166975	3059	RUBBER STAMPS UNLIMITED INC	18.75
12/02/2014	AP	166976	0634	SAM'S CLUB DIRECT	31.54
12/02/2014	AP	166977	S. ROBBINS	SELENE ROBBINS	100.00
12/02/2014	AP	166978	6288	SIGNS BY TOMORROW	1,081.50
12/02/2014	AP	166979	2990	SOUTHEASTERN EQUIPMENT	187.82
12/02/2014	AP	166980	15751	SOUTHERN COMPUTER WAREHOUSE	382.43
12/02/2014	AP	166981	3002	SPARTAN CHASSIS, INC.	2,622.92
12/02/2014	AP	166982	0399	SPEARS FIRE & SAFETY SERVICE	137.00
12/02/2014	AP	166983	0632	STERICYCLE INC	158.00
12/02/2014	AP	166984	15176	SUSAN ALLSHOUSE	300.00
12/02/2014	AP	166985	S. MISURE	SUSAN MISURE	100.00
12/02/2014	AP	166986	6478	TARAS BABENKO	505.40

Check Date	Bank	Check	Vendor	Vendor Name	Amount
12/02/2014	AP	166987	T. RICHMON	TENA RICHMOND	60,000.00
12/02/2014	AP	166988	0759	TERRAFIRMA	86.00
12/02/2014	AP	166989	15941	TODD BARBER	25.00
12/02/2014	AP	166990	2597	U.S. POSTAL SERVICE*	3,000.00
12/02/2014	AP	166991	3082	UNIVERSITY TRANSLATORS	1,280.18
12/02/2014	AP	166992	7045	VAN BUREN SCHOOL DISTRICT	55.05
12/02/2014	AP	166993	6627	VICTORY LANE	31.67
12/02/2014	AP	166994	16302	W.J. O'NEIL COMPANY	1,702.70
12/02/2014	AP	166995	7035	WASHTENAW COMMUNITY COLLEGE#	89.34
12/02/2014	AP	166996	7005	WASHTENAW COUNTY TREASURER	1,120.58
12/02/2014	AP	166997	7005	WASHTENAW COUNTY TREASURER	2,217.50
12/02/2014	AP	166998	7042	WASHTENAW INTERMEDIATE	104.54
12/02/2014	AP	166999	WASHTENAW	WASHTENAW URGENT CARE	180.00
12/02/2014	AP	167000	7044	WAYNE ISD	18.86
12/02/2014	AP	167001	16368	WEINGARTZ	53.12
12/02/2014	AP	167002	15421	WEX BANK	2,270.78
12/02/2014	AP	167003	1627	WINGFOOT COMMERCIAL TIRE	390.55
12/02/2014	AP	167004	4263	WOLVERINE FREIGHTLINER	520.77
12/02/2014	AP	167005	XEROX	XEROX BUSINESS SERVICES LLC	2,735.00
12/02/2014	AP	167006	0480	YPSILANTI COMMUNITY	4,409.23
12/02/2014	AP	167007	7039	YPSILANTI COMMUNITY SCHOOLS - YP	409.63
12/02/2014	AP	167008	7034	YPSILANTI DISTRICT LIBRARY	78.12
12/02/2014	AP	167009	7003	YPSILANTI TWP TAX COLLECTION	1,934.42
12/02/2014	AP	167010	0729	ZEP MANUFACTURING COMPANY	236.42

AP TOTALS:

Total of 102 Checks:	331,487.39
Less 0 Void Checks:	0.00
Total of 102 Disbursements:	<u>331,487.39</u>

TRUSTEE REPORT

THERE IS NO WRITTEN TRUSTEE REPORT

ATTORNEY REPORT

GENERAL LEGAL UPDATE

RESOLUTION NO. 2014-28

CHARTER TOWNSHIP OF YPSILANTI WAGE RESOLUTION FOR ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES

WHEREAS administrative and confidential employees received a 3% decrease in 2010 and in 2011 and 2012, their paid time off was decreased by 8 days, which is equivalent to a 3% reduction and was restored in 2013; and

WHEREAS in 2013, their salary remained the same as in 2010, 2011 and 2012;

WHEREAS in 2014, their salary was restored to their 2009 total salary; and

WHEREAS per their contracts, all AFSCME and Teamster employees will receive a 1.5% increase in 2015; and

WHEREAS it is proposed that elected officials also receive this increase,

NOW THEREFORE BE IT RESOLVED that the salaries for administrative and confidential employees are recommended to be as follows for 2015:

	2010 Total Salary	2011 Total Salary	2012 Total Salary	2013 Total Salary	2014 Total Salary	2015 Total Salary
Deputy Supervisor	\$ 53,306	\$ 53,306	\$53,306	\$53,306	\$ 54,954	\$ 55,778.00
Note 1 Neighborhood Watch Coordinator		\$ 7,800	\$7,800	\$7,800	\$ 7,800	\$ 10,000.00
Deputy Clerk	\$ 53,306	\$ 53,306	\$53,306	\$53,306	\$ 54,954	\$ 55,778.00
Deputy Treasurer	\$ 53,306	\$ 53,306	\$53,306	\$53,306	\$ 54,954	\$ 55,778.00
Human Resource Generalist II	\$ 52,405	\$ 54,905	\$54,905	\$52,404	\$ 54,026	\$ 54,836.00
Accounting Director	\$ 80,489	\$ 70,000	\$70,000	\$70,000	\$ 70,630	\$ 71,689.00
Assessor	\$ 28,700	\$ 40,000	\$40,000	\$35,000	\$ 40,000	\$ 40,000.00
Note 2 Building Director	\$ 74,823	\$ 74,823	\$74,823	\$74,823	\$ 77,137	\$ 77,137.00
Planning Director	\$ -	\$ 65,000	\$65,000	\$65,000	\$ 66,950	\$ 67,954.00
Note 3 Recreation Director	\$ 73,239	\$ 73,239	\$73,239	\$73,239	\$ 75,504	\$ 60,000.00
Hydro Operator	\$ 53,690	\$ 53,690	\$53,690	\$53,690	\$ 55,301	\$ 56,131.00
Note 4 Fire Chief	\$ 74,690	\$ 74,690	\$74,690	\$74,690	\$ 77,000	\$ 79,310.00
Police Services Administrator	\$ 79,528	\$ 79,528	\$79,528	\$79,528	\$ 81,988	\$ 83,218.00
OCS Executive Administrator	\$ -	\$ -	\$0	\$0	\$ -	\$ 60,000.00
14B District Court Judge	\$ 45,724	\$ 45,724	\$45,724	\$45,724	\$ 45,724	\$ 45,724.00
Magistrate/Court Administrator	\$ 45,000	\$ 45,000	\$67,258	\$67,258	\$ 67,863	\$ 68,881.00
Court Administrator	\$ 56,070	\$ 56,070	\$0	\$0	\$ -	\$ -
Secretary/Court Recorder	\$ 49,241	\$ 49,241	\$49,241	\$49,241	\$ 49,241	\$ 49,980.00
Secretary/Court Recorder	\$ 49,241	\$ 49,241	\$49,241	\$49,241	\$ 49,241	\$ 49,980.00
Residential Services Director	\$ 81,104	\$ 81,104	\$81,104	\$81,104	\$ 83,612	\$ 84,866.00
Note 5 Golf Course Superintendent	\$ 77,520	\$ 75,194	\$75,194	\$75,194	\$ 75,194	\$ 75,194.00
Note 5 Assistant to Golf Course Superintendent	\$ 29,650	\$ 29,650	\$29,650	\$29,650	\$ 29,650	\$ 29,650.00
Note 6 Golf Operations Director	\$ 48,892	\$ 48,892	\$48,892	\$48,892	\$ 54,892	\$ 50,000.00

Note 1 The duties for Neighborhood Watch continue to be split between the Supervisor and Deputy Supervisor.

Note 2 Not to exceed \$77,137, the position is currently posted.

Note 3 The Recreation Director is currently at \$58,000. Per her employment agreement, the salary will increase to \$59,000 in February 2015 and to \$60,000 in August 2015.

Note 4 It is recommended that the Fire Chief receive a 3% increase for 2015.

Note 5 It is recommended that the salary for the Golf Course Superintendent and his assistant remain the same as in 2014.

Note 6 The position for the Golf Operations Director was awarded in October 2014. It is recommended that this salary remain at \$50,000 for 2015.

Due to the way our pay weeks fall in 2015, all employees have an additional 3 days of payroll accrual budgeted. This will not be expended unless required by our auditor. The 2016 budget will have a separate line item for payroll accrual.

CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2014-29
ESTABLISH TOWNSHIP SUPERVISOR'S SALARY

WHEREAS according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for elected officials shall be determined by the township board; and

WHEREAS the salary for the office of Supervisor was decreased in 2010 by 3% from the 2009 total salary and remained the same in 2011, 2012 and 2013 at \$73,653.80 annually; and

WHEREAS in 2014, it was restored to the 2009 total salary of \$75,931.75; and

WHEREAS per their contracts, all AFSCME and Teamster employees will receive a 1.5% increase in 2015; and

WHEREAS it is proposed that non-union employees also receive this increase,

NOW THEREFORE BE IT RESOLVED that the salary for the office of Supervisor shall receive a 1.5% increase in 2015 to \$77,070.73.

CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2014-30
ESTABLISH TOWNSHIP CLERK'S SALARY

WHEREAS according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for elected officials shall be determined by the township board; and

WHEREAS the salary for the office of Clerk was decreased in 2010 by 3% from the 2009 total salary and remained the same in 2011, 2012 and 2013 at \$73,653.80 annually; and

WHEREAS in 2014, it was restored to the 2009 total salary of \$75,931.75; and

WHEREAS per their contracts, all AFSCME and Teamster employees will receive a 1.5% increase in 2015; and

WHEREAS it is proposed that non-union employees also receive this increase,

NOW THEREFORE BE IT RESOLVED that the salary for the office of Clerk shall receive a 1.5% increase in 2015 to \$77,070.73.

CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2014-31
ESTABLISH TOWNSHIP TREASURER'S SALARY

WHEREAS according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for elected officials shall be determined by the township board; and

WHEREAS the salary for the office of Treasurer was decreased in 2010 by 3% from the 2009 total salary and remained the same in 2011, 2012 and 2013 at \$73,653.80 annually; and

WHEREAS in 2014, it was restored to the 2009 total salary of \$75,931.75; and

WHEREAS per their contracts, all AFSCME and Teamster employees will receive a 1.5% increase in 2015; and

WHEREAS it is proposed that non-union employees also receive this increase,

NOW THEREFORE BE IT RESOLVED that the salary for the office of Treasurer shall receive a 1.5% increase in 2015 to \$77,070.73.

**CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2014-32**

ESTABLISH TOWNSHIP TRUSTEES' SALARY

WHEREAS, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for elected officials shall be determined by the township board;

NOW THEREFORE BE IT RESOLVED that the salary of the office of Trustee shall not be increased and will remain at \$14,983.41 annually.

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
JEAN HALL CURRIE
STAN ELDRIDGE
MIKE MARTIN
SCOTT MARTIN



Charter Township of Ypsilanti

**Green Oaks
Golf Course**

1775 E. Clark Road
Ypsilanti, MI 48198
Phone: (734) 485-0881
Fax: (734) 485-1992

MEMORANDUM

To: Karen Lovejoy Roe, Clerk

From: Justin Blair, Director of Golf Operations

Date: November 25, 2014

Subject: ***Green Oaks – 2015 Proposed Golf Rates***

Attached is the Green Oaks – 2015 Proposed Golf Rates. It is my recommendation that the rates remain the same as 2014. I have separated the top two categories for spring/fall rates into weekday and weekend rates, instead of 8 a.m.-12 p.m. and 12 p.m.-close. I have also proposed that the Trail Fee remain at \$250.00.

It is also my request that the golf course be given the flexibility to offer golf specials and run promotions that will attract people to our golf course. Having this ability gives Green Oaks an opportunity to generate revenue during notoriously slow periods of play and also makes the Green Oaks more competitive with other golf courses in the surrounding area.

Please place this item on the Tuesday, December 2, 2014 agenda for consideration by the Board.

GREEN OAKS GOLF COURSE
2015 RATE SCHEDULE

2015 WEEKDAY SPRING RATES EFFECTIVE OPENING DAY THROUGH APRIL 30, 2015		
	9 Holes	18 Holes
Walk	\$ 10.00	\$ 15.00
Ride (per person)	15.00	20.00

2015 WEEKEND/HOLIDAYS SPRING RATES EFFECTIVE OPENING DAY THROUGH APRIL 30, 2015		
	9 Holes	18 Holes
Walk	\$ 15.00	\$ 20.00
Ride (per person)	20.00	25.00

2015 WEEKDAY EARLY BIRD RATES 6 AM - 8 AM EFFECTIVE MAY 1, 2015 THROUGH SEPTEMBER 30, 2015		
	9 Holes	18 Holes
Walking	\$ 13.00	\$ 17.00
Riding (per person)	18.00	27.00

2015 RATES			2015 SEASONAL PASSES	
*Residents	9 Holes	18 Holes	*Residents	
Weekdays	\$ 14.00	\$ 20.00	Full 7 Days	\$ 800.00
Weekends	15.00	22.00	Spouse	225.00
Seniors - 60+ (weekdays only)	10.00	12.00	Full 5 days (Mon.- Friday)	500.00
Cart Rental (per person)	5.00	10.00		
Twilight (after 2 p.m. weekends)		17.00		
Leagues	16.00			
Replay	5.00	10.00		
*Non-Residents			*Non-Resident	
Weekdays	\$ 15.00	\$ 21.00	Full 7 Days	\$ 1,000.00
Weekends	16.00	23.00	Spouse	355.00
Seniors - 60+ (weekdays only)	11.00	13.00	Full 5 days (Mon. - Fri.)	690.00
Cart Rental (per person)	5.00	10.00		
Twilight (after 2 p.m. weekends)		18.00		

**PEDESTRIAN FACILITY CONSTRUCTION
AGREEMENT BETWEEN THE CHARTER TOWNSHIP OF YPSILANTI
AND THE WASHTENAW COUNTY ROAD COMMISSION**

**HEWITT ROAD IMPROVEMENTS
(Hewitt Road @ Burns Drive)**

THIS AGREEMENT made and entered into this _____ day of _____ 2014, by and between The Charter Township of Ypsilanti ("Ypsilanti Township") and the Board of Washtenaw County Road Commissioners ("WCRC").

WHEREAS, Ypsilanti Township desires a pedestrian refuge island be installed on Hewitt Road located just north of Burns Avenue ("Crossing"), and

WHEREAS, the Crossing is estimated to cost \$35,000.00, and

WHEREAS, Ypsilanti Township desires to install street lighting at the Crossing and will be working with DTE-Electric street lighting for the installation of said street lights project, and

WHEREAS, Ypsilanti Township is also funding separately through DTE-Electric the installation of street lights at the Crossing, and

IT IS NOW THEREFORE AGREED, WCRC will construct the Crossing as specified in the Hewitt Road Improvements proposal, all in accordance with its standards, and

IT IS ALSO AGREED that Ypsilanti Township shall pay WCRC for all actual costs incurred associated with the construction of the Crossing.

AGREEMENT SUMMARY

AMOUNT TO BE PAID BY THE CHARTER TOWNSHIP OF YPSILANTI UNDER THIS AGREEMENT	\$35,000.00
--	-------------

FOR YPSILANTI CHARTER TOWNSHIP

Brenda Stumbo, Supervisor

Witness

Karen Lovejoy Roe, Clerk

Witness

FOR WASHTENAW COUNTY ROAD COMMISSION

Douglas E. Fuller, Chair

Witness

Roy D. Townsend, Managing Director

Witness

OTHER BUSINESS

CHARTER TOWNSHIP OF YPSILANTI

To: Karen Lovejoy Roe, Clerk

From: Mike Radzik
Office of Community Standards

Re: Request to approve building and monument sign designs for the Law Enforcement Center renovation project and to authorize seeking competitive bids to manufacture and install a monument lawn sign.

Date: November 25, 2014

Copy To: Board of Trustees
Joe Lawson

The renovation of the new Law Enforcement Center at 1501 S. Huron Rd. is nearing completion. One final detail is the installation of signs to identify the building and mark the site location. There are an estimated 28,000 vehicles that pass by the site each day, making it a prominent and highly visible Township facility. It is also a place where residents may seek shelter or assistance during a stressful situation, so it is important that it be marked so as to be easily recognized as a police station.

Earlier this year we entered into a design agreement with Huron Sign Company of Ypsilanti, MI to help us design a suitable sign to be mounted on the west wall of the building facing the road, as well as an illuminated monument style sign to be installed on the front lawn of the property. Joe Lawson and I have worked with the designer at Huron Sign through several evolving versions of sign designs. We have settled on design options that we feel would adequately represent this iconic location and offer us a new way to promote the Township, public safety and other programs and events.

The attached document depicts a wall sign design and three lawn sign options.

Building Wall Sign

The wall sign identifies the Township law enforcement center and includes the easily recognized Michigan sheriff's star logo, as the Washtenaw County Sheriff's Office is our police services provider for the past 50+ years. The logo portion of the sign is detachable and an additional logo can be added on the opposite side in the future. The sign would be mounted on a fixed frame that would enable the sign to be easily re-centered if changes were ever made in the future. The wall sign will be lit up at night by an existing spotlight on the front lawn. Upon design approval, the wall sign will be ordered immediately from Huron Sign Co.

Lawn Sign

There are three options for an illuminated sign on the front lawn. The options are depicted in the attached document, which shows dimensions and how each sign will look during the day and at night (inset to the right).

The first option is a pedestal style sign that marks the law enforcement center and includes the Michigan sheriff star on the sign face. This is a static sign face that never changes.

The second option marks the law enforcement center and includes an electronic message center that is remotely programmed using computer software. The upper portion of the sign is static and never changes, while the lower LED message center can display several messages per minute and can be used to promote public safety as well as other Township events, programs and amenities. The LED example shows the Michigan sheriff star and a Click It or Ticket campaign logo as an example of changing signs. It can also be used to announce emergency information such as disaster evacuation routing or snow emergency declarations. Township staff will be designated and trained to program the sign messages to be displayed.

The third option is more of a monument version of the LED message center sign and is lower in height. The sheriff's star logo is on the upper sign face and the LED example is promoting our *See Something Say Something* neighborhood safety program.

The cost for the monument lawn sign options will require Board authorization to be purchased and installed. Huron Sign Co. is providing detailed manufacturing specifications to be used in an RFP. The LED message center options will include two choices of sign sizes. Funds for this item are budgeted and available in the Law Enforcement Fund capital outlay account for this renovation project, and the winning bid will be selected by the Board after review of all proposals.

I respectfully request that the Board of Trustees approve the sign designs and authorize publication of an RFP for competitive bids to manufacture and install the monument lawn sign options. Bids will be brought back to the Board for review and approval.

New Aluminum Pan Wall Sign



**HURON
SIGN**

663 S. MANSFIELD
P.O. BOX 980423
YPSILANTI, MI 48198
PHONE 734-483-2000
1-800-783-0100
FAX 734-483-5164
www.huronsign.com



NEW 1 1/2" DEEP ALUMINUM PAN WALL SIGN WITH BLIND INSTALLATION BRACKET AND APPLIED VINYL GRAPHICS. **OPTIONAL RAISED LETTERS**

SCALE 3/8" = 1'

30 SQFT



3M SULTAN BLUE



3M SUNFLOWER



3M WHITE



3M BLACK



TO MATCH NEW FACADE
(TBD)



# OF SETS	1	RETURN DEPTH	1 1/2"	RACEWAY COLOR	N.A.	DESIGNER	S WILKIE
FACE COLOR	SEE ABOVE	TYPE OF INSTALL	BLIND BRACKET	TRANSFORMER	N.A.	DATE	11/05/14
RETURN COLOR	TO MATCH FACE	TYPE OF FACE	1/8" ALUMINUM	BALLAST	N.A.	JOB NO.	9148
RETAINER COLOR	N.A. (BLIND)	RACEWAY D.	H. L. N.A.	COMMENTS:		JOB NAME	LAW-ENFRMNT-9148-3
LED COLOR	N.A.	HOUSINGS	N.A.	SALESPERSON:	KEVIN SHORT	ADDRESS:	1501 S. Huron Rd. Ypsilanti, Mi

APPROVED BY: _____ DATE: _____

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THIS DRAWING PROVIDED & INTENDED FOR CONCEPTUAL PURPOSES ONLY. THE FINISHED PRODUCT MAY BE SUBJECT TO MINOR & NECESSARY MODIFICATIONS TO AID OR ENABLE FABRICATION PROCEDURES

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New Aluminum Monument Sign with Masonry Base



**HURON
SIGN**

663 S. MANSFIELD
P.O. BOX 980423
YPSILANTI, MI 48198
PHONE 734-483-2000
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www.huronsign.com



OPTION 1



24.5 SQFT

BUILD & INSTALL THIS NEW ROUTED ALUMINUM MONUMENT SIGN WITH ILLUMINATED GRAPHICS. SIGN FEATURES A BEVELED END POLE COVER WITH REFLECTIVE VINYL ADDRESS. SIGN IS INSTALLED ON A NEW STEEL POLE WITH CONCRETE FOOTING. SHOWN WITH A MASONRY BASE AND AN ALUMINUM CAP.

SIGN WILL REQUIRE (1) 20a 120v DEDICATED CIRCUITS (BY OTHERS)

SCALE 3/4" = 1'



# OF SETS	1	RETURN DEPTH	17"	RACEWAY COLOR	N.A.	DESIGNER	S WILKIE
FACE COLOR	SEE ABOVE	TYPE OF INSTALL	CONCRETE FOOTING	TRANSFORMER	N.A.	DATE	11/20/14
RETURN COLOR	TO MATCH FACE	TYPE OF FACE	1/8" ALUMINUM	BALLAST	N.A.	JOB NO.	9148
RETAINER COLOR	N.A. (BLIND)	RACEWAY D.	H. L. N.A.	COMMENTS:		JOB NAME	LAW-ENFRMT-9148-4
LED COLOR	N.A.	HOUSINGS	N.A.	SALESPERSON:	KEVIN SHORT	ADDRESS:	1501 S. Huron Rd. Ypsilanti, Mi

APPROVED BY: _____ DATE: _____

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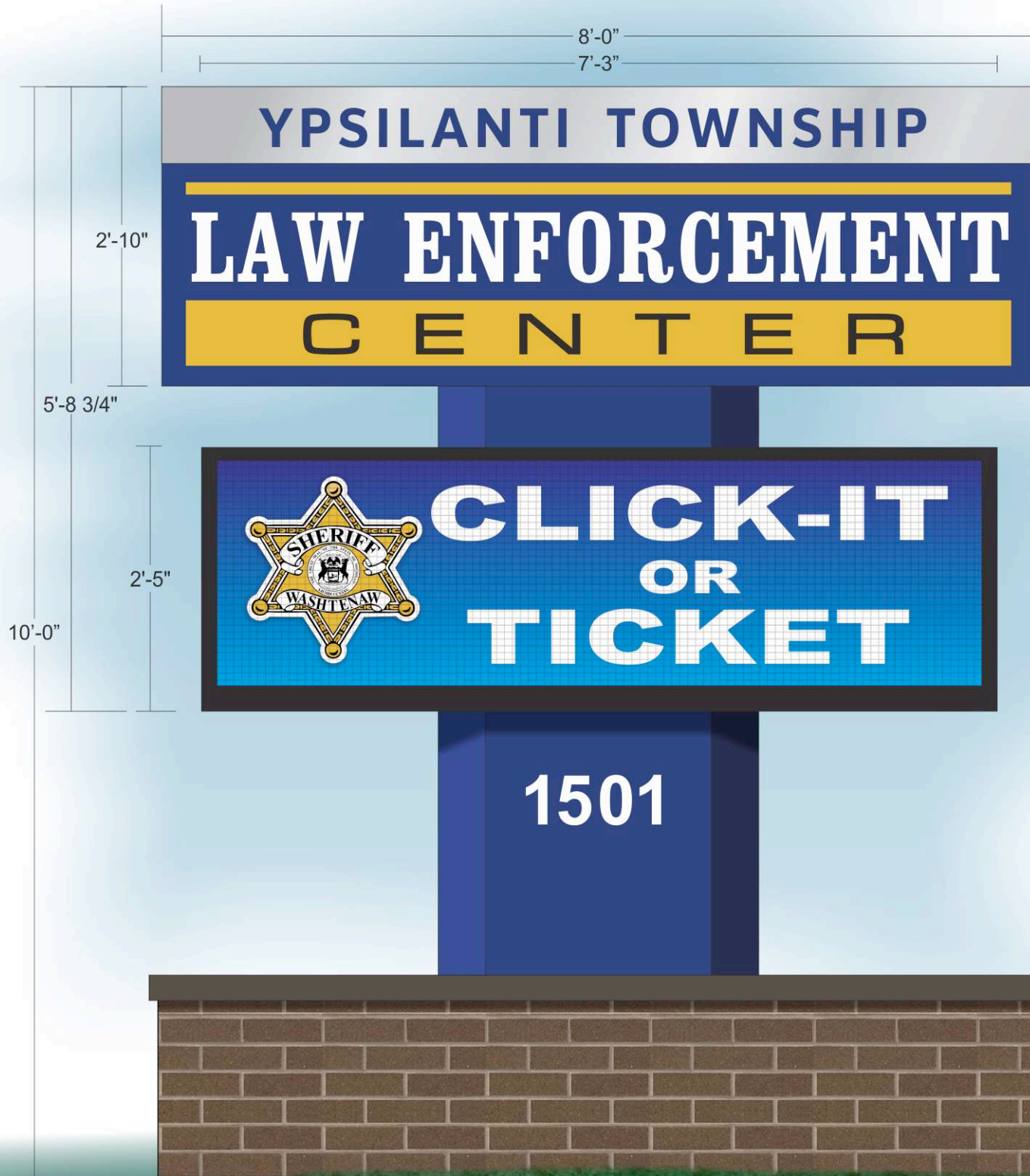
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New Aluminum Monument Sign with Masonry Base

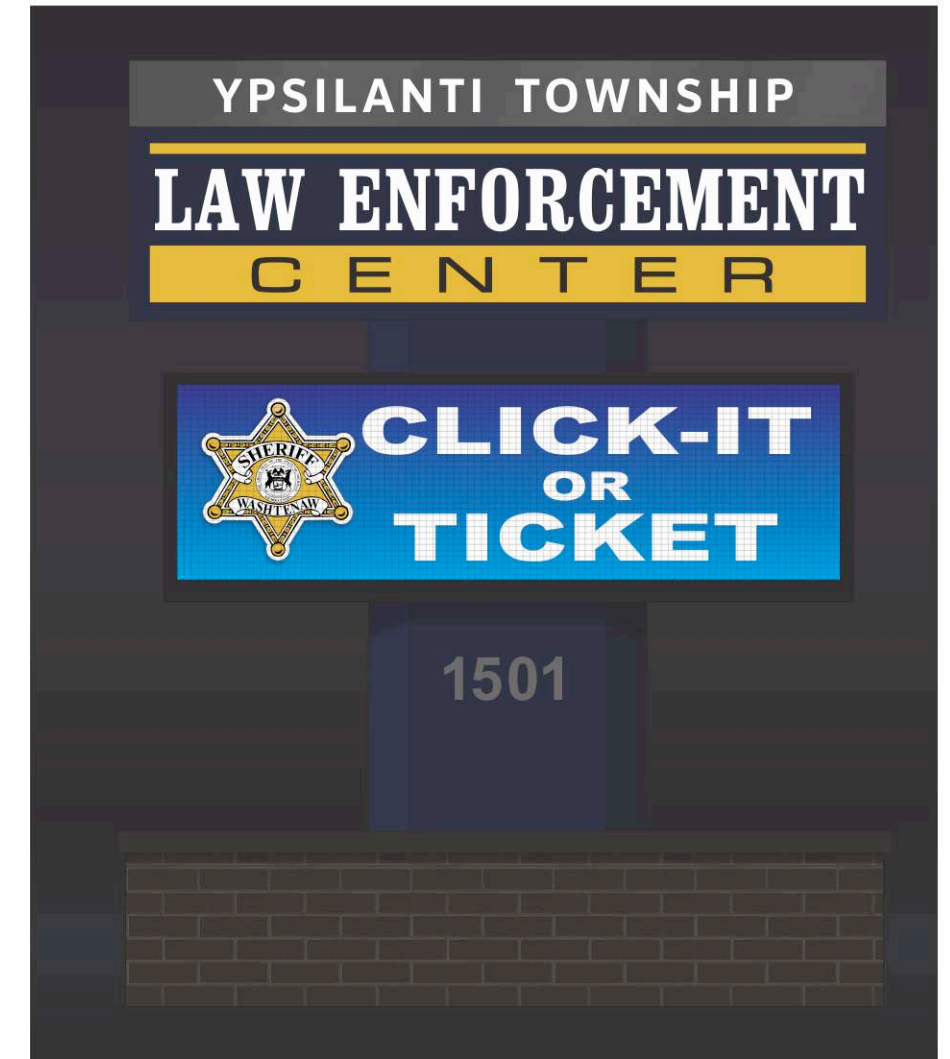


HURON SIGN

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OPTION 2



40.2 SQFT

BUILD & INSTALL THIS NEW ROUTED ALUMINUM MONUMENT SIGN WITH ILLUMINATED GRAPHICS. SIGN FEATURES A BEVELED END POLE COVER WITH REFLECTIVE VINYL ADDRESS. SIGN IS INSTALLED ON A NEW STEEL POLE WITH CONCRETE FOOTING. SHOWN WITH A MASONRY BASE AND AN ALUMINUM CAP.

SIGN HAS A FULL COLOR HIGH RESOLUTION ELECTRONIC MESSAGE CENTER.

SIGN WILL REQUIRE (2) 20a 120v DEDICATED CIRCUITS (BY OTHERS)



SCALE 3/4" = 1'



# OF SETS	1	RETURN DEPTH	22"	RACEWAY COLOR	N.A.	DESIGNER	S WILKIE
FACE COLOR	SEE ABOVE	TYPE OF INSTALL	CONCRETE FOOTING	TRANSFORMER	N.A.	DATE	11/05/14
RETURN COLOR	TO MATCH FACE	TYPE OF FACE	1/8" ALUMINUM	BALLAST	N.A.	JOB NO.	9148
RETAINER COLOR	N.A. (BLIND)	RACEWAY D.	H. L. N.A.	COMMENTS:		JOB NAME	LAW-ENFRMT-9148-3
LED COLOR	N.A.	HOUSINGS	N.A.	SALESPERSON:	KEVIN SHORT	ADDRESS:	1501 S. Huron Rd. Ypsilanti, Mi

APPROVED BY: _____ DATE: _____

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New Aluminum Monument Sign with Masonry Base



**HURON
SIGN**

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1-800-783-0100
FAX 734-483-5164
www.huronsign.com



46.2 SQFT

BUILD & INSTALL THIS NEW ROUTED ALUMINUM MONUMENT SIGN WITH ILLUMINATED GRAPHICS. SIGN FEATURES A BEVELED END POLE COVER WITH REFLECTIVE VINYL ADDRESS. SIGN IS INSTALLED ON A NEW STEEL POLE WITH CONCRETE FOOTING. SHOWN WITH A MASONRY BASE AND AN ALUMINUM CAP.

SIGN HAS A FULL COLOR HIGH RESOLUTION ELECTRONIC MESSAGE CENTER.

SIGN WILL REQUIRE (2) 20a 120v DEDICATED CIRCUITS (BY OTHERS)

SCALE 3/4" = 1'



# OF SETS	1	RETURN DEPTH	22"	RACEWAY COLOR	N.A.	DESIGNER	S WILKIE
FACE COLOR	SEE ABOVE	TYPE OF INSTALL	CONCRETE FOOTING	TRANSFORMER	N.A.	DATE	11/05/14
RETURN COLOR	TO MATCH FACE	TYPE OF FACE	1/8" ALUMINUM	BALLAST	N.A.	JOB NO.	9148
RETAINER COLOR	N.A. (BLIND)	RACEWAY D.	H. L. N.A.	COMMENTS:		JOB NAME	LAW-ENFRMT-9148-5
LED COLOR	N.A.	HOUSINGS	N.A.	SALESPERSON:	KEVIN SHORT	ADDRESS:	1501 S. Huron Rd. Ypsilanti, Mi

APPROVED BY: _____ DATE: _____

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CHARTER TOWNSHIP OF YPSILANTI

INFORMATION SERVICES

Computer Support • Web Content Management • Communications Services

To: Karen Lovejoy Roe
From: Travis McDugald, IS Manager
Re: Request to approve the scheduled purchase of 19 custom built workstations from Dell Direct for a cost of \$28,040.68 budgeted in account 101.266.000.977.000
Date: November 21, 2014
Copy To: Mike Radzik, OCS Director

At the next scheduled Board Meeting I would like to request the Township Board to approve the purchase of 19 custom built workstations directly from Dell at a cost of \$28,040.68 as follows:

- 11 Dell Venue Pro 11 Tablets @ \$17,653.68
- 4 Dell Notebooks @ \$6,328.40
- 4 Dell Desktops @ \$4,058.60

Funds are budgeted and available in account 101.266.000.977.000.

This is a planned purchase according to our hardware replacement schedule. By replacing a certain number of workstations each year it allows us to maintain relatively consistent hardware costs and allows us to plan for IT employee time to perform necessary setup and deployment tasks.

Please contact me with any question or comments.

Travis McDugald
IS Manager

