

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

November 1, 2016 Rev. 10-31-16

**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, NOVEMBER 1, 2016

5:00PM

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

1. REQUEST TO ENTER INTO EXECUTIVE SESSION TO DISCUSS LEGAL WRITTEN
OPINION IN REGARD TO THE COMPREHENSIVE DEVELOPMENT
AGREEMENTSUPERVISOR STUMBO
2. AGENDA REVIEW SUPERVISOR STUMBO
3. OTHER DISCUSSION BOARD MEMBERS

EXECUTIVE SESSION

1. Request to Enter into Executive Session to Discuss a Written Legal Opinion in Regard to the Comprehensive Development Agreement

REVIEW AGENDA

- A. CLERK LOVEJOY ROE 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, NOVEMBER 1, 2016

7:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC HEARING
 - A. 7:00PM – RESOLUTION 2016-43, 2017 FISCAL YEAR BUDGET
(PUBLIC HEARING SET AT THE OCTOBER 18, 2016 REGULAR MEETING)
4. PUBLIC COMMENTS
5. CONSENT AGENDA
 - A. MINUTES OF THE OCTOBER 18, 2016 WORK SESSION AND REGULAR MEETING
 - B. STATEMENTS AND CHECKS
 1. STATEMENTS AND CHECKS FOR NOVEMBER 1, 2016 IN THE AMOUNT OF \$389,782.00
6. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

NEW BUSINESS

1. BUDGET AMENDMENT #15
2. REQUEST AUTHORIZATION TO APPROVE THE COMPREHENSIVE DEVELOPMENT AGREEMENT BETWEEN THE WILLOW RUN ARSENAL OF DEMOCRACY LANDHOLDINGS LIMITED PARTNERSHIP, (“WRAD”), AMERICAN CENTER FOR MOBILITY (“ACM”), AND THE CHARTER TOWNSHIP OF YPSILANTI
3. REQUEST AUTHORIZATION OF FIVE (5) TERMINATION AND RELEASE OF EASEMENTS BY YPSILANTI COMMUNITY UTILITY AUTHORITY AND YPSILANTI TOWNSHIP WHICH WERE RECORDED 1) DECEMBER 6, 1949 IN LIBER 10101 PAGE 467 WAYNE COUNTY RECORDS, 2) OCTOBER 3, 1963 IN LIBER 1044 PAGE 612 WASHTENAW COUNTY RECORDS, 3) JUNE 24, 1963 IN LIBER 1032 PAGE 346 WASHTENAW COUNTY RECORDS, 4) FEBRUARY 19, 1964 IN LIBER 1060 PAGE 44 WASHTENAW COUNTY RECORDS AND 5) FEBRUARY 26, 1963 IN LIBER 1019 PAGE 98 WASHTENAW COUNTY RECORDS
4. REQUEST OF HABITAT FOR HUMANITY FOR FUNDS FOR THE RENOVATION OF 1540 MCCARTHY IN THE AMOUNT OF \$22,000.00 BUDGETED IN LINE ITEM #101-950-000-969-010

5. REQUEST OF MIKE SARANEN, HYDRO OPERATIONS FOR AUTHORIZATION OF 1) ACCESS AGREEMENT BETWEEN WAYNE DISPOSAL AND YPSILANTI TOWNSHIP AND 2) CONSTRUCTION ACCESS AGREEMENT BETWEEN ARM HOLDINGS AND YPSILANTI TOWNSHIP
6. 1st READING OF RESOLUTION 2016-58, PROPOSED ORDINANCE 2016-471, AN ORDINANCE AMENDING ORDINANCE 74, THE TOWNSHIP ZONING CODE, REGARDING DEFINITIONS TO UPDATE THE DEFINITION OF FAMILY AND DEFINE THE TERM ROOMING HOUSE
7. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL TO ENTER INTO NEGOTIATIONS TO SELL TOWNSHIP OWNED PROPERTY LOCATED ON HUBBARD AVE. PARCEL #K-11-21-180-005
8. RESOLUTION 2016-44, SUPERVISOR'S WAGE
9. RESOLUTION 2016-45, CLERK'S WAGE
10. RESOLUTION 2016-46, TREASURER'S WAGE
11. RESOLUTION 2016-47, TRUSTEE'S WAGE
12. RESOLUTION 2016-48, WAGES FOR NON-UNION AND CONFIDENTIAL EMPLOYEES
13. RESOLUTION 2016-56, FEE SCHEDULE AND VALUATION DATA FOR BUILDING, ELECTRICAL, PLUMBING, MECHANICAL, SIGN AND BIKE PATH PERMITS
14. REQUEST TO SET A PUBLIC HEARING FOR TUESDAY, DECEMBER 6 AT APPROXIMATELY 7:00PM FOR THE CREATION OF A SPECIAL ASSESSMENT DISTRICT FOR THE FOR THE TREMONT SUBDIVISION STREETLIGHTS

OTHER BUSINESS

AUTHORIZATIONS AND BIDS

1. REQUEST TO WAIVE THE FINANCIAL POLICY AND APPROVE THE QUOTE FROM ANN ARBOR AUDIO AS A SINGLE SOURCE PROVIDER FOR THE REPLACEMENT OF THE SOUND SYSTEM IN THE BOARD ROOM IN THE AMOUNT OF \$20,908.00 BUDGETED IN LINE ITEM #101-265-000-977-000
2. REQUEST AUTHORIZATION FOR THE PRINTING AND MAILING OF POSTCARDS FOR AN MDOT INFORMATIONAL MEETING REGARDING US12/DORSET AVENUE IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$1,600.00 BUDGETED IN LINE ITEM #101-267-000-900-000 FOR THE POSTCARDS AND POSTAGE BUDGETED IN LINE ITEM #101-267-000-730-000

PUBLIC HEARING

a. Resolution No. 2016-43, 2017 Fiscal Year Budget

**Resolution No. 2016-43
Charter Township of Ypsilanti
2017 Fiscal Year Budget**

WHEREAS the Township Supervisor has prepared and submitted to the Township Board the proposed budgets for calendar year 2017; and

WHEREAS the Township Board has advertised the tentative millage rates in the Washtenaw Legal News and held the public hearing on November 1, 2016 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 2017 Fiscal Year Budget by cost center, as follows:

General Fund Expenditures

101	Township Board	\$	144,194
137	Due Process		240,000
171	Supervisor		269,089
201	Accounting		295,779
202	Independent Auditing		31,000
209	Assessing		433,806
210	Legal Services		207,310
215	Clerk		465,358
227	Human Resources		207,848
247	Board of Review		2,055
253	Treasurer		374,377
265	Building Operations		474,099
266	Computer Support		535,537
267	General Services		145,100
371	Community Development		201,192
400	Planning Commission		4,716
410	Zoning Board of Appeals		1,894
446	Highways and Streets		332,613
762	RSD Administration		69,088
774	RSD Park and Grounds		581,319
780	RSD Storm Water Management		25,000
851	Fringes and Insurance		7,750
950	Community Stabilization		1,165,000
956	Other Functions		964,532
999	Other Financing Uses		843,455
	Total General Fund Expenditure by Department:	\$	8,022,111
Fire Department - Fund 206			
206	Fire Department	\$	3,593,124
220	Civil Service Commission		19,520
852	Pension and Insurance		1,393,100
970	Capital Outlay		65,000
975	Federal Grant Department		-
	Total Fire Department Fund by Department	Total:	\$ 5,070,744
Parks Commission - Fund 208		Total:	\$ 7,600
Bike Path, Sidewalk, Recreation, Roads, Operations - Fund 212			
212	BSR II-Operations	\$	753,519
230	BSR II-Recreation		0
584	BSR II-Golf Course		-
970	Capital Outlay		-
991	Debt Service		678,000
	Total BSR II Fund by Department	Total:	\$ 1,431,519
Environmental Clean Up - Fund 225		Total:	\$ 44,800
Environmental Services - Fund 226		Total:	\$ 2,617,429
Recreation - Fund 230		Total:	\$ 813,973
14B Court - Fund 236		Total:	\$ 1,480,766
Housing & Business Inspection - Fund 248		Total:	\$ 320,069
Building Department - Fund 249		Total:	\$ 725,942
Local Development Finance Authority - Fund 250		Total:	\$ 217,026
Hydro Station - Fund 252		Total:	\$ 390,343
Law Enforcement - Fund 266			
301	Sheriff Services	\$	6,718,289
304	Ordinance		303,415
	Total Law Enforcement Fund by Department	Total:	\$ 7,021,704

General Obligation Debt - Fund 301		\$	480,000
Debt Fund Series B Bonds - Fund 397	Total:	\$	507,000
Debt 2006 Bond - Fund 398	Total:	\$	230,740
Capital Improv-Seaver Infrastr - Fund 498	Total:	\$	7,714
Golf Course - Fund 584	Total:	\$	801,337
Compost - Fund 590	Total:	\$	455,385
Motor Pool - Fund 595	Total:	\$	250,031
Nuisance Abatement - Fund 893	Total:	\$	38,597
	Grand Total:	\$	30,934,830

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

Revenues:

Revenues		\$	8,288,806
Transfer-in			-
Appropriation of prior year fund balance			-
General Fund - 101	Total:	\$	8,288,806

Revenues		\$	4,960,088
Transfer-in			-
Appropriation of prior year fund balance			110,656
Fire Department Fund - 206	Total:	\$	5,070,744

Revenues		\$	7,500
Transfer-in			-
Appropriation of prior year fund balance			100
Parks Commission Fund - 208	Total:	\$	7,600

Revenues		\$	1,155,999
Transfer-in			363,455
Appropriation of prior year fund balance			-
Bike Path, Sidewalk, Recreation, Roads, Operations - 212	Total:	\$	1,519,454

Revenues		\$	-
Transfer-in			-
Appropriation of prior year fund balance			44,800
Environmental Clean Up Fund - 225	Total:	\$	44,800

Revenues		\$	2,469,825
Transfer-in			-
Appropriation of prior year fund balance			147,604
Environmental Services Fund - 226	Total:	\$	2,617,429

Revenues		\$	319,250
Transfer-in			494,723
Appropriation of prior year fund balance			-
Recreation Fund - 230	Total:	\$	813,973

Revenues		\$	1,517,300
Transfer-in			-
Appropriation of prior year fund balance			-
14B Court - 236	Total:	\$	1,517,300

Revenues		\$	283,600
Transfer-in			-
Appropriation of prior year fund balance			36,469
Building Rental Inspection Fund - 248	Total:	\$	320,069

Revenues		\$	604,600
Transfer-in			-
Appropriation of prior year fund balance			121,342
Building Department Fund - 249	Total:	\$	725,942

Revenues	\$	143,526	
Transfer-in		-	
Appropriation of prior year fund balance		73,500	
Local Development Finance Authority Fund - 250	Total:	\$	<u>217,026</u>
Revenues	\$	350,200	
Transfer-in		44,800	
Appropriation of prior year fund balance		-	
Hydro Station Fund - 252	Total:	\$	<u>395,000</u>
Revenues	\$	6,821,367	
Transfer-in		-	
Appropriation of prior year fund balance		200,337	
Law Enforcement Fund- 266	Total:	\$	<u>7,021,704</u>
Revenues	\$	-	
Transfer-in	\$	480,000	
Appropriation of prior year fund balance	\$	-	
General Obligation Debt Fund - 301	Total	\$	<u>480,000</u>
Revenues	\$	-	
Transfer-in		480,000	
Appropriation of prior year fund balance		27,000	
Debt Fund Series B Bonds - 397	Total:	\$	<u>507,000</u>
Revenues	\$	-	
Transfer-in		224,740	
Appropriation of prior year fund balance		6,000	
Debt 2006 Bond Fund - Fund 398	Total:	\$	<u>230,740</u>
Revenues	\$	-	
Transfer-in		-	
Appropriation of prior year fund balance		7,714	
Capital Improv-Seaver Infrastr - Fund 498	Total:	\$	<u>7,714</u>
Revenues	\$	532,200	
Transfer-in		188,796	
Appropriation of prior year fund balance		80,341	
Golf Course Fund - 584	Total:	\$	<u>801,337</u>
Revenues	\$	423,300	
Transfer-in		-	
Appropriation of prior year fund balance		32,085	
Compost Site Fund - 590	Total:	\$	<u>455,385</u>
Revenues	\$	245,620	
Transfer-in		-	
Appropriation of prior year fund balance		4,411	
Motorpool Fund - 595	Total:	\$	<u>250,031</u>
Revenues	\$	38,000	
Transfer-in		-	
Appropriation of prior year fund balance		597	
Nuisance Abatement Fund - 893	Total:	\$	<u>38,597</u>
	Grand Total:	\$	<u><u>31,330,651</u></u>

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	1.0262	\$ 1,179,322
Fire Department	3.1068	\$ 3,570,374
Solid Waste	2.1425	\$ 2,462,188
Law Enforcement	5.9154	\$ 6,798,053
Bike Path, Sidewalk, Recreation, Roads, Operation	1.0000	\$ 1,149,213
Operating Total:	<u>13.1909</u>	<u>\$ 15,159,150</u>
<u>Debt</u>		
Fire Pension	1.2000	\$ 1,379,055
Debt Total:	<u>1.2000</u>	<u>\$ 1,379,055</u>
Grand Total:	<u>14.3909</u>	<u>\$ 16,538,205</u>

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. An increase of .86% is budgeted for 2017. Adjustments for the Board of Review and MTT refunds are included in this figure.
101-000-000-403-001 – ESA Reimbursement Op	This is a new line for Essential Service Assessment (ESA) reimbursement for Personal Property due to loss attributed to the small business tax payer exemption and eligible manufacturing personal property. This reimbursement is expected to be received in February of each year from the State of Michigan.
101-000-000-405-000 – In Lieu of Taxes	This line item is used for Payment In Lieu Of Taxes (PILOT). Clark East Towers currently receives this PILOT. On the recommendation of our Accounting Director, \$11,000 has been budgeted for 2017.
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 \$593,015 in revenue for this line item and \$808,183 in expenditures (\$374,377 in Treasurer's Office and \$433,806 in Assessing Office).

Line Item	Explanation
101-000-000-407-007 – Street Lights	This line reflects special assessment dollars received to pay back the Township for installation of street lights. It has been recommended by our Accounting Director that \$46,500 be budgeted for 2017, an increase of \$12,000.
101-000-000-417-000 – Delinquent Pers. Property Taxes	It is recommended that this line item be reduced to \$1,000 for the 2017 budget.
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.
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.
101-000-000-451-455 – Bus Lic & Permits Bin Collection	This is a new line item and will be used for the fees association with collection bins in the Township. It is recommended that \$1,200 be budgeted for 2017.
101-000-000-476-483 – Non Bus Lic Dog License	This line item reflects fees charged for dog licenses. Based on revenues in 2014, 2015 and to date in 2016, it is recommended that \$7,000 be budgeted for 2017.
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, this amount will be \$4,699,770 in 2017.

Line Item	Explanation
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.
101-000-000-615-000 – Charge for Services-NSF Fees	This line item reflects fees charged for checks that are returned for non-sufficient funds.
101-000-000-626-630 – 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. In reviewing what has been received in previous years and to date in 2016, it is recommended that it be increased to \$8,000 in 2017.
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.

Line Item	Explanation
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.
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.
101-000-000-626-645 – Administration Fees/Housing & Business Inspection	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
101-000-000-642-645 – Township & Precincts Maps, Etc.	This line item reflects fees charged for Township and precinct maps. Based on last year, nothing has been budgeted for 2017.
101-000-000-655-000 – Chrg-Nonrecording Prop Xfer	This line item reflects fees charged for transferring property. It is difficult to estimate but based on what has been spent to date in 2016, it is recommended that \$2,000 be budgeted for 2017.
101-000-000-655-100 – Settlements & Judgments	This line item reflects funds received through a legal settlement. We do not expect any in 2017.
101-000-000-655-200 – Court Ordered Garnishment	This line item reflects fees received by the Township that have been ordered by the court and are difficult to predict. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$500 in 2017.
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.
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.

Line Item	Explanation
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.
101-000-000-681-000 – Revenue-Radon Test Kit	This line item reflects fees charged for Radon test kits. These fees are difficult to project but we are estimating \$150 in 2017.
101-000-000-686-000 – Reimburs Election-Cnty/Twp/Ct	This line item reflects reimbursements for elections.
101-000-000-688-000 – Reimbursement-WCRC	In 2014, we entered into a pilot partnership with the Washtenaw County Road Commission for tree removal. We have continued this partnership with them and recommend that \$10,000 be budgeted in this line item for 2017.
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. It is recommended that \$90,000 be budgeted for 2017.
101-000-000-694-001 – Other Income-Miscellaneous	This line item reflects miscellaneous income received, including worker's compensation checks for employees out on worker's comp, 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.

Line Item	Explanation
101-000-000-694-004 – Misc Revenue-Insurance Reimb	This line item reflects the reimbursement we sometimes receive from MML after they do an annual audit on the worker's compensation and liability insurance. The insurance pool sometimes does so well that we receive funds back. Since this is difficult to project, nothing has been budgeted for 2017.
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 it remain at \$830,000 for 2017.
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 for meetings and for residents who come to the Township.
101-000-000-697-100 – Trans In: For LEC Building	This line item reflects funds received from Fund 266 – Law Enforcement for improvements done to the LEC Building at 1501 S. Huron Street. The total amount is \$909,324, which will be paid in 5 installments of \$181,864.80 beginning in 2017.

9/9/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 101 - GENERAL FUND							
Dept 000.000							
101-000.000-403.000	CURRENT PROPERTY TAXES	1,139,865	1,138,257	1,160,364	1,160,364	1,161,429	1,170,292
101-000.000-403.001	ESA REIMBURSEMENT OP						10,746
101-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	7,970	2,602			1,657	
101-000.000-405.000	IN LIEU OF TAXES	15,944	21,464	11,000	11,000	10,986	11,000
101-000.000-407.001	PROPERTY TAXES/ADMINST. FEES	555,517	572,098	575,000	575,000	588,144	593,015
101-000.000-407.007	STREET LIGHTS	28,585	36,439	34,500	34,500		46,500
101-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	1,417	1,061	1,400	1,400		1,000
101-000.000-445.000	PENALTIES AND INTEREST	26,435	27,072	30,000	30,000	29,968	28,000
101-000.000-451.452	BUS LIC. & PERMITS SALVAGE YR	1,250	1,250	1,250	1,250	875	1,250
101-000.000-451.453	BUS LIC. & PERMITS TRAILER FE	5,321	6,019	5,000	5,000	4,139	5,000
101-000.000-451.454	BUS LIC. & PERMITS PEDDLER FE	485	1,127	200	200	1,257	500
101-000.000-451.455	BUS LIC. & PERMITS BIN COLLECTION FEE						1,200
101-000.000-476.483	DOG LICENSES	9,992	8,389	5,000	5,000	8,473	7,000
101-000.000-476.485	SALE ORDINANCE & CODES					20	
101-000.000-529.100	FEDERAL HUD GRANT	2,852					
101-000.000-574.000	STATE REVENUE SHARING	4,508,273	4,497,343	4,712,577	4,712,577	2,952,490	4,699,770
101-000.000-607.001	CHG FOR SERVICES SITE PLAN RE	15,126	20,834	12,000	12,000	44,623	15,000
101-000.000-607.002	CHG FOR SERVICES BOARD APPEAL	2,250	3,200	2,000	2,000	2,100	2,000
101-000.000-607.003	CHG FOR SERV. PROP CHNG APPLI	550	625	500	500	675	500
101-000.000-607.004	CHG FOR SERV-FAX, COPY & OTHE	687	59	50	50	85	50
101-000.000-607.012	CHARGE FOR SERV-ADDRESS ASSIG	170	120			628	50
101-000.000-615.000	CHARGE FOR SERVICES-NSF FEES	710	450	300	300	550	300
101-000.000-626.627	VOTER LISTS,TAX ROLLS,FISCHE	25				10	
101-000.000-626.630	CHRG SVCS I.F.T. EXEMPT APPLI	1,000	2,000	1,000	1,000	2,000	1,000
101-000.000-626.633	PASSPORT SERVICES	7,671	14,953	6,000	6,000	20,278	8,000
101-000.000-626.637	ADMINISTRATION FEES/FIRE DEPT	62,289	64,184	66,201	66,201	55,168	66,201
101-000.000-626.638	ADMINISTRATION FEES/ENVIR SVC	12,424	12,824	13,810	13,810	11,508	13,810
101-000.000-626.639	ADMINISTRATION FEES/LAW ENFOR	26,333	27,230	27,369	27,369	22,808	28,037
101-000.000-626.640	ADMINISTRATION FEES/GOLF COUR	21,129	21,709	23,294	23,294	19,412	23,294
101-000.000-626.641	ADMINISTRATIVE FEES/COMPOST	5,714	5,860	6,272	6,272	5,227	6,272
101-000.000-626.642	ADMINISTRATION FEES/BLDG DEPT	16,618	16,823	18,162	18,162	15,135	21,076
101-000.000-626.643	ADMINISTRATION FEES/RECREATIO	22,219	23,110	25,051	25,051	20,876	25,051
101-000.000-626.644	ADMINISTRATION FEES/14B COURT	30,079	31,103	31,735	31,735	26,446	31,735
101-000.000-626.645	ADMINISTRATION FEES/HOUSING INSPECT			15,055	15,055	12,546	16,877
101-000.000-642.645	TOWNSHIP & PRECINTS MAPS ETC.	84	9			90	
101-000.000-655.000	CHRG--NONRECORDING PROP XFER	12,000	400	500	500	6,400	2,000

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
101-000.000-655.100	SETTLEMENTS & JUDGMENTS	53	10,096			3,237	
101-000.000-655.200	COURT ORDERED GARNISHMENT	3,790	12,685	2,000	2,000	113	500
101-000.000-664.001	INTEREST EARNED	7,266	5,802	5,000	5,000	5,131	5,000
101-000.000-664.003	NET INTEREST EARN-CUR TAX COL	12,353	10,993	12,000	12,000	9,975	12,000
101-000.000-667.000	SITE LEASE REVENUES	81,225	95,672	85,000	85,000	86,126	88,665
101-000.000-667.001	RENT INCOME	220,145	220,000	220,000	220,000	165,000	220,000
101-000.000-673.000	SALE OF TOWNSHIP PROPERTIES		3,804			1,000	
101-000.000-674.000	REIMBURSEMENTS - POSTAGE	1,008	1,987	500	500	2,773	1,000
101-000.000-674.001	EMPLOYEE REIMB-PHONES	114	92	100	100	27	50
101-000.000-675.050	CONTRIBUTION-BEES		7,000				
101-000.000-675.100	REBATES & ENERGY SAVINGS CREDIT	20,678	8,760		8,552	10,632	
101-000.000-681.000	REVENUE - RADON TEST KIT	220	325			370	150
101-000.000-685.000	FEDERAL RDS SUBSIDY-Medc-PrtD	1,449					
101-000.000-686.000	REIMBURS ELECTION-CNTY/TWP/CT	19,091	34,687	32,000	74,100	62,268	
101-000.000-688.000	REIMBURSEMENT- WCRC	10,000	10,000	10,000	10,000	10,495	10,000
101-000.000-688.100	REIMBURSEMENT - HABITAT HUMANITY	26,365	173,147			116,633	90,000
101-000.000-694.001	OTHER INCOME-MISCELLANEOUS	33,071	22,279			3,765	
101-000.000-694.002	REIMBURSEMT-SMALL CLAIM PROCESSOR	1,136	776			935	
101-000.000-694.004	MISC REVENUE - INSURANCE REIM	4,719	16,430			15,537	
101-000.000-694.010	MISC REV-RIGHTOFWAY- METRO	15,300	13,713	13,200	13,200	18,492	12,800
101-000.000-694.100	FRANCHISE FEES	787,781	830,069	830,000	830,000	413,353	830,000
101-000.000-694.200	REVENUE-VENDING COMMISSIONS	248	273	250	250	204	250
101-000.000-697.100	TRANS IN: FOR LEC BLDG						181,865
101-000.000-697.236	TRANSFER IN: 14B DISTRICT COURT		170,000		16,524	16,524	
101-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				693,441		
NET OF REVENUES/APPROPRIATIONS - 000.000-		7,786,996	8,207,204	7,995,640	8,756,257	5,968,593	8,288,806

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. Per the Trustees' Attendance Policy approved by the Township Board in October 2016, the amount has been slightly increased to \$15,000 for 2017. This is an increase of \$16.59 for each Trustee.
101-101-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-101-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. Even though we budgeted for this increase, a decrease is shown in this line item due to new Township Trustees being elected in 2016. Per Resolution 2008-04, future Township Trustees are not eligible for health care coverage.
101-101-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-101-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though there will be no increase in rates, a decrease is shown in this line item due to new Township Trustees being elected in 2016.

Line Item	Explanation
101-101-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Even though we budgeted for an increase, a decrease is shown in this line item due to new Township Trustees being elected in 2016.
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. Since the new Township Trustees are not eligible for health care coverage, a decrease is shown for 2017.
101-101-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles are administered by Choice Strategies. Since the new Township Trustees are not eligible for health care coverage, a decrease is shown for 2017.
101-101-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Even though there will be no increase in rates, a decrease is shown in this line item due to new Township Trustees being elected in 2016.
101-101-000-727-000 – Office Supplies	This line item is used for budget supplies (binders, dividers, labels, etc.). We are recommending that it remain at \$250 for 2017.
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 2017.

Line Item	Explanation
101-101-000-958-000 – Membership & Dues	This line item covers our membership dues for the Chamber of Commerce, SEMCOG, the Huron River Watershed Council, MTA and WATS. It is recommended that Arts Alliance also be included. Therefore, that line item has been increased to \$24,500 for the 2017 budget.

10/27/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 101.000-TOWNSHIP BOARD							
101-101.000-703.000	SALARIES - ELECTED OFFICIALS	59,934	62,239	59,934	59,934	49,945	60,000
101-101.000-715.000	F.I.C.A./MEDICARE	4,432	4,486	4,585	4,585	3,591	4,590
101-101.000-719.000	HEALTH INSURANCE	19,868	23,785	21,122	21,122	19,362	14,934
101-101.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(7,920)				(1,800)
101-101.000-719.015	DENTAL BENEFITS	2,159	1,835	1,204	1,204	1,103	786
101-101.000-719.016	VISION BENEFITS		311	233	233	198	171
101-101.000-719.020	HEALTH CARE DEDUCTION	6,451	6,586	8,680	8,680	977	5,775
101-101.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	183	183	180	180	123	90
101-101.000-720.000	LIFE INSURANCE	226	254	293	293	285	198
101-101.000-727.000	OFFICE SUPPLIES	68	264	250	250	125	250
101-101.000-801.000	PROFESSIONAL SERVICES	34,300	34,800	34,700	34,700	29,600	34,700
101-101.000-958.000	MEMBERSHIP AND DUES	19,649	19,724	20,500	20,500	16,224	24,500
NET OF REVENUES/APPROPRIATIONS - 101.000-TOWNSHIP BOARD		(147,270)	(146,547)	(151,681)	(151,681)	(121,533)	(144,194)

137 – Due Process

Expenditures

Line Item	Explanation
101-137-000-801-014 – Legal Services Prosecution	It is recommended that this line item remain at \$120,000 for 2017.
101-137-000-801-020 – Legal Services-Domestic Violence	It is recommended that this line item remain at \$120,000 for 2017.

7/29/15

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 137.000-COURT DUE PROCESS							
101-137.000-801.014	LEGAL SERVICES PROSECUTION	113,877	123,847	120,000	120,000	113,036	120,000
101-137.000-801.020	LEGAL SERVICES - DOMESTIC VIO	116,523	124,156	120,000	120,000	94,122	120,000
NET OF REVENUES/APPROPRIATIONS - 137.000-COURT DUE PROCESS		(230,400)	(248,003)	(240,000)	(240,000)	(207,158)	(240,000)

101-171 Supervisor

Expenditures

Line Item	Explanation
101-171-000-703-000 – Salaries-Elected Officials	Per Resolution No. 2015-36, the Supervisor’s salary was set at \$78,226.79 for 2016. This draft budget is increased by 1.5% to \$79,400.19 in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board.
101-171-000-705-000 – Salary-Supervision	Per Resolution No. 2015-40, the Deputy Supervisor’s salary was set at \$56,615 for 2016. This draft budget is increased by 1.5% to \$57,464 in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board. Even though an increase is budgeted, the amount shown is lower since no payroll accrual is needed for 2017.
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. Even though an increase is budgeted, the amount shown is lower since no payroll accrual is needed for 2017.
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. This line item is for the Deputy Supervisor and Floater II/Clerk III, elected officials do not receive pay outs.

Line Item	Explanation
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 is budgeted in this line item for 2017.
101-171-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-171-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. Although we are budgeting for the increase, the amount in this line item has been reduced due to an employee that will be moving from 2 person coverage to single coverage.
101-171-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-171-000-719-003 – Employee Paid Health Contra	Our Accounting Director created this new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-171-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Although we will not be receiving an increase, the amount budgeted in this line item has been reduced due to an employee that will be moving from 2 person coverage to single coverage.

Line Item	Explanation
101-171-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Although we are estimating an increase, the amount budgeted in this line item has been reduced due to an employee that will be moving from 2 person coverage to single coverage.
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. The amount budgeted in this line item has been reduced due to an employee that will be moving from 2 person coverage to single coverage.
101-171-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-171-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-171-000-727-000 – Office Supplies	Based on what has been spent to date in 2016, it is recommended that this line item remain at \$500 for 2017.
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 2017.

Line Item	Explanation
101-171-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% of payroll is paid. Figures provided by Accounting Director.
101-171-000-956-000 - Miscellaneous	It is recommended that this line item remain at \$100 for 2017.

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10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 171.000-TOWNSHIP SUPERVISOR							
101-171.000-703.000	SALARIES - ELECTED OFFICIALS	75,932	79,991	78,227	78,227	65,189	79,400
101-171.000-705.000	SALARY - SUPERVISION	54,954	56,228	57,704	57,704	44,398	57,464
101-171.000-706.000	SALARY - PERMANENT WAGES	45,154	46,591	47,700	47,700	37,074	47,507
101-171.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	2,034	858	1,591	1,591	871	1,615
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	13,597	14,247	14,490	14,490	11,033	14,457
101-171.000-719.000	HEALTH INSURANCE	26,340	32,110	29,820	29,820	22,575	21,441
101-171.000-719.001	SICK AND ACCIDENT	596	664	802	802	774	958
101-171.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(7,920)				(3,600)
101-171.000-719.015	DENTAL BENEFITS	3,131	2,586	2,359	2,359	2,371	1,990
101-171.000-719.016	VISION BENEFITS		544	467	467	390	428
101-171.000-719.020	HEALTH CARE DEDUCTION	11,943	9,631	11,550	11,550	7,860	8,663
101-171.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	183	183	180	180	123	180
101-171.000-720.000	LIFE INSURANCE	432	486	594	594	545	594
101-171.000-727.000	OFFICE SUPPLIES	359	374	500	500	364	500
101-171.000-860.000	TRAVEL	1,334	1,114	1,200	1,200	1,127	1,200
101-171.000-876.000	RETIREMENT/MERS	24,599	23,949	24,963	24,963	20,212	33,192
101-171.000-956.000	MISCELLANEOUS		46	100	100		100
NET OF REVENUES/APPROPRIATIONS - 171.000-TOWNSHIP SUPERVISOR		(263,588)	(264,682)	(275,247)	(275,247)	(216,406)	(269,089)

101-201 - Accounting

Expenditures

Line Item	Explanation
101-201-000-705-000 – Salary-Supervision	Per Resolution No. 2015-40, the Accounting Director’s salary was set at \$72,765 for 2016. This draft budget is increased by 1.5% for 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board. Even though an increase is budgeted, the amount shown is lower since no payroll accrual is needed for 2017.
101-201-000-706-000 – Salary-Permanent Wages	This line item is used for the salaries of two full-time employees in the Accounting Department. Per the AFSCME contract, there will be a 1.5% increase for 2017. Even though an increase is budgeted, the amount shown is lower since no payroll accrual is needed for 2017.
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 used for overtime for the two full-time employees in the Accounting Department. Overtime may be needed at year end.
101-201-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-201-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. Even though the increase is budgeted, a decrease is shown due to an employee moving from family coverage to 2 person coverage.

Line Item	Explanation
101-201-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-201-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-201-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though there will be no increase, this line item has been reduced due to an employee in the department moving from family coverage to 2 person coverage.
101-201-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Even though we will receive an increase in rates, this line item has been reduced due to an employee in the department moving from family coverage to 2 person coverage.
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.
101-201-000-719-021 – Admin Fees/Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-201-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.

Line Item	Explanation
101-201-000-727-000 – Office Supplies	To replenish office supplies, checks, W 2 and 1099 Forms.
101-201-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-201-000-958-000 – Membership & Dues	This line is budgeted for membership for: Government Finance Officer's - National at \$305, State at \$105; and the annual contract with Munetrix for Citizens Dashboard Transparency at \$2,800.

9/8/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 201.000-ACCOUNTING							
101-201.000-705.000	SALARY - SUPERVISION	70,625	72,789	74,164	74,164	57,642	73,856
101-201.000-706.000	SALARY - PERMANENT WAGES	92,368	95,755	97,711	97,711	75,944	97,302
101-201.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	3,567	3,891	2,594	6,051	4,932	2,633
101-201.000-709.000	REG OVERTIME	49	49	100	100		100
101-201.000-715.000	F.I.C.A./MEDICARE	12,413	13,246	13,496	13,761	10,178	13,303
101-201.000-719.000	HEALTH INSURANCE	41,286	53,516	53,427	53,427	51,252	52,268
101-201.000-719.001	SICK AND ACCIDENT	894	997	1,203	1,203	1,161	1,436
101-201.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(11,368)				(5,515)
101-201.000-719.015	DENTAL BENEFITS	4,693	3,735	4,252	4,252	3,423	3,621
101-201.000-719.016	VISION BENEFITS		700	700	700	595	684
101-201.000-719.020	HEALTH CARE DEDUCTION	17,718	9,106	17,325	17,325	9,343	17,325
101-201.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	275	275	270	270	185	270
101-201.000-720.000	LIFE INSURANCE	432	486	594	594	545	594
101-201.000-727.000	OFFICE SUPPLIES	1,056	1,492	1,400	1,400	1,183	1,500
101-201.000-876.000	RETIREMENT/MERS	24,336	25,125	24,963	24,963	21,155	33,192
101-201.000-958.000	MEMBERSHIP AND DUES	2,747	2,747	3,035	3,035	2,747	3,210
NET OF REVENUES/APPROPRIATIONS - 201.000-ACCOUNTING		(272,459)	(272,541)	(295,234)	(298,956)	(240,285)	(295,779)

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 2016 will be \$29,000. If the Board agrees, we would like to continue with this firm.
101-202-000-803-000 – Independent Auditing Other	It is recommended that this line item remain at \$2,000 for 2017.

8/1/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 202.000-INDEPENDENT AUDITING							
101-202.000-802.000	INDEPENDENT AUDITING	27,000	28,000	29,000	29,000	28,500	29,000
101-202.000-803.000	INDEPENDENT AUDITING OTHER		3,315	2,000	2,000		2,000
NET OF REVENUES/APPROPRIATIONS - 202.000-INDEPENDENT AUDITING		(27,000)	(31,315)	(31,000)	(31,000)	(28,500)	(31,000)

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 2017 and that an additional \$5,000 be budgeted to cover any additional hours she works.
101-209-000-706-000 – Salary-Permanent Wages	This line item is used for the salaries of the Deputy Assessor, the Michigan Advanced Assessing Officer/GIS Specialist, one Level III Assessing Clerk and one Level II Assessing Clerk. Even though a contractual 1.5% increase is been budgeted, the amount shown is less since no payroll accrual is needed for 2017.
101-209-000-706-013 – GIS Service	This line item is used for the GIS service approved by the Township Board on February 17, 2015.
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.

Line Item	Explanation
101-209-000-709-000 – Regular Overtime	It is recommended that this line item remain at \$300 for 2017.
101-209-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-209-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.
101-209-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-209-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-209-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-209-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
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.

Line Item	Explanation
101-209-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-209-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-209-000-727-000 – Office Supplies	This item is used for personal property statements and real property assessment notices and general office supplies. It is recommended to remain the same for 2017.
101-209-000-730-000 - Postage	This line item is used for the mailing of the personal property and real property notices, as well as general mailing. It is recommended to remain the same for 2017.
101-209-000-811-001 – Tax Appeals	This line item is used to retain professional appraisals for full and small claim tribunal cases, as well as legal expense for tax appeals. Based on the pending future appeals, in house negotiating and appraisals, it is recommended to remain the same as last year at \$12,500.
101-209-000-867-000 – Gas & Oil	This item is used to pay for gas & oil for township vehicles assigned to our department. It is recommended to remain at \$720 for 2017.
101-209-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.

Line Item	Explanation
101-209-000-943-000 – Motorpool Lease/Maintenance	This item is used to pay for our lease and maintenance on Township vehicles we use in our department. It is recommended that \$4,000.00 be budgeted for 2017.
101-209-000-958-000 – Membership & Dues	This line item is used to pay MAA membership, annual certification, WAA memberships and personal property certification. It is recommend a slight increase of \$60.00 for a total of \$1060 to cover cost for employees.

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10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 209.000-ASSESSING DEPARTMENT							
101-209.000-705.000	SALARY - SUPERVISION	39,900	40,185	45,000	45,000	37,042	45,000
101-209.000-706.000	SALARY - PERMANENT WAGES	173,835	207,713	219,992	220,367	168,099	219,084
101-209.000-706.013	GIS SERVICE		908	1,040	1,040	822	1,040
101-209.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	4,270	3,835	2,661	2,661	980	3,371
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	284	416	300	300	171	300
101-209.000-715.000	F.I.C.A./MEDICARE	16,544	19,892	20,895	20,924	15,579	20,713
101-209.000-719.000	HEALTH INSURANCE	29,802	47,471	55,912	55,912	51,252	56,001
101-209.000-719.001	SICK AND ACCIDENT	894	1,205	1,604	1,604	1,548	1,915
101-209.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(9,845)				(5,400)
101-209.000-719.015	DENTAL BENEFITS	3,726	4,049	5,038	5,038	4,144	5,038
101-209.000-719.016	VISION BENEFITS		778	855	855	727	941
101-209.000-719.020	HEALTH CARE DEDUCTION	11,081	12,856	17,325	17,325	17,872	17,325
101-209.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	267	335	360	360	246	270
101-209.000-720.000	LIFE INSURANCE	432	588	792	792	726	792
101-209.000-727.000	OFFICE SUPPLIES	3,534	3,423	3,000	3,000	2,673	3,000
101-209.000-730.000	POSTAGE	7,158	7,261	7,700	7,700	7,524	7,700
101-209.000-811.001	TAX APPEALS	22,904	4,107	12,500	12,096	2,411	12,500
101-209.000-860.000	TRAVEL	4					
101-209.000-867.000	GAS & OIL	197	282	720	720	179	720
101-209.000-876.000	RETIREMENT/MERS	24,330	26,328	26,611	26,611	22,280	35,436
101-209.000-943.000	MOTORPOOL LEASE/MAINTENANCE	4,300	4,300	4,000	4,000	3,333	4,000
101-209.000-958.000	MEMBERSHIP AND DUES	804	1,382	1,000	1,000		1,060
NET OF REVENUES/APPROPRIATIONS - 209.000-ASSESSING DEPARTMEN		(347,266)	(380,469)	(430,305)	(430,305)	(339,108)	(433,806)

101-210 – Legal Services

Expenditures

Line Item	Explanation
101-210-000-801-002 – Legal Services	It is proposed that in 2017, we begin including all legal services (with the exception of Domestic Violence, Prosecution and Nuisance Abatement cases) in one line item, Legal Services. This will include our attorneys providing legal opinions, preparing and reviewing documents, reviewing contracts, advising the Township on legal matters upon verbal and written request, attending Work Sessions, Board Meetings, Planning Commission, ZBA, Nuisance Abatement, development and police services meetings and conferences as requested, 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, as well as labor consultant services.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 210.000-LEGAL SERVICES							
101-210.000-801.001	ATTORNEY RETAINER	94,344	94,344	94,350	94,350	78,620	
101-210.000-801.002	LEGAL SERVICES	164,209	89,610	50,000	50,000	44,043	207,310
101-210.000-801.011	ATTORNEY CLERICAL	22,956	22,956	22,960	22,960	19,130	
101-210.000-802.002	LABOR CONSULTANT	12,633	630	10,000	10,000	2,770	
NET OF REVENUES/APPROPRIATIONS - 210.000-LEGAL SERVICES		(294,142)	(207,540)	(177,310)	(177,310)	(144,563)	(207,310)

101-215 - Clerk

Expenditures

Line Item	Explanation
101-215-000-703-000 – Salaries-Elected Officials	Per Resolution No. 2015-37, the Clerk's salary was set at \$78,226.79 for 2016. This draft budget is increased by 1.5% in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board.
101-215-000-704-000 – Appointed Officials	At this time, no election is planned for 2017. Therefore, this line item has been reduced to \$0.
101-215-000-705-000 – Salary-Supervision	Per Resolution No. 2015-40, the Deputy Clerk's salary was set at \$56,615 for 2016. This draft budget is increased by 1.5% in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board. Even though an increase is budgeted, this amount shown is reduced since no payroll accrual is needed in 2017.
101-215-000-706-000 – Salary-Permanent Wages	This line item is used for the wages of three Floater II/Clerk III positions. A 1.5% increase has been budgeted in 2017, per the AFSCME contract. Even though an increase is budgeted, the amount shown is reduced since no payroll accrual is needed in 2017.
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 of PTO time 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.
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 health care renewal rates and will only receive a .16% increase in 2017.
101-215-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-215-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-215-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-215-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.

Line Item	Explanation
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.
101-215-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-215-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-215-000-727-000 – Office Supplies	Includes costs to cover the daily operations of the Clerk's office.
101-215-000-740-001 – Ordinance & Zoning Code Books	Includes costs of maintaining ordinance and zoning updates through Municode and Ordinance, Resolution and Minute books.
101-215-000-740-010 – Office Supplies-Elections	At this time, no election is planned for 2017. Therefore, this line item has been reduced to \$0.
101-215-000-801-000 – Professional Services	\$9,000 is budgeted in this line item - \$8,000 for document conversion to digital images and \$1,000 for shredding costs for all departments
101-215-000-801-200 – Prof Svcs-Programming Ballots	At this time, no election is planned for 2017. Therefore, this line item has been reduced to \$0.
101-215-000-860-000 - Travel	Includes costs for mileage reimbursement for delivery of board packet, post office, and travel to various conferences, classes and meetings.

Line Item	Explanation
101-215-000-860-010 – Travel-Elections	At this time, no election is planned for 2017. Therefore, this line item has been reduced to \$0.
101-215-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-215-000-931-000 – Repairs & Maintenance	Includes any costs to cover any repairs due to the election or to the recording system used in the Board Room.
101-215-000-933-001 – Maintenance Contract	Contract with ES&S for tabulator maintenance.
101-215-000-941-000 – Equipment Rental/Leasing	At this time, no election is planned for 2017. Therefore, this line item has been reduced to \$0.
101-215-000-956-000 – Miscellaneous	No change for 2017. Miscellaneous expenses for the Clerk's office.
101-215-000-958-000 – Membership & Dues	Membership for the Clerk and Deputy Clerk in the Michigan Association of Municipal Clerks and the International Institute of Municipal Clerks.

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- We would like to also request to purchase new election equipment in 2017 (It is expected the State will match our costs at 50%). The cost will be \$65,250.

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 215.000-TOWNSHIP CLERK							
101-215.000-703.000	SALARIES - ELECTED OFFICIALS	75,932	79,991	78,227	78,227	65,189	79,400
101-215.000-704.000	APPOINTED OFFICIALS	52,783	25,053	93,000	119,000	79,693	
101-215.000-705.000	SALARY - SUPERVISION	54,941	56,634	57,704	57,704	44,849	57,464
101-215.000-706.000	SALARY - PERMANENT WAGES	129,753	114,216	138,222	138,222	107,984	137,653
101-215.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	2,930	2,047	2,957	2,957	871	3,002
101-215.000-708.010	HEALTH INS BUYOUT	6,000	3,000	3,000	3,000	1,500	3,000
101-215.000-709.000	REG OVERTIME	9,650	7,490	15,000	21,000	16,357	
101-215.000-715.000	F.I.C.A./MEDICARE	21,299	20,231	22,746	22,746	17,828	22,607
101-215.000-719.000	HEALTH INSURANCE	38,743	54,507	67,094	67,094	61,503	67,201
101-215.000-719.001	SICK AND ACCIDENT	1,191	1,097	1,604	1,604	1,548	1,915
101-215.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(12,480)				(7,200)
101-215.000-719.015	DENTAL BENEFITS	6,240	5,300	5,825	5,825	4,951	5,825
101-215.000-719.016	VISION BENEFITS		966	1,011	1,011	925	1,112
101-215.000-719.020	HEALTH CARE DEDUCTION	10,245	14,608	23,100	23,100	8,168	23,100
101-215.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	275	305	360	360	246	360
101-215.000-720.000	LIFE INSURANCE	720	698	990	990	908	990
101-215.000-723.000	DEFERRED COMPENSATION EMPLOYE	4				5	
101-215.000-727.000	OFFICE SUPPLIES	13,632	6,475	4,000	5,000	3,648	4,000
101-215.000-740.001	Ordinance & Zoning Code Books	2,594	3,353	4,000	4,000	1,887	4,000
101-215.000-740.010	OFFICE SUPPLIES - ELECTIONS		493	18,000	25,000	23,759	
101-215.000-801.000	PROFESSIONAL SERVICES		2,355	8,000	4,900	1,758	9,000
101-215.000-801.200	PROFNSL SRV-PROGRAMMING BALLO	3,588	1,450	7,000	8,500	2,650	
101-215.000-860.000	TRAVEL	981	1,122	2,000	2,000	1,110	2,000
101-215.000-860.010	TRAVEL - ELECTIONS				500	26	
101-215.000-876.000	RETIREMENT/MERS	40,283	34,502	34,880	34,880	30,895	46,429
101-215.000-931.000	REPAIRS AND MAINTENANCE			500	500		500
101-215.000-933.001	MAINTENANCE CONTRACTS	1,857	1,920	2,000	2,000	1,920	2,000
101-215.000-941.000	EQUIPMENT RENTAL/LEASING	3,300	1,100	3,300	4,400	3,300	
101-215.000-956.000	MISCELLANEOUS	224		500	500		500
101-215.000-958.000	MEMBERSHIP AND DUES	270	405	500	500	120	500
101-215.000-977.000	EQUIPMENT	1,057	419	2,750	4,850	2,130	
NET OF REVENUES/APPROPRIATIONS - 215.000-TOWNSHIP CLERK		(478,492)	(427,257)	(598,270)	(640,370)	(485,728)	(465,358)

101-227 – Human Resources

Expenditures

Line Item	Explanation
101-227-000-706-000 – Salary-Permanent Wages	This line item reflects the wages of the Human Resource Generalist and the Quality Assurance Specialist position. A 1.5% increase is budgeted for 2017, the same as AFSCME and Teamsters. This will be determined by the Board. Even though the increase is budgeted, the amount shown is less since no payroll accrual is needed for 2017.
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.
101-227-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source. An employee within the department that was receiving this buyout has elected to receive health care benefits. Therefore, this line has been reduced to \$0.
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 health care renewal rates and will only receive a .16% increase in 2017. A larger increase is budgeted as an employee within the department that was receiving the health insurance buyout has elected to receive health care.

Line Item	Explanation
101-227-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-227-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-227-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-227-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
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. An employee within the department that was receiving the health insurance buyout has elected to receive health care benefits. Therefore, this line has been increased.
101-227-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. An employee within the department that was receiving the health insurance buyout has elected to receive health care benefits. Therefore, this line has been increased.
101-227-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.

Line Item	Explanation
101-227-000-727-000 – Office Supplies	It is recommended that this line item be budgeted at \$500.00 for 2017. With the addition of the Quality Assurance Specialist additional office supplies are needed to maintain and build files.
101-227-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-227-000-958-000 – Membership & Dues	It is recommended that this line item remain at \$400.00 for 2017. This will allow for both HR staff members to maintain their membership with SHRM (Society of Human Resource Management). SHRM provides updates and relative information for both staff members.
101-227-000-960-000 – Education & Training	It is recommended that this line item be budgeted at \$25,000 for 2017. During 2016 focus has been on providing Professional Development and identifying training needed for employees. The funds of 2017 would allow for continued development for employees. This line item also covers attendance to the annual MERS Meeting.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 227.000-HUMAN RESOURCES							
101-227.000-706.000	SALARY - PERMANENT WAGES	54,014	76,646	108,444	108,444	84,296	108,008
101-227.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	2,000	2,109	1,626	3,232	2,462	1,662
101-227.000-708.010	HEALTH INS BUYOUT		497	3,000	3,000	1,500	
101-227.000-715.000	F.I.C.A./MEDICARE	4,189	6,084	8,515	8,638	6,637	8,390
101-227.000-719.000	HEALTH INSURANCE	14,901	17,839	18,638	18,638	17,084	37,334
101-227.000-719.001	SICK AND ACCIDENT	298	399	802	802	774	958
101-227.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(3,960)				(3,600)
101-227.000-719.015	DENTAL BENEFITS	1,651	1,417	2,835	2,835	2,835	2,835
101-227.000-719.016	VISION BENEFITS		272	467	467	397	513
101-227.000-719.020	HEALTH CARE DEDUCTION	2,022	2,534	5,775	5,775	8,375	11,550
101-227.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	92	92	90	90	62	180
101-227.000-720.000	LIFE INSURANCE	144	195	396	396	363	396
101-227.000-727.000	OFFICE SUPPLIES	125	146	300	300	203	500
101-227.000-876.000	RETIREMENT/MERS	8,104	9,029	10,272	10,272	8,668	13,722
101-227.000-958.000	MEMBERSHIP AND DUES	185	190	400	400	380	400
101-227.000-960.000	EDUCATION AND TRAINING	6,448	14,409	25,000	25,000	20,153	25,000
NET OF REVENUES/APPROPRIATIONS - 227.000-HUMAN RESOURCES		(94,173)	(127,898)	(186,560)	(188,289)	(154,189)	(207,848)

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. Reducing this account from \$2500.00 to \$2000.00 for 2017.
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.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 247.000-BOARD OF REVIEW							
101-247.000-704.000	APPOINTED OFFICIALS	2,070	1,890	2,500	2,500	1,530	2,000
101-247.000-715.000	F.I.C.A./MEDICARE	30	27	36	36	22	29
101-247.000-723.000	DEFERRED COMPENSATION EMPLOYE	27	25	33	33	20	26
NET OF REVENUES/APPROPRIATIONS - 247.000-BOARD OF REVIEW		(2,127)	(1,942)	(2,569)	(2,569)	(1,572)	(2,055)

101-253 - Treasurer

Expenditures

Line Item	Explanation
101-253-000-703-000 – Salaries-Elected Officials	Per Resolution No. 2015-38, the Treasurer's salary was set at \$78,226.79 for 2016. This draft budget is increased by 1.5% in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board.
101-253-000-705-000 – Salary-Supervision	Per Resolution No. 2015-40, the Deputy Treasurer's salary was set at \$56,615 for 2016. This draft budget is increased by 1.5% in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board. Even though an increase is budgeted, the amount shown is less since no payroll accrual is needed for 2017.
101-253-000-706-000 – Salary-Permanent Wages	The Treasurer's Office currently has 2 Floater II/Clerk III positions, 1 is full time in this office and the other is split 50/50 with the Ordinance Department (Fund 266). Due to the Deputy Treasurer now assisting with the Compost Site and the Golf Course, we are requesting that the split position be 90% in the Treasurer's Office and 10% in Ordinance in 2017. A contractual 1.5% increase has been budgeted.
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.

Line Item	Explanation
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.
101-253-000-709-000 – Regular Overtime	This line item reflects overtime costs for dog clinics and the last week of tax collection in September, December and February.
101-253-000-715-000 – FICA/Medicare	Figures provided by Accounting Director.
101-253-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.
101-253-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources. A larger increase is shown in this line item due to increasing the split clerical position to 90%.
101-253-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-253-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though there is no increase in rates, this line item has been increased due to increasing the split clerical position to 90%.
101-253-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. A larger increase is shown due to increasing the split clerical position to 90%.

Line Item	Explanation
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.
101-253-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-253-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Even though there is no increase in rates, this line item has been increased due to increasing the split clerical position to full-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, banks, post office, County Treasurer and court cases.
101-253-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.

Line Item	Explanation
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.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 253.000-TREASURER							
101-253.000-703.000	SALARIES - ELECTED OFFICIALS	75,932	79,991	78,227	78,227	65,189	79,400
101-253.000-705.000	SALARY - SUPERVISION	54,941	56,634	57,704	57,704	44,849	57,464
101-253.000-706.000	SALARY - PERMANENT WAGES	68,358	70,612	72,072	72,072	55,827	90,988
101-253.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	4,131	4,193	1,945	4,967	4,255	2,216
101-253.000-708.010	HEALTH INS BUYOUT	1,500	1,500	1,500	1,500	750	2,700
101-253.000-709.000	REG OVERTIME	743	977	1,300	1,300	930	1,300
101-253.000-715.000	F.I.C.A./MEDICARE	15,446	16,257	16,289	16,521	12,661	17,907
101-253.000-719.000	HEALTH INSURANCE	41,723	49,948	52,184	52,184	47,835	52,268
101-253.000-719.001	SICK AND ACCIDENT	745	831	1,003	1,003	968	1,436
101-253.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(11,400)				(5,400)
101-253.000-719.015	DENTAL BENEFITS	5,068	4,330	4,330	4,330	3,969	4,897
101-253.000-719.016	VISION BENEFITS		739	739	739	628	916
101-253.000-719.020	HEALTH CARE DEDUCTION	15,705	14,990	17,325	17,325	15,078	17,325
101-253.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	275	275	270	270	215	270
101-253.000-720.000	LIFE INSURANCE	456	514	693	693	575	773
101-253.000-727.000	OFFICE SUPPLIES	912	915	1,300	1,300	834	1,300
101-253.000-753.000	DOG LICENSES	1,050		1,050	1,050	1,050	1,050
101-253.000-830.000	TAX PREPARATION	2,339	3,200	3,500	3,500	1,275	3,500
101-253.000-860.000	TRAVEL	224	246	250	250	212	250
101-253.000-876.000	RETIREMENT/MERS	28,965	29,337	29,124	29,124	24,542	43,217
101-253.000-931.000	REPAIRS AND MAINTENANCE	183	193	500	500	193	500
101-253.000-956.000	MISCELLANEOUS	31	75	100	100	20	100
NET OF REVENUES/APPROPRIATIONS - 253.000-TREASURER		(318,727)	(324,357)	(341,405)	(344,659)	(281,855)	(374,377)

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, 1.5 f/t custodians (other .5 is budgeted in Fund 236) and 3 p/t custodians at the Community Center. A 1.5% Increase is budgeted per the AFSCME contract. Although the increase is budgeted, a decrease is shown due to one less f/t custodian position being budgeted (changed to p/t position) and no payroll accrual being needed for 2017.
101-265-000-707-775 – Salary-Temporary Ford Lake Park	This line item reflects wages for seasonal employees who work in building maintenance. It is recommended that it remain at \$5,000 for 2017.
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.
101-265-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
101-265-000-709-000 – Regular Overtime	This line item is used for overtime costs. It is recommended that it remain at \$1,500 for 2017.
101-265-000-715-000 – FICA/Medicare	Figures provided by Accounting Director.

Line Item	Explanation
101-265-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. Although we are budgeting for the increase, this line item has been reduced due to having one less full-time employee in the department.
101-265-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources. Although we are budgeting for the increase, this line item has been reduced due to one less employee receiving coverage.
101-265-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-265-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Although rates will be the same, this line item has been reduced due to one less employee receiving coverage.
101-265-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Although we will be receiving an increase, this line item has been reduced due to one less employee receiving coverage.

Line Item	Explanation
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 has been reduced due to one less employee receiving coverage.
101-265-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. This line item has been reduced due to one less employee receiving coverage.
101-265-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Although rates will be the same, this line item has been reduced due to one less employee receiving coverage.
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 to purchase office supplies. It is recommended that it remain at \$300 for 2017.
101-265-000-740-000 – Operating Supplies	This line item is used for tools and equipment for the Building Maintenance employees. It is recommended that it remain at \$2,500 for 2017.
101-265-000-741-000 – Boot Reimb & Uniform Purchase	This line item is used for floor mats and towels. It is also used to reimburse employees for purchasing boots, per the AFSCME contract. We are recommending that it be reduced to \$8,000 in 2017.

Line Item	Explanation
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. In reviewing what has been spent to date, it is recommended that it be reduced to \$800 for 2017.
101-265-000-776-001 – Maint Supplies-Civic Center	This line item is used to purchase supplies for the Civic Center, such as vacuum bags, floor finish, etc. In reviewing what has been spent to date in 2016, it is recommended that it be increased from the 2016 original budget to \$6,500 in 2017.
101-265-000-776-002 – Maint Supplies-Graffiti Control	This line item is used for cleaners and paints for removal of graffiti. Based on what has been spent to date, it is recommended that it be increased to \$1,500 for 2017.
101-265-000-776-775 – Maint Supplies-Ford Lake Park	This line item reflects costs for supplies within the Ford Lake Park system. Soap dispensers and hand dryers are needed in the restrooms at these parks. Therefore, we are recommending that it be increased to \$1,000 for 2017.
101-265-000-777-000 – Bldg Oper Equipment Tools	Tools, lift gates, electrical and regulatory posters are charged to this line item. It is recommended that it remain at \$3,000 for 2017.
101-265-000-818-001 – Contractual Services-Civic Center	This line item is used for the alarm systems, elevator inspections, fire extinguishers, boiler inspections, building services, window washers, etc. In reviewing what has been spent to date in 2016, it is recommended that it be slightly increased to \$50,000 in 2017. We are seeking a maintenance contract for the mechanical system and would like to add the Civic Center.

Line Item	Explanation
101-265-000-818-775 – Maint-Contr Svcs-Ford Lake Park	This line item is used for contracting work in the Ford Lake Park system (alarm system, hot water heater, etc.). It is recommended that it remain at \$700 in 2017.
101-265-000-867-000 – Gas & Oil	This line item is used for fuel & oil for vehicles. In reviewing what was spent in past years, we are recommending that \$4,000 be budgeted for 2017.
101-265-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-265-000-920-001 – Utilities-Civic Center	Utilities for the Civic Center are charged to this line item. It is recommended that it remain at \$70,000 in 2017.
101-265-000-931-001 – Repairs-Civic Center	This line item is used for batteries, door repairs, closers, etc. in the Civic Center. It is recommended that it remain at \$2,000 in 2017.
101-265-000-931-020 – Non-Reoccurring R&M-Civic Ctr	Unexpected large item replacements such as electric ceiling sensors are charged to this line item. It is recommended that it remain at \$3,000 for 2017.
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 it remain at \$1,000 in 2017.
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 2017.

Line Item	Explanation
101-265-000-943-000 – Motorpool Lease/Maintenance	This line item is for the combined cost of the monthly vehicle lease/ maintenance & is at \$7,000.
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 for 2017.
101-265-000-974-025 – Capital Outlay/Security	See deferred maintenance list.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 265.000-RESIDENT SVCS: BLDG OPERATIONS							
101-265.000-706.000	SALARY - PERMANENT WAGES	247,132	240,911	235,422	235,422	173,938	212,095
101-265.000-707.775	SALARY - TEMP. FORD LAKE PARK	4,919	3,164	5,000	5,000		5,000
101-265.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	6,068	407	2,481	2,481	788	2,447
101-265.000-708.010	HEALTH INS BUYOUT	652	1,691	3,000	3,000	1,500	3,000
101-265.000-709.000	REG OVERTIME	1,317	3,494	1,500	1,500	1,678	1,500
101-265.000-715.000	F.I.C.A./MEDICARE	19,078	18,577	17,521	17,521	13,374	13,545
101-265.000-719.000	HEALTH INSURANCE	52,485	44,042	51,563	51,563	28,636	36,855
101-265.000-719.001	SICK AND ACCIDENT	1,042	1,297	1,805	1,805	1,288	1,676
101-265.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(15,280)				(4,500)
101-265.000-719.015	DENTAL BENEFITS	5,144	2,961	3,985	3,985	2,354	3,199
101-265.000-719.016	VISION BENEFITS		577	739	739	430	642
101-265.000-719.020	HEALTH CARE DEDUCTION	21,016	11,994	18,778	18,778	8,830	13,003
101-265.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	390	312	315	315	163	225
101-265.000-720.000	LIFE INSURANCE	504	633	891	891	618	693
101-265.000-723.000	DEFERRED COMPENSATION EMPLOYE	146	157	293	293		754
101-265.000-727.000	OFFICE SUPPLIES	60	309	300	300	71	300
101-265.000-740.000	OPERATING SUPPLIES	2,222	2,479	2,500	2,500	818	2,500
101-265.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	8,329	7,935	10,500	10,500	6,593	8,000
101-265.000-757.775	OPERATING SUPP: FORD LAKE PAR	665	844	900	900	16	800
101-265.000-776.001	MAINT SUPPLIES - CIVIC CENTER	3,514	4,003	5,000	6,650	6,651	6,500
101-265.000-776.002	MAINT SUPPLIES - GRAFFITI CON	771	1,031	1,000	1,000	461	1,500
101-265.000-776.775	MAINT SUPPLIES: FORD LAKE PAR		122	200	200	33	1,000
101-265.000-777.000	BLDG OPER EQUIP TOOLS	2,878	161	3,000	3,000	1,336	3,000
101-265.000-818.001	CONTRACTUAL SERVICES CIVIC CT	26,752	25,789	32,000	48,524	37,030	50,000
101-265.000-818.775	MAINT-CONTR SVCS - FORD LK PR	959	700	700	700	195	700
101-265.000-867.000	GAS & OIL	3,348	2,361	5,000	3,350	1,833	4,000
101-265.000-876.000	RETIREMENT/MERS	26,207	22,389	24,100	24,100	13,164	21,165
101-265.000-920.001	UTILITIES - CIVIC CENTER	67,778	66,605	70,000	70,000	52,117	70,000
101-265.000-931.001	REPAIRS CIVIC CENTER	756	1,145	2,000	2,000	494	2,000
101-265.000-931.020	NON REOCCURRING R & M - CIVIC		1,449	3,000	3,000	1,401	3,000
101-265.000-931.775	REPAIRS - FORD LAKE PARKS	225	877	1,000	1,000		1,000
101-265.000-938.000	EQUIPMENT CONTRACTUAL EQUIP	830	755	1,000	1,000		1,000
101-265.000-943.000	MOTORPOOL LEASE/MAINTENANCE	4,800	4,818	7,000	7,000	5,906	7,000
101-265.000-956.000	MISCELLANEOUS	158	484	500	500	40	500
101-265.000-974.025	CAPITAL OUTLAY/SECURITY	133,539					
101-265.000-977.000	EQUIPMENT			37,000	37,000		
NET OF REVENUES/APPROPRIATIONS - 265.000-RESIDENT SVCS: BLDG O		(643,684)	(459,193)	(549,993)	(566,517)	(361,756)	(474,099)

101-266 - Computer Support
Expenditures

Line Item	Explanation
101-266-000-706-000 – Salary-Permanent Wages	This line item reflects the salaries of the IT Manager, the Help Desk Specialist and the Web Content & Design Manager. A contractual 1.5% increase is budgeted for 2017. Although an increase is budgeted, the amount shown is reduced since no payroll accrual is needed for 2017.
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 health care renewal rates and will only receive a .16% increase in 2017.
101-266-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-266-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.

Line Item	Explanation
101-266-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-266-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
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.
101-266-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-266-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-266-000-727-000 – Office Supplies	It is recommended that this line item remain at \$500 for 2017.
101-266-000-857-100 – Communications-Internet Access	Internet access connection and cloud based services. 6.5% Increase <ul style="list-style-type: none"> • Comcast • Cloud VPS hosting • Cloud storage solutions • Cloud Systems Management Solutions
101-266-000-867-000 – Gas & Oil	Fuel costs for the IT Department.

Line Item	Explanation
101-266-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-266-000-933-000 – Equipment Maintenance	Unexpected repair of hardware equipment.
101-266-000-933-001 – Maintenance Contracts	Hardware service and support maintenance agreements. No Change <ul style="list-style-type: none"> • Uninterruptable Power Systems • Network Firewalls
101-266-000-934-000 – Software Support & Maint	Software support and maintenance agreements. This includes all technical support, patches, updates and upgrades for various software applications. 10% Increase <ul style="list-style-type: none"> • Apex Sketch Software • Barracuda • BS&A Software • Email System • ESRI GIS • Microsoft Windows and Office • Network Management Tools • RecTrac • Server Backup Software • System Anti-Virus • VMWare <p>Although the amount spent to date in 2016 seems low, approximately half of these agreements are renewed in November.</p>

Line Item	Explanation
101-266-000-941-000 – Equipment Rental/Leasing	Time and attendance software. No Change.
101-266-000-943-000 – Motorpool Lease/Maintenance	Shared vehicle for Computer Support, this was a new line item in 2016. The costs will be shared between Computer Support and the Township Building Director.
101-266-000-971-008 – Capital Outlay/Prop. Improvement	Network infrastructure expansion Significant Increase As needed network data runs The amount spent to date in 2016 is low because the fiber between Fire Station 1 and the Community Center is not complete.
101-266-000-977-000 - Equipment	New hardware purchases. 20% Decrease <ul style="list-style-type: none"> • Firewall Upgrades • Workstation Replacements/Upgrades (done in August through October) • Server Replacements/Upgrades • Spoke Site MFD Replacements/Upgrades
101-266-000-977-001 – Computer Software	New software purchases. <ul style="list-style-type: none"> • RecTrac upgrade • Windows Server Upgrades (anticipated release in September 2016) • Change Management and Helpdesk • Storage Replication Software

Capital Outlay/Prop. Improvement – The following is also requested:

Fiber Connectivity from Civic Center to Fire Station 1

- \$450,000 is a generous estimate for an 8.5-mile underground installation. Aerial would cost significantly less. This fiber run would include the following buildings:
 - Civic Center
 - Textile Fire Station
 - Ford Lake Park
 - Hydro Station
 - Fire Station 1

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10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 266.000-COMPUTER SUPPORT							
101-266.000-706.000	SALARY - PERMANENT WAGES	103,542	127,450	148,759	148,759	115,852	148,152
101-266.000-707.000	SALARY - TEMPORARY/SEASONAL	11,045	14,983				
101-266.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	5,467	6,639	5,712	5,712		5,798
101-266.000-715.000	F.I.C.A./MEDICARE	8,528	10,646	11,946	11,946	8,472	11,777
101-266.000-719.000	HEALTH INSURANCE	19,868	28,988	43,478	43,478	39,863	43,842
101-266.000-719.001	SICK AND ACCIDENT	596	765	1,203	1,203	1,161	1,436
101-266.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(5,174)				(6,392)
101-266.000-719.015	DENTAL BENEFITS	2,146	2,189	3,252	3,252	2,981	3,252
101-266.000-719.016	VISION BENEFITS		389	544	544	463	599
101-266.000-719.020	HEALTH CARE DEDUCTION	468	4,775	14,455	14,455	3,716	14,438
101-266.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	183	213	270	270	185	270
101-266.000-720.000	LIFE INSURANCE	288	374	594	594	545	594
101-266.000-723.000	DEFERRED COMPENSATION EMPLOYE	12	203				
101-266.000-727.000	OFFICE SUPPLIES	1,330	954	500	500	359	500
101-266.000-801.000	PROFESSIONAL SERVICES	4,376	4,458				
101-266.000-857.100	COMMUNICATIONS-INTERNET ACCES	29,743	25,336	38,555	38,555	22,792	41,040
101-266.000-867.000	GAS & OIL			1,500	1,500	43	1,500
101-266.000-876.000	RETIREMENT/MERS	12,064	10,431	11,241	11,241	9,358	15,042
101-266.000-933.000	EQUIPMENT MAINTENANCE	3,641	3,913	5,000	5,000	4,094	5,000
101-266.000-933.001	MAINTENANCE CONTRACTS	73,786	462	4,680	5,016	5,015	4,680
101-266.000-934.000	SOFTWARE SUPPORT & MAINT		72,651	85,544	85,544	45,325	94,109
101-266.000-941.000	EQUIPMENT RENTAL/LEASING	8,841	9,126	8,700	8,700	6,623	8,700
101-266.000-943.000	MOTORPOOL LEASE/MAINTENANCE			3,750	3,750	3,125	2,200
101-266.000-971.008	CAPTL OUTLAY -IMPROVEMENT	4,963	3,474	43,900	43,900	12,384	15,000
101-266.000-977.000	EQUIPMENT	106,193	91,206	87,800	87,800	81,232	70,200
101-266.000-977.001	COMPUTER SOFTWARE	51,793	26,785	53,800	53,464	4,136	53,800
NET OF REVENUES/APPROPRIATIONS - 266.000-COMPUTER SUPPORT		(448,873)	(441,236)	(575,183)	(575,183)	(367,724)	(535,537)

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. Based on what has been spent in previous years and to date in 2016, it is recommended that this line item be reduced to \$7,000 in 2017.
101-267-000-727-200 – Office Meeting/Welcome Supplies	This line item is used to purchase coffee, filters, cups, creamer, sugar and water at the Civic Center. Coffee and water are offered to residents that come in to the building. Profits from the vending machines (101-000-000-694-200) are used for this line item. It is recommended that it remain at \$500 for 2017.
101-267-000-730-000 - Postage	This line item is used for postage costs. It is recommended that it remain at \$60,000 in 2017.
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 2016, it is recommended that it be increased to \$44,000 in 2017.

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 previous years and to date in 2015, it is recommended that it be decreased to \$15,000 in 2017.
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 \$600 for 2017.
101-267-000-941-000 – Equipment Rental/Leasing	This line item is used for our copiers and postage machine. It is recommended that it remain at \$17,000 in 2017.
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 reviewing what has been spent to date in 2016, it is recommended that it be reduced to \$1,000 for 2017.

8/18/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 267.000-GENERAL SERVICES							
101-267.000-727.000	OFFICE SUPPLIES	7,382	7,108	8,000	8,000	5,171	7,000
101-267.000-727.200	OFFICE MEETING/WELC SUPPLIES	247	375	500	500	248	500
101-267.000-730.000	POSTAGE	64,280	49,770	60,000	59,140	67,078	60,000
101-267.000-801.000	PROFESSIONAL SERVICES	400					
101-267.000-850.000	TELEPHONE	40,501	41,546	41,000	41,000	33,401	44,000
101-267.000-900.000	PUBLISHING	16,028	16,163	18,000	18,000	13,080	15,000
101-267.000-933.000	EQUIPMENT MAINTENANCE	642	706	600	600		600
101-267.000-941.000	EQUIPMENT RENTAL/LEASING	19,190	23,372	17,000	17,000	10,910	17,000
101-267.000-956.000	MISCELLANEOUS	11,194	1,519	1,500	1,500	532	1,000
101-267.000-977.000	EQUIPMENT		500		860	854	
NET OF REVENUES/APPROPRIATIONS - 267.000-GENERAL SERVICES		(159,864)	(141,059)	(146,600)	(146,600)	(131,274)	(145,100)

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. A 1.5% increase is budgeted for 2017, the same as AFSCME and Teamsters employees. Even though an increase is budgeted, the amount shown is lower since no payroll accrual is needed for 2017.
101-371-000-706-013 – GIS Service	This line item reflects 25% of the cost for GIS specialist services split between OCS and Assessing.
101-371-000-707-000 – Temporary Wages/Seasonal	This line item reflects the salary of an internship position within the Planning Department.
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.
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	Figures provided by the Accounting Director.

Line Item	Explanation
101-371-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.
101-371-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-371-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-371-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-371-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
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.
101-371-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.

Line Item	Explanation
101-371-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-371-000-723-000 – Deferred Compensation Employee	Figures provided by the Accounting Director.
101-371-000-727-000 – Office Supplies	This line items reflects expenses for office supplies necessary for day to day operations within the department. No changes are proposed for 2017.
101-371-000-755-000 – Subscriptions & Publications	This line item is used to pay for subscriptions to professional publications such as Crain’s Detroit Business and Planning and Zoning News. These publications assist in keeping staff current on planning, zoning and economic development issues. No changes are proposed for 2017.
101-371-000-801-003 – Township Projects-Planner	This line item will be used for the planning services of Carlisle Wortman. Their monthly retainer of \$1,000 provides attendance at one Planning Commission meeting per month, unlimited telephone/email consultation, keeping the Township current on State changes and grant programs, and one annual workshop. Planning and special projects will be an additional charge. This agreement was approved at the June 21, 2016 Township Board meeting.
101-371-000-817-000 – Township Projects Engineer	This line item reflects the anticipated expenses of our professional engineering consultant necessary to assist the Planning Department in our day to day operations, including the attendance at weekly development team meetings when necessary.

Line Item	Explanation
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. No change requested for 2017.
101-371-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-371-000-956-000 – Miscellaneous	This line item reflects funding for minor unexpected expenses related to planning or zoning issues. No change proposed.
101-371-000-958-000 – Membership & Dues	Annual American Planning Association (APA) and Michigan Association of Planning (MAP) membership dues for staff. No change proposed.

9/9/16

Note: We would like to ask the Board to consider restoring the vacant Planning & Development Coordinator position. This position has been held open since 2011 when it was vacated by promotion and not filled. Previous to that, the planning director position was vacant since 2009. The Planning Department has been staffed by only one employee for the past 8 years. Restoration of this Teamster position is requested as new developments and general construction projects continue to increase which in turn requires additional staff in order to provide the services expected by our residents and the development community in a timely manner. This position would also assist residents with zoning requirement questions and advice on a daily basis. If approved, the Planning Department intern position would be eliminated.

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 371.000-COMMUNITY DEVELOPMENT							
101-371.000-705.000	SALARY - SUPERVISION	66,935	76,469	79,084	79,084	60,669	77,735
101-371.000-706.000	SALARY - PERMANENT WAGES	4,355					
101-371.000-706.013	GIS SERVICE		460	520	520	405	520
101-371.000-707.000	SALARY - TEMPORARY/SEASONAL		6,270	15,000	9,800	5,901	15,000
101-371.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,030	1,561	1,178	1,585	1,585	1,196
101-371.000-708.010	HEALTH INS BUYOUT		375	375	375	187	375
101-371.000-715.000	F.I.C.A./MEDICARE	5,526	6,187	6,454	6,485	4,778	8,362
101-371.000-719.000	HEALTH INSURANCE	15,398	17,839	18,637	18,637	17,084	18,667
101-371.000-719.001	SICK AND ACCIDENT	328	374	451	451	435	539
101-371.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(3,960)				(1,800)
101-371.000-719.015	DENTAL BENEFITS	1,700	1,516	1,516	1,516	1,389	1,516
101-371.000-719.016	VISION BENEFITS		246	253	253	205	278
101-371.000-719.020	HEALTH CARE DEDUCTION	6,373	1,108	5,775	5,775	2,494	5,775
101-371.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	102	99	90	90	62	90
101-371.000-720.000	LIFE INSURANCE	158	182	223	223	204	223
101-371.000-723.000	DEFERRED COMPENSATION EMPLOYE		82	195	195	77	195
101-371.000-727.000	OFFICE SUPPLIES	321	313	500	500	190	500
101-371.000-755.000	SUBSCRIPTIONS & PUBLICATIONS		181	200	200	260	200
101-371.000-801.003	TOWNSHIP PROJECTS-PLANNER	11,297	48	5,000	10,200	8,880	50,000
101-371.000-805.000	HUD PLANNING PROGRAM	2,852					
101-371.000-817.000	TOWNSHIP PROJECTS ENGINEER	6,920	17,466	7,500	7,500	5,441	7,500
101-371.000-860.000	TRAVEL	850	576	600	600	326	600
101-371.000-876.000	RETIREMENT/MERS	9,784	9,868	9,361	9,361	7,985	13,221
101-371.000-956.000	MISCELLANEOUS		80	250	250	167	250
101-371.000-958.000	MEMBERSHIP AND DUES			250	250		250
NET OF REVENUES/APPROPRIATIONS - 371.000-COMMUNITY DEVELOPM		(133,929)	(137,340)	(153,412)	(153,850)	(118,724)	(201,192)

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 2016 (12 meetings) and that the per diem be restored to \$50 per meeting.
101-400-000-715-000 – FICA/Medicare	This line item reflects employer costs for FICA/Medicare for Planning Commissioners.
101-400-000-723-000 – Deferred Compensation Employer	This line item reflects employer costs for deferred compensation for Planning Commissioners.
101-400-000-958-000 – Membership & Dues	APA, MAP membership dues for commissioners. No changes proposed from 2016.
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 items will be held and managed by the Human Resources Department as in recent years.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 400.000-PLANNING COMMISSION							
101-400.000-704.000	APPOINTED OFFICIALS	2,010	2,331	3,360	3,360	2,050	4,200
101-400.000-715.000	F.I.C.A./MEDICARE	30	34	49	49	30	61
101-400.000-723.000	DEFERRED COMPENSATION EMPLOYE	26	30	44	44	27	55
101-400.000-958.000	MEMBERSHIP AND DUES	375	400	400	400	400	400
NET OF REVENUES/APPROPRIATIONS - 400.000-PLANNING COMMISSION		(2,441)	(2,795)	(3,853)	(3,853)	(2,507)	(4,716)

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.
101-410-000-715-000 – FICA/Medicare	This line item reflects employer costs for FICA/Medicare for ZBA members.
101-410-000-723-000 – Deferred Compensation Employer	This line item reflects employer costs for deferred compensation for ZBA members.
101-410-000-958-000 – Membership & Dues	APA, MAP membership and dues for zoning board members. No change from 2016.

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10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 410.000-ZONING BOARD OF APPEALS							
101-410.000-704.000	APPOINTED OFFICIALS	920	804	1,600	1,600	806	1,600
101-410.000-715.000	F.I.C.A./MEDICARE	13	12	23	23	12	23
101-410.000-723.000	DEFERRED COMPENSATION EMPLOYE	12	10	21	21	10	21
101-410.000-958.000	MEMBERSHIP AND DUES	250	250	250	250	250	250
NET OF REVENUES/APPROPRIATIONS - 410.000-ZONING BOARD OF APPEALS		(1,195)	(1,076)	(1,894)	(1,894)	(1,078)	(1,894)

101-446 Highways and Streets

Expenditures

Line Item	Explanation
101-446-000-818-008 –Highways & Streets-Lift Stations	We contract with YCUA to maintain the lift stations the Township owns. This includes pumping out water, especially during a power outage and maintaining the operation of them. It is recommended that this line item remain at \$15,000 in 2017.
101-446-000-818-009 – Highways & Streets-Drain Costs	Per the Water Resources Commission, our estimated cost for 2017 will be \$167,613, a reduction of \$85,409.
101-446-000-818-022 – Highways & Streets-Road Construction	It is recommended that \$150,000 be budgeted in this line item for road projects and calming devices in 2017.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 446.000-HIGHWAYS AND STREETS							
101-446.000-818.008	HIGHWAYS & STREETS LIFT STATI	11,407	12,615	15,000	15,000	7,517	15,000
101-446.000-818.009	HIGHWAYS & STREETS DRAIN COST	174,797	227,931	253,022	253,022	252,870	167,613
101-446.000-818.022	HIGHWAY & ST-ROAD CONSTRUCTIO	715,634	94,306	150,000	150,000	87,938	150,000
NET OF REVENUES/APPROPRIATIONS - 446.000-HIGHWAYS AND STREET:		(901,838)	(334,852)	(418,022)	(418,022)	(348,325)	(332,613)

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, with the other half budgeted in Fund 226 – Environmental Services. A 1.5% increase is budgeted in 2017, the same as AFSCME and Teamsters employees. Even though an increase is budgeted, a reduction is shown since no payroll accrual is needed in 2017.
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	The auto allowance for the RSD Director is taken from this line item. The amount budgeted is half of the allowance, the other half is budgeted in Fund 226.
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 health care renewal rates and will only receive a .16% increase in 2017. Even though our increase was only .16%, a greater increase is shown due to an employee moving from single coverage to family coverage.

Line Item	Explanation
101-762-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-762-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-762-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though there is no increase in rates, an increase is shown in this line item due to an employee moving from single coverage to family coverage.
101-762-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. A larger increase is shown in this line item due to an employee moving from single coverage to family coverage.
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. An increase is shown due to an employee moving from single coverage to family coverage.
101-762-000-719-021 – Admin Fees-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-762-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.

Line Item	Explanation
101-762-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.

9/9/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 762.000-RESIDENT SVCS: ADMINISTRATION							
101-762.000-705.000	SALARY - SUPERVISION	41,797	43,085	44,726	44,726	34,119	43,716
101-762.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,439	653	663	663		673
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	3,411	3,640	3,740	3,740	2,677	3,625
101-762.000-719.000	HEALTH INSURANCE	2,484	2,973	3,106	3,106	4,780	9,334
101-762.000-719.001	SICK AND ACCIDENT	149	166	201	201	194	239
101-762.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(1,980)				(900)
101-762.000-719.015	DENTAL BENEFITS	248	209	209	209	358	709
101-762.000-719.016	VISION BENEFITS		39	39	39	47	128
101-762.000-719.020	HEALTH CARE DEDUCTION	1,566	681	1,453	1,453	1,455	2,888
101-762.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	46	45	45	45	31	45
101-762.000-720.000	LIFE INSURANCE	72	81	99	99	91	99
101-762.000-876.000	RETIREMENT/MERS	4,929	4,190	4,161	4,161	3,534	5,532
NET OF REVENUES/APPROPRIATIONS - 762.000-RESIDENT SVCS: ADMINI		(59,141)	(56,782)	(61,442)	(61,442)	(49,786)	(69,088)

101-774 – Parks & Grounds

Expenditures

Line Item	Explanation
101-774-000-705-000 – Salary-Supervision	This line item is used for half of the Public Services Superintendent's salary. The other half is budgeted in Fund 226 – Environmental Services. A 1.5% increase is budgeted for 2017, the same as Teamsters and AFSCME employees. Even though an increase is budgeted, a reduction is shown since no payroll accrual is needed in 2017.
101-774-000-706-000 – Permanent Wages	This line item is used for the salaries of 2 full-time group leaders (1 is currently on leave, we are using a temporary in his place) and 50% of the mechanic's wages. Per the AFSCME contract, a 1.5% increase is budgeted for 2017. Even though an increase is budgeted, a reduction is shown since no payroll accrual is needed in 2017.
101-774-000-707-000 – Salary-Temporary/Seasonal	The wages of seasonal employees are reflected in this line item. Based on what has been spent to date in 2016, it is recommended that it remain at \$60,000 for 2017.
101-774-000-707-050 – Wages – Back Fill Temp	This line item reflects the wages of the temporary employee who is filling in for the group leader (on leave). Nothing is budgeted in this line item, a line transfer will be made from 101-774-000-706-000 – Permanent Wages as needed to cover the temporary position.

Line Item	Explanation
101-774-000-707-775 – Salary-Temporary/Ford Lake Park	The wages of seasonal employees working within the Ford Lake Park system are budgeted in this line item. In 2017, we are proposing to create a new line item for gate staff (previously budgeted in this line item). Therefore, this line item has been reduced by \$24,000 to \$41,000.
101-774-000-707-776 – Salary Temp FLP Gate Staff	This is a new line item and reflects the wages of 3-4 gate staff personnel who open the gates at 5 Township parks during the summer and Ford Lake all year round. It is recommended that \$24,000 be budgeted for 2017.
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.
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.
101-774-000-709-000 – Regular Overtime	This line item reflects overtime costs. Most overtime is due to plowing snow and mowing occasionally. Based on what has been spent to date in 2016, it is recommended that it remain at \$10,000 for 2017.
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 health care renewal rates and will only receive a .16% increase in 2017.

Line Item	Explanation
101-774-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-774-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-774-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-774-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
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.
101-774-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-774-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-774-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
101-774-000-724-001 – Unemployment Expense	Figures provided by the Accounting Director.

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 \$250 for 2017.
101-774-000-741-000 – Boot Reimbursement & Uniforms Purchase	This line item is used for boot reimbursement for 1 full-time group leader and 50% of the mechanic. It also covers the cost of linen service for mats, rags and towels. It is recommended that \$1,500 be budgeted in 2017.
101-774-000-741-775 – Boot Reimbursement & Uniforms Purchase-FLP	This line item is used for boot reimbursement for 1 full-time group leader and t-shirts for seasonal employees. It also covers the cost of linen service for mats, rags and towels. It is recommended that it be reduced to \$500 in 2017.
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 2017.
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 remain at \$1,000 for 2017.
101-774-000-776-000 – Maintenance Supplies	This line item it used for athletic field paint, rock salt, signs, fall zone material in the playgrounds and tires for the trailer and equipment. We have also added weeding & seeding the athletic fields here (formerly in Fund 230 – Recreation). Therefore, it is recommended that this line item be increased to \$24,000 in 2017.
101-774-000-776-010 – Civic Center Landscaping	This was a new line item in 2016. We are recommending that \$3,000 be budgeted for 2017.

Line Item	Explanation
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. Based on what has been spent in 2016, it is recommended that it be reduced to \$5,000 for 2017.
101-774-000-783-004 – Tree Maintenance	The costs for new trees, as well as pruning existing trees is reflected in this line item. It is recommended that it remain at \$1,500 in 2017.
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 2016, it is recommended that it be reduced to \$20,000 in 2017.
101-774-000-818-775 – Maint-Contr Svcs-Ford Lake Park	This line item is used for electrical contractors, tree contractors and the alarm system. Based on what has been spent to date in 2016, it is recommended that it remain at \$5,000 in 2017.
101-774-000-850-775 – Telephone-Ford Lake Park	Telephone service at Ford Lake Park is budgeted in this line item. Based on what has been spent in 2016, it is recommended that it be increased to \$800 in 2017.
101-774-000-867-000 – Gas & Oil	The cost of fuel for work done in the parks is budgeted in this line item. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$15,000 in 2017, a reduction of approximately 29% from the 2016 original budget.
101-774-000-867-775 – Gas & Oil-Ford Lake Park	This line item reflects the cost of fuel for work done in the Ford Lake Park system. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$6,000 in 2017, a reduction of 25%.

Line Item	Explanation
101-774-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-774-000-920-000 – Utilities-Parks	Electrical and water costs for the parks are shown in this line item. It is recommended that it remain at \$8,000 for 2017.
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. It is recommended that it remain at \$10,000 in 2017.
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 2017.
101-774-000-939-010 – Small Equipment & Parts	Parts for mowers, weed whips, etc. are budgeted in this line item. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$12,000 in 2017.
101-774-000-939-011 – Parks Equipment Labor	Labor costs for repairing tractors for field maintenance are reflected in this line item. It is recommended that it remain the same in 2017.
101-774-000-939-030 – Labor/Fluid Chrgs-Motorpool	This line item is used for antifreeze and other fuel charges from the Motorpool. There is no change from the original 2016 budget.

Line Item	Explanation
101-774-000-941-000 – Equipment Rental/Leasing	This line item is used for renting equipment (rototillers and to saw cut areas). There is no change from the 2016 budget.
101-774-000-942-775 – Vehicle Charge-Ford Lake Park	It is recommended that this line item remain at \$2,800 for the 2017 budget.
101-774-000-943-000 – Motorpool Lease/Maintenance	This line item is used for motorpool leases for all non-FLP vehicles. It is recommended that this be set at \$27,425 for 2017.
101-774-000-943-775 – Motorpool Lease/Maintenance-FLP	This line item is used for motorpool leases for the Ford Lake Park system. It is recommended that it also be set at \$27,425 for 2017.
101-774-000-956-000 – Miscellaneous	Drug screenings and driving records are charged to this line item. It is recommended that it remain the same in 2017.
101-774-000-958-000 – Membership & Dues	This line item is used for our pesticide licensing. There is no change for 2017.

9/9/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 774.000-RESIDENT SVCS: PARKS & GROUNDS							
101-774.000-705.000	SALARY - SUPERVISION	26,024	29,685	28,558	28,558	21,365	27,913
101-774.000-706.000	SALARY - PERMANENT WAGES	116,682	122,157	124,571	124,571	82,480	124,062
101-774.000-707.000	SALARY - TEMPORARY/SEASONAL	49,957	80,541	60,000	50,000	40,641	60,000
101-774.000-707.050	WAGES - BACK FILL TEMP				50,000	29,822	
101-774.000-707.775	SALARY - TEMP. FORD LAKE PARK	92,208	83,947	65,000	75,000	78,797	41,000
101-774.000-707.776	SALARY TEMP FLP GATE STAFF						24,000
101-774.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	4,013	3,746	4,951	4,951	765	5,014
101-774.000-708.010	HEALTH INS BUYOUT	1,500	1,255	1,500	1,500	750	1,500
101-774.000-709.000	REG OVERTIME	9,225	10,568	10,000	10,000	6,758	10,000
101-774.000-715.000	F.I.C.A./MEDICARE	13,656	15,349	14,917	14,917	10,378	14,702
101-774.000-719.000	HEALTH INSURANCE	34,273	44,597	46,593	46,593	42,710	46,668
101-774.000-719.001	SICK AND ACCIDENT	757	984	1,203	1,203	1,161	1,436
101-774.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(10,900)				(4,500)
101-774.000-719.015	DENTAL BENEFITS	4,322	3,871	3,936	3,936	3,609	3,936
101-774.000-719.016	VISION BENEFITS		648	661	661	562	727
101-774.000-719.020	HEALTH CARE DEDUCTION	16,810	8,996	14,438	14,438	8,280	14,438
101-774.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	210	229	225	225	154	225
101-774.000-720.000	LIFE INSURANCE	366	480	594	594	545	594
101-774.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,900	2,165	1,625	1,625	1,968	1,625
101-774.000-724.001	UNEMPLOYMENT EXPENSE	8,141	366	10,000	10,000	364	5,000
101-774.000-727.000	OFFICE SUPPLIES	76	185	250	250	44	250
101-774.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	1,792	1,265	1,000	1,310	1,312	1,500
101-774.000-741.775	BOOT REIMB & UNIFORMS PURCHASE - FLP	476	374	750	440	279	500
101-774.000-757.000	OPERATING SUPPLIES	1,209	1,438	1,500	1,500	1,321	1,500
101-774.000-757.775	OPERATING SUPP: FORD LAKE PAR	1,375	1,656	1,000	1,000	851	1,000
101-774.000-776.000	MAINTENANCE SUPPLIES	21,083	20,637	20,000	19,750	9,973	24,000
101-774.000-776.010	CIVIC CENTER LANDSCAPING				250	180	3,000
101-774.000-776.775	MAINT SUPPLIES: FORD LAKE PAR	6,292	7,176	7,500	7,500	4,692	5,000
101-774.000-783.004	TREE MAINTENANCE	3,000	1,500	1,500	1,500		1,500
101-774.000-818.011	MAINTENANCE CONTRACTUAL SRVC	23,571	23,056	25,000	25,000	4,039	20,000
101-774.000-818.775	MAINT-CONTR SVCS - FORD LK PR	3,336	7,347	5,000	5,000	3,992	5,000
101-774.000-850.000	TELEPHONE	66					
101-774.000-850.775	TELEPHONE - FORD LAKE PARK	776	729	600	600	596	800
101-774.000-867.000	GAS & OIL	28,272	21,667	21,000	15,280	11,717	15,000
101-774.000-867.775	GAS & OIL - FORD LAKE PARK	9,396	7,034	8,000	8,000	3,890	6,000
101-774.000-876.000	RETIREMENT/MERS	21,101	20,760	18,608	18,608	15,713	24,779
101-774.000-920.000	UTILITIES - PARKS	5,467	8,398	8,000	13,500	15,868	8,000

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
101-774.000-920.775	UTILITIES - FORD LAKE PARKS	8,839	14,336	10,000	10,000	8,920	10,000
101-774.000-939.000	AUTO MAINTENANCE	529	723	2,000	2,000	118	2,000
101-774.000-939.010	SMALL EQUIPMENT & PARTS	14,695	8,330	15,000	15,000	13,051	12,000
101-774.000-939.011	Parks Equipment Labor		466	1,000	1,000		1,000
101-774.000-939.030	LABOR/FLUID CHRGS - MOTORPOOL	1,200	1,200	1,200	1,420	1,000	1,200
101-774.000-941.000	EQUIPMENT RENTAL/LEASING	127	907	500	500	75	500
101-774.000-942.775	VEHICLE CHARGE - FLP		2,800	2,800	2,800	2,333	2,800
101-774.000-943.000	MOTORPOOL LEASE/MAINTENANCE	17,300	17,300	27,425	27,425	22,914	27,425
101-774.000-943.775	MOTORPOOL LEASE MAINT-FORD L	17,300	17,300	27,425	27,425	22,914	27,425
101-774.000-956.000	MISCELLANEOUS	344	340	500	500	90	500
101-774.000-958.000	MEMBERSHIP AND DUES			300	300		300
NET OF REVENUES/APPROPRIATIONS - 774.000-RESIDENT SVCS: PARKS &		(567,666)	(585,608)	(596,630)	(646,630)	(476,991)	(581,319)

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. In addition, this line is used to cover this cost of the permit fee to the State of Michigan and fees charged by OHM for water permit assistance. We are requesting that this line item be increased to \$25,000 in 2017 and include a study and action plan for algae blooms in Ford Lake.

8/19/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 780.000-RSD-STORMWATER MGMT DEPT							
101-780.000-801.000	PROFESSIONAL SERVICES	8,129	11,740	8,057	11,057	8,304	25,000
NET OF REVENUES/APPROPRIATIONS - 780.000-RSD-STORMWATER MGI		(8,129)	(11,740)	(8,057)	(11,057)	(8,304)	(25,000)

101-851 - Fringes

Expenditures

Line Item	Explanation
101-851-000-719-005 – Hospital Physicals	This line item is used for physicals for seasonal employees. Based on what has been spent to date in 2016, it is recommended that it be increased to \$3,000 for 2017.
101-851-000-724-000 – Employee Assistance Program	As of this date, we have not been notified of any increase for our Employee Assistance Program.
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 \$250 for 2017.

8/5/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 851.000-FRINGES AND INSURANCE							
101-851.000-719.005	HOSPITAL PHYSICALS	2,150	2,300	2,500	2,500	2,293	3,000
101-851.000-724.000	EMPLOYEE ASSISTANCE PROGRAM	3,593	3,717	4,500	4,500	3,726	4,500
101-851.000-803.100	CONTRACT SRVS-FLEX SPENDING	807		250	250	24	250
NET OF REVENUES/APPROPRIATIONS - 851.000-FRINGES AND INSURANC		(6,550)	(6,017)	(7,250)	(7,250)	(6,043)	(7,750)

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 what has been spent to date in 2016, it is recommended that it be increased to \$600,000 for 2016.
101-950-000-801-024 – Land Use Issues	This line item reflects legal expenses for land use issues.
101-950-000-880-001 – Right Of Way Maintenance	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 recommended that \$35,000 be budgeted for 2017.
101-950-000-880-001 – Mowing Properties	This line item is used for mowing of properties that we receive from the County through tax foreclosure. These costs were previously included in line item 101-950-000-880-001 but we have separated them for 2017 to assist in tracking expenses. Based on what has been spent to date in 2016, it is recommended that \$40,000 be budgeted in 2017.
101-950-000-880-050 – Community Organization	This line item is used for partnering with Habitat for Humanity to help enrich and organize the community. We anticipate Washtenaw County to assist in this partnership with a contribution in 2017. It is recommended that \$50,000 be budgeted.

Line Item	Explanation
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 be reduced to \$100,000 in 2017.
101-950-000-969-011 – Contribution-Land Bank	This line item is used to obtain title to certain tax foreclosed or tax reverted properties for the Township. The Township also obtains tax foreclosed properties for Habitat for Humanity under the First Right of Refusal in order to focus on neighborhood homeownership. This includes expenditures for demolitions, asbestos inspections, shut offs, winterizations and other related expenses. Habitat will reimburse the Township for any properties purchased for them through the First Right of Refusal – see line item 101-000-000-688-100. It is recommended that \$140,000 be budgeted in 2017.

9/12/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 950.000-COMMUNITY STABILIZATION							
101-950.000-801.023	PUBLIC NUISANCE - LEGAL SVCS	686,104	852,116	575,000	575,000	477,163	600,000
101-950.000-801.024	LAND USE ISSUES				265,000	136,127	200,000
101-950.000-880.001	RIGHT OF WAY MAINT	36,831	85,454	45,000	80,000	74,072	35,000
101-950.000-880.002	MOWING PROPERTIES						40,000
101-950.000-880.050	COMMUNITY ORGANIZATION						50,000
101-950.000-969.010	LAND BANK - HABITAT	120,000	90,000	120,000	120,000	96,568	100,000
101-950.000-969.011	COMMUNITY STABILIZATION - LAND BANK	127,014	119,797	106,500	106,500	93,798	140,000
NET OF REVENUES/APPROPRIATIONS - 950.000-COMMUNITY STABILIZA		(969,949)	(1,147,367)	(846,500)	(1,146,500)	(877,728)	(1,165,000)

101-956 – Other Functions

Expenditures

Line Item	Explanation
101-956-000-706-050 – Year End Odd Day Accrual	No year-end odd day accrual is needed for 2017. Therefore, this line item has been reduced to \$0.
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). Taxes increase as our premiums increase. It is the recommendation of our Accounting Director that we increase this line item to \$51,000 for 2017.
101-956-000-724-001 – Unemployment Expense	This line item is used for non-seasonal employees. It is recommended that it remain at \$1,000 for 2017.
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, bee keeping services, etc. Based on what was spent in 2015 and to date in 2016, it is recommended that it be increased from the 2016 original budget to \$20,000 for 2017.

Line Item	Explanation
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 remain at \$5,000 for 2017.
101-956-000-817-371 – Consultant-Community Development	This line item was created for economic development. It is one of our identified goals to market our community and land for sale. We are recommending that \$25,000 be budgeted for 2017.
101-956-000-844-000 – Meals on Wheels	It is recommended that this line item remain at \$10,000 for 2017.
101-956-000-944-002 – Aerotropolis	It is recommended that this line item be maintained at \$15,000 at this time. Per contract, we must notify them by June 2017 if we want to withdraw from being a member, this is a Board decision.
101-956-000-876-002 – Other Retirement Costs	This line item is used for retiree life insurance. It is recommended by our Accounting Director that it remain at \$1,320 for 2016.
101-956-000-876-003 – OPEB Funding-Retiree Health	This line item covers the liability for the Township’s Other Post Employment Benefits (OPEB) obligation. This is for all departments except 14B Court, Fire, Environmental Services, Recreation and Law Enforcement. Figures provided by the Accounting Director.
101-956-000-884-000 – Wash Dev Council-AA SPARK	It is recommended that this line item remain at \$15,000 for 2017 (\$10,000 for A2 SPARK and \$5,000 for SPARK East).

Line Item	Explanation
101-956-000-913-000 – Insurance & Bonds Fleet	Figures were provided by our Accounting Director.
101-956-000-917-000 – Workers Compensation Insurance	Figures were provided by our Accounting Director.
101-956-000-925-000 – Cameras Non Tax Assessment	This line item is used to cover the maintenance costs of cameras the Township pays for (the main server, 2 cameras at Harris Park and 1 at the Redwood overpass). No change is budgeted for 2017.
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 amended budget of \$146,659 for 2017.
101-956-000-926-050 – Street Light-Construction-Non Assessible	This line item is used for new construction of street lights or conversions to LED that are not assessed to residents. No projects are planned at this time but if any come forward, they will be brought to the Board for approval at that time.
101-956-000-926-100 – Right of Way Tree Trim-Removal	We are recommending that we once again partner with the Washtenaw County Road Commission to trim/remove trees in the road right-of-way. It is recommended that this line item remain at \$20,000 for 2017.
101-956-000-956-000 - Miscellaneous	It is recommended that this line item remain at \$500 for 2017.
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 \$3,000 for 2017.

Line Item	Explanation
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 is recommended that it remain at \$20,000 in 2017.
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 it remain at \$10,000 for 2017.
101-956-000-957-000 – Bank Charges	It is recommended by our Accounting Director that this line item remain at \$10,000 for 2017.
101-956-000-969-007 – Contribution Water Hardship	This line item is used for our Water Subsidy Program. It is recommended that it be increased to \$12,000 in 2017 to absorb the increase from YCUA.

10/27/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 956.000-OTHER FUNCTIONS							
101-956.000-706.050	YE ODD DAY ACCRUAL			18,178	18,178		
101-956.000-719.010	HEALTH CARE TAX	41,044	40,503	49,663	49,663	38,152	51,000
101-956.000-724.001	UNEMPLOYMENT EXPENSE			1,000	1,000		1,000
101-956.000-801.000	PROFESSIONAL SERVICES	8,288	19,149	15,000	35,762	33,969	20,000
101-956.000-801.110	PROFSNL SRV - ENVIRO CLEAN UP WR/GM	7,058	14,554	5,000	5,000	7,310	5,000
101-956.000-817.371	CONSULTANT - COMMUNITY DEVELOPMENT			35,000	10,248	1,125	25,000
101-956.000-818.014	A.A.T.A. CONTRACT	247,131					
101-956.000-844.000	MEALS ON WHEELS		20,000	10,000	10,000	10,000	10,000
101-956.000-844.002	AEROTROPOLIS		15,000	15,000	15,000		15,000
101-956.000-876.002	OTHER RETIREMENT COSTS	903	1,094	1,320	1,320	1,284	1,320
101-956.000-876.003	OPEB FUNDING- RETIREE HEALTH	443,891	493,291	485,193	485,193	485,193	458,560
101-956.000-884.000	WASH DEV COUNCIL-AA SPARK	15,000	15,000	15,000	15,000		15,000
101-956.000-913.000	INSURANCE & BONDS FLEET	118,015	105,762	109,245	109,245	89,141	112,656
101-956.000-917.000	WORKERS COMPENSATION INSURANC	19,798	17,029	19,258	19,258	15,236	17,837
101-956.000-925.000	CAMERAS NON TAX ASSESSMENT		9,001	10,000	12,924	7,011	10,000
101-956.000-926.000	STREET LIGHTING NON ASSESSABL	311,229	124,293	150,000	146,659	103,314	146,659
101-956.000-926.050	STREET LIGHT -CONSTRUCTION NON-A	226,759	104,551		81,640	81,638	
101-956.000-926.100	RIGHT OF WAY TREE TRIM - REMOVAL	16,875	20,655	20,000	20,990	20,990	20,000
101-956.000-956.000	MISCELLANEOUS	13	131	500	500	126	500
101-956.000-956.006	MISCELLANEOUS TAX REFUNDS	6,439	3,162	5,000	5,000	2,289	3,000
101-956.000-956.020	PROPERTY TAXES ON TWP PROPERT	22,090	14,120	20,000	20,000		20,000
101-956.000-956.022	SETTLEMENTS &/or CLAIM DEDUCTIBLES	15,000		10,000	10,000	5,000	10,000
101-956.000-957.000	BANK CHARGES	11,813	8,942	10,000	10,000	7,300	10,000
101-956.000-969.007	CONTRIBUTION WATER HARDSHIP	8,865	8,595	9,000	9,000	4,980	12,000
NET OF REVENUES/APPROPRIATIONS - 956.000-OTHER FUNCTIONS		(1,520,211)	(1,034,832)	(1,013,357)	(1,091,580)	(914,058)	(964,532)

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 970.000-CAPITAL OUTLAY							
101-970.000-971.008	CAPTL OUTLAY -IMPROVEMENT	562,763	11,692				
101-970.000-971.010	CAPITAL OUTLAY - NETWORK EXPANSION		74,095		101,214	101,214	
101-970.000-972.000	CAPO NEIGHBORHOOD CAMERA SYSTEM	94,853	19,756		60,413		
101-970.000-975.266	CAP OUTLAY - HURON POLICE STATION	909,324					
101-970.000-976.007	CAPITAL OUTLAY - VETERANS DRIVE	57,994	987,086		100,000	22,936	
NET OF REVENUES/APPROPRIATIONS - 970.000-CAPITAL OUTLAY		(1,624,934)	(1,092,629)		(261,627)	(124,150)	

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. This will be the first principal and interest payment. We hope to sell 4 acres in 2016 which will defray this cost.

8/16/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 999.000-OTHER FINANCING USES							
101-999.000-968.252	TRANSFER TO HYDRO STATION	19,111	52,889				
101-999.000-969.212	TRANSFER TO BSR II Fund 212	354,000	250,000	345,000	345,000	345,000	363,455
101-999.000-969.301	TRANSFER OUT: TO GEN OBLIGATION		135,000	481,000	481,000	481,000	480,000
101-999.000-969.584	CONTRIBUTION TO GOLF COURSE	159,081					
NET OF REVENUES/APPROPRIATIONS - 999.000-OTHER FINANCING USES		(532,192)	(437,889)	(826,000)	(826,000)	(826,000)	(843,455)
ESTIMATED REVENUES - FUND 101		7,786,996	8,207,204	7,995,640	8,756,257	5,968,593	8,288,806
APPROPRIATIONS - FUND 101		10,056,240	8,322,966	7,937,774	8,698,391	6,835,345	8,022,111
NET OF REVENUES/APPROPRIATIONS - FUND 101		(2,269,244)	(115,762)	57,866	57,866	(866,752)	266,695

Fund 206 – Fire Department

2017 Revenues

Line Item	Explanation
206-000-000-402-005 – Current Taxes Fire Retirement, Pension & OPEB	Line item reflects revenues from property taxes for the fire pension, based on value & millage rates. Based on review of OPEB & pension obligations, the millage was increased to 1.2 mills, totaling \$1,368,495. This is an increase of 21.73% from the 2016 budget.
206-000-000-402-006 – ESA Reimbursement Pension	This is a new line item for 2017 for Essential Service Assessment (ESA) reimbursement for Personal Property due to loss attributed to the small business taxpayer exemption and eligible manufacturing personal property. The reimbursement is expected to be received in February of each year from the State of Michigan. This is the first year for ESA reimbursement.
206-000-000-403-000 – Current Property Taxes	Line item reflects revenues from property taxes for the fire department, based on value & millage rates. Projections are \$3,543,149.
206-000-000-403-001 – ESA Reimbursement Operating	This is a new line item for 2017 for Essential Service Assessment (ESA) reimbursement for Personal Property due to loss attributed to the small business taxpayer exemption and eligible manufacturing personal property. The reimbursement is expected to be received in February of each year from the State of Michigan. This is the first year for ESA reimbursement.

Line Item	Explanation
206-000-000-405-000 – In Lieu of Taxes	Per the agreement with National Church Residences (for Clark East Towers), they will pay for essential services which include Fire & Police. This line item reflects the dollars received for these services.
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 residence/business. Based on what was spent in 2014, 2015 and to date in 2016, it is recommended that it be increased to \$200 for 2017.
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.
206-000-000-664-001 – Interest Earned	Line item reflects interest earned. Projections are \$200.
206-000-000-694-001 – Other Income – Miscellaneous	Line item reflects miscellaneous income. Projections are \$2000.
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 \$110,656 for the 2017 budget.

2017 Expenditures

Line Item	Explanation
206-206-000-705-000 – Salary-Supervision	Line item includes the salary of the Fire Chief. A 1.5% increase is budgeted for 2017, the same as AFSCME and Teamsters employees. Even though an increase is budgeted, a decrease is shown in this line due to the fact that no payroll accrual is needed for 2017.
206-206-000-705-002 – Salaries-Officers	This line item reflects the salaries of officers in the Fire Department. Although a 1.5% increase is budgeted for 2017, a decrease from the 2016 original budget is shown since no payroll accrual is needed.
206-206-000-706-000 – Salary-Permanent Wages	This line item is used for firefighters' salaries. A 1.5% increase is budgeted for 2017.
206-206-000-706-011 – Permanent Wages-Fire Clerical	Line item includes the salary for the AFSCME clerical staff. A contractual 1.5% increase is budgeted for 2017. Even though an increase is budgeted, a decrease is shown in this line due to the fact that no payroll accrual is needed for 2017.
206-206-000-706-050 – YE Odd Day Accrual	As no year-end odd day accrual is needed for 2017, this line item has been reduced to \$0.
206-206-000-708-004 – Salaries Pay Out-PTO & Sick Time	Line item includes the costs for paying of any PTO or sick time accrued in 2016 to firefighters. Request \$54,361.

Line Item	Explanation
206-206-000-708-005 – Salaries Pay Out of Retirees	This line item reflects payouts to employees who are eligible for the drop program. Payouts for four employees are budgeted in 2017.
206-206-000-708-007 – Fire Comp Time Payout	Line item is for the costs associated with paying (banked) comp time to the firefighters. Request \$45,000.
206-206-000-708-008 – Retiree Time Payouts	Line item is for the costs associated with payout of retiree or terminal leave time to firefighters. Anticipate retirement of one firefighter in 2017. Request \$62,417.
206-206-000-708-010 – Health Insurance Buyout	Line item is for the costs associated with the buyout of any health insurance for the firefighters. Request \$6,000.
206-206-000-708-200 – Fire Fighter Clothing Allowance	Line item is for costs associated with clothing allowance to the firefighters. Anticipate 26 FF's at \$200 and \$400 to Fire Marshal. Request \$5,600.
206-206-000-708-206 – Fire Fighter Food Allowance	Line item is for the costs associated with the purchase of firefighter meals (\$1300 x 23/650 x 5) Request \$29,250.
206-206-000-709-000 – Regular Overtime	Line item is for the costs associated with regular overtime for the firefighters. Request \$90,000.
206-206-000-709-001 – Holiday Overtime	Line item is for the costs associated with holiday overtime for the firefighters. Request \$20,000.
206-206-000-709-002 – Salary-Contractual Overtime	Line item is for the costs associated with contractual (FLSA) overtime for the firefighters. Request \$124,353.

Line Item	Explanation
206-206-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
206-206-000-717-000 – Salaries-Holiday Pay	Line item is for the costs associated with salaries holiday pay for the firefighters. Request \$74,885.
206-206-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. A larger increase is shown due to new hires.
206-206-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
206-206-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
206-206-000-719-005 – Hospital Physicals	Line item is for the costs associated with annual respiratory testing & physicals for firefighters. Request \$13,000.
206-206-000-719-010 – 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). Taxes increase as our premiums increase. It is the recommendation of our Accounting Director that \$22,440 be budgeted for 2017.

Line Item	Explanation
206-206-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though no increase is budgeted, this line item has decreased due to employee changes in the department.
206-206-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Even though a 10% increase is budgeted, a smaller increase is shown due to employee changes in the department.
206-206-000-719-020 – 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 due to new hires within the department.
206-206-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
206-206-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Even though no change in rates is budgeted, a decrease is shown due to employee changes in the department.
206-206-000-727-000 – Office Supplies	This line item reflects the cost for office supplies for the department. It is recommended that \$1,000 be budgeted. This is a new line item in 2017.
206-206-000-730-000 - Postage	Line item is for postage of department mail. Request \$500.

Line Item	Explanation
206-206-000-741-000 – Uniforms-Laundry & Cleaning	Line item is for costs associated with cleaning firefighter uniforms, sheets, towels and bedding. Request \$15,000.
206-206-000-741-001 – Uniforms-New and Badges	Line item is for the costs associated with the purchase of new dress uniforms, accessories, dress hats, and badges for firefighters including new hires. Request \$5,000.
206-206-000-742-000 – Fire Prevention Materials	Line item is for the costs associated with the purchase of fire prevention demonstration materials. Request \$3,500.
206-206-000-757-000 – Operating Supplies	Line item is for costs associated with the purchase of departmental supplies. Request \$14,000.
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, equipment, supplies and smoke alarms. Request \$1,000.
206-206-000-757-006 – Operating Supplies/Tools	Line item is for costs associated with supplies and batteries necessary for firefighting equipment. Request \$500.
206-206-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
206-206-000-801-000 – Professional Services	Line item is for costs associated with legal, professional and administrative services provided to the department. Request \$40,000 increase projected for labor negotiations.
206-206-000-818-012 – Retirement Board & Trust Fees	Line item is for costs associated with the department retirement board (stationery). No request.

Line Item	Explanation
206-206-000-857-000 - Communications	Line item is for costs associated with the maintenance & service of department radios (portable, mobile, fixed). Request \$5,000.
206-206-000-857-001 – Communications-Dispatch	Line item is for costs associated with dispatching services contracted with Emergent Health (HVA). Increase of 4% projected in July of 2016 for half of 2017. Request \$73,000.
206-206-000-863-001 – Auto & Truck Main Station #1	Line item is for costs associated with maintenance & repairs of autos & trucks at Station #1/Ford Blvd. Request \$40,000.
206-206-000-863-003 – Auto & Truck Main Station #3	Line item is for costs associated with maintenance & repairs of autos & trucks at Station #3/Hewitt St. Request \$15,000.
206-206-000-863-004 – Auto & Truck Main Station #4	Line item is for costs associated with maintenance & repairs of autos & trucks at Station #4/Textile Rd. Request \$15,000.
206-206-000-867-000 – Gas & Oil	Line item is for the purchase of gas & oil for department vehicles. Request \$25,000.
206-206-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
206-206-000-876-100 – Retiree Health Care Savings	Line item is associated with Health Care Saving accounts for firefighters hired post 2014. Total includes 7 @ \$1300. Request \$10,400.

Line Item	Explanation
206-206-000-900-000 - Publishing	Line item is for costs associated with electronic & print publications for postings. Request \$1,000.
206-206-000-913-000 – Insurance & Bonds Fleet	Figures provided by the Accounting Director.
206-206-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
206-206-000-920-004 – Utilities Heat	Line item is for costs of providing heat (Natural Gas) to all department stations / facilities. Request \$20,000.
206-206-000-920-005 – Utilities Light	Line item is for costs to provide electricity to all department stations / facilities. Request \$22,000.
206-206-000-920-006 – Utilities Telephone	Line item is for costs associated with providing telephone / internet service to department facilities. Request \$17,000.
206-206-000-920-007 – Utilities Water and Sewer	Line item is for costs of providing water/sewer services to department facilities. Request \$4,000.
206-206-000-931-005 – Bldg Maintenance Station #1	Line item is for costs associated with building maintenance and repairs for Station #1/Ford Blvd. Request \$9,000.
206-206-000-931-007 – Bldg Maintenance Station #3	Line item is for costs associated with building maintenance and repairs for Station #3/Hewitt St. Request \$4,000.
206-206-000-931-008 – Bldg Maintenance Station #4	Line item is for costs associated with building maintenance and repairs for Station #4/Textile Rd. Request \$4,000.
206-206-000-933-000 – Equipment Maintenance	Line item is for costs associated with maintenance/testing of SCBA equipment & fire extinguishers. Request \$3,000.

Line Item	Explanation
206-206-000-933-001 – Maintenance Contracts	Line item is for costs associated to maintenance contracts for copiers, sirens, generators, etc. Request \$5,000.
206-206-000-943-000 – Motorpool Lease Maintenance	Line item is for debt service for purchase of rescue engine in 2015. Request \$59,520.
206-206-000-944-000 – Fire Hydrant Charge	Line item is for YCUA charges for hydrant maintenance (\$1 X 2700 hydrants). Request \$2,700.
206-206-000-956-000 - Miscellaneous	Line item is for miscellaneous department expenses. Request \$500.
206-206-000-956-010 – Tax Refund Expense	Line item is for costs associated with any Michigan Tax Tribunal expenses. Request \$500. Figures provided by the Accounting Director.
206-206-000-958-000 – Membership and Dues	Line item is for all firefighter membership fees and dues (IAFC, IAAI, NFPA, MFIS, etc.). Request \$4,500.
206-206-000-960-000 – Education and Training	Line item is for costs associated with education & training of department personnel. Request \$12,000.

2017 Civil Service Commission

Line Item	Explanation
206-220-000-704-000 – Appointed Officials	Line item is for the salary of an appointed official. Request \$2,500.
206-220-000-706-000 – Salary-Permanent Wages	Line item is for the salaries of 3 Civil Service committee personnel. Request \$400.
206-220-000-715-000 – FICA/Medicare	Line item is for FICA / Medicare costs for the Civil Service Commission. Request \$50.
206-220-000-723-000 – Deferred Compensation Employer	Line item is for Deferred Compensation costs for the Civil Service Commission. Request \$30.
206-220-000-801-000 – Professional Services	Line item is for costs associated with Professional Services to the Civil Service Commission. Request \$15,000.
206-220-000-876-000 – Retirement/MERS	Line item is for costs associated with MERS retirement for the Civil Service Commission. Request \$40.
206-220-000-900-000 - Publishing	Line item is for costs associated with publishing by the Civil Service Commission. Request \$1,500.

2017 Pension & Insurance

Line Item	Explanation
206-852-000-876-003 – OPEB Funding – Retiree Health	Line item is for costs associated with Retiree Health Care – OPEB funding. Request \$629,226.
206-852-000-876-004 – Retirement-Fire Department	Line item is for costs associated with the Township’s portion of the Fire / Act 345 retirement. Request \$763,874.

2017 Capital Outlay

Line Item	Explanation
206-970-000-971-008 – Capital Outlay – Improvement	Line item is for costs of capital improvements to department facilities. Request \$20,000 for two new furnace-A/C units for the west side of HQ station. Request \$15,000 for new carpet at Fire HQ and \$5,000 for replacement of ceramic tile in dormitory bathroom(s). Total request is \$40,000.
206-970-000-979-001 – Protective Equipment	Line item is for costs associated with improvements made to firefighting protective equipment. Request \$10,000 to replace firefighting gear for 1/5 of staff includes 2 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 \$5,000 for purchase of new & replacement firefighting equipment, technical rescue and hazardous materials tools & supplies.
206-970-000-980-001 – Computer/Comm/Furnishing	Line item is for costs associated with capital improvements to fire station furnishings, computers, etc. Request \$10,000 to purchase upgrade to Firehouse Incident Reporting software and 12 desk mats in offices.
206-970-000-991-013 – Debt Service Apparatus	Beginning in 2017, the amount for this will be taken from 206-206-000-943-000 – Motorpool Lease/Maintenance.

10/27/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 206 - FIRE FUND							
Dept 000.000							
206-000.000-402.005	CURRENT TAXES FIRE PENSION	1,102,862	1,101,304	1,124,166	1,124,166	1,123,754	1,368,495
206-000.000-402.006	ESA REIMBURSEMENT PEN						6,279
206-000.000-403.000	CURRENT PROPERTY TAXES	3,450,198	3,445,329	3,513,017	3,513,017	3,515,484	3,543,149
206-000.000-403.001	ESA REIMBURSEMENT OP						29,151
206-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	22,048	5,395			(1,718)	
206-000.000-403.005	CUR PROP TAX ADJ - FIRE PENS	4,883	1,505			(550)	
206-000.000-405.000	IN LIEU OF TAXES	8,364	8,354			8,364	8,364
206-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	5,789	4,748				
206-000.000-476.491	NON-BUS LIC-FIRE PROTECT PERM	720	550	750	750		750
206-000.000-607.011	CHG FOR SERVC-FIRE PLAN REVIE	1,205	1,650	500	500	2,225	500
206-000.000-607.012	CHARGE FOR SERV-ADDRESS ASSIG	230	180	100	100	940	200
206-000.000-607.270	CHARGE FOR SERV-LIQUOR INSPEC	1,215	1,250	1,000	1,000		1,000
206-000.000-664.001	INTEREST EARNED	341	195	50	50	2,038	200
206-000.000-673.002	SALES OF FIXED ASSETS-EQUIP.				10,000	10,000	
206-000.000-675.000	CONTRIBUTIONS & DONATIONS		1,000				
206-000.000-682.000	REIMB-HAZARDOUS RESPONSE SRV	3,093	6,003				
206-000.000-685.000	FEDERAL RDS SUBSIDY-Medc-PrtD	2,174					
206-000.000-694.001	OTHER INCOME-MISCELLANEOUS	4,883	8,838			2,247	2,000
206-000.000-694.004	MISC REVENUE - INSURANCE REIM	24,455	9,618			4,208	
206-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			123,232	611,895		110,656
NET OF REVENUES/APPROPRIATIONS - 000.000-		4,632,460	4,595,919	4,762,815	5,261,478	4,666,992	5,070,744

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 206.000-FIRE							
206-206.000-705.000	SALARY - SUPERVISION	76,982	80,514	82,025	82,025	63,768	81,707
206-206.000-705.002	SALARIES OFFICERS	467,153	422,583	490,321	410,714	321,206	487,436
206-206.000-706.000	SALARY - PERMANENT WAGES	1,003,493	1,097,401	1,163,047	986,762	758,917	1,065,413
206-206.000-706.011	PERMANENT WAGES- FIRE CLERICA	45,687	46,870	47,954	47,954	37,296	47,755
206-206.000-706.050	YE ODD DAY ACCRUAL			20,161	20,161		
206-206.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	27,802	25,311	42,887	93,604	93,602	54,361
206-206.000-708.005	SALARIES PAY OUT OF RETIREES		8,306		62,022	54,910	56,638
206-206.000-708.007	FIRE COMP TIME PAYOUT	40,435	26,575	86,891	86,891	19,243	45,000
206-206.000-708.008	RETIREE TIME PAYOUTS	133,282	67,871		161,137	112,828	62,417
206-206.000-708.010	HEALTH INS BUYOUT	13,500	12,000	12,000	12,000	17,506	6,000
206-206.000-708.200	FIRE FIGHTER CLOTHING ALLOWAN	5,000	5,374	5,600	5,600	91	5,600
206-206.000-708.206	FIRE FIGHTER FOOD ALLOWANCE	30,650	32,415	32,500	32,500	593	29,250
206-206.000-709.000	REG OVERTIME	138,480	67,328	85,000	85,000	89,741	90,000
206-206.000-709.001	HOLIDAY OVERTIME	2,421	1,175	20,000	20,000	1,529	20,000
206-206.000-709.002	SALARY - CONTRACTUAL OVERTIME	116,868	122,160	130,560	130,560	90,968	124,353
206-206.000-715.000	F.I.C.A./MEDICARE	165,297	158,373	165,778	169,658	125,467	172,188
206-206.000-717.000	SALARIES HOLIDAY PAY	84,385	94,216	65,025	65,025	74,426	74,885
206-206.000-719.000	HEALTH INSURANCE	268,808	332,990	366,532	366,532	307,755	381,561
206-206.000-719.001	SICK AND ACCIDENT	298	332	401	401	387	479
206-206.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(92,039)				(54,287)
206-206.000-719.005	HOSPITAL PHYSICALS	13,088	8,960	13,000	13,000	11,111	13,000
206-206.000-719.010	HEALTH CARE TAX	17,380	16,901	21,050	21,050	15,404	22,440
206-206.000-719.015	DENTAL BENEFITS	32,351	29,199	31,438	31,438	25,754	30,316
206-206.000-719.016	VISION BENEFITS		4,931	5,132	5,132	3,840	5,474
206-206.000-719.020	HEALTH CARE DEDUCTION	79,352	76,271	124,250	124,250	67,579	130,060
206-206.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	2,084	2,183	2,500	2,500	1,515	2,348
206-206.000-720.000	LIFE INSURANCE	7,530	8,820	9,717	9,717	9,719	9,024
206-206.000-727.000	OFFICE SUPPLIES						1,000
206-206.000-730.000	POSTAGE	341	200	500	500	117	500
206-206.000-741.000	UNIFORMS - LAUNDRY & CLEANING	13,583	13,571	15,000	15,000	10,726	15,000
206-206.000-741.001	UNIFORMS-NEW AND BADGES	3,662	2,267	5,000	5,000	3,703	5,000
206-206.000-742.000	FIRE PREVENTION MATERIALS	3,189	2,327	3,500	1,500		3,500
206-206.000-757.000	OPERATING SUPPLIES	14,202	16,391	19,000	11,939	11,048	14,000
206-206.000-757.004	MEDICAL SUPPLIES	8,270	7,754	9,000	9,000	7,421	9,000
206-206.000-757.005	FIRE INVESTIGATION	568		1,000	1,000		1,000
206-206.000-757.006	OPERATING SUPPLIES/TOOLS	416	489	500	500	379	500
206-206.000-800.001	ADMINSTRATION FEES	62,289	64,184	66,201	66,201	55,168	66,201

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
206-206.000-801.000	PROFESSIONAL SERVICES	43,167	27,728	20,000	40,000	33,401	40,000
206-206.000-801.005	PROF SRVS-HAZARDOUS RESPONSE	3,028	6,003				
206-206.000-818.000	CONTRACTUAL SERVICES				15,000		
206-206.000-818.012	RETIREMENT BOARD & TRUST FEES			100	100		
206-206.000-857.000	COMMUNICATIONS	2,989	9,328	5,000	5,000	2,713	5,000
206-206.000-857.001	COMMUNICATIONS - DISPATCH	70,880	70,960	73,100	73,100	60,162	73,000
206-206.000-863.001	AUTO & TRUCK MAIN STATION #1	81,252	62,859	20,000	47,500	42,697	40,000
206-206.000-863.003	AUTO & TRUCK MAIN STATION #3	33,810	14,904	5,000	43,700	42,295	15,000
206-206.000-863.004	AUTO & TRUCK MAIN STATION #4	33,153	24,916	5,000	21,300	15,682	15,000
206-206.000-867.000	GAS & OIL	40,950	23,858	40,000	20,000	15,588	25,000
206-206.000-876.000	RETIREMENT/MERS	7,611	8,380	8,321	8,321	6,971	11,064
206-206.000-876.100	RETIREMENT HEALTH CARE SAVINGS	950	4,050	6,100	6,100	4,925	10,400
206-206.000-900.000	PUBLISHING	959	867	1,000	1,000		1,000
206-206.000-913.000	INSURANCE & BONDS FLEET	31,152	33,670	35,599	35,599	29,048	36,710
206-206.000-917.000	WORKERS COMPENSATION INSURANC	76,065	81,947	92,279	92,279	70,243	74,111
206-206.000-920.004	UTILITIES HEAT	17,787	16,700	20,000	20,000	9,047	20,000
206-206.000-920.005	UTILITIES LIGHT	22,438	23,037	20,000	20,000	20,185	22,000
206-206.000-920.006	UTILITIES TELEPHONE	16,827	15,140	17,000	15,000	12,916	17,000
206-206.000-920.007	UTILITIES WATER AND SEWER	3,863	4,008	3,500	4,500	4,389	4,000
206-206.000-931.005	BLDG MAINTENANCE STATION #1	9,495	8,203	8,000	8,000	7,484	9,000
206-206.000-931.007	BLDG MAINTENANCE STATION #3	1,817	3,710	4,000	4,000	3,496	4,000
206-206.000-931.008	BLDG MAINTENANCE STATION #4	5,673	10,599	4,000	4,000	2,897	4,000
206-206.000-933.000	EQUIPMENT MAINTENANCE	2,533	3,615	3,000	3,000	1,871	3,000
206-206.000-933.001	MAINTENANCE CONTRACTS	11,581	4,959	12,000	8,500	7,257	5,000
206-206.000-943.000	MOTORPOOL LEASE/MAINTENANCE						59,520
206-206.000-944.000	FIRE HYDRANT CHARGE	2,409	2,377	2,700	2,700		2,700
206-206.000-956.000	MISCELLANEOUS		150	500	500	280	500
206-206.000-956.010	TAX REFUND EXPENSE		14	1,000	1,000		500
206-206.000-958.000	MEMBERSHIP AND DUES	2,269	3,540	5,000	5,000	2,024	4,500
206-206.000-960.000	EDUCATION AND TRAINING	6,772	14,001	10,000	10,000	7,861	12,000
NET OF REVENUES/APPROPRIATIONS - 206.000-FIRE		(3,408,276)	(3,243,726)	(3,565,669)	(3,671,472)	(2,797,149)	(3,593,124)

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 220.000-CIVIL SERVICE COMMISSION							
206-220.000-704.000	APPOINTED OFFICIALS	585	1,010	2,500	2,500	1,230	2,500
206-220.000-706.000	SALARY - PERMANENT WAGES	270	495	400	400	450	400
206-220.000-715.000	F.I.C.A./MEDICARE	29	54	50	50	51	50
206-220.000-723.000	DEFERRED COMPENSATION EMPLOYE	8	15	30	30	15	30
206-220.000-801.000	PROFESSIONAL SERVICES	9,583	13,551	10,000	80,000	62,575	15,000
206-220.000-876.000	RETIREMENT/MERS	40	66	40	40	65	40
206-220.000-900.000	PUBLISHING		533	1,500	1,500		1,500
NET OF REVENUES/APPROPRIATIONS - 220.000-CIVIL SERVICE COMMISS		(10,515)	(15,724)	(14,520)	(84,520)	(64,386)	(19,520)
Dept 852.000-PENSION & INSURANCE							
206-852.000-876.003	OPEB FUNDING- RETIREE HEALTH	487,768	590,744	335,148	587,148	587,148	629,226
206-852.000-876.004	RETIREMENT-FIRE DEPT	750,163	737,867	789,018	789,018	789,018	763,874
NET OF REVENUES/APPROPRIATIONS - 852.000-PENSION & INSURANCE		(1,237,931)	(1,328,611)	(1,124,166)	(1,376,166)	(1,376,166)	(1,393,100)
Dept 970.000-CAPITAL OUTLAY							
206-970.000-971.008	CAPTL OUTLAY -IMPROVEMENT		57,680		20,000	8,000	40,000
206-970.000-979.000	CAPITAL OUTLAY FIRE APPARATUS		47,990				
206-970.000-979.001	PROTECTIVE EQUIPMENT	9,655	7,644		15,000		10,000
206-970.000-979.002	GENERAL FIRE/RESCUE EQUIP	7,288	3,124				5,000
206-970.000-979.005	CAP OUTLAY-FIRE EQUIP-FED GRAN				34,799	15,206	
206-970.000-980.001	COMPUTER/COMM/FURNISHING	2,600	14,943				10,000
206-970.000-991.013	DEBT SERVICE APPARATUS			58,460	59,522	49,606	
NET OF REVENUES/APPROPRIATIONS - 970.000-CAPITAL OUTLAY		(19,543)	(131,381)	(58,460)	(129,321)	(72,812)	(65,000)
ESTIMATED REVENUES - FUND 206		4,632,460	4,595,919	4,762,815	5,261,478	4,666,992	5,070,744
APPROPRIATIONS - FUND 206		4,676,265	4,719,442	4,762,815	5,261,479	4,310,513	5,070,744
NET OF REVENUES/APPROPRIATIONS - FUND 206		(43,805)	(123,523)		(1)	356,479	

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.
208-000-000-699-000 – Appropriated Prior Year Balance	Amount needed from Fund Balance, requesting \$100.

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 2017.
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	We are recommending that \$500 be budgeted in the event that the Park Commissioners want to hire a consultant on Park Planning.
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.

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10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 208 - PARKS FUND							
Dept 000.000							
208-000.000-651.000	CHARGE-SERVICES HANDBALL COUR	7,016	7,343	7,200	7,200	5,684	7,500
208-000.000-664.001	INTEREST EARNED	3	2			3	
208-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.						100
NET OF REVENUES/APPROPRIATIONS - 000.000-		7,019	7,345	7,200	7,200	5,687	7,600
Dept 208.000-PARKS							
208-208.000-703.000	SALARIES - ELECTED OFFICIALS	3,700	3,400	6,300	6,000	3,150	6,300
208-208.000-715.000	F.I.C.A./MEDICARE	54	49	91	91	46	91
208-208.000-723.000	DEFERRED COMPENSATION EMPLOYE	48	44	82	82	41	82
208-208.000-801.000	PROFESSIONAL SERVICES	480					500
208-208.000-956.000	MISCELLANEOUS				484	484	
208-208.000-958.000	MEMBERSHIP AND DUES	500	500	500	500	500	500
208-208.000-960.000	EDUCATION AND TRAINING			200	16		127
NET OF REVENUES/APPROPRIATIONS - 208.000-PARKS		(4,782)	(3,993)	(7,173)	(7,173)	(4,221)	(7,600)
ESTIMATED REVENUES - FUND 208		7,019	7,345	7,200	7,200	5,687	7,600
APPROPRIATIONS - FUND 208		4,782	3,993	7,173	7,173	4,221	7,600
NET OF REVENUES/APPROPRIATIONS - FUND 208		2,237	3,352	27	27	1,466	

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.
212-000-000-403-001 – ESA Reimbursement Op	This is a new line item for 2017 for Essential Service Assessment (ESA) reimbursement for Personal Property due to loss attributed to the small business taxpayer exemption and eligible manufacturing personal property. The reimbursement is expected to be received in February of each year from the State of Michigan. This is the first year for ESA reimbursement.
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.
212-000-000-697-000 – 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 2017 is \$600,000.

Expenditures

Line Item	Explanation
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 be reduced to \$30,000 for 2017.
212-212-000-931-004 – Repairs & Maintenance-Parks	This line item is used for repairs and maintenance in our parks. We are recommending that it be reduced to \$20,000 in 2017.
212-212-000-931-775 – Repairs – Ford Lake Parks	This line item is used for repairs and maintenance in the Ford Lake Park system. We are recommending that it be reduced to \$20,000 in 2017.
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 budget, \$494,723 has been budgeted for 2017.
212-212-000-969-584 – Contribution to Golf Course	This line item reflects funds transferred to the Golf Course. Based on their proposed budget, it is recommended that \$188,796 be budgeted for 2017. An increase is requested due to budgeting for family health care coverage for both the Golf Director and Assistant (this wasn't budgeted in 2016), as well as the Capital Outlay for the new equipment lease.

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 2017. This was a \$6,000,000 bond at 1.75% and will be paid off in 2022.
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 \$78,000 be budgeted for 2017.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 212 - BIKE, SIDEWALK, REC, ROADS, GF							
Dept 000.000							
212-000.000-403.000	CURRENT PROPERTY TAXES	1,110,822	1,109,254	1,130,798	1,130,798	1,131,836	1,140,527
212-000.000-403.001	ESA REIMBURSEMENT OP						10,472
212-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	7,768	2,183			(553)	
212-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	1,416	1,149				
212-000.000-476.489	NON BUS. LIC. BICYCLE PATHS	7,572	5,963	3,000	3,000	22,243	5,000
212-000.000-531.000	COMMUNITY DEV BLOCK GRANT CDB	154,193					
212-000.000-540.000	COUNTY GRANT	325,000		10,000	10,000		
212-000.000-569.023	STATE GRANT - DNR	485,605	(55,781)		99,600		
212-000.000-569.026	MI STATE GRANT-RECREATION/PARK				34,000	1,968	
212-000.000-580.000	GRANTS - PRIVATE					10,000	
212-000.000-664.001	INTEREST EARNED	298	98			615	
212-000.000-675.000	CONTRIBUTIONS & DONATIONS	450,000	150,600				
212-000.000-694.004	MISC REVENUE - INSURANCE REIM	12,120					
212-000.000-697.000	TRANSFER IN: GENERAL FUND	354,000	250,000	345,000	345,000	345,000	363,455
212-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			37,938	168,038		
NET OF REVENUES/APPROPRIATIONS - 000.000-		2,908,794	1,463,466	1,526,736	1,790,436	1,511,109	1,519,454

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 212.000-BIKE,SIDEWALK,ROAD,REC & GF							
212-212.000-730.000	POSTAGE	3,100	5,468				
212-212.000-801.000	PROFESSIONAL SERVICES		6,543	10,000	10,000	9,664	
212-212.000-818.006	HIGHWAYS & STREETS MAINTENANC	38,609	9,047	40,000	40,000	13,316	30,000
212-212.000-900.000	PUBLISHING	7,337	7,788				
212-212.000-931.004	REPAIRS & MAINTENANCE - PARKS	31,777	9,298	30,000	15,000	8,357	20,000
212-212.000-931.775	REPAIRS - FORD LAKE PARKS		7,998	30,000	30,000	21,867	20,000
212-212.000-956.010	TAX REFUND EXPENSE		3	2,000	2,000		
212-212.000-968.230	TRANSFER TO: RECREATION FUND	500,000	520,000	580,415	580,415	430,319	494,723
212-212.000-969.584	CONTRIBUTION TO GOLF COURSE	27,786	65,300	109,071	109,071		188,796
212-212.000-977.000	EQUIPMENT	263,867					
NET OF REVENUES/APPROPRIATIONS - 212.000-BIKE,SIDEWALK,ROAD,RI		(872,476)	(631,445)	(801,486)	(786,486)	(483,523)	(753,519)
Dept 970.000-CAPITAL OUTLAY							
212-970.000-818.007	HIGHWAYS,STREETS, PARK SIGNS - IMPROV			12,000	12,000	2,179	
212-970.000-818.022	HIGHWAY & ST-ROAD CONSTRUCTIO	154,193					
212-970.000-974.036	LAKESIDE PARK LANDSCAPE & SITE FURN		46,757				
212-970.000-974.037	LAKESIDE PARK GRANT PROJECT	650,987	77,132		2,500	2,500	
212-970.000-975.795	PARK IMPROVEMENTS	15,783			27,521	9,734	
212-970.000-997.000	CAPITOL OUTLAY/BIKE PATHS	432,127	32,656				
212-970.000-997.001	CAPITAL OUTLAY/RECREATION				227,200	10,285	
212-970.000-997.002	CAPITAL OUTLAY/SIDEWALK	8,285	18,555	11,000	26,000	10,840	
212-970.000-997.007	CAPITAL OUTLAY - PATHWAY	669,769	68,783		6,479	6,479	
NET OF REVENUES/APPROPRIATIONS - 970.000-CAPITAL OUTLAY		(1,931,144)	(243,883)	(23,000)	(301,700)	(42,017)	
Dept 991.000-DEBT SERVICES							
212-991.000-991.001	DEBT SERVICE HIGHWAYS & STREE	600,000	600,000	600,000	600,000	600,000	600,000
212-991.000-991.002	DEBT SRVC INTEREST-HGHWYS/STS	108,250	102,250	102,250	102,250	90,250	78,000
NET OF REVENUES/APPROPRIATIONS - 991.000-DEBT SERVICES		(708,250)	(702,250)	(702,250)	(702,250)	(690,250)	(678,000)
ESTIMATED REVENUES - FUND 212		2,908,794	1,463,466	1,526,736	1,790,436	1,511,109	1,519,454
APPROPRIATIONS - FUND 212		3,511,870	1,577,578	1,526,736	1,790,436	1,215,790	1,431,519
NET OF REVENUES/APPROPRIATIONS - FUND 212		(603,076)	(114,112)			295,319	87,935

Fund 225 – Environmental Cleanup

Revenues

Line Item	Explanation
225-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects funds needed from Fund Balance to transfer to Fund 252 – Hydro for the professional services of Stantec for design and engineering for the Tyler Dam.

Expenditures

Line Item	Explanation
225-225-000-968-252 – Transfer to Hydro Station	This line item reflects funds transferred to Fund 252 – Hydro for the professional services of Stantec for design and engineering for the Tyler Dam.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 225 - ENVIRONMENTAL CLEANUP							
Dept 000.000							
225-000.000-664.001	INTEREST EARNED	129	115			471	
225-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				72,000		44,800
NET OF REVENUES/APPROPRIATIONS - 000.000-		129	115		72,000	471	44,800
Dept 225.000-ENVIRONMENTAL CLEANUP							
225-225.000-968.252	TRANSFER TO HYDRO STATION				72,000	72,000	44,800
NET OF REVENUES/APPROPRIATIONS - 225.000-ENVIRONMENTAL CLEANUP					(72,000)	(72,000)	(44,800)
ESTIMATED REVENUES - FUND 225		129	115		72,000	471	44,800
APPROPRIATIONS - FUND 225					72,000	72,000	44,800
NET OF REVENUES/APPROPRIATIONS - FUND 225		129	115			(71,529)	

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. An increase of \$20,758 is budgeted, .86%.
226-000-000-403-001 – ESA Reimbursement Operating	This is a new line item for 2017 for Essential Service Assessment (ESA) reimbursement for Personal Property due to loss attributed to the small business taxpayer exemption and eligible manufacturing personal property. The reimbursement is expected to be received in February of each year from the State of Michigan. This is the first year for ESA reimbursement.
226-000-000-642-000 – Sale of Recycle Bins	This line item reflects revenue received from the sale of recycling bins.
226-000-000-642-001 – Sale of Trash Pickup Stickers	This line item reflects revenue received from the sale of trash stickers.
226-000-000-642-002 – Sale of White Good Stickers	The Township no longer sells white goods stickers. Based on our Waste Management contract, residents schedule white goods pick-ups directly.
226-000-000-642-003 – Sale of Freon Stickers	The Township no longer sells Freon stickers. Based on our Waste Management contract, residents schedule pick-ups directly.
226-000-000-664-001 – Interest Earned	Interest earned from banks.

Line Item	Explanation
226-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects the amount needed for operating expenses in 2017. This is less than 2016 and was projected.

Expenditures

Line Item	Explanation
226-226-000-705-000 – Salary-Supervision	This line item reflects ½ the salaries of the Residential Services Director and Public Services Superintendent. The other 50% of the Director’s salary is budgeted in 101-762-000-705-000 and the Superintendent’s is budgeted in 101.774.000.705.000. A 1.5% increase is budgeted, the same as AFSCME and Teamster employees. Even though an increase is budgeted, a decrease is shown in this line item since no payroll accrual is needed for 2017.
226-226-000-706-000 – Salary-Permanent Wages	This line item is for the wages of 50% of a full-time employee (chipping), 75% of 2 full-time Floater II/Clerk III positions & 50% of the mechanic/equipment operator position. Per the AFSCME contract, a 1.5% increase is budgeted. Even though an increase is budgeted, a decrease is shown in this line item since no payroll accrual is needed for 2017.
226-226-000-707-000 – Salary-Temporary/Seasonal	This line item is used for seasonal employees who work on the chipper trucks. The current rate of pay is \$11.00/hour.
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.

Line Item	Explanation
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	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
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. Based on what was spent in 2014, 2015 and to date in 2016, it is recommended that it be reduced to \$2,000 in 2017.
226-226-000-715-000 – FICA/Medicare	Figures were provided by the Accounting Director.
226-226-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. A greater increase is shown in this line item due to an employee moving from single health care to family health care coverage.
226-226-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
226-226-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
226-226-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though there will be no increase in rates, an increase is budgeted due to an employee moving from single coverage to family coverage.

Line Item	Explanation
226-226-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. A larger increase is budgeted due to an employee moving from single coverage to family coverage.
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. An increase is budgeted due to an employee moving from single coverage to family coverage.
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	We will not be receiving an increase in life insurance rates in 2017.
226-226-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
226-226-000-724-001 – Unemployment Expense	Figures provided by the Accounting Director.
226-226-000-726-000 – Recycle Bins – New Homeowner	This line item is used to purchase recycling bins.
226-226-000-726-001 – Stickers for Trash Pick Up	This line item is used to purchase trash stickers. The cost per sticker is \$1.50.
226-226-000-726-002 – Stickers for White Goods Pick Up	We no longer sell stickers for white goods. Residents contact Waste Management directly to schedule pick up.
226-226-000-726-003 – Stickers for Freon White Goods	We no longer sell stickers for Freon goods. Residents contact Waste Management directly to schedule pick up.

Line Item	Explanation
226-226-000-727-000 – Office Supplies	This line item is used to purchase office supplies for the department. Based on what has been spent to date in 2016, it is recommended that it be increased to \$1,300 for 2017.
226-226-000-730-000 - Postage	This line item is used for postage for the department and for the annual helpful handbook. In 2017, we will be sharing the cost of postage with the Sheriff's Office, resulting in a savings to the Township. It is recommended that it be reduced to \$9,000. The handbooks are mailed in December.
226-226-000-741-000 – Boot Reimb & Uniforms Purchase	This line item is used for the boot allowance per contract. We purchased new uniforms last year and are recommending that it be reduced to \$1,000 for 2017.
226-226-000-757-000 – Operating Supplies	This line item covers the cost of safety equipment used for chipping. It is recommended that \$1,000 be budgeted in 2017.
226-226-000-776-000 – Maintenance Supplies	The cost of repairing the chippers is budgeted in this line item. It is recommended that it be increased to \$500 for 2017.
226-226-000-800-001 – Administration Fees	This line item reflects fees allocated for use of floor space and associated employee resources at the Civic Center. Figures were 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.

Line Item	Explanation
226-226-000-804-001 – Contractual/Rubbish Pick Up	This line item covers the per-resident fee paid to Waste Management for curbside pick-up. In 2017, the per-resident fee will be \$6.59, an increase of \$.14 per resident.
226-226-000-804-003 – Contractual/Yard Waste Pick Up	This covers the per-resident fee paid to Waste Management for yard waste pick-up. The fee for 2017 will be \$1.99, an increase of \$.04 per resident.
226-226-000-804-004 – Twp Disposal Fee	This line item is used to pay the dumping fees to the Compost Site for the amount that would normally be charged to anyone for dumping yard waste, wood chips and brush. This represents the dumping from Township residents, Waste Management, the chipping crew and park maintenance. Waste Management is included as they would have to pay to dump elsewhere and bill us back. It is recommended that it remain the same in 2017, \$155,000.
226-226-000-804-006 – Recycling Disposal	This covers the cost of hauling recycling containers from the Compost Site to Great Lakes. It is recommended that it remain at \$19,000 in 2017.
226-226-000-804-007 – Recycling Pick Up Curbside	This covers the per-resident fee paid to Waste Management for recycling pick up. The rate for 2017 will be \$1.93.
226-226-000-804-008 – Curbside Recycling Disposal	This line item reflects the per ton fee paid for materials hauled from residents.
226-226-000-818-017 – Tire Shredding/Contract Services	We pick up illegally dumped tires and recycle them in Ann Arbor. It is recommended that this line item remain at \$1,500.

Line Item	Explanation
226-226-000-867-000 – Gas & Oil	This line item is used for the fuel we use in the chipper trucks. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$10,000.
226-226-000-867-200 – Gas & Oil - YCUA	This line item is used for the fuel used by our Equipment at the YCUA facility. It is recommended that it remain at \$1,000 in 2017.
226-226-000-867-300 – Fuel Surcharge-Curbside	This is for the contractual charge to us from Waste Management. It is recommended that it be reduced to \$40,000 in 2017 due to the drop in diesel fuel costs.
226-226-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director. Increase budgeted due to actuarial.
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 cost of printing our annual Helpful Handbook. It is recommended that \$20,000 be budgeted in 2017.
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. Based on what has been spent to date in 2016, it has been reduced to \$2,000 for 2017.

Line Item	Explanation
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 reflects the cost of annual inspection and fees for the trucks and chipping vehicles. Based on what has been spent to date in 2016, it is recommended that it remain at \$5,000 for 2017.
226-226-000-943-000 – Motorpool Lease/Maintenance	Motorpool charges are budgeted in this line item and are paid to the Motorpool, Fund 595.
226-226-000-956-000 - Miscellaneous	This line item covers random drug screenings, medical cards, Class A driver's licenses, etc.
226-226-000-956-010 – Tax Refund Expense	Figures provided by the Accounting Director.
226-226-000-960-000 – Education and Training	This line item covers of the cost of educational material distribution.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 226 - ENVIRONMENTAL SERVICES FUND							
Dept 000.000							
226-000.000-403.000	CURRENT PROPERTY TAXES	2,378,670	2,375,313	2,422,577	2,422,577	2,423,692	2,443,335
226-000.000-403.001	ESA REIMBURSEMENT OP						17,490
226-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	13,578	3,618			(1,185)	
226-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	3,027	2,486				
226-000.000-642.000	SALE OF RECYCLING BINS	1,971	1,194	1,500	1,500	1,743	1,500
226-000.000-642.001	SALE OF TRASH PICKUP STICKERS	5,902	7,234	6,800	6,800	5,626	6,500
226-000.000-642.002	SALE OF WHITE GOOD STICKERS	1,260	190			30	
226-000.000-642.003	SALE OF FREON STICKERS	300					
226-000.000-664.001	INTEREST EARNED	1,991	1,900	1,000	1,000	2,930	1,000
226-000.000-673.002	SALES OF FIXED ASSETS-EQUIP.					8,500	
226-000.000-694.001	OTHER INCOME-MISCELLANEOUS					7,450	
226-000.000-694.004	MISC REVENUE - INSURANCE REIM	1,210	1,281			779	
226-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			169,459	280,399		147,604
NET OF REVENUES/APPROPRIATIONS - 000.000-		2,407,909	2,393,216	2,601,336	2,712,276	2,449,565	2,617,429

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 226.000-ENVIRONMENTAL							
226-226.000-704.000	APPOINTED OFFICIALS	300					
226-226.000-705.000	SALARY - SUPERVISION	67,819	72,768	73,284	73,284	55,482	71,628
226-226.000-706.000	SALARY - PERMANENT WAGES	117,113	118,074	120,469	121,342	93,495	119,974
226-226.000-706.050	YE ODD DAY ACCRUAL			2,178	2,178		
226-226.000-707.000	SALARY - TEMPORARY/SEASONAL	20,151	26,112	25,000	25,000	22,067	25,000
226-226.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,806	2,554	2,904	2,904	1,253	2,948
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	3,750	3,505	3,750	3,750	1,875	3,750
226-226.000-709.000	REG OVERTIME	543	752	3,000	3,000	470	2,000
226-226.000-715.000	F.I.C.A./MEDICARE	14,363	15,889	16,369	16,436	11,791	16,041
226-226.000-719.000	HEALTH INSURANCE	18,130	26,163	26,403	26,403	26,135	32,881
226-226.000-719.001	SICK AND ACCIDENT	981	1,151	1,294	1,294	1,355	1,449
226-226.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(9,128)				(3,600)
226-226.000-719.015	DENTAL BENEFITS	2,942	2,598	2,725	2,725	2,608	3,225
226-226.000-719.016	VISION BENEFITS		512	529	529	460	663
226-226.000-719.020	HEALTH CARE DEDUCTION	6,950	7,518	9,406	9,406	8,936	10,841
226-226.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	187	206	225	225	138	225
226-226.000-720.000	LIFE INSURANCE	474	561	693	693	635	693
226-226.000-723.000	DEFERRED COMPENSATION EMPLOYE	369	345	370	370	292	369
226-226.000-724.001	UNEMPLOYMENT EXPENSE			2,000	2,000		3,000
226-226.000-726.000	RECYCLE BINS NEW HOMEOWNERS	4,970	4,691	5,000	5,000	2,770	2,500
226-226.000-726.001	STICKERS FOR TRASH PICK-UP	2,201	750	2,000	4,000	5,250	4,000
226-226.000-726.003	STICKERS FOR FREON WHITEGOODS	356					
226-226.000-727.000	OFFICE SUPPLIES	611	704	1,000	1,183	1,191	1,300
226-226.000-730.000	POSTAGE	7,486	7,954	10,500	10,500	898	9,000
226-226.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	394	150	2,500	2,500	75	1,000
226-226.000-757.000	OPERATING SUPPLIES	352		800	628	49	1,000
226-226.000-776.000	MAINTENANCE SUPPLIES	273		400	390	366	500
226-226.000-800.001	ADMINISTRATION FEES	12,424	12,824	13,810	13,810	11,508	13,810
226-226.000-804.000	CONTRACTUAL/ROLLOFF DISPOSAL	16,350	15,701	15,000	15,000	12,500	15,700
226-226.000-804.001	CONTRACTUAL/RUBBISH PICKUP	1,256,214	1,162,877	1,175,000	1,175,000	887,135	1,207,000
226-226.000-804.003	CONTRACTUAL/YARDWASTE PICKUP	330,336	336,613	340,750	340,750	255,641	349,200
226-226.000-804.004	TWP DISPOSAL FEE	182,842	164,587	155,000	155,000	101,092	155,000
226-226.000-804.006	RECYCLING DISPOSAL	18,870	20,375	19,000	19,000	11,087	19,000
226-226.000-804.007	RECYCLING PICK-UP CURBSIDE	339,795	331,970	336,200	336,200	252,483	345,200
226-226.000-804.008	CURBSIDE RECYCLING DISPOSAL		52,289	48,000	48,000	26,269	48,000
226-226.000-818.017	SHERDDING - TIRES & PAPER	782	1,316	1,500	1,500	763	1,500

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/16	REQUESTED BUDGET
226-226.000-867.000	GAS & OIL	13,023	9,542	12,000	11,999	5,047	10,000
226-226.000-867.200	GAS & OIL - YCUA	382		1,000	1,000	166	1,000
226-226.000-867.300	FUEL SURCHARGE-CURBSIDE	64,017	11,887	70,000	65,000	(6,668)	40,000
226-226.000-876.000	RETIREMENT/MERS	25,117	24,729	22,880	22,880	19,056	30,465
226-226.000-876.003	OPEB FUNDING- RETIREE HEALTH	15,007	13,797	13,748	13,748	13,748	15,843
226-226.000-900.000	PUBLISHING	9,452	12,999	23,000	23,000	16,825	20,000
226-226.000-913.000	INSURANCE & BONDS FLEET	4,761	6,150	6,592	6,592	5,380	6,798
226-226.000-917.000	WORKERS COMPENSATION INSURANC	6,309	6,673	7,157	7,157	5,329	5,226
226-226.000-920.005	UTILITIES LIGHT	1,939	1,338	2,000	2,000	1,163	2,000
226-226.000-920.009	UTILITIES MAINTENANCE HEATING	774	1,455	3,000	3,000	957	2,000
226-226.000-933.000	EQUIPMENT MAINTENANCE	3,945	4,660	6,000	9,000	6,494	6,000
226-226.000-939.000	AUTO MAINTENANCE	3,106	4,249	5,000	5,000	3,283	5,000
226-226.000-943.000	MOTORPOOL LEASE/MAINTENANCE	7,200	7,200	4,000	4,000	3,352	4,000
226-226.000-956.000	MISCELLANEOUS	312	161	500	500		500
226-226.000-956.010	TAX REFUND EXPENSE		7	4,000	4,000		500
226-226.000-958.000	MEMBERSHIP AND DUES		75		100	75	
226-226.000-960.000	EDUCATION AND TRAINING	75		400	300	30	300
226-226.000-985.000	CAPITAL OUTLAY/VEHICLES				110,000	84,329	
NET OF REVENUES/APPROPRIATIONS - 226.000-ENVIRONMENTAL		(2,588,553)	(2,490,303)	(2,601,336)	(2,712,276)	(1,957,135)	(2,617,429)
ESTIMATED REVENUES - FUND 226		2,407,909	2,393,216	2,601,336	2,712,276	2,449,565	2,617,429
APPROPRIATIONS - FUND 226		2,588,553	2,490,303	2,601,336	2,712,276	1,957,135	2,617,429
NET OF REVENUES/APPROPRIATIONS - FUND 226		(180,644)	(97,087)			492,430	

Fund 230 – Recreation 2017

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, 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 (daddy daughter, Tinsel Town Christmas Lunch, etc.).
230-000-000-638-000 - Miscellaneous	Non-Program revenues such as vending machine commissions and ads for 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 (example: Brian Auten Photography). Donations are usually earmarked for a specific item or program.
230-000-000-675-006 – Senior Grant Private Grantor	This is a line item created for a one time grant received for the 50 & Beyond Program. It has not been determined that we will receive this again in 2017.
230-000-000-675-008 – Donations – Art in the Park	This line item was created for future donations to our collaborative community art projects.
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	Funds from this fund are transferred into the Rec Fund budget 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. A 1.5% increase has been budgeted, the same as AFSCME and Teamsters employees.
230-751-000-706-000 – Salary-Permanent Wages	<p>The line item reflects the salaries of the Recreation Supervisor, Recreation Coordinator, 1 Floater II/Clerk III position and 3 part-time Building Attendants at 1040 hours each. A contractual 1.5% increase is budgeted for 2017.</p> <p>Two Floater II/Clerk III positions were previously budgeted but after discussion with Human Resources and the union, it was recommended that we only budget for one and that the other Floater II/Clerk III position be frozen. It will be re-evaluated in 6 months. Due to this change, a decrease is shown in this line item.</p>
230-751-000-706-050 – YE Odd Day Accrual	Since no payroll accrual is needed in 2017, this line item has been reduced to \$0.
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 – (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	These part-time positions teach, coordinate our dance program. Usually 5-6 employees ranging \$16-\$20 per hour. This also includes instructor pay for Urban Ballroom & Zumba.
230-751-000-707-775 – Salary-Temporary Ford Lake Park	Includes Park Rangers & Park Attendants. Usually 14 to 17 employees ranging \$9 to \$15 per hour.

Line Item	Explanation
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 were notified of our health care renewal rates and will only receive a .16% increase in 2017. Due to staffing changes, this line item has been reduced.
230-751-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources. Due to staffing changes, this line item has been reduced.
230-751-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
230-751-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Due to staffing changes, this line item has been reduced.
230-751-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Due to staffing changes, this line item has been reduced.

Line Item	Explanation
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. Due to staffing changes, this line item has been reduced.
230-751-000-719-021 – Admin Fees – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. Due to staffing changes, this line item has been reduced.
230-751-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Due to staffing changes, this line item has been reduced.
230-751-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
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.
230-751-000-740-100 – Rec Youth Sports Program Supplies	This line item covers supplies needed to operate our Youth Sports. This also includes payment to our contractual sports instructors not on payroll such as Karate & Jump-a-Rama.
230-751-000-740-150 – Rec Adult Sports Supplies	This line item covers supplies needed to operate our Adult Sports.

Line Item	Explanation
230-751-000-740-200 – Rec Dance Programs Supplies	This line item covers supplies needed to operate our Dance program (dance costumes, etc.). This also covers instructor pay for contractual programs (eg. Ballroom Dance).
230-751-000-740-300 – Rec Camp Program Supplies	This line item covers supplies needed to operate our camp programs (Spring Break, field trips, crafts, etc.).We will not offer a traditional nine week camp as in the past. Instead we will offer speciality camps (eg. Robotics, Bricks 4 Kidz-Lego).
230-751-000-740-400 – Rec Enrichment Programs	This line item covers supplies needed to operate our Enrichment Programs (special events, classes, etc.). This also covers instructor pay for contractual programs/classes (eg. Cardio Drumming, Yoga).
230-751-000-740-500 – Rec Senior Programs	This line item covers supplies needed to operate our Senior Programs; Includes the purchase of key fobs for memberships.
230-751-000-740-600 – Art in the Park	This is a new line item created collaborative community art projects.
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.).
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.

Line Item	Explanation
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. Figures provided by Accounting Director.
230-751-000-818-000 – Contractual Services	This line item reflects sports officials who are not on our payroll; This includes referees and umpires.
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, township van and Rec. Dept. vehicle.
230-751-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director. Increase budgeted due to actuarial.
230-751-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.
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.

Line Item	Explanation
230-751-000-915-000 – Insurance and Bonds	This line item reflects the Recreation’s portion for fleet and liability insurance. Figure provided by the Accounting Director.
230-751-000-917-000 – Workers Compensation	This line item reflects the Recreation’s portion for their share of Workers Compensation Insurance coverage. Figure provided by the Accounting Director.
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 through Ricoh.
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.

Line Item	Explanation
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

10/27/16

Note: This budget was prepared by the Recreation Director and the Accounting Director.

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 230 - RECREATION FUND							
Dept 000.000							
230-000.000-529.000	FEDERAL GRANTS - OTHER	13,300	13,950	13,200	13,200	7,500	15,000
230-000.000-630.000	RECREATION/ADULT SPORTS	10,195	14,190	10,000	10,000	18,025	11,000
230-000.000-631.000	RECREATION/YOUTH SPORTS	90,040	85,612	90,000	90,000	71,287	87,000
230-000.000-632.000	RECREATION/DANCE	72,744	58,044	67,000	67,000	42,187	60,000
230-000.000-634.000	RECREATION/DAY CAMP	23,610	13,587	17,000	17,000	10,437	3,500
230-000.000-635.000	RECREATION/SENIOR CITIZEN DUE	10,370	11,548	11,000	11,000	9,979	11,000
230-000.000-636.000	RECREATION/OTHER ACTIVIES	32,832	32,246	30,000	30,000	29,056	30,000
230-000.000-637.000	RECREATION/SR. CITZ. ACT. FEE	10,809	5,315	11,000	11,000	2,106	11,000
230-000.000-638.000	MISCELLANEOUS	3,236	1,865	1,000	1,000	1,082	1,000
230-000.000-639.000	BUILDING / FIELD RENTAL	39,068	34,011	37,000	37,000	33,279	37,000
230-000.000-641.001	FORD LAKE GATE FEES	45,810	42,995	45,000	45,000	47,093	45,000
230-000.000-641.002	FORD LAKE SHELTER RENT	6,840	6,813	7,000	7,000	6,550	7,000
230-000.000-664.001	INTEREST EARNED	56	57	50	50	73	50
230-000.000-675.000	CONTRIBUTIONS & DONATIONS	758	10,531			200	200
230-000.000-675.006	SENIOR GRANT- PRIVATE GRANTOR	12,608			4,941	4,941	
230-000.000-675.008	DONATIONS - ART IN THE PARK				2,500	2,500	
230-000.000-694.004	MISC REVENUE - INSURANCE REIMB	1,520	1,455			846	500
230-000.000-697.212	TRANSFER IN: FROM BSRII FUND	500,000	520,000	580,415	580,415	430,319	494,723
230-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				21,360		
NET OF REVENUES/APPROPRIATIONS - 000.000-		873,796	852,219	919,665	948,466	717,460	813,973

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 751.000-RESIDENT SVCS: RECREATION							
230-751.000-705.000	SALARY - SUPERVISION	62,900	62,407	60,900	60,900	48,243	61,814
230-751.000-706.000	SALARY - PERMANENT WAGES	213,599	221,823	233,368	233,368	174,322	184,508
230-751.000-706.050	YE ODD DAY ACCRUAL			3,355	3,355		
230-751.000-707.000	SALARY - TEMPORARY/SEASONAL	80,902	11,608	15,000	15,000	10,538	13,000
230-751.000-707.100	SALARY - TEMP PROGRAM STAFF		46,500	56,000	48,300	35,502	37,000
230-751.000-707.200	SALARY - TEMP DANCE STAFF		15,234	16,000	16,000	8,121	16,000
230-751.000-707.775	SALARY - TEMP. FORD LAKE PARK	43,706	52,840	44,000	46,700	46,691	51,000
230-751.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	24,056	3,271	6,858	6,858	566	6,227
230-751.000-709.000	REG OVERTIME	1,156	757	1,200	1,200	285	500
230-751.000-715.000	F.I.C.A./MEDICARE	24,158	23,561	25,281	25,281	17,818	21,219
230-751.000-719.000	HEALTH INSURANCE	64,365	84,500	85,731	85,731	75,170	70,935
230-751.000-719.001	SICK AND ACCIDENT	1,390	1,661	2,005	2,005	1,935	1,915
230-751.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(20,122)				(7,200)
230-751.000-719.015	DENTAL BENEFITS	7,014	5,723	5,825	5,825	4,391	5,038
230-751.000-719.016	VISION BENEFITS		1,069	1,011	1,011	859	941
230-751.000-719.020	HEALTH CARE DEDUCTION	22,591	18,609	28,875	28,875	8,137	23,100
230-751.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	443	458	450	450	308	360
230-751.000-720.000	LIFE INSURANCE	672	810	990	990	908	792
230-751.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,660	1,773	1,703	1,703	1,413	1,703
230-751.000-727.000	OFFICE SUPPLIES	1,999	1,813	1,800	2,200	1,545	1,800
230-751.000-730.000	POSTAGE	322	11,081	11,000	13,400	11,108	11,000
230-751.000-740.000	OPERATING SUPPLIES	35,852	1,858	1,800	490	338	500
230-751.000-740.100	REC YOUTH SPORTS PROG		13,759	12,000	16,960	16,017	15,000
230-751.000-740.150	REC ADULT SPORTS PROG		1,517	1,500	2,500	1,817	1,500
230-751.000-740.200	REC DANCE PROGRAMS		12,792	12,200	11,900	6,040	12,000
230-751.000-740.300	REC CAMP PROGRAMS		1,409	2,000	2,050	1,958	1,000
230-751.000-740.400	REC ENRICHMENT PROGRAMS		7,465	2,500	7,000	5,624	5,000
230-751.000-740.500	REC SENIOR PROGRAMS		2,110	1,000	1,000	455	1,000
230-751.000-740.600	ART IN THE PARK PROGRAM				2,500		
230-751.000-757.775	OPERATING SUPP: FORD LAKE PAR	969	1,580	1,700	2,250	2,229	2,500
230-751.000-776.000	MAINTENANCE SUPPLIES	84	74			15	
230-751.000-776.003	MAINT SUPPLIES - COMMUNITY CT	2,962	5,141	4,500	5,000	4,690	4,500
230-751.000-800.001	ADMINISTRATION FEES	22,219	23,110	25,051	25,051	20,876	25,051
230-751.000-818.000	CONTRACTUAL SERVICES	24,153	19,990	24,000	14,240	13,766	14,500
230-751.000-818.002	CONTRACTUAL SERVICES COMM CEN	3,398	2,976	2,000	2,800	2,795	2,000
230-751.000-850.000	TELEPHONE	2,348	2,086	2,400	2,400	1,758	2,400
230-751.000-860.000	TRAVEL			100	100		75

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/16	REQUESTED BUDGET
230-751.000-867.000	GAS & OIL	5,074	3,807	4,500	4,500	2,576	4,000
230-751.000-876.000	RETIREMENT/MERS	39,324	36,096	35,626	35,626	29,953	36,382
230-751.000-876.003	OPEB FUNDING- RETIREE HEALTH	44,898	48,874	46,041	46,041	46,041	40,972
230-751.000-880.000	COMMUNITY PROMOTION	20,293	18,635	19,000	19,400	19,330	19,000
230-751.000-890.000	SENIOR NUTRITION PROGRAM	8,891	8,689	13,200	13,200	6,613	15,000
230-751.000-913.000	INSURANCE & BONDS FLEET		6,249	7,158	7,158	5,842	7,380
230-751.000-917.000	WORKERS COMPENSATION INSURANC	7,746	8,326	9,237	9,237	7,504	9,361
230-751.000-920.003	UTILITIES - COMMUNITY CENTER	62,337	55,702	60,000	60,000	41,474	60,000
230-751.000-931.003	REPAIRS COMMUNITY CENTER		4,525	2,000	1,700	162	1,700
230-751.000-931.021	NON RECURRING R & M-COMM CTR	7,496	331	800	22,160	21,358	4,000
230-751.000-933.001	MAINTENANCE CONTRACTS	4,766	6,914	4,600	4,600	3,489	4,600
230-751.000-940.000	RENT	2,393	2,424	500	500		
230-751.000-941.000	EQUIPMENT RENTAL/LEASING	2,808	2,890	2,500	3,610	3,470	2,500
230-751.000-943.000	MOTORPOOL LEASE/MAINTENANCE	14,700	14,700	15,200	15,200	13,052	15,200
230-751.000-957.000	BANK CHARGES	4,929	5,620	5,000	5,000	3,154	5,000
230-751.000-958.000	MEMBERSHIP AND DUES	150	175	200	200	175	200
230-751.000-974.022	SENIOR REC CENTER - EQUIPMENT	16,091			4,941	2,348	
NET OF REVENUES/APPROPRIATIONS - 751.000-RESIDENT SVCS: RECREA		(884,814)	(865,200)	(919,665)	(948,466)	(732,779)	(813,973)
ESTIMATED REVENUES - FUND 230		873,796	852,219	919,665	948,466	717,460	813,973
APPROPRIATIONS - FUND 230		884,814	865,200	919,665	948,466	732,779	813,973
NET OF REVENUES/APPROPRIATIONS - FUND 230		(11,018)	(12,981)			(15,319)	

Fund 236 – 14B District Court

Revenues

Line Item	Explanation
236-000-000-569-019 – State Grant Revenue	Funds received through a grant from the Supreme Court Administrative Office for a Human Trafficking Docket. This grant expires September 30, 2017. The court is currently applying for grant money under the drug court program through Supreme Court Administrative Office and Office of Highway Safety Planning. If the court receives drug court grant funding it 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. This line item is offset by a corresponding expenditure item.
236-000-000-601-136 – 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.

Line Item	Explanation
236-000-000-601-137 – 14B State of MI Juror Comp Reimb	<p>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. The Court is reducing this amount due to a change in how juries are selected. Beginning in 2016 the Court began holding a hearing the day before jurors were required to attend. Often cases are resolved on the day prior to jurors' obligation to attend. If that occurs, jurors do not come to the Court and we are not obligated to pay them. This reduction in payments to jurors will result in a reduction in the amount reimbursed for juror payments.</p>
236-000-000-602-136 – 14B Court Costs	<p>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 and the Court's effectiveness in collecting fines assessed. In the past two years there has been an increase in cases filed and therefore an increase in costs collected. In addition, the Court has made a number of changes to improve collections over the past 3 years. The Court anticipates that this trend will continue. As a result this line item has been increased with a projection of 10% over 2016.</p>

Line Item	Explanation
236-000-000-602-544 – 14B State of MI Casflow 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". The number of cases that qualify for casflow assistance is projected to be within a small enough margin of 2016 as 2015 that the Court does not anticipate a significant change for 2017.
236-000-000-603-136 – 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. There have been a number of legislative changes affecting this line item. Changes in State law regarding the frequency with which garnishments are filed is the most significant. Prior to these changes, garnishments for wages had to be renewed periodically. Now a wage garnishment is effective for the life of the judgment. The legislation did not provide for an increase in filing fees to account for the reduction in filings. In addition to a reduction in the amount the Court is able to collect, there has been a trend for reduced filing of new civil cases. As a result this line item will be decreased.

Line Item	Explanation
236-000-000-604-000 – 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. There has been a trend over the past few years has been that the percentage of cases that are sent to probation has decreased. As with court costs, the Court is projecting an increase in probation fees collected as the numbers of cases and tickets filed has increased. As not all cases are referred to probation, there is a projection of about a 5% increase in probation fees collected.
236-000-000-605-001 – 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. and the Court's effectiveness in collecting fines assessed. In the past two years there has been an increase in cases filed and therefore an increase in costs collected. In addition, the Court has made a number of changes to improve collections over the past 3 years. The Court anticipates that this trend will continue. As a result this line item has been increased with a projection of 10% over 2016.
236-000-000-605-003 – 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. This line item has seen a decrease in the last year. Over the past few years this has been a varied amount. If more defendants are utilizing bail bond's services, there is a decrease in the cash bonds deposited with the court and this could contribute to a reduction. The Court anticipates that this number will decrease for 2017.

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 salary for the Deputy Clerk positions (6 full-time); one Probation Agent; one Probation Secretary; and two Judicial Secretaries. Even though a contractual 1.5% increase is budgeted, the amount shown is less since no payroll accrual is needed for 2017.
236-136-000-706-001 – Salary-Bailiff	This line item includes the salary paid to the Bailiffs. These positions are paid an hourly wage, on an "as needed" basis. These positions are paid no benefits.
236-136-000-706-002 – Salary-Deputy Court Administrator	Salary for Magistrate/Court Administrator. A 1.5% increase is budgeted, the same as AFSCME and Teamsters employees. Even though the increase is budgeted, the amount shown is less since no payroll accrual is needed for 2017.

Line Item	Explanation
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 is used for the health insurance buyout for employees who receive health insurance through another source.
236-136-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
236-136-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. A larger increase is shown due to an employee moving from 2 person coverage to family coverage.
236-136-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
236-136-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.

Line Item	Explanation
236-136-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
236-136-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
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.
236-136-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
236-136-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.

Line Item	Explanation
236-136-000-727-000 – Office Supplies	The Court anticipates office supply purchasing for 2017 to remain similar to 2016.
236-136-000-730-000 - Postage	Although postage rates have increased, there has been a decrease in volume of mailing from the Court therefore it is recommended that this item be reduced.
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 formally occupied by the Washtenaw County Sheriff's Dept.
236-136-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
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. It is recommended that this amount not change.

Line Item	Explanation
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. The Dispute Resolution Center has requested an increase in fees paid to them. We have been paying \$5000 annually. They are requesting an increase. This line item has been increased \$2500 for that request.
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.
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. There has been an increase in the number of cases requiring translation services. In addition the cost of these services has increased due to new training and certification requirements.

Line Item	Explanation
236-136-000-802-100 – Court Innovation Grant	Funding for this grant covers expenses through September 30, 2017 for a Human Trafficking Court docket. This grant expires September 30, 2017. The court is currently applying for grant money under the drug court program through Supreme Court Administrative Office and Office of Highway Safety Planning. If the court receives drug court grant funding it 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. This line item is offset by a corresponding revenue item.
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. The Court has implemented pretrial conferences prior to the date of jury selection which eliminates the need for jurors to appear of all matters scheduled are resolved at the pretrial conference. For this reason the Court recommends this amount be lowered.
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.

Line Item	Explanation
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.
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 imputing 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	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. 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 15 th District Courts that County IT is proceeding with that makes the continuation of the relationship with County IT more favorable than other options. This amount may be decreased for 2017, but a final proposal from County IT has not been received.
236-136-000-850-000 - Telephone	This line item is 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 (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director. Increase budgeted due to actuarial.

Line Item	Explanation
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 Dept., 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 use of citation books continues to decrease, so this line item is being reduced.
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 is for utilities for the Court. This is of course weather dependent. At this time no change is requested.
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

Line Item	Explanation
236-136-000-957-000 – Bank Charges	This line item reflects the cost of banking fees, most notably for charge card expenses. This line item has remained consistent for the last two years. It is recommended that it remain the same.
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.
236-136-000-977-000 - Equipment	This line item includes the cost of the purchase of new equipment. This line item is increased to reflect 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.

10/27/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 236 - 14B DISTRICT COURT							
Dept 000.000							
236-000.000-569.019	STATE GRANT REVENUE	59,569	62,658	82,500	121,500		117,000
236-000.000-601.136	14B STATE SHARED REVENUE	45,724	45,724	45,800	45,800	34,293	50,300
236-000.000-601.137	14B ST OF MI JUROR COMP REIMB	3,115	2,603	4,500	4,500	1,335	3,000
236-000.000-602.136	14B COURT COSTS	416,168	469,875	416,832	416,832	438,139	460,000
236-000.000-602.544	14B-ST OF MI CASEFLOW ASSISTA	8,989	11,381	22,958	22,958	10,611	20,000
236-000.000-603.136	14B CIVIL FEES	240,117	227,891	243,291	243,291	168,813	200,000
236-000.000-604.000	14B PROBATION FEES	86,915	93,894	78,307	78,307	78,877	82,000
236-000.000-605.001	14B ORDINANCE FINES AND COSTS	487,139	470,544	510,000	510,000	608,744	560,000
236-000.000-605.002	FINES & FORFEITS		120			(246)	
236-000.000-605.003	14B BOND FORFEITURES	20,926	28,060	31,262	31,262	16,211	25,000
236-000.000-664.001	INTEREST EARNED	53	42			353	
236-000.000-688.200	REIMBURSE PROJECTS - 14B COURT		11,678				
236-000.000-694.001	OTHER INCOME-MISCELLANEOUS	225					
236-000.000-694.004	MISC REVENUE - INSURANCE REIM	1,249	1,603			1,047	
236-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			7,871	24,395		
NET OF REVENUES/APPROPRIATIONS - 000.000-		1,370,189	1,426,073	1,443,321	1,498,845	1,358,177	1,517,300

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 136.000-COURT							
236-136.000-703.001	SALARY - JUDGE	45,724	45,724	45,724	45,724	37,256	45,724
236-136.000-706.000	SALARY - PERMANENT WAGES	424,235	441,615	462,996	462,996	350,239	458,612
236-136.000-706.001	SALARY - BAILIFF	40,937	37,121	42,182	42,182	32,685	42,826
236-136.000-706.002	SALARY - MAGISTRATE/COURT ADMIN	67,856	69,938	71,259	71,259	55,384	70,963
236-136.000-706.050	YE ODD DAY ACCRUAL			6,049	6,049		
236-136.000-707.000	SALARY - TEMPORARY/SEASONAL	12,267	10,966	10,000	10,000	14,754	10,000
236-136.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	14,628	2,964	9,743	9,743	3,275	9,889
236-136.000-708.010	HEALTH INS BUYOUT	3,205	3,000	3,000	3,000	1,500	3,000
236-136.000-709.000	REG OVERTIME	46				10	
236-136.000-715.000	F.I.C.A./MEDICARE	39,064	40,879	47,183	47,183	31,499	46,382
236-136.000-719.000	HEALTH INSURANCE	129,786	163,256	169,598	169,598	154,344	173,072
236-136.000-719.001	SICK AND ACCIDENT	3,202	3,821	4,612	4,612	4,271	5,506
236-136.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(38,415)				(21,635)
236-136.000-719.015	DENTAL BENEFITS	14,778	13,092	13,323	13,323	12,074	13,323
236-136.000-719.016	VISION BENEFITS		2,242	2,294	2,294	1,917	2,523
236-136.000-719.020	HEALTH CARE DEDUCTION	23,980	36,803	59,203	59,203	25,311	59,203
236-136.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	986	1,054	1,080	1,080	685	1,035
236-136.000-720.000	LIFE INSURANCE	1,692	2,025	2,475	2,475	2,186	2,475
236-136.000-723.000	DEFERRED COMPENSATION EMPLOYE	683	1,148	680	680	1,159	687
236-136.000-724.001	UNEMPLOYMENT EXPENSE	7,240					
236-136.000-727.000	OFFICE SUPPLIES	10,324	9,086	10,000	12,000	10,143	10,000
236-136.000-730.000	POSTAGE	9,820	10,133	10,000	10,000	6,984	8,000
236-136.000-739.000	LIBRARY SUBSCRIPTION	3,393	3,865	3,000	3,000	2,747	3,000
236-136.000-740.000	OPERATING SUPPLIES	6,960	4,395	6,000	6,000	3,905	6,000
236-136.000-800.001	ADMINISTRATION FEES	30,079	31,103	31,735	31,735	26,446	31,735
236-136.000-801.007	ATTORNEY FEES CRIMINAL	39,889	37,670	55,000	55,000	32,256	55,000
236-136.000-801.009	14B OTHER CONTRACTUAL SERVICE	7,541	5,573	7,500	7,500	4,686	10,000
236-136.000-801.010	CONTRACTUAL/VISITING JUDGE	441		1,750	1,750	433	1,750
236-136.000-801.012	CONTRACTUAL/INTERPRETER FEES	4,707	4,489	2,500	5,000	6,019	5,000
236-136.000-802.100	COURT INNOVATION GRANT	59,569	64,836		121,500	90,123	117,000
236-136.000-802.200	14B COURT SPECIAL PROJECTS		13,399	82,500			
236-136.000-811.000	14B TRANSCRIPTS	381		500	500		500
236-136.000-812.000	14B JURY FEES	4,478	3,777	4,000	4,000	775	3,000
236-136.000-812.001	WITNESS FEES			100	100		100
236-136.000-812.002	14B ENHANCED JURY FEES	1,360	1,660	1,000	1,000	560	750
236-136.000-812.003	14B JUROR EXPENSES	960	742	500	500	181	300
236-136.000-819.006	COMPUTER PROGRAMS/LIEN	6,778	11,051	7,390	7,390	8,805	7,500

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/16	REQUESTED BUDGET
236-136.000-819.010	COMPUTER NETWORK SUPPORT	33,649	28,791	37,009	37,009	3,366	35,000
236-136.000-850.000	TELEPHONE	2,154	2,138	2,500	2,500	1,799	2,500
236-136.000-860.000	TRAVEL	1,019	884	800	1,050	1,026	800
236-136.000-876.000	RETIREMENT/MERS	80,834	88,909	88,597	88,597	74,962	117,715
236-136.000-876.003	OPEB FUNDING- RETIREE HEALTH	69,368	77,451	75,481	75,481	75,481	79,387
236-136.000-900.000	PUBLISHING	3,967	3,306	3,500	3,500		1,500
236-136.000-914.000	INSURANCE & BONDS FIRE & LIAB	7,406	8,344	8,853	8,853	7,224	9,129
236-136.000-917.000	WORKERS COMPENSATION INSURANC	6,411	6,554	6,905	6,905	5,447	6,315
236-136.000-920.014	UTILITIES - COURT	17,166	14,190	20,000	17,500	12,413	20,000
236-136.000-931.000	REPAIRS AND MAINTENANCE	5,264	6,229	7,500	7,500	8,743	7,500
236-136.000-933.000	EQUIPMENT MAINTENANCE	1,601		1,000	1,000		1,000
236-136.000-933.001	MAINTENANCE CONTRACTS	843		1,500	1,500		1,500
236-136.000-956.000	MISCELLANEOUS			100	100	100	
236-136.000-957.000	BANK CHARGES	8,638	5,194	6,000	6,000	6,661	6,000
236-136.000-958.000	MEMBERSHIP AND DUES	1,375	1,395	1,000	1,000	1,420	1,000
236-136.000-960.000	EDUCATION AND TRAINING	1,335	335	1,200	1,200	175	1,700
236-136.000-969.101	TRANSFER TO GENERAL FUND		170,000		16,524	16,524	
236-136.000-977.000	EQUIPMENT	27,246	13,169	6,500	4,250		6,500
NET OF REVENUES/APPROPRIATIONS - 136.000-COURT		(1,285,265)	(1,465,901)	(1,443,321)	(1,498,845)	(1,137,953)	(1,480,766)
ESTIMATED REVENUES - FUND 236		1,370,189	1,426,073	1,443,321	1,498,845	1,358,177	1,517,300
APPROPRIATIONS - FUND 236		1,285,265	1,465,901	1,443,321	1,498,845	1,137,953	1,480,766
NET OF REVENUES/APPROPRIATIONS - FUND 236		84,924	(39,828)			220,224	36,534

Fund 248 – Housing & Business Inspection

Revenues

Line Item	Explanation
248-000-000-451-300 – Bus Lic-Rental Registration Fee	This line item reflects fees collected from landlords to register new rental properties (\$10 fee, one time charge to register). Revenue is projected to increase with the addition of multifamily rental inspections.
248-000-000-607-300 – Charge for Serv-SF Rental Inspect	This line item reflects revenue from single family rental inspection fees collected from landlords (\$100 for inspections, \$30 for re-inspections). Revenue is projected to slightly decrease due to stabilization in the number of new rental properties.
248-000-000-607-310 – Tax Sp Assess-SF Rental Inspect	This line item reflects revenue from 2015-16 delinquent single family rental inspection invoices that will be designated as a special assessment and added to Winter 2017 property tax bills. Revenue is projected based upon an estimate of delinquent invoices at the time of budget preparation.
248-000-000-607-320 – Charge for Serv-MF Rental Inspect	This line item reflects revenue from multifamily rental inspection fees collected from landlords/owners. The fees for these inspections have been established. This is a new line item for a program initiated in the fall of 2016. Revenue is projected based upon anticipated workload as this new program is developed.

Line Item	Explanation
248-000-000-607-330 – Tax Sp Assess-MF Rental Inspect	This line item reflects revenue from 2015-16 delinquent multifamily rental inspection invoices that will be designated as a special assessment and added to Winter 2017 property tax bills. Revenue is projected based upon an estimate of delinquent invoices at the time of budget preparation.
248-000-000-607-400 – Charge for Serv-Vacant Prop Inspect	This line item reflects revenue from vacant building inspection fees.
248-000-000-607-410 – Tax Sp Assess-Vacant Prop Inspect	This line item reflects revenue from 2015-16 delinquent vacant building inspection invoices that will be designated as a special assessment and added to Winter 2017 property tax bills. Revenue is projected based upon an estimate of delinquent invoices at the time of budget preparation.
248-000-000-664-001 – Interest Earned	This line item reflects interest earned on banked revenue.
248-000-000-694-004 – Misc Revenue-Insurance Reimb	This line item reflects reimbursement from insurance proceeds or court orders.
248-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects appropriations of prior year fund balance to meet current operating expenses. The increase is due to additional clerical and OEA support and is offset by revenue.

Expenditures

Line Item	Explanation
248-248-000-705-000 – Salary-Supervision	This line item reflects expenses for 12.5% of the salary for the OCS Executive Coordinator who provides administrative oversight of staff funded in this budget. Even though a 1.5% increase is budgeted for 2017 (the same as AFSCME and Teamsters employees), the amount shown is lower since no payroll accrual is needed.
248-248-000-706-000 – Salary-Permanent Wages	This line item reflects wage expenses for three (3) full-time Ordinance Enforcement Assistants (OEA) to perform inspections of rental properties and vacant buildings, as well as one full-time clerical position. Expenses have increased due to the addition of ½ time clerical support and conversion of an OEA from part-time to full-time status. A contractual 1.5% increase is also budgeted for 2017.
248-248-000-706-014 – Rental Inspections	This is a new line item for 2017 and reflects the portion that will be charged to Fund 248 for Act 54 inspectors performing rental inspections. Corresponding line item in Fund 249 is 249-249-000-706-014.
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 were notified of our health care renewal rates and will only receive a .16% increase in 2017. A larger increase is shown due to the increase in staff.
248-248-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources. A larger increase is shown due to the increase in staff.
248-248-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
248-248-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though there will be no increase in rates, an increase is budgeted due to the increase in staff.
248-248-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. A larger increase is shown due to the increase in staff.

Line Item	Explanation
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. An increase is shown due to the increase in staff.
248-248-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. An increase is shown due to the increase in staff.
248-248-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Even though there will be no increase in rates, an increase is budgeted due to the increase in staff.
248-248-000-727-000 – Office Supplies	This line item reflects expenses for office supplies to support inspection programs, such as business cards, pens, forms placards, etc. No change.
248-248-000-730-000 - Postage	This line item reflects expenses for postage to support inspection programs. Budgeted funds are reduced based on 2016 actual expenses and projected need.
248-248-000-741-001 – Uniforms-New & Badges	This line item reflects expenses for new and replacement uniforms for field employees. No change.
248-248-000-800-001 – Administration Fee	This is an internal cost allocation charged to the Housing & Business Inspection Fund for township office space, technology and equipment for staff funded within this budget. Figures provided by the Accounting Director.

Line Item	Explanation
248-248-000-867-000 – Gas & Oil	This line item reflects expenses for gasoline and oil for vehicles allocated for use by inspectors. Budgeted funds are reduced based on 2016 actual expenses.
248-248-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director. A large increase is shown due to the increase in staff.
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 assigned to employees in this department. This amount was reduced since one of the vehicles in this department is now paid for.
248-248-000-977-000 - Equipment	This line item reflects expenses for new and replacement field equipment for field inspectors. No change.

10/27/16

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 248 - HOUSING & BUSINESS INSPECTION FUND							
Dept 000.000							
248-000.000-451.300	BUS LIC-RENTAL REGISTRATON FE		950	250	250	2,020	2,000
248-000.000-607.300	CHRG FOR SERV-SF RENTAL INSPECT	156,325	141,652	160,000	160,000	98,217	135,000
248-000.000-607.310	TAX SP ASSESS -SF RENTAL PROP INSPECT		11,335	10,000	10,000	47,183	15,000
248-000.000-607.320	CHRG FOR SERV-MF RENTAL INSPECT						90,000
248-000.000-607.330	TAX SP ASSESS -MF RENTAL PROP INSPECT						500
248-000.000-607.400	CHRG FOR SERV-VACANT PROP INSPECT	12,377	26,980	19,529	19,529	18,880	18,000
248-000.000-607.410	TAX SP ASSESS - VACANT PROP INSPECT		25,683	40,000	40,000	42,967	23,000
248-000.000-664.001	INTEREST EARNED	39	39			211	100
248-000.000-694.004	MISC REVENUE - INSURANCE REIMB		258			223	
248-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				438		36,469
NET OF REVENUES/APPROPRIATIONS - 000.000-		168,741	206,897	229,779	230,217	209,701	320,069

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 248.000-RENTAL INSPECTION							
248-248.000-705.000	SALARY - SUPERVISION		7,472	7,759	7,759	6,031	7,727
248-248.000-706.000	SALARY - PERMANENT WAGES	57,920	113,060	116,494	116,494	90,164	165,443
248-248.000-706.014	RENTAL INSPECTIONS	16,500					21,000
248-248.000-706.050	YE ODD DAY ACCRUAL			1,405	1,405		
248-248.000-707.400	TEMP/SEASONAL - VACANT PROP INSPECT	38,773					
248-248.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	576	516	1,628	2,035	523	2,664
248-248.000-708.010	HEALTH INS BUYOUT		375	375	375	188	3,375
248-248.000-709.000	REG OVERTIME	1,627	91	1,300	1,300	9	1,000
248-248.000-715.000	F.I.C.A./MEDICARE	6,210	9,506	9,843	9,874	7,358	15,392
248-248.000-719.000	HEALTH INSURANCE	10,927	17,475	19,880	19,880	18,223	31,683
248-248.000-719.001	SICK AND ACCIDENT	447	773	1,053	1,053	1,016	1,975
248-248.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(1,740)				(5,400)
248-248.000-719.015	DENTAL BENEFITS	966	1,222	1,326	1,326	1,216	3,136
248-248.000-719.016	VISION BENEFITS		219	253	253	198	620
248-248.000-719.020	HEALTH CARE DEDUCTION	553	1,088	8,663	8,663	3,256	11,550
248-248.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	185	205	225	225	154	270
248-248.000-720.000	LIFE INSURANCE	216	377	520	520	477	817
248-248.000-723.000	DEFERRED COMPENSATION EMPLOYE	489	15	210	210		
248-248.000-727.000	OFFICE SUPPLIES	293	290	300	300	283	300
248-248.000-730.000	POSTAGE	2,204	1,505	2,500	2,500	696	2,000
248-248.000-741.001	UNIFORMS-NEW AND BADGES	1,250	500	1,000	1,000	300	1,000
248-248.000-800.001	ADMINISTRATION FEES			15,055	15,055	12,546	16,877
248-248.000-867.000	GAS & OIL	2,368	5,199	5,000	5,000	3,509	4,000
248-248.000-876.000	RETIREMENT/MERS	6,422	7,885	8,166	8,166	6,661	19,641
248-248.000-913.000	INSURANCE & BONDS FLEET		1,645	1,884	1,884	1,537	1,943
248-248.000-917.000	WORKERS COMPENSATION INSURANCE	1,284	2,411	2,323	2,323	1,748	1,806
248-248.000-943.000	MOTORPOOL LEASE/MAINTENANCE	7,840	8,014	14,500	14,500	12,083	10,250
248-248.000-956.000	MISCELLANEOUS		1,105				
248-248.000-977.000	EQUIPMENT	701		1,000	1,000		1,000
NET OF REVENUES/APPROPRIATIONS - 248.000-RENTAL INSPECTION		(157,751)	(179,208)	(222,662)	(223,100)	(168,176)	(320,069)
ESTIMATED REVENUES - FUND 248		168,741	206,897	229,779	230,217	209,701	320,069
APPROPRIATIONS - FUND 248		157,751	179,208	222,662	223,100	168,176	320,069
NET OF REVENUES/APPROPRIATIONS - FUND 248		10,990	27,689	7,117	7,117	41,525	

Fund 249 - Building
Revenues

Line Item	Explanation
249-000-000-476-477 – Licensed Contractor Registration	This line item reflects revenue generated from collection of fees to register licensed contractors doing business in the Township. This revenue is projected to increase 36% based upon 2016 data and projections.
249-000-000-476-478 – Refrigeration Permit	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 increase 125% based upon 2016 data and projections.
249-000-000-476-479 – 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 37% based on 2016 data and new developments currently being proposed or under review. No fee increases are expected for building permits in 2017.
249-000-000-476-480 – 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 increase 56% based upon 2016 data and projections. We are discussing a revision of the fee schedule for all trade permits in 2017.
249-000-000-476-481 – 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 increase 16% based upon 2016 data and projections. We are discussing a revision of the fee schedule for all trade permits in 2017.

Line Item	Explanation
249-000-000-476-482 – 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 increase 56% based upon 2016 data and projections. We are discussing a revision of the fee schedule for all trade permits in 2017.
249-000-000-476-484 – 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 increase 47% based upon 2016 data and projections.
249-000-000-476-486 – 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 increase 60% based upon 2016 data and projections.
249-000-000-607-010 – Charge for Srvc-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 increase 26% based upon 2016 data and 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 inspections conducted for the purpose of on-premise liquor license renewal. This revenue is projected to remain consistent with no change.
249-000-000-664-001 – Interest Earned	This line item reflects interest earned on banked revenue.
249-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects the amount transferred from the Fund Balance to meet current year operating expenses. Fund transfer is anticipated due to restoration of Act 54 inspector positions in order to meet increased development demands.

Expenditures

Line Item	Explanation
249-249-000-705-000 – Salary-Supervision	This line item reflects salary expenses for the Chief Building Official who administers the state building codes and coordinates all Act 54 inspection services. This line item also covers 25% of the OCS Executive Coordinator position, who performs administrative management of building department staff and related support functions under the OCS umbrella. Even though a 1.5% increase is budgeted (the same as AFSCME and Teamsters employees), a reduction is shown since no payroll accrual is needed for 2017. All salaries are determined by Board resolution.
249-249-000-706-000 – Salary-Permanent Wages	This line item reflects wages for one clerical position (AFSCME) whose salary is determined by labor contract. Even though a contractual 1.5% increase is budgeted, a reduction is shown since no payroll accrual is needed for 2017.
249-249-000-706-004 – Building Inspection	This line item reflects wages for two Act 54 building inspectors (AFSCME) who conduct inspections for building and soil erosion permit activity, as well as building plan reviews for residential and commercial projects. Expenses are increased 85% due to restoration of the second building inspector position that had been vacant since 2006 and that was restored as of August, 2016. This new employee also performs multifamily rental inspections with expenses funded by revenue from Fund 248.

Line Item	Explanation
249-249-000-706-005 – Electrical Inspection	This line item reflects wages for one Act 54 electrical inspector (AFSCME) who conducts inspections for electrical permit activity. This employee also performs multifamily rental inspections with expenses funded by revenue from Fund 248. This account had been inactive since 2009 and has been restored as of August, 2016.
249-249-000-706-006 – Plumbing Inspection	This line item reflects wages for one Act 54 plumbing inspector (AFSCME) who conducts inspections for plumbing permit activity. This employee also performs multifamily rental inspections with expenses funded by revenue from Fund 248. This account had been inactive since 2008 and has been restored as of August, 2016.
249-249-000-706-014 – Rental Inspections	This is a new line item for 2017 and reflects the portion that will be charged to Fund 248 (248-248-000-706-014) for rental inspections performed, that are not covered under Act 54.
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.
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. Expenses are increased 50% due to addition of new inspector positions.
249-249-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.

Line Item	Explanation
249-249-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. A greater increase is budgeted due to the increase in staff.
249-249-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources. A greater increase is budgeted due to the increase in staff.
249-249-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
249-249-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though there will be no increase in rates, an increase is budgeted due to the increase in staff.
249-249-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. A larger increase is budgeted due to the increase in staff.
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 budgeted due to the increase in staff.
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 budgeted due to the increase in staff.

Line Item	Explanation
249-249-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Even though there will be no increase in rates, an increase is budgeted due to the increase in staff.
249-249-000-727-000 – Office Supplies	This line item reflects office supply expenses, such as inspection forms, placards, pens, etc. This budget is increased 40% based on the addition of three inspector positions and projected higher permit activity.
249-249-000-730-000 – Postage	This line item reflects postage expenses. Based on 2016 data and projected construction activity, expenses are budgeted to increase 120%.
249-249-000-740-001 – Ordinance & Zoning Code Books	This line item reflects expenses to purchase applicable State of Michigan code publications and software required for reference for inspectors.
249-249-000-741-001 – Uniforms-New and Badges	This line item reflects expenses to purchase uniform clothing apparel and other uniform related items. No change.
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 contract mechanical inspection services and other fill-in inspection services for sick calls and scheduled vacations. There is a 65% projected reduction based on 2016 mechanical inspection data and the addition of full time electrical and plumbing inspectors.
249-249-000-867-000 – Gas & Oil	This line item reflects expenses for gasoline and oil for vehicles used by building department staff. Budgeted 66% increase due to the addition of inspection staff and vehicles.

Line Item	Explanation
249-249-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
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 township motor pool and maintenance expenses for vehicles assigned to the building department. Budgeted 233% increase due to the addition of three new vehicles for additional inspection staff.
249-249-000-958-000 – Membership & Dues	This line item reflects the cost of mandatory memberships and dues in professional organizations required for continuing education classes for inspectors to maintain ACT 54 state certification. Budgeted 200% increase due to added inspection staff.
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. Budgeted 20% decrease from the 2016 original budget (new employees were equipped in 2016).

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 249 - BUILDING DEPARTMENT							
Dept 000.000							
249-000.000-476.477	LICENSED CONTRACTOR REGISTRATION	7,995	5,040	5,000	5,000	5,805	6,800
249-000.000-476.478	REFRIGERATION PERMIT	5,670	6,850	4,000	4,000	7,200	9,000
249-000.000-476.479	BUILDING PERMIT	295,912	260,784	280,000	280,000	407,795	385,000
249-000.000-476.480	ELECTRICAL PERMIT	29,295	41,358	32,000	32,000	41,543	50,000
249-000.000-476.481	HEATING PERMIT	54,368	79,528	60,000	60,000	67,158	70,000
249-000.000-476.482	PLUMBING PERMIT	35,765	37,753	32,000	32,000	43,398	50,000
249-000.000-476.484	MISC / REINSPECT	17,910	23,315	17,000	17,000	23,095	25,000
249-000.000-476.486	SIGN PERMITS	2,835	2,435	2,000	2,000	2,779	3,200
249-000.000-607.010	CHARGE FOR SRVCS-ENVIR/PLOT P	5,911	2,921	3,000	3,000	464	3,800
249-000.000-607.012	CHARGE FOR SERV-ADDRESS ASSIG					15	
249-000.000-607.270	CHARGE FOR SERV-LIQUOR INSPEC	855	1,000	1,000	1,000	850	1,000
249-000.000-664.001	INTEREST EARNED	135	129			685	800
249-000.000-694.004	MISC REVENUE - INSURANCE REIMB		258			223	
249-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			21,476	125,343		121,342
NET OF REVENUES/APPROPRIATIONS - 000.000-		456,651	461,371	457,476	561,343	601,010	725,942

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 249.000-BUILDING DEPARTMENT							
249-249.000-705.000	SALARY - SUPERVISION	38,560	67,960	90,941	90,941	70,401	90,563
249-249.000-706.000	SALARY - PERMANENT WAGES	36,767	41,973	42,994	42,994	33,415	42,806
249-249.000-706.004	BUILDING INSPECTION	49,297	46,154	61,904	61,304	14,223	216,775
249-249.000-706.005	ELECTRICAL INSPECTION				21,545	13,524	51,708
249-249.000-706.006	PLUMBING INSPECTION				21,545	5,589	51,708
249-249.000-706.014	RENTAL INSPECTIONS						(21,000)
249-249.000-706.050	YE ODD DAY ACCRUAL			2,214	2,214		
249-249.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	3,709	2,154	2,956	25,314	1,047	3,000
249-249.000-708.010	HEALTH INS BUYOUT	1,500	2,160	3,750	3,750	2,625	3,750
249-249.000-709.000	REG OVERTIME	1,472	6	1,000	1,000	1,345	1,500
249-249.000-715.000	F.I.C.A./MEDICARE	9,901	13,141	15,741	20,749	10,687	25,772
249-249.000-719.000	HEALTH INSURANCE	19,371	23,785	24,850	35,108	22,779	81,176
249-249.000-719.001	SICK AND ACCIDENT	665	806	1,303	1,450	871	2,993
249-249.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(7,120)				(9,000)
249-249.000-719.015	DENTAL BENEFITS	2,567	2,424	2,818	3,598	2,583	7,069
249-249.000-719.016	VISION BENEFITS		404	505	614	390	1,326
249-249.000-719.020	HEALTH CARE DEDUCTION	4,430	5,689	8,663	21,563	3,860	25,988
249-249.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	125	176	180	203	123	450
249-249.000-720.000	LIFE INSURANCE	346	444	644	753	590	1,238
249-249.000-727.000	OFFICE SUPPLIES	2,415	1,143	1,000	1,000	1,026	1,400
249-249.000-730.000	POSTAGE	968	1,264	1,000	1,800	1,318	2,200
249-249.000-740.000	OPERATING SUPPLIES				200	108	
249-249.000-740.001	Ordinance & Zoning Code Books	1,111	248	2,000	1,800	1,222	2,000
249-249.000-741.001	UNIFORMS-NEW AND BADGES		969	1,000	1,600	786	1,000
249-249.000-800.001	ADMINSTRATION FEES	16,618	16,823	18,162	18,162	15,135	21,076
249-249.000-801.000	PROFESSIONAL SERVICES	6,902					
249-249.000-818.000	CONTRACTUAL SERVICES	127,550	150,565	130,000	120,000	117,975	45,000
249-249.000-860.000	TRAVEL	848					
249-249.000-867.000	GAS & OIL	2,238	1,636	3,000	2,200	1,555	5,000
249-249.000-876.000	RETIREMENT/MERS	19,484	20,327	21,567	24,902	16,734	35,690
249-249.000-913.000	INSURANCE & BONDS FLEET		1,645	1,884	1,884	1,537	1,943
249-249.000-917.000	WORKERS COMPENSATION INSURANCE	1,284	3,414	4,400	4,400	3,370	3,611
249-249.000-943.000	MOTORPOOL LEASE/MAINTENANCE	11,905	11,800	7,000	12,750	11,583	22,200

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
249-249.000-958.000	MEMBERSHIP AND DUES	125	860	1,000	1,000	785	3,000
249-249.000-960.000	EDUCATION AND TRAINING	285					
249-249.000-977.000	EQUIPMENT	3,849	5,348	5,000	15,000	12,001	4,000
249-249.000-977.001	COMPUTER SOFTWARE		6,925				
NET OF REVENUES/APPROPRIATIONS - 249.000-BUILDING DEPARTMENT		(364,292)	(423,123)	(457,476)	(561,343)	(369,187)	(725,942)
ESTIMATED REVENUES - FUND 249		456,651	461,371	457,476	561,343	601,010	725,942
APPROPRIATIONS - FUND 249		364,292	423,123	457,476	561,343	369,187	725,942
NET OF REVENUES/APPROPRIATIONS - FUND 249		92,359	38,248			231,823	

2017 BUDGET
L DFA, GENERAL OBLIGATION DEBTS, BONDS & CAPITAL ACCOUNTS

Fund 250

L DFA Fund

The 2017 revenues are based on the 2016 property tax values for the L DFA District. The captured funds are then transferred to Fund 398 General Obligation Bonds for Seaver Farms Infrastructure - 2013 Bond Fund to cover the bond payments for the infrastructure improvements.

<i>2016 Recaptured Tax for 2017 revenues</i>	143,526
<i>Expenditure for Fund 398 - 2013 Refunding Series B Bond</i>	<u>(230,740)</u>
<i>For \$170,000 principal, \$60,240 interest, and \$ 500 fees for 2017 payments</i>	
Recaptured taxes are insufficient to cover bond expenditures	(87,214)
Need to use prior year Fund Balance in L DFA 250	73,500
Need to use prior year Fund Balance in Fund 398	6,000
Capital Improvement Fund 498 to transfer into Fund 398	<u>7,714</u>
	87,214
Total amount transferred from L DFA Fund 250 directly to Fund 398	217,026
Total amount transferred from Capital Improvement Fund 498 to Fund 398	7,714

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTH							
Dept 000.000							
250-000.000-402.250	CURRENT TAX REVENUE-CAPTURED	210,459	245,534	246,751	246,751	246,965	143,526
250-000.000-664.001	INTEREST EARNED	13	18			102	
250-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.						73,500
NET OF REVENUES/APPROPRIATIONS - 000.000-		210,472	245,552	246,751	246,751	247,067	217,026
Dept 991.000-DEBT SERVICES							
250-991.000-968.398	TRANSFER TO: 2006 BOND DEBT	200,000	200,000	229,760	229,760	229,760	217,026
NET OF REVENUES/APPROPRIATIONS - 991.000-DEBT SERVICES		(200,000)	(200,000)	(229,760)	(229,760)	(229,760)	(217,026)
ESTIMATED REVENUES - FUND 250		210,472	245,552	246,751	246,751	247,067	217,026
APPROPRIATIONS - FUND 250		200,000	200,000	229,760	229,760	229,760	217,026
NET OF REVENUES/APPROPRIATIONS - FUND 250		10,472	45,552	16,991	16,991	17,307	

Fund 252 - Hydro

Revenues

Line Item	Explanation
252-000-000-641-003 – Ford Lake Hydro Station	Revenues from the selling electricity from the Hydro Station to DTE Energy. Estimated revenue was calculated by averaging actual revenues from 2009 to 2014 and the performance of the Power Contract.
252-252-000-650-300 - Renewable Energy Credit	Funds received from the transfer/sale of Renewable Energy Credits. Nothing is budgeted for 2017.
252-000-000-664-001 – Interest Earned	Reflects interest earned on funds deposited in the bank.
252-000-000-697-007 – Transfer In: Environmental Cleanup	This line item reflects funds transferred in from Fund 225 – Environmental Cleanup that will be used for the professional services of Stantec for design and engineering for the Tyler Dam.

Expenditures

Line Item	Explanation
252-252-000-706-000 – Salary-Permanent Wages	This line item reflects the salary of the Hydro Operator. Even though a 1.5% increase is budgeted (the same as AFSCME and Teamsters employees), the amount shown is reduced since no payroll accrual is needed for 2017.
252-252-000-707-000 – Salary-Temporary/Seasonal	Wages for the part time operator(s) who is responsible for the weekend and holiday operations.
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 the 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.
252-252-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
252-252-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.

Line Item	Explanation
252-252-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
252-252-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here
252-252-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
252-252-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
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.
252-252-000-719-021 – Admin Fees-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
252-252-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
252-252-000-723-000 – Deferred Comp Employer	Figures provided by the Accounting Director.

Line Item	Explanation
252-252-000-727-000 – Office Supplies	Cover the cost of supplies and material used in completing reports by the department. This is unchanged from prior year.
252-252-000-730-000 - Postage	Cover cost in mailing business related material. This amount is unchanged from last year.
252-252-000-740-000 – Operating Supplies	Cost related to operation of the Hydro. Oil analysis test are one of the expenses used in the line item. Amount remains unchanged from prior year.
252-252-000-741-000 – Boot Reimb & Uniforms Purchase	Funds to purchase operators uniforms and boot allowance. Amount is up from last year due to hiring new operator(s). 1 new operator was needed to fill a retirement and 1 is anticipated in 4 th quarter of 2016. New hires would be able to get boots and uniforms in January 2017.
252-252-000-776-000 – Maintenance Supplies	Cost associated in maintaining Hydro Station including housekeeping, general maintenance supplies, and hand tools. The amount is unchanged from 2016 original budget.
252-252-000-801-000 – Professional Services	Covers cost for an independent engineering firm for technical support related to dam safety and compliance for the Ford Lake Dam. The Township does not have a Professional Engineer with dam experience on staff. Requested funds for 2017 are down from last year, since it is not a heavy compliance year. 1 project is planned for 2017, engineering (design and planning) to replace an obsolete PLC.

Line Item	Explanation
252-252-000-801-250 – Professional Services-Other Dams	This line item will be used for the professional services of Stantec for design and engineering for the Tyler Dam. The total project was \$79,800. A portion will be paid in 2016 with the remainder paid in 2017.
252-252-000-818-013 – Contractual Services/Hydro Station	Associated cost for services routinely used by the department for operations or maintenance activities. Onsite Confine Space Team, safety inspection for the crane and port-a-john rental is charged to this line item. This remains unchanged from last year.
252-252-000-850-000 - Telephone	Cost related for communication lines for the department. Cost will decrease in 2017 with the installation of the new DTE system in 2016, thus removing 2 AT&T lines. The proposed amount of \$1,000 for 2017 is down from the 2016 amended budget of \$ 50,000.
252-252-000-867-000 – Gas & Oil	Covers cost related to fuel used by the department in equipment and vehicle. In 2014, the department was issued a department truck. This will be the 3 rd budget year for this line item. A usage history has been established and for 2017, a decrease is being recommended.
252-252-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.

Line Item	Explanation
252-252-000-917-000 – Workers Comp Insurance	Figures provided by the Accounting Director.
252-252-000-915-000 – Insurance and Bonds	Figures provided by the Accounting Director.
252-252-000-920-017 – Utilities-Hydro	Cost related in heating powerhouse in winter months. Also, accounting for an increase in usage due to a new natural gas standby generator planned to replace a 28 year old diesel unit.
252-252-000-930-000 – Repairs Maintenance-Machinery	Accounts for cost related repairs and maintenance for 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. Activities include concrete repairs to spalling concrete, Substation improvements, lake sensor intake maintenance and general repairs.
252-252-000-931-013 – Repairs & Maint-Other Dams	Cost associated in maintaining Tyler and Sargent Charles Dams. A large project is planned for 2016/2017 at Tyler Dam. Funding for that project is coming from Environmental Cleanup and the General Fund.
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 unchanged from 2016.

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 is 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	It is proposed for 2017 that the substation receive some improvements to extend the life of the existing transformer.
252-252-000-977-000 - Equipment	For 2017, we plan to replace the 28 year old diesel emergency standby generator with a new natural gas unit.

- In June 2016, the Board approved funding in 2017 for Tyler Dam Phase 3 construction. This project is planned for 2016/2017 at Tyler Dam. Funding for that project is coming from Environmental Cleanup and the General Fund. \$2,000,000 will be needed in the 2017 budget for this project. Project is being coordinated with YCUA trestle Bridge Replacement Project. The Board is in the process of creating a Special Assessment District which will change the amount needed from the General Fund.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 252 - HYDRO STATION FUND							
Dept 000.000							
252-000.000-641.003	FORD LAKE HYDRO STATION	478,801	353,895	350,000	350,000	281,090	350,000
252-000.000-650.300	RENEWABLE ENERGY CREDITS			1,200	1,200		
252-000.000-664.001	INTEREST EARNED	242	136	200	200	380	200
252-000.000-694.001	OTHER INCOME-MISCELLANEOUS	59	4,295				
252-000.000-694.004	MISC REVENUE - INSURANCE REIM	345	417			267	
252-000.000-697.000	TRANSFER IN: GENERAL FUND	19,111	52,889				
252-000.000-697.007	TRANSFER IN: ENVIRO CLEANUP				72,000	72,000	44,800
252-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				132,712		
NET OF REVENUES/APPROPRIATIONS - 000.000-		498,558	411,632	351,400	556,112	353,737	395,000

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 252.000-HYDRO STATION: FORD LAKE							
252-252.000-706.000	SALARY - PERMANENT WAGES	55,289	56,993	58,069	58,069	45,132	57,828
252-252.000-706.050	YE ODD DAY ACCRUAL			648	648		
252-252.000-707.000	SALARY - TEMPORARY/SEASONAL	16,146	14,884	24,808	19,808	8,696	24,804
252-252.000-708.004	SALARIES PAY OUT-PTO&SICKTIME			877	877		890
252-252.000-708.009	AUTO ALLOWANCE	1,609					
252-252.000-709.000	REG OVERTIME	5,862	4,989	4,000	9,000	7,663	4,000
252-252.000-715.000	F.I.C.A./MEDICARE	4,933	5,015	5,102	5,102	4,032	5,158
252-252.000-719.000	HEALTH INSURANCE	14,901	17,839	18,637	18,637	17,084	18,667
252-252.000-719.001	SICK AND ACCIDENT	298	332	401	401	387	479
252-252.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(3,960)				(1,800)
252-252.000-719.015	DENTAL BENEFITS	1,651	1,417	1,417	1,417	1,299	1,417
252-252.000-719.016	VISION BENEFITS		233	233	233	198	257
252-252.000-719.020	HEALTH CARE DEDUCTION	758	1,134	5,775	5,775	1,558	5,775
252-252.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	92	92	90	90	62	90
252-252.000-720.000	LIFE INSURANCE	144	162	198	198	182	198
252-252.000-723.000	DEFERRED COMPENSATION EMPLOYE	214	195	323	323	117	322
252-252.000-727.000	OFFICE SUPPLIES	1,117	239	350	350	121	350
252-252.000-730.000	POSTAGE	61	35	100	100	7	100
252-252.000-740.000	OPERATING SUPPLIES	323	388	400	400	104	400
252-252.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	407	148	450	550	550	700
252-252.000-757.000	OPERATING SUPPLIES		70				
252-252.000-776.000	MAINTENANCE SUPPLIES	6,752	6,485	7,550	8,400	7,348	7,550
252-252.000-801.000	PROFESSIONAL SERVICES	45,394	30,134	40,000	40,000	10,526	20,000
252-252.000-801.250	PROFESSIONAL SER - OTHER DAMS	22,238	52,719		72,000	37,000	44,800
252-252.000-818.013	CONTRACTUAL SERVICES/HYDRO ST	6,896	2,595	7,500	7,500	2,390	7,500
252-252.000-850.000	TELEPHONE	21,513	34,953	20,000	50,000	37,905	1,000
252-252.000-867.000	GAS & OIL	3,537	2,255	4,200	4,200	1,591	3,500
252-252.000-876.000	RETIREMENT/MERS	8,365	8,380	8,321	8,321	7,068	11,064
252-252.000-915.000	INSURANCE AND BONDS	1,860	2,128	2,261	2,261	1,844	2,331
252-252.000-917.000	WORKERS COMPENSATION INSURANC	1,527	1,612	2,001	2,001	1,510	1,563
252-252.000-920.017	UTILITIES - HYDRO	1,560	1,266	1,400	1,400	834	1,800
252-252.000-930.000	REPAIRS MAINTENANCE-MACHINERY	291,946	8,793	9,000	9,000	3,698	9,000
252-252.000-930.001	REPAIRS/MAINT HYDRO INFRASTRU	8,185	55,835	40,000	39,900	16,485	45,000
252-252.000-931.013	REPAIRS & MAINT - OTHER DAMS		43	1,000	150	149	1,000
252-252.000-943.000	MOTORPOOL LEASE/MAINTENANCE		3,000	6,000	6,000	5,000	6,000

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
252-252.000-956.000	MISCELLANEOUS	3,248	1,600	1,800	1,800	1,615	1,800
252-252.000-956.009	CITY SHARE/HYDRO STATION	47,880	35,390	35,000	35,000	26,460	35,000
252-252.000-956.019	HYDRO-FISH STUDY-ESCROW EXPEN	7,377	5,735	8,000	8,000		8,000
252-252.000-956.025	LICENSES AND FEES/FERC	3,288	2,415	3,800	3,800	2,934	3,800
252-252.000-976.000	CAPITAL OUTLAY NEW EQUIPMENT		238,421		132,712	127,762	10,000
252-252.000-977.000	EQUIPMENT	180,000		30,000			50,000
NET OF REVENUES/APPROPRIATIONS - 252.000-HYDRO STATION: FORD I		(765,371)	(593,964)	(349,711)	(554,423)	(379,311)	(390,343)
ESTIMATED REVENUES - FUND 252		498,558	411,632	351,400	556,112	353,737	395,000
APPROPRIATIONS - FUND 252		765,371	593,964	349,711	554,423	379,311	390,343
NET OF REVENUES/APPROPRIATIONS - FUND 252		(266,813)	(182,332)	1,689	1,689	(25,574)	4,657

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, ordinance enforcement and neighborhood watch services. 2017 revenue is projected to increase 0.86% from 2016.
266-000-000-403-001 – ESA Reimbursement Operating	This is a new line item for 2017 for Essential Service Assessment (ESA) reimbursement for Personal Property due to loss attributed to the small business taxpayer exemption and eligible manufacturing personal property. The reimbursement is expected to be received in February of each year from the State of Michigan. This is the first year for ESA reimbursement.
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.
266-000-000-607-270 – Charge for Serv-Liquor Inspec	This line item reflects revenue from local inspection fees collected from businesses that hold state liquor licenses.
266-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects funds needed from Fund Balance. This is needed in 2017 to repay the General Fund for the improvements done at the LEC and the increase in OPEB.

Expenditures

Line Item	Explanation
266-301-000-705-000 – Salary-Supervision	This line item reflects the salary for the Police Services/OCS Director and 25% of the salary for the OCS Executive Coordinator. Even though a 1.5% increase is budgeted (the same as AFSCME and Teamsters), the amount shown is lower since no payroll accrual is needed for 2017.
266-301-000-706-000 – Salary – Permanent Wages	This line item shows the cost for a part-time custodian to maintain the Law Enforcement Center at 1501 S. Huron. Even though a 1.5% increase is budgeted, the amount shown is lower since no payroll accrual is needed for 2017.
266-301-000-706-013 – GIS Service	This line item reflects 25% of the cost for GIS specialist services split between OCS and Assessing.
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 Police Services/OCS Director. No change.
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.

Line Item	Explanation
266-301-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
266-301-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
266-301-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
266-301-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
266-301-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
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 including neighborhood watch mailings. This account is budgeted at a 50% decrease based on 2016 actual use.
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. This account is budgeted at a 17% decrease based on anticipated expenses.

Line Item	Explanation
266-301-000-800-001 – Administration Fees	This is an internal cost allocation charged to the police millage fund for township office space, technology and equipment for staff funded by the millage. Figures provided by the Accounting Director.
266-301-000-831-000 – Sheriff Patrol Contract	This line item reflects the Washtenaw County police contract formula price for 35 Police Service Units (PSU) budgeted at a 1% increase over 2016. Each PSU includes wages and fringe benefits for one sheriff's deputy; prorated wages and fringe benefits for shift supervision at a rate of one sergeant per 7.5 deputies; prorated wages and fringe benefits for an operational lieutenant at a rate of one lieutenant per 45 deputies; vehicle and fleet maintenance costs; metro dispatch costs; computer and technology costs; insurance and legal liability costs, etc. The police services contract for 35 PSU's provides deployment of 41 sworn officers in Ypsilanti Township, as well as services of civilian support staff, the sheriff's detective bureau and specialty support teams such as SWAT, CNT, computer forensics and K-9. Further, a sheriff's office collaboration with the Detroit Fugitive Apprehension Team (DFAT) operated by the US Marshal's Service maintains an office at the Law Enforcement Center that provides federal law enforcement presence and support services in our community.
266-301-000-831-001 – Sheriff Patrol-Overtime	This line item reflects overtime expenses related to the police services contract including patrol shift extensions, backfilling of sick calls and vacations, directed neighborhood enforcement, special investigations and off-duty court. The deputy overtime rate is set each year based on the changes in labor contracts and fringe benefit costs. Overtime funding has been reduced 7% in accordance with actual 2016 YTD expenses and trends.

Line Item	Explanation
266-301-000-831-005 – Community Service – Sheriff Dept	This line item reflects expenses for a summer youth employment program that provides community beautification services. Youth from the community are employed and supervised by the Sheriff’s Office and perform various tasks that contribute to a cleaner and safer community. All costs associated with the program are funded by Ypsilanti Township. This will be the second year of a pilot experience for this program with no cost increase.
266-301-000-831-007 – Liquor Inspection Expenditure	This line item reflects expenses for a student decoy jobs program for enforcement services pertaining to the sale of alcohol to minors. Underage youth from area high schools and colleges assist sheriff’s deputies with sting operations and appear in court to provide witness testimony. No change is budgeted.
266-301-000-831-008 – Sheriff Patrol-Schl Collb Ctr	This line item reflects contract costs for two School Resource Officers (SRO) during summer collaborations with the Lincoln Consolidated Schools and the Ypsilanti Community Schools. SRO’s are re-assigned to Ypsilanti Township during summer months when school is out of session and focus on youth crime and mentoring activities in neighborhoods. The duration of the summer SRO contracts have been reduced from 12 weeks to 10 weeks and are budgeted pursuant to a 1% increase in the standard PSU contract formula.

Line Item	Explanation
266-301-000-831-010 – Public Nuisance Abatement	This line item reflects funds allocated for special investigations conducted by the sheriff’s Community Action Team to address violent crime and narcotics trafficking in neighborhoods. Funding is reduced based on actual expense trends.
266-301-000-831-012 – Animal Control Enforcement Cont.	This line item reflects funds allocated to offset the cost of enforcing the Township’s animal control ordinances above and beyond state law. Funds are allocated to Washtenaw County to support the county’s service contract with the Humane Society of Huron Valley. No change.
266-301-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
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 utility expenses for the Holmes Rd police substation. The station is operated as a 24hr/7day deputy drop-in detachment in the northeast section of the township. There is no change budgeted.
266-301-000-920-016 – Utilities/2057 Tyler Police	This line item reflects public utility expenses for the West Willow community resource center (CRC). There is a slight decrease budgeted based on 2016 actual expenses.

Line Item	Explanation
266-301-000-920-019 – Utilities – 1501 S. Huron Station	This line item reflects utility expenses for the primary Law Enforcement Center (LEC) which houses the township's contracted sheriff's deputies, shift sergeants, operational lieutenant, civilian support personnel, sheriff K-9 Teams, and the federal Detroit Fugitive Apprehension Team. In addition, the LEC is made available as a drop-in station to Michigan State Police troopers from the Brighton Post, FBI agents from the Ann Arbor office, parole/probation agents from the Michigan Department of Corrections, and members of the county Metro SWAT Team from other local police agencies. There is a 17% budget reduction based on actual use in 2016, which was the first full year of operation for the facility.
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 drop-in detachment.
266-301-000-931-012 – Building Maintenance/2057 Tyler	This line item reflects expenses to maintain the West Willow community resource center. No change.
266-301-000-931-015 – Building Maintenance/1501S. Huron	This line item reflects expenses to maintain the primary Law Enforcement Center (LEC), including building repairs, custodial supplies and grounds maintenance. There is a 14% budget reduction based on actual use in 2016, which was the first full year of operation for the facility.
266-301-000-933-000 – Equipment Maintenance	This line item reflects expenses to maintain township owned police equipment for use by contract deputies, such as motor carrier truck scales, JAMAR radar units, FlashCam unit, digital cameras, etc. No change.

Line Item	Explanation
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 not attributed to any neighborhood special assessment districts. The budget is reduced by 33% based on anticipated expenses.
266-301-000-942-000 – Lease-Motorpool	This line item reflects expenses for occasional vehicle rentals for use by sheriff's deputies for undercover assignments. Funds budgeted at 25% decrease.
266-301-000-958-000 – Membership and Dues	This line item reflects expenses for professional organization memberships and a subscription to an investigative search service for use by police services and OCS departments. There is a budgeted increase of \$500 based on anticipated need.
266-301-000-968-100 – Trans to General for LEC Bldg	This is a new line item for 2016 and will be used to repay the General Fund over a five (5) year period for the improvements to the LEC, located at 1501 S. Huron Street.
266-301-000-975-266 – Cap Outlay – Huron Police Station	This line item reflects funds budgeted for a planned infrastructure improvement to construct carports at the primary Law Enforcement Center at 1501 S. Huron St. Carports will provide shelter from snow and ice accumulation on 24 patrol vehicles necessary due to harsh winter weather. \$50,000 is budgeted based on current estimates of construction costs.
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 and radar units, as well as public surveillance cameras not attributed to any neighborhood special assessment district. The budget is decreased 25% based on actual use and anticipated purchases.

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 provides administrative oversight for all departments and programs under the OCS umbrella including ordinance enforcement and directly supervises ordinance clerical staff. Even though a 1.5% increase is budgeted (the same as AFSCME and Teamsters employees) a reduction is shown since no payroll accrual is needed for 2017.
266-304-000-706-000 – Salary-Permanent Wages	This line item reflects the salaries of two Ordinance Administrators and 10% of a Floater II/Clerk III position (the other 90% is budgeted in 101.253 – Treasurer). A contractual 1.5% increase is budgeted for 2017.
266-304-000-706-012 – Salary-Neighborhood Watch	This line item reflects wages for Neighborhood Watch Coordinator services. This was formerly a full-time position that was vacated by retirement in 2009. These services are now provided by the township supervisor and deputy supervisor during evenings and weekends outside of traditional business hours. This important work continues to be done without the benefit of an additional full-time employee which results in significant savings to the Township. Budgeted funds are increased in order to provide compensation commensurate with actual time dedicated to this program based on the individual’s equivalent wages.
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.

Line Item	Explanation
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 funds clerical expenses for special projects and dog licensing clinics; also funds neighborhood project-based overtime for ordinance officers. Budgeted funding reduced 17% from the 2016 original budget based on anticipated need.
266-304-000-715-000 – FICA/Medicare	Figures provided by the Accounting Department.
266-304-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. In 2016, one employee in the department was budgeted 50% in this budget and 50% in Fund 248. In 2017, that employee will be budgeted 100% in this budget resulting in a greater increase in this line item.
266-304-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
266-304-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
266-304-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. A decrease is reflected in this line item due to employee changes within the department.

Line Item	Explanation
266-304-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. A lesser increase is shown due to employee changes within the department.
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. An increase is shown due to employee changes within the department.
266-304-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
266-304-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. A slight increase is shown due to employee changes within the department.
266-304-000-727-000 – Office Supplies	This line item reflects office supply expenses for the Ordinance Department, such as envelopes, portable printer ink, etc. No change is budgeted.
266-304-000-730-000 - Postage	This line item reflects postage expenses for the Ordinance Dept. No change from the 2016 original budget.
266-304-000-740-000 – Operating Supplies	This line item reflects operating supplies for the Ordinance Dept, such as batteries, digital media, software, inspection tools and supplies, etc. No change.
266-304-000-741-001 – Uniforms-New & Badges	This line item reflects expenses for Ordinance officer uniform items. No change.

Line Item	Explanation
266-304-000-860-000 – Travel	This line item reflects expenses for mileage reimbursement for neighborhood watch services and the cost of motor pool loaner vehicles as needed during scheduled and unscheduled vehicle maintenance and repair. Budgeted funds are reduced by 17% based on actual use.
266-304-000-867-000 – Gas & Oil	This line item reflects expenses for gasoline and oil for two vehicles used by the Ordinance Dept. The budget is reduced 40% based on 2016 YTD actual expenses.
266-304-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064.00 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
266-304-000-943-000 – Motorpool Lease/Maintenance	This line item reflects lease payments to the township motor pool and maintenance/repairs for two vehicles used by the Ordinance Dept. No change.

10/27/16

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Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 266 - LAW ENFORCEMENT FUND							
Dept 000.000							
266-000.000-403.000	CURRENT PROPERTY TAXES	6,564,898	6,555,628	6,688,785	6,688,785	6,689,203	6,746,112
266-000.000-403.001	ESA REIMBURSEMENT OP						52,055
266-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	39,882	11,223			(3,270)	
266-000.000-405.000	IN LIEU OF TAXES	12,036	12,046			12,036	
266-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	8,339	6,847				
266-000.000-574.001	STATE REVENUE-LIQUOR ENFORCMN	41	21,978	20,000	20,000	23,654	22,000
266-000.000-574.002	STATE REVENUE-RETURN FEE LEDG	20,205					
266-000.000-607.270	CHARGE FOR SERV-LIQUOR INSPEC	1,665	1,700	1,000	1,000	1,450	1,200
266-000.000-655.266	PUBLIC NUISANCE ABATEMENT	4,500		2,500	2,500		
266-000.000-664.001	INTEREST EARNED	626	465			2,817	
266-000.000-694.001	OTHER INCOME-MISCELLANEOUS	85	15			800	
266-000.000-694.004	MISC REVENUE - INSURANCE REIM	363	681			490	
266-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			96,376	101,432		200,337
NET OF REVENUES/APPROPRIATIONS - 000.000-		6,652,640	6,610,583	6,808,661	6,813,717	6,727,180	7,021,704

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 301.000-SHERIFF SERVICES							
266-301.000-705.000	SALARY - SUPERVISION	81,969	99,440	101,608	101,608	78,972	101,187
266-301.000-706.000	SALARY - PERMANENT WAGES			17,469	17,469	13,839	17,399
266-301.000-706.013	GIS SERVICE		454	520	520	410	520
266-301.000-706.050	YE ODD DAY ACCRUAL			1,345	1,345		
266-301.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	5,637	5,552	1,530	2,343	2,346	1,557
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	3,750	3,750	3,750	1,875	3,750
266-301.000-715.000	F.I.C.A./MEDICARE	7,383	8,999	10,076	10,139	7,695	9,937
266-301.000-719.001	SICK AND ACCIDENT	298	415	501	501	484	599
266-301.000-719.015	DENTAL BENEFITS	1,651	1,614	1,614	1,614	1,479	1,614
266-301.000-719.016	VISION BENEFITS		243	272	272	198	299
266-301.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE		92			62	
266-301.000-720.000	LIFE INSURANCE	144	202	248	248	227	248
266-301.000-727.000	OFFICE SUPPLIES	103	96	300	300	103	300
266-301.000-730.000	POSTAGE		4	10,000	10,000	2,078	5,000
266-301.000-740.000	OPERATING SUPPLIES	2,497		6,000	6,000	1,325	5,000
266-301.000-800.001	ADMINSTRATION FEES	26,333	27,230	27,369	27,369	22,808	28,037
266-301.000-820.000	HOUSING INVESTIGATOR - CONTRACT			37,000	37,000		
266-301.000-831.000	SHERIFF PATROL CONTRACT	4,478,750	4,576,040	5,484,815	5,484,815	4,570,679	5,539,660
266-301.000-831.001	SHERIFF PATROL - OVERTIME	456,333	339,220	500,000	484,000	246,698	450,000
266-301.000-831.003	SHERIFF PATROL - SERGEANTS	710,465	717,570				
266-301.000-831.004	SHERIFF PATROL - LIEUTENANTS	135,520	136,885				
266-301.000-831.005	COMMUNITY SERVICE- SHERIFF DEPT				26,000	4,058	25,000
266-301.000-831.007	LIQUOR INSPECTION EXPENDITURE			3,000	3,000		3,000
266-301.000-831.008	SHERIFF PATROL-SCHL COLLB CTR	52,281	58,758	72,328	72,328	58,386	67,000
266-301.000-831.010	PUBLIC NUISANCE ABATEMENT	693		5,000	5,000	3,345	2,000
266-301.000-831.012	ANIMAL CONTROL ENFORCEMENT CONTRIB	30,000		30,000	30,000	30,000	30,000
266-301.000-876.000	RETIREMENT/MERS	9,761	10,389	10,401	10,401	8,841	13,830
266-301.000-876.003	OPEB FUNDING- RETIREE HEALTH	34,359	34,127	33,782	33,782	33,782	51,401
266-301.000-913.000	INSURANCE & BONDS FLEET	2,729	3,844	4,143	4,143	3,381	4,274
266-301.000-917.000	WORKERS COMPENSATION INSURANC	2,853	4,365	5,027	5,027	3,821	4,012
266-301.000-920.015	UTILITIES/ 1405 HOLMES RD	7,185	7,289	8,000	8,000	5,512	8,000
266-301.000-920.016	UTILITIES/2057 TYLER POLICE	1,888	1,903	2,800	2,800	1,376	2,500
266-301.000-920.018	UTILITIES-CIVIC CTR POLICE	12,860	1,442				
266-301.000-920.019	UTILITIES 1501 S HURON STATIO	8,845	24,263	24,000	24,000	15,713	19,800
266-301.000-931.011	BLDG MAINT/1405 HOLMES	2,269	3,347	4,000	4,000	2,299	4,000
266-301.000-931.012	BLDG MAINT/2057 TYLER RD	2,090	1,978	2,500	2,500	1,541	2,500

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
266-301.000-931.014	BLDG MAINT-SHERIFF-CIVIC CTR	6,286	91				
266-301.000-931.015	BLDG MAINT - 1501 S HURON STA	36,640	14,902	35,000	35,000	18,913	30,000
266-301.000-933.000	EQUIPMENT MAINTENANCE	5,641	1,525	5,000	5,000	408	5,000
266-301.000-933.020	PUBLIC CAMERA MAINTENANCE	13,307	732	15,000	15,000	2,397	10,000
266-301.000-942.000	LEASE - MOTORPOOL	1,340	450	2,000	2,000	1,711	1,500
266-301.000-956.010	TAX REFUND EXPENSE		20				
266-301.000-958.000	MEMBERSHIP AND DUES		840	1,000	1,000	775	1,500
266-301.000-960.000	EDUCATION AND TRAINING	1,441					
266-301.000-968.100	TRANS TO GENERAL FOR LEC BLDG						181,865
266-301.000-975.266	CAP OUTLAY - HURON POLICE STATION	177,624	184,862				50,000
266-301.000-977.000	EQUIPMENT	20,068	13,243	50,000	40,000	420	30,000
NET OF REVENUES/APPROPRIATIONS - 301.000-SHERIFF SERVICES		(6,346,243)	(6,292,176)	(6,523,398)	(6,524,274)	(5,152,957)	(6,718,289)

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 304.000-ORDINANCE							
266-304.000-705.000	SALARY - SUPERVISION	38,559	15,390	15,518	15,518	12,061	15,453
266-304.000-706.000	SALARY - PERMANENT WAGES	138,558	143,275	151,877	151,877	112,394	153,439
266-304.000-706.012	WAGES-NEIGHBRD WATCH/ENFORCEM	10,205	9,808	10,385	10,385	8,050	19,008
266-304.000-706.050	YE ODD DAY ACCRUAL			1,823	1,823		
266-304.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	7,602	5,284	2,433	6,315	5,363	2,598
266-304.000-708.010	HEALTH INS BUYOUT	6,000	5,250	5,250	5,250	6,375	4,050
266-304.000-709.000	REG OVERTIME	2,399	309	3,000	2,000		2,500
266-304.000-715.000	F.I.C.A./MEDICARE	15,475	14,875	14,608	14,906	10,099	14,883
266-304.000-719.000	HEALTH INSURANCE	20,862	24,974	26,092	26,092	23,918	33,601
266-304.000-719.001	SICK AND ACCIDENT	1,042	1,080	1,303	1,303	1,105	1,604
266-304.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(5,680)				(3,600)
266-304.000-719.015	DENTAL BENEFITS	3,913	3,133	3,133	3,133	2,872	2,560
266-304.000-719.016	VISION BENEFITS		528	544	544	430	582
266-304.000-719.020	HEALTH CARE DEDUCTION	6,824	8,180	8,663	8,663	9,050	11,550
266-304.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	137	137	270	270	123	180
266-304.000-720.000	LIFE INSURANCE	504	528	644	644	590	664
266-304.000-723.000	DEFERRED COMPENSATION EMPLOYE	7				191	
266-304.000-727.000	OFFICE SUPPLIES	189	70	300	300	24	300
266-304.000-730.000	POSTAGE	476	603	500	1,500	306	500
266-304.000-740.000	OPERATING SUPPLIES	769	710	1,200	1,200	420	1,200
266-304.000-741.001	UNIFORMS-NEW AND BADGES	274	750	1,000	1,000	898	1,000
266-304.000-860.000	TRAVEL		529	1,200	1,200	529	1,000
266-304.000-867.000	GAS & OIL	10,682	3,525	5,000	5,000	2,503	3,000
266-304.000-876.000	RETIREMENT/MERS	24,082	21,606	20,520	20,520	17,330	27,343
266-304.000-943.000	MOTORPOOL LEASE/MAINTENANCE	11,714	11,580	10,000	10,000	8,333	10,000
NET OF REVENUES/APPROPRIATIONS - 304.000-ORDINANCE		(300,273)	(266,444)	(285,263)	(289,443)	(222,964)	(303,415)
ESTIMATED REVENUES - FUND 266		6,652,640	6,610,583	6,808,661	6,813,717	6,727,180	7,021,704
APPROPRIATIONS - FUND 266		6,646,516	6,558,620	6,808,661	6,813,717	5,375,921	7,021,704
NET OF REVENUES/APPROPRIATIONS - FUND 266		6,124	51,963			1,351,259	

2017 BUDGET

LDFA, GENERAL OBLIGATION DEBTS, BONDS & CAPITAL ACCOUNTS

Fund 301

General Obligation Debt Fund

This fund is used as a central point to collect funds and disperse to the two bond debt funds in order to make payments. The 2017 principal and interest payment for Series B Bond in Fund 397 is \$507,000. We will need to transfer a total of \$480,000** from the General Fund to cover for the \$480,000 principal on the Series B Bond in Fund 397 for the 2017 budget year.

In Fund 397, the 2011 Remarketing Series B Bond, for Seaver Farm's principal payment of \$480,000 and an estimated \$27,000 for interest and fees is due in 2017. We will need to transfer \$480,000 to Fund 397, the additional needed funds will be appropriated from the prior year fund balance of Fund 397. The General Obligation Debt Fund will be short by \$480,000 and will need to have funds transferred in from the General Fund to meet obligations for 2017.

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 2017 and will require a transfer in to this fund from the General Fund (101) in order to meet those debt obligations. The General Obligation Debt Fund 301 has a beginning fund balance of \$5,167.

Fund 301	Estimated available fund balance ending 2016	\$	5,167.00
Fund 101	Transfer in from General Fund	\$	480,000.00 **
Fund 397	Transfer to 2011 Remarketing Series B Bond Fund 397	\$	(480,000.00)
			(480,000.00)
Fund 301	Estimated available fund balance ending 2017	\$	5,167.00

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 301 - GENERAL OBLIGATION DEBT FUND							
Dept 000.000							
301-000.000-664.001	INTEREST EARNED	199	50			6	
301-000.000-694.001	OTHER INCOME-MISCELLANEOUS	9,992					
301-000.000-697.000	TRANSFER IN: GENERAL FUND		135,000	481,000	481,000	481,000	480,000
301-000.000-697.396	TRANSFER IN: DEBT FUND SERIES A	6,579					
301-000.000-697.397	TRANSFER IN: DEBT FUND SERIES B	150					
NET OF REVENUES/APPROPRIATIONS - 000.000-		16,920	135,050	481,000	481,000	481,006	480,000
Dept 991.000-DEBT SERVICES							
301-991.000-969.397	TRANSFER OUT: TO DEBT FUND B	15,500	343,000	481,000	481,000	481,000	480,000
NET OF REVENUES/APPROPRIATIONS - 991.000-DEBT SERVICES		(15,500)	(343,000)	(481,000)	(481,000)	(481,000)	(480,000)
ESTIMATED REVENUES - FUND 301		16,920	135,050	481,000	481,000	481,006	480,000
APPROPRIATIONS - FUND 301		15,500	343,000	481,000	481,000	481,000	480,000
NET OF REVENUES/APPROPRIATIONS - FUND 301		1,420	(207,950)			6	

2017 BUDGET
LDFA, GENERAL OBLIGATION DEBTS, BONDS & CAPITAL ACCOUNTS

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, 2016 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 August 23, 2011 reduced the variable interest rate from an average of 2.75% to 0.31% weekly. (Balance of \$1,530,000 at December 31, 2016 and \$1,050,000 at December 31, 2017)

<i>2017 Payment Required</i> (Principal)	\$ 480,000
<i>2017 Payment Required</i> (Interest & fees)	\$ 27,000

General Obligation Debts Fund 301 will transfer \$480,000 into Fund 397 and the remaining \$27,000 will be appropriated from the prior year Fund Balance.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 397 - DEBT FUND SERIES B							
Dept 000.000							
397-000.000-664.001	INTEREST EARNED	8	11			72	
397-000.000-697.301	TRANSFER IN: GEN OBLIG DEBT	15,500	343,000	481,000	481,000	481,000	480,000
397-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			110	110		27,000
NET OF REVENUES/APPROPRIATIONS - 000.000-		15,508	343,011	481,110	481,110	481,072	507,000
Dept 991.000-DEBT SERVICES							
397-991.000-957.000	BANK CHARGES			175	175		
397-991.000-969.301	TRANSFER OUT: TO GEN OBLIGATION	150					
397-991.000-991.020	DEBT REPAYMENT- BONDS-SEAVER		300,000	450,000	450,000	450,000	480,000
397-991.000-991.021	DEBT INTEREST BONDS-SEAVER	4,421	3,164	7,000	7,000	3,630	7,000
397-991.000-991.023	BOND COST OF ISSUANCE	29,597	28,562	23,935	23,935	18,879	20,000
NET OF REVENUES/APPROPRIATIONS - 991.000-DEBT SERVICES		(34,168)	(331,726)	(481,110)	(481,110)	(472,509)	(507,000)
ESTIMATED REVENUES - FUND 397		15,508	343,011	481,110	481,110	481,072	507,000
APPROPRIATIONS - FUND 397		34,168	331,726	481,110	481,110	472,509	507,000
NET OF REVENUES/APPROPRIATIONS - FUND 397		(18,660)	11,285			8,563	

2017 BUDGET
LDFA, GENERAL OBLIGATION DEBTS, BONDS & CAPITAL ACCOUNTS

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. (Balance of \$2,595,000 at December 31, 2016 and \$2,425,000 at December 31, 2017.)

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

2016 Payment Required (\$170,000 prin & \$60,240 Int & 500 fees) **\$ 230,740**

The amount of \$217,026 will be transferred from the LDFA Fund 250, \$7,714 will be transferred from Capital Improvement Fund 498, and \$6,000 will be appropriated from prior year fund balance.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 398 - DEBT 2006 BOND FUND							
Dept 000.000							
398-000.000-581.250	TRANSFER IN: FROM LDFA FUND	200,000	200,000	229,760	229,760	229,760	217,026
398-000.000-664.001	INTEREST EARNED	15	12			43	
398-000.000-697.498	TRANSFER IN: CAP FUND SEAVER						7,714
398-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.						6,000
NET OF REVENUES/APPROPRIATIONS - 000.000-		200,015	200,012	229,760	229,760	229,803	230,740
Dept 991.000-DEBT SERVICES							
398-991.000-991.020	DEBT REPAYMENT- BONDS-SEAVER	140,000	160,000	165,000	165,000	165,000	170,000
398-991.000-991.021	DEBT INTEREST BONDS-SEAVER	72,469	68,160	64,260	64,260	64,260	60,240
398-991.000-991.023	BOND COST OF ISSUANCE	250	250	500	500	250	500
NET OF REVENUES/APPROPRIATIONS - 991.000-DEBT SERVICES		(212,719)	(228,410)	(229,760)	(229,760)	(229,510)	(230,740)
ESTIMATED REVENUES - FUND 398		200,015	200,012	229,760	229,760	229,803	230,740
APPROPRIATIONS - FUND 398		212,719	228,410	229,760	229,760	229,510	230,740
NET OF REVENUES/APPROPRIATIONS - FUND 398		(12,704)	(28,398)			293	

2017 BUDGET
LDFA, GENERAL OBLIGATION DEBTS, BONDS & CAPITAL ACCOUNTS

Fund 498
Capital Improvement Fund - Seaver Farm Infrastructure

Transferring \$7,714 to Series B General Obligation Bonds Fund 398 – for Seaver Farm Infrastructure Capital Improvement.

This fund is no longer needed as the project has been completed. Will seek Board approval to close this fund and move remaining fund balance of \$337,795 (plus any interest) to Fund 398 for the bond debt of the infrastructure capital improvement.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 498 - CAPITAL IMPROV-SEAVER INFRASTR							
Dept 000.000							
498-000.000-664.001	INTEREST EARNED	673	674			505	
498-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			10,000	10,000		7,714
NET OF REVENUES/APPROPRIATIONS - 000.000-		673	674	10,000	10,000	505	7,714
Dept 970.000-CAPITAL OUTLAY							
498-970.000-801.000	PROFESSIONAL SERVICES			10,000	10,000		
NET OF REVENUES/APPROPRIATIONS - 970.000-CAPITAL OUTLAY				(10,000)	(10,000)		
Dept 999.000-OTHER FINANCING USES							
498-999.000-969.398	TRANSFER TO: 398 DEBT 06 BOND						7,714
NET OF REVENUES/APPROPRIATIONS - 999.000-OTHER FINANCING USES							(7,714)
ESTIMATED REVENUES - FUND 498		673	674	10,000	10,000	505	7,714
APPROPRIATIONS - FUND 498				10,000	10,000		7,714
NET OF REVENUES/APPROPRIATIONS - FUND 498		673	674			505	

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 sold in the golf pro shop. We split sales of merchandise and sales of food & beverage into two general ledger numbers in order to track our sales more efficiently. Recommended budget amount for 2017 is \$20,000.
584-000-000-650-005 – Sales Food and Beverage	This line item reflects revenue received from the sale of food and beverage sold in the golf pro shop. We split sales of merchandise and sales of food & beverage into two general ledger numbers in order to track our sales more efficiently. Recommended budget amount for 2017 is \$25,000.
584-000-000-651-001 – Use & Admission Fee-18 Holes	This line item reflects revenue received from 18-hole play. It is recommended that the budget remain at \$190,000 for 2017.
584-000-000-651-002 – Use & Admission Fee-9 Holes	This line item reflects revenue received from 9-hole play. It is recommended that the budget remain at \$70,000 for 2017.
584-000-000-651-003 – Use & Admission Fee-Leagues	This line item reflects revenue received from League play. Based on what has been received in 2016, it is recommended to reduce the budget to \$30,000 for 2017.

Line Item	Explanation
584-000-000-651-004 – Gift Cards and Coupons	This line item reflects revenue received from gift cards and coupons outstanding at year end. It is recommended that the budget remain at \$500 for 2017.
584-000-000-651-005 – Use & Admission Fee-Seas Pass	This line item reflects revenue from the sale of seasonal membership passes. We anticipate a lower amount in 2016 due to a special early sale of season passes in 2015, we will not run this type of special in the fall of 2016. Therefore, it is recommended to increase the budget to \$55,000 for 2017.
584-000-000-664-001 – Interest Earned	This line item reflects interest earned on funds deposited at various banks.
584-000-000-667-004 – Equipment Rentals-Carts	This line item reflects revenue received from the rental of golf carts. Based on what has been received in 2016, it is recommended to reduce the budget to \$140,000 for 2017.
584-000-000-667-005 – Golf Cart Storage Rental	This line item reflects revenues received from the storage of personal golf carts. Due to the removal of several personal golf carts and proof of insurance requirements, it is recommended that the amount be reduced to \$1,500 in 2017.
584-000-000-694-001 – Other Income-Miscellaneous	This line item reflects revenues received from one-time deposits, including advertising fees collected for ads on score cards and special revenues that do not have a designated line item.

Line Item	Explanation
584-000-000-697-212 – Transfer In: From BSR II Fund	This line item reflects funds needed from Fund 212 – BSR II. An increase is requested due to budgeting for family health care coverage for both the Golf Director and Assistant (this wasn't budgeted in 2016), as well as the Capital Outlay for the new equipment lease.
584-000-000-699-000 – Appropriated Prior Year Balance	Amount needed from Fund Balance.

Expenditures

Line Item	Explanation
584-584-000-702-001 – Salaries-Greenskeeper	This line item reflects the salary of the golf course superintendent/greens keeper. A 1.5% increase is budgeted for 2017, the same as AFSCME & Teamster employees. Even though an increase is budgeted, this line has been reduced since no payroll accrual is needed.
584-584-000-702-002 – Salaries-Pro Shop Director	This line item reflects the salary of the Golf Director. A decrease is shown since no payroll accrual is needed in 2017.
584-584-000-706-000 – Salary-Permanent Wages	This line item is for the salary of the assistant to the Greenskeeper. A 1.5% increase is budgeted for 2017, the same as AFSCME and Teamster employees. Even though an increase is budgeted, this line has been reduced since no payroll accrual is needed.
584-584-000-706-008 – Salary-Wages Pro Shop Assistant	We are requesting that the position of Pro Shop Assistant be restored and this line item reflects the proposed salary.
584-584-000-707-001 – Wages-Temporary Maintenance	This line item is used for the employment of seasonal employees who work on the maintenance of the golf course.
584-584-000-707-002 – Wages-Temporary Pro Shop	This line item is used for seasonal employees who work in the pro shop. It is recommended that this line be reduced to \$30,000 with the hire of a full-time pro shop assistant for the 2017 budget.

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.
584-584-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
584-584-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. Even though the increase is only .16%, a greater increase is shown in this line since we are budgeting family health coverage for both the Golf Director and Assistant. Once these positions are filled, this amount may be reduced.
584-584-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources. A greater increase is shown in this line since we are budgeting coverage for the new Assistant position.
584-584-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
584-584-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though no increase in rates is budgeted, an increase is shown due to the addition of the Assistant to the Golf Director position.
584-584-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Even though no increase in rates is budgeted, an increase is shown due to the addition of the Assistant to the Golf Director position.

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. An increase is shown due to budgeting health care for the Golf Director and the Assistant to the Golf Director positions. Once these positions are filled, this amount may be reduced.
584-584-000-719-021 – Admin Fees – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. An increase is shown due to budgeting health care for the Golf Director and the Assistant to the Golf Director positions. Once these positions are filled, this amount may be reduced.
584-584-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Even though no increase in rates is budgeted, an increase is shown due to the addition of the Assistant to the Golf Director position.
584-584-000-723-000 – Deferred Compensation Employer	Figures based on part time seasonal wages provided by the Accounting Director.
584-584-000-724-001 – Unemployment Expense	Figures provided by the Accounting Director.
584-584-000-727-001 – Office Supplies Maintenance	This line is used for office supplies in the maintenance area. It is recommended that the budget remain at \$100 for 2017.
584-584-000-727-002 – Office Supplies Pro Shop	This line is used for office supplies in the pro shop. It is recommended that the budget remain at \$200 for 2017.

Line Item	Explanation
584-584-000-757-001 – Operating Supplies-Maintenance	This line item is used to purchase general operating supplies regarding the maintenance of the golf course. It is recommended that the budget remain at \$5,500 for 2017.
584-584-000-757-002 – Operating Supplies-Pro Shop	This line item is used for the purchase of operational supplies needed in the pro shop such as credit card processing supplies, miscellaneous food related equipment, score pencils, and employee uniforms. It is recommended that the budget remain at \$3,500 for 2017.
584-584-000-757-003 – Operating Supplies-Cart Rental	This line item covers the lease of the golf carts. The golf cart lease with PNC Equipment is a five-year lease which began May 2016 and ends October 2020. We pay 6 payments a year at \$7,022.07 monthly or \$42,132.42 annually. We also have to pay personal property taxes. It is recommended to increase the budget to \$48,405 for 2017.
584-584-000-757-007 – Cost of Sales-Pro Shop	This line item is used for recording the cost of merchandise inventory after it is sold. We split the cost of inventory sold for merchandise and food & beverage into two general ledger numbers in order to track our costs more efficiently. This is in correlation with the revenue for sales of merchandise. The net effect is the profit of goods sold. Recommended budget at \$15,000 for 2017.
584-584-000-757-008 – Cost of Sales-Food & Beverage	This line item is used for recording the cost of food & beverage inventory after it is sold. We split the cost of inventory sold for merchandise and food & beverage into two general ledger numbers in order to track our costs more efficiently. This is in correlation with the revenue for sales of food & beverage. The net effect is the profit of goods sold. Recommended budget at \$20,000 for 2017.

Line Item	Explanation
584-584-000-776-004 – Bldg Maint Supplies-Pro Shop	This line item is for the purchase of maintenance supplies for the pro shop. It is recommended that the budget remain at \$250 for 2017.
584-584-000-776-005 – Bldg Maint Supplies-Maintenance	This line item is for the purchase of maintenance supplies for the pro shop. It is recommended that the budget remain at \$750 for 2017.
584-584-000-783-001 – Seed Planting-Fertilizer	This line item reflects the cost of fertilizer to be used on the golf course. It is recommended that the budget remain at \$26,000 for 2017.
584-584-000-783-002 – Seed Planting-Chemicals	This line item reflects the cost of planting chemicals to be used on the golf course. It is recommended that the budget increase to \$18,000 for 2017.
584-584-000-783-003 – Seed Planting-Top Soil	This line item reflects the cost of planting top soil to be used on the golf course. It is recommended that the budget increase to \$5,000 for 2017.
584-584-000-783-004 – Tree Maintenance	This line item is used in the event that a tree either has fallen or needs to be taken down by professionals in order to prevent a danger to our staff. It is recommended to budget \$1,000 for 2017.
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 company, pest control, gutter cleaning, locksmith, etc. It is recommended to increase the budget to \$3,500 for 2017.

Line Item	Explanation
584-584-000-818-000 – Contractual Services	This line item is used to cover the costs of deep root aeration and back flow prevention. It is recommended that it be reduced to \$1,200 for 2017.
584-584-000-867-000 – Gas & Oil	This line item is used for gas and oil in the golf carts. Based on what has been spent to date in 2016, it is recommended that a reduction to \$8,000 be budgeted in 2017.
584-584-000-867-100 – Gas & Oil-Other Equipment	This line item is used for gas and oil for the golf equipment. Based on what has been spent to date in 2016, it is recommended that a reduction to \$15,000 be budgeted in 2017.
584-584-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
584-584-000-900-000 – Publishing	This line item is used to cover the cost of scorecards and printed marketing materials. The golf director will try secure sponsors to reduce the cost, however an amount of \$2,000 should be budgeted in the event that sponsors are not secured.
584-584-000-900-003 – Golf Course Advertising	This line item is for the advertisement of the course. It is recommended this line item remain at \$2,000 to purchase our booth at the Novi Golf Show and for the purchase of a professional display and marketing materials that promote the golf course.

Line Item	Explanation
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-Maintenance Electric	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 it remain at \$13,000 in 2017.
584-584-000-920-009 – Utilities-Maintenance Heating	This line item is used for gas service in the maintenance building. Based on what has been previously spent, it is recommended that it remain at \$3,000 in 2017.
584-584-000-920-010 – Utilities-Maintenance Phone	This line item is used for phone service at the maintenance garage. Based on what is been spent to date, it is recommended that it remain at \$700 in 2017.
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 2017.
584-584-000-920-013 – Utilities-Pro Shop	This line item is used for phone service and Comcast service in the pro shop. We are moving Comcast from the miscellaneous line and placing here in utilities. Based on what has been spent in previous years, it is recommended to increase the budget to \$3,000 for 2017.
584-584-000-930-000 – Repairs Maintenance Machinery	This line item is used for repair and winter maintenance of machinery at the golf course. Since we will be getting new equipment, it is recommended that the budget be reduced to \$3,500 in 2017.

Line Item	Explanation
584-584-000-931-009 – Building Maintenance	This line item is used to cover the cost of maintenance at the golf course. It is recommended that it remain at \$500 for 2017.
584-584-000-931-010 – Building Maintenance Pro Shop	This line item is used to cover the cost of maintaining the pro shop. It is recommended that \$2,000 be budgeted for small general upgrades at the pro shop in 2017.
584-584-000-933-000 – Equipment Maintenance	This line item is to cover the cost of maintaining the golf course equipment. We need to replace bearings in the pumps though out the golf course. It is recommended that we increase the budget for 2017 to \$25,000.
584-584-000-939-001 – Vehicle Maintenance	It is recommended that this line item remain at \$500 for 2017.
584-584-000-939-003 – Golf Cart Expense	This line item is used to cover the cost of repairs and supplies for the golf carts. Since the carts are new, it is recommended that the budget be reduced to \$200 for 2017.
584-584-000-943-000 – Motorpool Lease/Maintenance	This line item is used for motor pool lease charges. It will remain at \$600 for 2017.
584-584-000-956-008 – Miscellaneous Expenses-Pro Shop	This line item is for incidental items occasionally needed. In prior years, Comcast costs were placed here. We have moved those expenditures to the line for utilities in pro shop. It is recommended to reduce the budget to \$500 for 2017.
584-584-000-957-000 – Bank Charges	Figures provided by the Accounting Director.

Line Item	Explanation
584-584-000-958-001 – Memberships & Dues Nat'l Super	Line item is used for the payment of membership dues for the golf course superintendent and it is recommended that this line item remain at \$400 for 2017.
584-584-000-958-004 – Memberships & Dues Pro Shop	This line item is for the payment of PGA national membership dues for the golf director. Due to an increase in membership dues it is recommended that this line item be increased to \$600 for 2017.
584-584-000-968-001 – Depreciation Expense	Figures provided by the Accounting Director.
584-584-000-971.000 – Capital Outlay	This line item will be used for the new equipment lease for the golf course. Depending on the financing of the 5-year lease, this amount could be for the total amount then reallocated to capital assets and the depreciation. It will be recorded with the depreciation expense line item 968-001 over the life of the equipment. Estimated depreciation for this equipment is \$75,000 annually.

10/27/16

The Golf Course budget was prepared by the Accounting Director, Deputy Treasurer and the Interim Golf Director.

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 584 - GOLF COURSE FUND							
Dept 000.000							
584-000.000-650.000	SALES MERCHANDISE PRO SHOP	26,820	72,975	45,000	21,000	24,334	20,000
584-000.000-650.005	SALES FOOD & BEVERAGE				35,000	35,699	25,000
584-000.000-651.001	USE & ADMISSION FEE 18 HOLES	232,304	215,978	190,000	190,000	186,013	190,000
584-000.000-651.002	USE & ADMISSION FEE 9 HOLES		76,976	70,000	70,000	33,460	70,000
584-000.000-651.003	USE & ADMISSION FEE LEAGUES	32,403	27,222	35,000	35,000	32,689	30,000
584-000.000-651.004	GIFT CARDS AND COUPONS		1,034	500	500	613	500
584-000.000-651.005	USE& ADMISSION FEE SEASON PAS	70,883	60,443	42,000	42,000	23,046	55,000
584-000.000-664.001	INTEREST EARNED	259	263	150	150	218	200
584-000.000-667.004	EQUIPMENT RENTALS -CARTS	127,798	139,327	150,000	150,000	94,472	140,000
584-000.000-667.005	GOLF CART STORAGE RENTAL		3,734	1,750	1,750	1,371	1,500
584-000.000-673.002	SALES OF FIXED ASSETS-EQUIP.	5,912					
584-000.000-694.001	OTHER INCOME-MISCELLANEOUS	67	1,880	3,500	3,500	1,999	
584-000.000-694.004	MISC REVENUE - INSURANCE REIM	7,784	1,421			1,652	
584-000.000-697.000	TRANSFER IN: GENERAL FUND	159,081					
584-000.000-697.212	TRANSFER IN: FROM BSRII FUND	27,786	65,300	109,071	109,071		188,796
584-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				23,820		80,341
NET OF REVENUES/APPROPRIATIONS - 000.000-		691,097	666,553	646,971	681,791	435,566	801,337

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 584.000-GOLF COURSE FUND							
584-584.000-702.001	SALARIES - GREENSKEEPER	75,194	76,361	77,768	77,768	60,460	77,467
584-584.000-702.002	SALARIES - PRO SHOP DIRECTOR	19,200	50,776	51,712	49,037	22,300	50,750
584-584.000-706.000	SALARY - PERMANENT WAGES	29,650	30,110	30,665	30,665	42,983	30,546
584-584.000-706.008	WAGES PROSHOP	49,497					31,200
584-584.000-706.050	YE ODD DAY ACCRUAL			1,787	1,787		
584-584.000-707.001	WAGES- TEMPORARY MAINTENANCE	67,103	60,670	60,000	63,000	58,277	60,000
584-584.000-707.002	WAGES- TEMPORARY PRO SHOP	55,893	58,178	60,000	60,000	55,508	30,000
584-584.000-708.004	SALARIES PAY OUT-PTO&SICKTIME				1,106	1,105	
584-584.000-708.010	HEALTH INS BUYOUT	3,000	5,743	6,000	4,286	2,786	3,000
584-584.000-709.000	REG OVERTIME	456	32			21	
584-584.000-715.000	F.I.C.A./MEDICARE	14,159	14,510	14,589	14,704	10,298	16,067
584-584.000-719.000	HEALTH INSURANCE	11,880	5,946	6,212	6,212	5,695	43,842
584-584.000-719.001	SICK AND ACCIDENT	447	640	802	802	588	1,436
584-584.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(5,520)				(5,400)
584-584.000-719.015	DENTAL BENEFITS	2,262	2,503	2,621	2,621	1,694	4,038
584-584.000-719.016	VISION BENEFITS		447	467	467	296	770
584-584.000-719.020	HEALTH CARE DEDUCTION	7,813	1,385	2,905	2,905	721	14,438
584-584.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	138	92	90	90	62	270
584-584.000-720.000	LIFE INSURANCE	216	312	396	396	281	594
584-584.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,811	1,546	1,560	1,560	1,714	1,170
584-584.000-724.001	UNEMPLOYMENT EXPENSE	632	2,528		3,069		5,000
584-584.000-727.000	OFFICE SUPPLIES		7		200	180	
584-584.000-727.001	OFFICE SUPPLIES MAINTENANCE	87	70	100	100		100
584-584.000-727.002	OFFICE SUPPLIES PRO SHOP	528	483	400	200		200
584-584.000-757.001	OPERATING SUPPLIES MAINTENANC	4,968	5,417	5,500	5,500	5,326	5,500
584-584.000-757.002	OPERATING SUPPLIES PRO SHOP	2,370	3,751	3,500	3,500	2,613	3,500
584-584.000-757.003	OPERATING SUPPLIES-CART RENTA	42,834	43,195	42,000	45,214	46,795	48,405
584-584.000-757.007	COST OF SALES PRO SHOP	28,562	55,404	20,000	15,000	20,098	15,000
584-584.000-757.008	COST OF SALES FOOD & BEV				20,000	21,273	20,000
584-584.000-776.004	BLDG MAIN SUPPLIES PRO SHOP	1,169	262	750	250	185	250
584-584.000-776.005	BLDG MAIN SUPPLIES MAINTENANC	1,964	949	750	750	754	750
584-584.000-783.001	SEED PLANTING -FERTILIZER	18,617	27,582	26,000	26,000	22,998	26,000
584-584.000-783.002	SEED PLANTING -CHEMICALS	14,429	14,516	15,000	18,000	14,326	18,000
584-584.000-783.003	SEED PLANTING -TOP SOIL	2,194	5,667	2,500	5,000	3,476	5,000
584-584.000-783.004	TREE MAINTENANCE	495	495	500	2,000		1,000
584-584.000-800.001	ADMINSTRATION FEES	21,129	21,709	23,294	23,294	19,412	23,294
584-584.000-801.000	PROFESSIONAL SERVICES	3,318	3,592	3,000	3,500	1,913	3,500

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
584-584.000-818.000	CONTRACTUAL SERVICES	5,400	2,000	3,000	1,000	681	1,200
584-584.000-867.000	GAS & OIL	10,475	9,694	11,000	9,000	6,674	8,000
584-584.000-867.100	GAS & OIL - OTHER EQUIP	25,839	15,482	20,000	15,500	11,120	15,000
584-584.000-876.000	RETIREMENT/MERS	13,959	10,155	10,272	10,272	8,041	15,293
584-584.000-900.000	PUBLISHING	2,171	1,043	2,000	2,000	500	2,000
584-584.000-900.003	GOLF COURSE ADVERTISING	186	970	2,000	2,000	1,391	2,000
584-584.000-914.000	INSURANCE & BONDS FIRE & LIAB	7,031	7,984	8,476	8,476	6,917	8,740
584-584.000-917.000	WORKERS COMPENSATION INSURANC	4,053	4,376	5,051	5,051	3,943	4,466
584-584.000-920.008	UTILITIES-MAINTENANCE ELECTRIC	12,730	11,944	13,000	13,000	13,921	13,000
584-584.000-920.009	UTILITIES MAINTENANCE HEATING	2,791	2,610	3,000	3,000	1,542	3,000
584-584.000-920.010	UTILITIES MAINTENANCE PHONE	714	571	700	700	360	700
584-584.000-920.011	UTILITIES MAINTENANCE WATER	903	1,208	1,000	1,000	928	1,000
584-584.000-920.013	UTILITIES PRO SHOP	772	669	700	700	524	3,000
584-584.000-930.000	REPAIRS MAINTENANCE-MACHINERY	3,667	3,913	4,000	4,000	3,660	3,500
584-584.000-931.009	BLDG MAINTENANCE	502	464	500	500		500
584-584.000-931.010	BLDG MAINTENANCE PRO SHOP	9,450	6,215	3,500	3,500	992	2,000
584-584.000-933.000	EQUIPMENT MAINTENANCE	7,347	7,461	13,000	12,500	6,642	25,000
584-584.000-939.001	VEHICLE MAINTENANCE	1,060	378	500	1,000	715	500
584-584.000-939.003	GOLF CARTS EXPENSE	80	175	500	1,000	743	200
584-584.000-941.000	EQUIPMENT RENTAL/LEASING	7,639					
584-584.000-943.000	MOTORPOOL LEASE/MAINTENANCE			600	600	500	600
584-584.000-956.008	MISCELLANEOUS EXP-PRO SHOP	1,327	2,872	1,300	2,800	2,644	500
584-584.000-956.136	MISC-CASH OVER/SHORT	(279)					
584-584.000-957.000	BANK CHARGES	5,991	4,660	6,500	6,500	4,614	5,000
584-584.000-958.001	MEMBERSHIPS & DUES NATL SUPER	365	375	400	400	375	400
584-584.000-958.004	MEMBERSHIPS & DUES PRO SHOP	110	500	600	600		600
584-584.000-968.001	DEPRECIATION EXPENSE	75,116	76,844	74,504	74,504		74,451
584-584.000-971.000	CAPITAL OUTLAY/OTHER	7,878	3,050		13,205	13,205	75,000
NET OF REVENUES/APPROPRIATIONS - 584.000-GOLF COURSE FUND		(689,292)	(664,971)	(646,971)	(681,791)	(514,770)	(801,337)
ESTIMATED REVENUES - FUND 584		691,097	666,553	646,971	681,791	435,566	801,337
APPROPRIATIONS - FUND 584		689,292	664,971	646,971	681,791	514,770	801,337
NET OF REVENUES/APPROPRIATIONS - FUND 584		1,805	1,582			(79,204)	

Fund 590 - Compost

Revenues

Line Item	Explanation
590-000-000-607-510 – Lease Revenue	This line item reflects the revenue 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.
590-000-000-650-004 – Biodegradable Dropoff-Ypsi Twp.	This line item reflects revenues from the Environmental Services Fund for the amount that would normally be charged for dumping fees for yard waste, wood chips and brush from Township residents via Waste Management, our chipping crews or Parks. It is recommended that it remain at \$155,000 for 2017.
590-000-000-650-100 – Billable Sales-Compost	This line item is used for revenue from the sale of compost materials.
590-000-000-650-102 – Sales-Scrap Metal	This line item reflects revenue received from scrap metal. Based on what has been received in 2016, it is recommended that it be increased to \$4,000 for 2017.

Line Item	Explanation
590-000-000-650-200 – Gate Revenue-Compost Sales	Revenue from materials sold at the gate is reflected in this line item. Based on the amount received to date in 2016, it is recommended that it be increased to \$36,300 in 2017.
590-000-000-650-201 – Gate Revenue-Wood Sales	Revenue from wood chips is reflected in this line item. Based on what has been received to date in 2016, it is recommended that it be increased to \$35,000 in 2017.
590-000-000-650-202 – Gate Revenue-Soil Sales	This line item reflects revenues received from top soil sold. Based on current revenues, it is recommended that it be increased to \$35,000 in 2017.
590-000-000-650-203 – Gate Revenue-Drop Off Fees	Revenue from trash drop off is budgeted in this line item. An increase to \$55,000 is recommended.
590-000-000-650-205 – Gate Revenue-Milling Sales	This line item is used for the sale of road millings. It is recommended that it remain at \$10,000 in 2017.
590-000-000-650-206 – Service Charge - Delivery	This line item is used for revenues received from delivery of materials from the Compost Site to businesses.
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 is the amount needed from Fund Balance to balance the Compost budget for 2017.

Expenditures

Line Item	Explanation
590-590-000-706-000 – Salary-Permanent Wages	Wages for the Compost Coordinator, 50% of a Chipper Operator and 25% of a Floater II/Clerk III are budgeted in this line item. Even though a 1.5% contractual increase is budgeted, the amount shown is reduced since no payroll accrual is needed in 2017.
590-590-000-707-000 – Salary-Temporary/Seasonal	Wages for the Gate Attendant (1+ 1 relief) 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 for the Compost Coordinator.

Line Item	Explanation
590-590-000-710-000 – Acc Comp Absences-Lngterm	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.
590-590-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
590-590-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.
590-590-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
590-590-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
590-590-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
590-590-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.

Line Item	Explanation
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.
590-590-000-719-021 – Admin Fees – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
590-590-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
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 office supplies for the Compost Site.
590-590-000-730-000 – Postage	This line item is used for postage costs for the Compost Site.
590-590-000-741-000 – Boot Reimbursement & Uniform Purchase	This line item is used to cover contractual boot reimbursement, uniforms and for rug/towel service. Since we purchased uniforms in 2016, it is recommended that this line be reduced to \$700 for 2017.
590-590-000-757-000 – Operating Supplies	Safety equipment (eyewear, hard hats, gloves, etc.) for the operators are budgeted in this line item.
590-590-000-800-001 – Administration Fees	Figures provided by the Accounting Director.

Line Item	Explanation
590-590-000-804-000 – Contractual/Rolloff Disposal	This line item reflects the cost of emptying the dumpsters at the Compost Site. The related revenue line item is 590-590-000-650-203.
590-590-000-804-004 – Township Compost Processing	This line item covers the cost of removing spoils from the Compost Site that cannot become compost.
590-590-000-850-000 - Telephone	Telephone charges for the Compost Site are budgeted here.
590-590-000-867-200 – Gas & Oil-YCUA	Fuel used from the YCUA facility is budgeted here. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$10,000 for 2017.
590-590-000-876-000 – Retirement/MERS	Employer’s portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by the Accounting Director.
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	Natural gas service costs are budgeted in this line item.
590-590-000-920-005 – Utilities-Light	Electric service costs are budgeted in this line item.
590-590-000-931-000 – Repairs & Maintenance	This line item is used for repair costs to maintain the two structures on site.

Line Item	Explanation
590-590-000-933-000 – Equipment Maintenance	Repair costs for equipment are budgeted here.
590-590-000-941-000 – Equipment Rental/Leasing	Equipment rental costs are budgeted in this line item.
590-590-000-943-000 – Motorpool Lease/Maintenance	This line item is used for fees paid to the motor pool.
590-590-000-956-000 - Miscellaneous	This line item is used for random drug screenings.
590-590-000-960-000 – Education & Training	Training costs are budgeted in this line item.
590-590-000-968-001 – Depreciation Expense	Figures provided by the Accounting Director.

10/27/16

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 590 - COMPOST FUND							
Dept 000.000							
590-000.000-607.510	AUTO LEASE REVENUE		2,800	2,800	2,800	2,333	2,800
590-000.000-650.003	BIODEGRADABLE DROPOFF-NONTWP	50,905	48,968	50,000	50,000	24,290	65,000
590-000.000-650.004	BIODEGRADABLE DROPOFF-YPSI TW	182,842	164,587	155,000	155,000	101,092	155,000
590-000.000-650.100	BILLABLE SALES - COMPOST	38,172	371	10,000	10,000		20,000
590-000.000-650.101	SALES- WOOD	550	200	200	200		
590-000.000-650.102	SALES - SCRAP METAL	5,621	5,136	3,000	3,000	4,071	4,000
590-000.000-650.200	GATE REVENUE - COMPOST SALES	11,737	24,734	23,000	23,000	27,119	36,300
590-000.000-650.201	GATE REVENUE - WOOD SALES	17,558	34,754	30,000	30,000	26,675	35,000
590-000.000-650.202	GATE REVENUE - SOIL SALES	11,902	40,169	30,000	30,000	34,757	35,000
590-000.000-650.203	GATE REVENUE - DROP OFF FEES	53,826	62,751	50,000	50,000	61,162	55,000
590-000.000-650.204	GATE REVENUE-BATTERY CORE SAL	155	236	500	500	40	
590-000.000-650.205	GATE REVENUE-MILLING SALES	2,761	12,898	10,000	10,000	7,589	10,000
590-000.000-650.206	SERVICE CHRG - DELIVERY		8,850	5,000	5,000	3,550	5,000
590-000.000-650.207	SERVICE CHRG - ADMIN FEE		827			424	
590-000.000-664.001	INTEREST EARNED	321	234	200	200	1,118	200
590-000.000-694.004	MISC REVENUE - INSURANCE REIM	718	534			267	
590-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			55,877	559,261		32,085
NET OF REVENUES/APPROPRIATIONS - 000.000-		377,068	408,049	425,577	928,961	294,487	455,385

10/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/16	REQUESTED BUDGET
Dept 590.000-COMPOST SITE							
590-590.000-706.000	SALARY - PERMANENT WAGES	109,313	108,410	110,622	114,825	85,813	110,167
590-590.000-706.050	YE ODD DAY ACCRUAL			1,252	1,252		
590-590.000-707.000	SALARY - TEMPORARY/SEASONAL	18,897	19,040	30,000	30,000	15,840	30,000
590-590.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	3,199	3,468	1,670	1,670	5,692	1,695
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	2,237	2,588	4,500	4,500	3,476	4,500
590-590.000-710.000	ACC COMP ABSENCES-LNGTERM			5,400	5,400		5,400
590-590.000-715.000	F.I.C.A./MEDICARE	9,263	9,703	9,752	10,074	7,578	9,624
590-590.000-719.000	HEALTH INSURANCE	7,451	8,919	9,319	9,319	7,766	9,334
590-590.000-719.001	SICK AND ACCIDENT	521	581	702	702	677	838
590-590.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(2,233)				(900)
590-590.000-719.015	DENTAL BENEFITS	2,560	2,064	2,351	2,351	2,668	2,351
590-590.000-719.016	VISION BENEFITS		389	389	389	330	428
590-590.000-719.020	HEALTH CARE DEDUCTION	2,383	3,584	2,888	2,888	2,074	2,888
590-590.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	46	46	45	45	31	45
590-590.000-720.000	LIFE INSURANCE	252	284	347	347	318	347
590-590.000-723.000	DEFERRED COMPENSATION EMPLOYE	306	249	390	390	207	390
590-590.000-727.000	OFFICE SUPPLIES	205	230	200	200	66	200
590-590.000-730.000	POSTAGE			100	100		100
590-590.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	1,239	758	1,350	1,350	968	700
590-590.000-757.000	OPERATING SUPPLIES	6,428	3,264	6,000	6,000	3,698	6,000
590-590.000-800.001	ADMINISTRATION FEES	5,714	5,860	6,272	6,272	5,227	6,272
590-590.000-804.000	CONTRACTUAL/ROLLOFF DISPOSAL	38,860	43,676	34,000	34,000	34,729	34,500
590-590.000-804.004	TWP DISPOSAL FEE	4,604	6,916	7,000	7,000	6,356	7,000
590-590.000-850.000	TELEPHONE	658	586	800	800	528	800
590-590.000-867.200	GAS & OIL - YCUA	18,206	11,503	14,000	14,000	7,287	10,000
590-590.000-876.000	RETIREMENT/MERS	14,795	14,565	14,562	14,562	12,321	19,362
590-590.000-913.000	INSURANCE & BONDS FLEET	1,042	2,060	2,261	2,261	1,844	2,331
590-590.000-917.000	WORKERS COMPENSATION INSURANC	3,765	3,987	4,255	4,255	3,360	3,910
590-590.000-920.004	UTILITIES HEAT	5,283	4,410	6,000	6,000	2,722	6,000
590-590.000-920.005	UTILITIES LIGHT	2,049	2,028	2,100	2,100	1,605	2,100
590-590.000-931.000	REPAIRS AND MAINTENANCE	7,481	1,447	8,000	8,000	6	7,000
590-590.000-933.000	EQUIPMENT MAINTENANCE	3,360	9,008	15,000	15,000	7,150	15,000
590-590.000-941.000	EQUIPMENT RENTAL/LEASING	2,500	2,200	3,500	3,500	2,265	3,500

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Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
590-590.000-943.000	MOTORPOOL LEASE/MAINTENANCE	1,992	2,000	3,500	3,500	2,917	3,500
590-590.000-956.000	MISCELLANEOUS		98	500	500	343	500
590-590.000-960.000	EDUCATION AND TRAINING		29	100	100		100
590-590.000-968.001	DEPRECIATION EXPENSE	70,669	112,130	112,700	112,700		145,653
590-590.000-977.000	EQUIPMENT				498,859		
NET OF REVENUES/APPROPRIATIONS - 590.000-COMPOST SITE		(349,028)	(387,597)	(425,577)	(928,961)	(227,737)	(455,385)
ESTIMATED REVENUES - FUND 590		377,068	408,049	425,577	928,961	294,487	455,385
APPROPRIATIONS - FUND 590		349,028	387,597	425,577	928,961	227,737	455,385
NET OF REVENUES/APPROPRIATIONS - FUND 590		28,040	20,452			66,750	

Fund 595 - Motorpool

Revenues

Line Item	Explanation
595-000-000-607-502 – Flat Fee-Parks Motorpool/Monthly	This line item reflects fees charged to the parks for miscellaneous fluids, etc. (\$100/month).
595-000-000-607-515 – Combined Lease/Repair Revenue	Lease revenue from other departments, including repair is shown in this line item.
595-000-000-607-520 – Fuel and Fluids Revenue	This line item reflects the fuel surcharge received from other departments. This is being decreased to \$45,000 due to the decrease in fuel prices and less use of our in-house fuel tanks.
595-000-000-664-001 – Interest Earned	Interest earned on fund deposited at various banks is shown here.
595-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects the 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. Even though a contractual 1.5% increase is budgeted, the amount shown is reduced since no payroll accrual is needed in 2017.
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 were notified of our health care renewal rates and will only receive a .16% increase in 2017.
595-595-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
595-595-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
595-595-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.

Line Item	Explanation
595-595-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
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	We will not be receiving an increase in life insurance rates for 2017.
595-595-000-776-500 – Auto Parts	This line item is used to purchase small item for automobiles.
595-595-000-776-550 – Shop Supplies	Rags and other small items for the garage are purchased from this line item.
595-595-000-818-000 – Contractual Services	This line item is used for the GPS Vehicle System. It is recommended that it be increased to \$10,500 due to higher fleet costs.
595-595-000-818-032 – Contractual Svc-Fuel Tank Repair	Monitoring of fuel tanks according to State regulations is charged to this line item. It is recommended that it be reduced to \$4,000 for 2017.
595-595-000-818-033 – Contractual Svc-Auto/Equip Maint	This line item is used to hire outside contractors to work on Township vehicles. It is recommended that it remain the same in 2017.

Line Item	Explanation
595-595-000-867-000 – Gas & Oil	The purchase of fuel is charged to this line item. It is recommended that it be reduced due to the decrease in fuel costs.
595-595-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by the Accounting Director.
595-595-000-968-001 – Depreciation Expense	This line item covers the cost of auto depreciation. Figures provided by the Accounting Director.

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 595 - MOTORPOOL / REPAIRS							
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	97,676	102,300	130,400	136,150	164,023	199,320
595-000.000-607.520	FUEL AND FLUIDS REVENUE	66,442	50,516	55,000	55,000	29,340	45,000
595-000.000-664.001	INTEREST EARNED	78	77	100	100	242	100
595-000.000-673.002	SALES OF FIXED ASSETS-EQUIP.	24,290		1,000	1,000		
595-000.000-694.004	MISC REVENUE - INSURANCE REIM					1,387	
595-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			18,113	699,002		4,411
NET OF REVENUES/APPROPRIATIONS - 000.000-		189,686	154,093	205,813	892,452	195,992	250,031

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 595.000-MOTORPOOL							
595-595.000-706.000	SALARY - PERMANENT WAGES	11,378	11,769	11,989	11,989	9,273	11,939
595-595.000-706.050	YE ODD DAY ACCRUAL			136	136		
595-595.000-708.004	SALARIES PAY OUT-PTO&SICKTIME			181	181		184
595-595.000-715.000	F.I.C.A./MEDICARE	827	881	941	941	665	927
595-595.000-719.000	HEALTH INSURANCE	1,242	595	1,553	1,553	1,424	1,627
595-595.000-719.001	SICK AND ACCIDENT	74	83	100	100	97	120
595-595.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(990)				(450)
595-595.000-719.015	DENTAL BENEFITS	124	104	114	114	96	104
595-595.000-719.016	VISION BENEFITS		19	19	19	17	21
595-595.000-719.020	HEALTH CARE DEDUCTION	735	712	726	726	967	726
595-595.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	23	23	23	23	15	25
595-595.000-720.000	LIFE INSURANCE	36	41	50	50	45	50
595-595.000-776.500	AUTO PARTS	622	9,824	2,000	2,000	1,169	2,000
595-595.000-776.550	SHOP SUPPLIES	268	919	2,000	2,000	513	2,000
595-595.000-818.000	CONTRACTUAL SERVICES	4,946	5,733	9,800	9,800	4,377	10,500
595-595.000-818.032	CONTRACT'L SRV-FUEL TANK REPA	1,030	4,355	4,200	4,200	62	4,000
595-595.000-818.033	CONTRACT'L SRV-AUTO/EQUIP MAI	9,765	25,587	21,000	21,000	14,061	21,000
595-595.000-867.000	GAS & OIL	60,701	45,223	50,000	50,000	32,905	41,000
595-595.000-876.000	RETIREMENT/MERS	1,899	2,095	2,080	2,080	1,736	2,766
595-595.000-968.001	DEPRECIATION EXPENSE	96,080	102,901	98,901	98,901	59,522	151,492
595-595.000-985.000	CAPITAL OUTLAY/VEHICLES		120		686,639	68,069	
NET OF REVENUES/APPROPRIATIONS - 595.000-MOTORPOOL		(189,750)	(209,994)	(205,813)	(892,452)	(195,013)	(250,031)
ESTIMATED REVENUES - FUND 595		189,686	154,093	205,813	892,452	195,992	250,031
APPROPRIATIONS - FUND 595		189,750	209,994	205,813	892,452	195,013	250,031
NET OF REVENUES/APPROPRIATIONS - FUND 595		(64)	(55,901)			979	

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 increase consistent with 2016 actual expenses.
893-000-000-626-632 – Charge Services-Board Ups	This line item reflects fees collected from property owners invoiced for board-ups of vacant buildings performed by the Ordinance Dept. No change.
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 decline due to fewer vacant properties being mowed.
893-000-000-672-002 – Board-up Revenue-Vac Res	This line item reflects reimbursement of delinquent invoices added to property tax bills for boarding up doorways and windows at vacant houses. No change.
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. Slight decrease projected.
893-000-000-699-000 – Appropriated Prior Year Bal.	This reflects funds transferred from the fund reserve to cover budgeted operating expenses.

Expenditures

Line Item	Explanation
893-893-000-704-000 – Appointed Officials	This line item reflects payment to the senior ordinance administrator in the capacity of noxious weed commissioner, which is a statutory position required by ordinance.
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 for curbside clean-ups of eviction debris and court ordered clean-ups of blighted properties by the Ordinance Dept. No change.
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. No change.
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 slightly decrease based on 2016 expense data and projections.

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Fund 893 - NUISANCE ABATEMENT FUND							
Dept 000.000							
893-000.000-626.631	CHARGE SERVICES - BLIGHT	4,551	5,261	2,500	2,500	5,569	8,000
893-000.000-626.632	CHARGE SERVICES - BOARD UPS	4,779	2,649	2,000	2,000	1,465	2,000
893-000.000-626.636	CHRG SERVICES WEEDS	10,081	12,901	2,500	2,500	7,486	1,000
893-000.000-664.001	INTEREST EARNED	16	14			66	
893-000.000-672.001	BLIGHT/CLEANUP-TAX REIMB					766	
893-000.000-672.002	BOARD-UP REVENUE-VAC RES	1,694	5,149	10,000	10,000	4,867	10,000
893-000.000-672.003	NOXIOUS WEED REVENUE-TAX REIM	28,382	23,981	19,000	19,000	26,716	17,000
893-000.000-694.001	OTHER INCOME-MISCELLANEOUS	327					
893-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			7,097	7,097		597
NET OF REVENUES/APPROPRIATIONS - 000.000-		49,830	49,955	43,097	43,097	46,935	38,597

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 10/31/16	2017 REQUESTED BUDGET
Dept 893.000-NUISANCE ABATEMENT DEPARTMENT							
893-893.000-704.000	APPOINTED OFFICIALS	500	500	500	500	500	500
893-893.000-715.000	F.I.C.A./MEDICARE	38	37	51	51	37	51
893-893.000-723.000	DEFERRED COMPENSATION EMPLOYE			46	46		46
893-893.000-806.001	BLIGHT ENFORCEMENT COSTS	5,911	11,533	8,000	8,000	6,492	8,000
893-893.000-806.002	BOARD-UP ENFORCEMENT COSTS	13,021	15,658	12,000	12,000	9,262	12,000
893-893.000-806.003	NOXIOUS WEED ENFORCEMENT COST	25,451	21,023	22,500	22,500	19,449	18,000
893-893.000-876.000	RETIREMENT/MERS	66	67			65	
NET OF REVENUES/APPROPRIATIONS - 893.000-NUISANCE ABATEMENT		(44,987)	(48,818)	(43,097)	(43,097)	(35,805)	(38,597)

ESTIMATED REVENUES - FUND 893		49,830	49,955	43,097	43,097	46,935	38,597
APPROPRIATIONS - FUND 893		44,987	48,818	43,097	43,097	35,805	38,597
NET OF REVENUES/APPROPRIATIONS - FUND 893		4,843	1,137			11,130	

PUBLIC COMMENTS

CONSENT AGENDA

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 18, 2016 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 4:03 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 Larry Doe, Trustees: Stan Eldridge, Scott Martin, and Mike Martin (arrived at 5:20 pm)

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters (arrived at 5:20 pm)

**1. 2017 PRELIMINARY BUDGET – SUPERVISOR STUMBO
JAVONNA NEEL, ACCOUNTING DIRECTOR**

Javonna Neel, Accounting Director explained the preliminary budget for 2017. She said the first part of the presentation was exactly as it was for the previously meeting. She said the taxable values and the tax revenue increases that we expect. She stated the tax revenue increase .86% overall and an increase for personal wages was 1.5%. Ms. Neel stated that in the outline presented to everyone there was a line by line explanation of each fund. Ms. Neel presented Fund 248 Housing and Business Inspection, which includes the multi-family rental inspections. Supervisor Stumbo confirmed that the multi-family rental fund would be self-funding. Ms. Neel explained the 3 new inspectors and 1 clerical and which funds are used for their compensation. Supervisor Stumbo stated that the 3 inspector positions were restoration of jobs we did not fill in 2009. Ms. Neel presented Fund 249 – Building. Supervisor Stumbo questioned if we had adopted the building permit fees for 2017. Mike Radzik, OCS Director stated that Alex Mamo, Chief Building Officer will be updating all the permit fees and at the next meeting they will be bringing to the board the recommendation for a new fee schedule. Mr. Radzik said the current fees do not cover the costs. He said the revenue indicated in the budget would change when new fees are implemented with board approval. Clerk Lovejoy Roe asked if there was an administration fee that was charged. Ms. Neel said that it was but she did not change the number with adding the new employees. Ms. Neel continued with Fund 252- Hydro. She stated the Hydro Fund revenues come from the electricity that was sold to DTE. Ms. Neel said some of the money going into this fund was to pay for some of the cleanup of Tyler Dam. Mike Saranen, Hydro Dam explained that they have been rebuilding generators for the last two years. He stated that one small rebuilt generator increased revenues by \$15,000.00 compared to the same flow prior to the rebuild. Mr. Saranen said they get a bigger return on the small generator from DTE than they do on the big generator. He said projects scheduled for 2017 would be some transformer maintenance and a replacement of the diesel generator. Mr. Saranen stated they had increased cost sustaining the diesel generator, it has shut down at various times and it was almost 30 years old. Ms. Neel stated that the Tyler Dam Project was about a 2 million dollar project and was not budgeted in this budget. She said she would have to bring that back. She said there was money to be used for this project from a couple different funds but it was a big expenditure. Supervisor

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Stumbo stated that on October 20, 2016 there will be a public hearing by the Board of Determination to allow the transfer of Tyler Dam and Tyler Pond to the Washtenaw County Resource Commission. She said that if approved this would allow the road commission and MDOT to pay toward the improvements of the Tyler Dam and Tyler Pond. Supervisor Stumbo said that if this was approved the Water Resource Commission would be responsible for the Tyler Dam and Tyler Pond and not Ypsilanti Township. Javonna Neel continued with her presentation with Fund 266 - Law Enforcement which included the Sheriff and the Ordinance Departments. Ms. Neel stated the contracts for the deputies increased by 1% for 2017. Supervisor Stumbo stated that the Township budgeted again for 2017 \$25,000.00 for youth employment. Mike Radzik, OCS Director asked Treasurer Doe to explain the request for shared personnel between the Treasurers' office and the Ordinance Dept. Treasurer Doe stated the shared position they have with the Ordinance Department was 50% for each department but the Ordinance position currently only needs it to be 10%. Treasurer Doe said he would like to change the position to 10% in the Ordinance Department and 90% in the Treasurers' office. He stated he would review it for 2017 and decide whether the position would be needed 100% in the Treasurers' department. Ms. Neel continued with Fund 250 – LDFA fund, which is a fund that the Township collect special taxes in and pays back debt for the infrastructure for the Seaver farm properties. She said that there was a Capital Improvement Fund that was no longer needed for wetland maintenance and and it had \$10,000.00 remaining in it. She said the township had this fund for five years and had met the total obligation so the \$10,000.00 was now available. Ms. Neel stated that she would close out the 498-Capital Improvement Fund. She said we would use the \$10,000.00 to pay down the Seaver bond after transferring it into Fund 301. Ms. Neel explained that the 301 General Obligation Debt Fund was used for all the debt. She stated when we pay any debt the funds are transferred into the 301 Fund and paid out of that fund. Ms. Neel briefly explained 397 – Series B Bonds Fund, 398 - 2013 Bonds Fund which was a general obligation fund for the Seaver farm. Ms. Neel explained 584 - Golf Course Fund and there was discussion regarding the repaving of the cart paths. Ms. Neel explained 595 – Motorpool Fund was an internal service fund which was used whenever any department uses a township vehicle the department pays a portion into the motor pool. Ms. Neel explained the 893 - Nuisance Abatement Fund which was a fund for blight, noxious weeds, and to board up buildings. Ms. Neel stated that she would bring the budget back to the board with the changes.

Supervisor Stumbo stated the Public Hearing for the budget was set for Tuesday, November 1, 2016.

**2. TRUSTEE ATTENDANCE POLICY – JAVONNA NEEL, ACCOUNTING DIRECTOR
KAREN WALLIN, HUMAN RES. GENERALIST**

Karen Wallin, Human Resource Generalist stated she, Javonna Neel and the current 3 Trustees met to discuss a different pay structure for the Township Trustees. She said they looked at other municipalities and decided to begin with the proposal that Trustee Eldridge drafted. Ms. Wallin said Proposal 1 in the Board Packet was the proposal that was drawn up after meeting with the current 3 Trustees. Ms.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 18, 2016 WORK SESSION MINUTES
PAGE 3**

Wallin said they met with the 3 elected officials and went over the proposal and after that meeting drafted Proposal 2. Ms. Wallin stated the difference in the two proposals was the way the Trustees would be paid and the number of absences from board meetings that would be allowed during a 12 month period without financial penalty. Ms. Wallin said there would be an excused paid absence for bereavement also. Ms. Wallin stated that this proposed policy would not decrease the current wage for the Trustees. Trustee Eldridge stated that there would be a possibility for an increase in salary for extra meetings and he stated that was never his intention. He stated that he was disappointed that the Trustees were never contacted after the initial meeting about the changes that were made. Trustee Eldridge said that he would be in favor of the new policy if there was a change to delete the extra meeting stipend. Trustee S. Martin agreed with Trustee Eldridge and he would like to get this settled so what happened over the past couple of years could not happen again. Ms. Neel, Accounting Director stated Trustee compensation for extra meetings would be taken out of the Proposal. Clerk Lovejoy Roe suggested that the Trustee salary be divided for 24 meetings a year. Supervisor Stumbo agreed and said that there were not many special meetings called but when they do it was important for the entire board to be present. Ms. Neel stated she would make the changes and present the policy at the board meeting tonight.

Arloa Kaiser, Township Resident thanked the Trustees for their hard work to make this very important change.

Trustee Eldridge stated that months ago the plan was to review the policy for attendance, time off, and work hours for the fulltime elected officials. He said the request was asked at a public meeting and the proposal was supposed to be reviewed by September and he questioned what the status of that proposal was at this time. Supervisor Stumbo stated the biggest challenge was state law. Trustee Eldridge said he had drafted a proposal and said he would like to pass it out and bring it back at the next board meeting. Trustee Eldridge said there were too many concerns and too many complaints for us to keep burying our heads in the sand and not acting like it doesn't occur. He said he hopes this will begin the dialog and discussion.

Arloa Kaiser, Township Resident stated that she understands there was only one board member that doesn't want to participate and believes it is like having a dictator who thinks they can do as they want. She says that was the impression she has gotten when talking with others. Ms. Kaiser said she does not believe that one person should be a dictator over the whole board. She said that the board officials work for the community not for ones' own advantage, time off, and finances.

3. PROPOSED SNOW ORDINANCE – TOWNSHIP BOARD

Supervisor Stumbo stated that the draft was drawn up by the Trustees and the Treasurer. Supervisor Stumbo said changes were made in the draft after the

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Treasurer, Clerk and Attorney met. Attorney King stated that the Ordinance was a draft for discussion. She said the proposed Ordinance only concerned public sidewalks. She said in non-business districts it required the snow and ice removal within 48 hours of accumulation but within a business district the removal must be within 4 hours of accumulation or by the beginning of the business hours whichever was shorter. Attorney King explained the second portion deals with enforcement and it states if the snow posed an immediate public hazard the Township, without notice, could authorize the removal of the snow and ice. She stated the cost to remove the snow and ice along with an administration fee, determined by the Township Board, would be billed to the property owner. Attorney King said that if the fee was not paid within 45 days it would be assessed against the property and would appear on the tax roll as a lien against the property and enforced according to general property law. Attorney King explained the final section deals with snow emergency on public roads. She said that if there was an accumulation of 4 or more inches on public roadways then it would be automatically declared a snow emergency. She said that all motor vehicles parked on public roads must be removed until the public roadway was plowed. Attorney King said that if a motor vehicle was not removed from the road during a snow emergency the Township would have the right to remove the vehicle and the owner of the vehicle would be responsible for all the costs.

Supervisor Stumbo stated that it was changed from 36 to 48 hours. Trustee Eldridge questioned why it would be 48 hours when the surrounding areas it was 24 hours. Attorney King explained the timetables for the surrounding areas. Mike Radzik, OCS Director questioned whether the Township would publish the notice in the newspaper and have the Ordinance Department issue an individual NOV for every property owner who doesn't shovel prior to hiring someone to shovel and questioned who would the township contract to shovel. Trustee S. Martin questioned whether it would work similar to the noxious weed and grass ordinance. Treasurer Doe suggested a notice be put in the newspaper the first of November about the snow and ice ordinance and then when calls come in regarding the violation the NOV would be covered and the violation would be addressed quickly. Mr. Radzik suggested the same notice that was used for grass should be used for snow. His concern would be for people who are out of town and a snow storm occurs how it would be enforced. Mr. Radzik asked what minimum amount of snow could be left on the sidewalk. Treasurer Doe stated that it would be confusing for the homeowner to decide if there were enough snow to shovel and it was decided not to state a minimum. Supervisor stated the purpose was never to collect violations but the goal would always be compliance. Trustee M. Martin stated that it was frustrating that we would need this Ordinance but felt that if the homeowner was physically unable to shovel their snow the Township would have to contact someone to do it.

Arloa Kaiser, Township Resident stated she was against the Ordinance. She said she lived here 40 years without this ordinance and people walk in the street. She stated that using products to melt the snow and ice may cause more problems with the drains and lake. She asked if the township needed to hire more people so her taxes would increase. Ms. Kaiser questioned whether the township needed more money

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so they would write more citations. She said she thinks this ordinance is ridiculous and would rather walk in the snow than have the sidewalk clear and slip and fall.

Supervisor Stumbo said there have been some changes for next time and again the goal was compliance and not to generate revenue. Supervisor Stumbo clarified the changes in the Ordinance for the 2nd reading. She said the Ordinance would be under the direction of the Director of Community Standards Department, and that snow would need to be removed within 48 hours.

Arloa Kaiser, Township Resident stated that the postal services walk across yards and do not use the sidewalk. She said she wasn't sure how well AAATA was about keeping bus stops cleared of snow. She stated everyone wants everyone else to do the work; they want someone else to shovel their driveway. Ms. Kaiser said she thinks the township wants to make more money and just because Ypsilanti or whoever defecates in their pants doesn't mean we have to also. She said we have survived without this ordinance. She said she can't be a babysitter for everyone and she doesn't believe it was the townships' job.

Eric Copeland, Fire Chief stated there was a county snow emergency committee and they are scheduled to meet on October 28, 2016. He said that they go over all aspects of declaring a snow emergency including notification.

Jeff Allen, Residential Services Director questioned that the County declares a snow emergency at 4 inches. Attorney King stated that at 4 inches or more is what triggers the County Road Commission permitting and authorizing overtime to plow residential streets.

Clerk Lovejoy Roe confirmed that the township would put a notice in the newspaper about the Snow Removal but that statement would not be added to the Ordinance at the Attorneys' recommendation.

4. AGENDA REVIEW

Supervisor Stumbo stated there would be a Public Hearing regarding the special assessment levy revised to include Holmes Rd. Camera Special Assessment District.

New Business

**4. REQUEST OF MARK NELSON, 14B MAGISTRATE/COURT ADMINISTRATOR
FOR AUTHORIZATION TO ACCEPT THE DRUG COURT DOCKET GRANT IN
THE AMOUNT OF \$156,000.00 FOR THE REMAINDER OF 2016 AND 2017**

Magistrate Nelson explained the grant that was received to operate their drug court. He stated this would be the 4th year in a row they have operated this program. Magistrate Nelson said he was here tonight for the board to approve the grant so the program can receive the funds and continue the work they have been doing. Supervisor Stumbo stated she has heard positive things about the program. Magistrate Nelson said that this program has been very successful.

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**3. REQUEST OF MARK NELSON, 14B MAGISTRATE/COURT ADMINISTRATOR
FOR AUTHORIZATION OF THE RENEWAL OF AN INFORMATION TECHNOLOGY
AGREEMENT WITH WASHTENAW COUNTY IN THE AMOUNT OF \$29,118.00
AND BUDGETED IN LINE ITEM #236-136-000-819-010**

Magistrate Nelson stated that this was a renewal with Washtenaw County for technical support. He said the Court purchased the computers through the County and the County provides all the support. Magistrate Nelson said this was a three year contract and the amount was lower than the previous contract they had with the County.

SUPERVISOR REPORT (will give at board meeting)

CLERKS REPORT

Clerk Lovejoy Roe stated the Clerks' office was extremely busy with preparing for the election. She said she the office receives about 60 requests a day for absentee ballots. Clerk Lovejoy Roe thanked Angela Verges, Recreation Director for allowing Maria Batianis to help out in the Clerks' Office for the next week. She said the Clerk's Office was working some overtime and she plans on bringing a budget for an increase in overtime to the next board meeting. Clerk Lovejoy Roe stated reimbursement was received for 2 other elections but that did not actually go in the clerks budget. She said she checked last week and the Clerks' Office had sent out 5,400 absentee applications. Clerk Lovejoy Roe said the office continues to send out about 100 applications a day. She said she had about 140 people who would work the polls and was still taking applications. Clerk Lovejoy Roe stated she had doubled the number of voting booths at each precinct. She said she was using dual computers at most precincts and would have her last computer training class for election inspectors tomorrow. Clerk Lovejoy Roe thanked everyone for their cooperation and stated having an election was a township wide endeavor. She said it takes a lot of people working together. She thanked Jeff Allen and his crew for their cooperation and the help from the Supervisors' and Treasurers' office with the phones.

Clerk Lovejoy Roe also stated the Saturday before the election the Clerks' office would be open 9:00 a.m. to 2:00 p.m. for absentee voting and residents may vote absentee up until 4:00 p.m. on Monday, November 7, 2016.

TREASURERS REPORT – (none given)

TRUSTEE REPORT – (none given)

ATTORNEY REPORT – (none given)

OLD BUSINESS

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- 1. 2nd READING OF RESOLUTION 2016-39, PROPOSED ORDINANCE 2016-467 AMENDING THE TOWNSHIP CODE OF ORDINANCES, CHAPTER 46, ARTICLE II PARK REGULATIONS TO PROHIBIT SMOKING IN TOWNSHIP PARKS (1st READING HELD AT THE SEPTEMBER 20, 2016 REGULAR MEETING)**
- 2. 2ND READING OF RESOLUTION 2016-40, PROPOSED ORDINANCE 2016-468 AMENDING THE TOWNSHIP ZONING CODE REGARDING CHILD DAYCARE CENTERS IN RESIDENTIAL DISTRICTS (1ST READING HELD AT THE SEPTEMBER 20, 2016 REGULAR MEETING)**
- 3. 2ND READING OF RESOLUTION 2016-41, PROPOSED ORDINANCE 2016-469, AMENDING THE YPSILANTI TOWNSHIP CODE OF ORDINANCES CHAPTER 58, TO PROHIBIT TEXTING WHILE DRIVING (1ST READING HELD AT THE SEPTEMBER 20, 2016 REGULAR MEETING)**
- 4. 1st READING OF RESOLUTION 2016-51, PROPOSED ORDINANCE 2016-470 AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF YPSILANTI CODE OF ORDINANCES, CHAPTER 48 ENTITLED PROPERTY MAINTENANCE TO ADD A PROVISION REGARDING SNOW REMOVAL FROM SIDEWALKS AND SNOW EMERGENCIES (TABLED AT THE OCTOBER 4, 2016 REGULAR MEETING)**

NEW BUSINESS

1. BUDGET AMENDMENT #14

Clerk Lovejoy Roe stated that the only item on the amendment was the State Grant for \$39,000.00 for 14B Court.

2. RESOLUTION 2016-54, CHARTER TOWNSHIP OF YPSILANTI SUPPORT FOR RENAISSANCE ZONE WITHIN THE CHARTER TOWNSHIP OF YPSILANTI FOR WILLOW RUN ARESENAL OF DEMOCRACY LAND HOLDINGS LIMITED PARTNERSHIP AND THE AMERICAN CENTER FOR MOBILITY

Supervisor Stumbo stated that there may be people who would come out in support of this agenda item at the board meeting such as Washtenaw Community College and the Convention and Visitors Bureau. Supervisor Stumbo said her and Attorney Winters worked on the Development Agreement with the American Center for Mobility. She said the Renaissance Zone had to be applied for by the County. Supervisor Stumbo said the County had to receive the designation because Ypsilanti Township was not a distressed community. She said Ypsilanti Township would then do a letter of support for it. Supervisor Stumbo said that in a Renaissance Zone taxes were normally not paid but they agreed to pay taxes for

**CHARTER TOWNSHIP OF YPSILANTI
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police and fire. She said there was also a requirement for the school debt levy to be paid and it would be reimbursed by the State of Michigan. Supervisor Stumbo stated that there was no better use of this property than the proposed American Center for Mobility. She said the closing for the sale of the property was scheduled for November 4, 2016. Supervisor Stumbo stated that there would be a significant contribution to the Tyler Dam and Tyler Pond project. Attorney Winters stated the contribution would reduce the Townships' obligation for the mandated improvement from the DEQ for the Tyler Dam and Pond. Supervisor Stumbo said the Township owned a 22 acre parcel that was a waste water treatment center that was demolished and it would be deeded to the proposed American Center for Mobility for storm water retention. She said the projected investment was \$72.9 million and the taxes on that would be for police and fire. Supervisor Stumbo stated there was an estimate that this project would bring in 1500 jobs which include construction. She said with this project there would be other companies bringing in more jobs for our community.

3. REQUEST OF MARK NELSON, 14B MAGISTRATE/COURT ADMINISTRATOR FOR AUTHORIZATION OF THE RENEWAL OF AN INFORMATION TECHNOLOGY AGREEMENT WITH WASHTENAW COUNTY IN THE AMOUNT OF \$29,118.00 AND BUDGETED IN LINE ITEM #236-136-000-819-010

4. REQUEST OF MARK NELSON, 14B MAGISTRATE/COURT ADMINISTRATOR FOR AUTHORIZATION TO ACCEPT THE DRUG COURT DOCKET GRANT IN THE AMOUNT OF \$156,000.00 FOR THE REMAINDER OF 2016 AND 2017

5. RESOLUTION 2016-53, AUTHORIZING THE DIVISION OF PLATTED LOTS IN HURON CENTER COMMERCIAL AND INDUSTRIAL PARK

Supervisor Stumbo stated the Assessing Department was approached about the division of the platted lots in Huron Center Commercial and Industrial Park. The owners of the property asked to make one platted lot larger and one smaller in order to accommodate a hotel.

6. REQUEST OF DEBBIE AUE, SENIOR COORDINATOR TO APPROVE THE SENIOR NUTRITION AGREEMENT WITH WASHTENAW COUNTY, FUNDED THROUGH A FEDERAL GRANT AND TO AUTHORIZE SIGNING OF THE AGREEMENT

Supervisor Stumbo stated this had to be approved by the board every year. Angela Verges, Recreation Director explained the differences from the contract last year to the one before the board tonight.

7. REQUEST OF ERIC COPELAND, FIRE CHIEF TO APPROVE THE AMENDED MICHIGAN MUTUAL AID BOX ALARM SYSTEM ASSOCIATION AGREEMENT

Eric Copeland, Fire Chief explained the Box Alarm System. He said this involved collaboration with all the neighboring Fire Departments. Chief Copeland asked the Board to sign the agreement so they could move forward. Supervisor Stumbo

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stated that this agreement was good not only for the fire department having more boots on the ground but also provided more efficient emergency services for our residents.

8. REQUEST TO APPROVE THE REVISED L-4029 AND AUTHORIZE SIGNING

Supervisor Stumbo stated we previously approved this but we rounded up the numbers when it was submitted. She said that although this was a normal accounting practice the county sent it back for the correction because rounding was not allowed for the L-4029.

9. REQUEST TO SET A PUBLIC HEARING DATE OF NOVEMBER 1, 2016 AT APPROXIMATELY 7PM FOR THE 2017 FISCAL YEAR BUDGET

AUTHORIZATION AND BIDS

1. REQUEST OF TRAVIS MCDUGALD, IS MANAGER FOR AUTHORIZATION TO SEEK PROPOSALS THROUGH MITN FOR WINDOWS SERVER 2016 LICENSING

The Board adjourned the work session meeting at approximately 6:50p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 18, 2016 REGULAR BOARD MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:00 pm 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 observed.

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

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

PUBLIC HEARING

- A. 7:00 PM – 2016 SPECIAL ASSESSMENT LEVY – REVISED TO INCLUDE HOLMES ROAD CAMERA SPECIAL ASSESSMENT DISTRICT – RESOLUTION NO. 2016-55 (PUBLIC HEARING SET AT THE SEPTEMBER 20, 2016 REGULAR MEETING)**

Supervisor Stumbo declared the Public Hearing open at 7:03 pm

There were no public comments

Supervisor Stumbo closed the Public Hearing at 7:04 pm

Clerk Lovejoy Roe made a motion, supported by Trustee S. Martin to Approve 2016 Special Assessment Levy – Revised to Include Holmes Road Camera Special Assessment District – Resolution No. 2016-55 (see attached).

The motion carried unanimously.

PUBLIC COMMENTS

Arloa Kaiser, Township Resident stated for the record she was against the snow removal Ordinance. She said she doesn't like the idea of using sand, salt or any chemicals to melt the snow and ice and feels it will go into Ford Lake and the storm drains.

Monica Ross-Williams, Township Resident stated she would like to thank Supervisor Stumbo, Clerk Lovejoy Roe, and Trustee Eldridge for coming to West Willow to commemorate Linda Mealing who was the President of the West Willow Neighborhood Association for the last 3 years and a member for 17 years. Ms. Ross-Williams said Ms. Mealing was stepping down from the Executive Board but would still be involved in other ways in the community. She said that Linda Mealing also appreciated the Township Officials that were there.

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Board members agreed to move Item #2 under New Business up on the Agenda.

NEW BUSINESS

2. RESOLUTION 2016-54, CHARTER TOWNSHIP OF YPSILANTI SUPPORT FOR RENAISSANCE ZONE WITHIN THE CHARTER TOWNSHIP OF YPSILANTI FOR WILLOW RUN ARSENAL OF DEMOCRACY LAND HOLDINGS LIMITED PARTNERSHIP AND THE AMERICAN CENTER FOR MOBILITY

Paul Krutko, Ann Arbor Spark stated he was very pleased to be here tonight and that they have been working with the Township for many years on this project. He said that tonight consideration of this resolution was a very significant step in the process for the project to move forward. He said that under state law the Township is not eligible to designate a Renaissance Zone on its' own but the County is able to do that. Mr. Krutko said that the application would go before the County at their meeting tomorrow, October 19, 2016. He said that a Renaissance Zone was authorized under Public Act 376 of 1996. The proposed Renaissance Zone would be limited to the site of the American Center for Mobility and not for any parcels outside that area. Mr. Krutko said that those parcels inside the zone would be exempt from paying state education tax, personal and real property tax, and local income tax where applicable. He said taxes continue to be paid for local bond obligations, school sinking fund, and special assessments. He said the State of Michigan reimburses the Intermediate School District, local school district, Community College, and public libraries for any tax revenue lost because of the zone. Mr. Krutko said that the Renaissance Zone had a 15 year term and after 15 years the project site comes back on the tax roll. He said the Renaissance Zone encompasses approximately 313 acres of the former Willow Run GM powertrain site, the adjacent water basin, and the railroad parcel. Mr. Krutko said Renaissance Zones are limited under state law and there are only three that are allowed in the state. He said the State has made one designation and one was pending so getting this for this project was a very important step. Mr. Krutko stated that ACM, WRAD, and the State of Michigan are committed to ensuring Ypsilanti Township receives the resources to cover police and fire protection.

John Maddox, CEO of American Center for Mobility stated the project was moving forward as planned with a pull ahead in timing. He said they have completed their conceptual phase and now are into their hard scape and intelligence transportation phase of the design for the first phase of the project which is the highway Loop. Mr. Maddox said they are working not only with companies in the US but also overseas. He said there are many companies anxiously waiting for the completion so they may use the facility. Mr. Maddox stated that the ACM organization was relocating from Ann Arbor to a site in Ypsilanti Township in November 2016.

Supervisor Stumbo asked Mr. Maddox to conceptually explain the site. Mr. Maddox stated the sites being built would look like the real world to the vehicle.

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OCTOBER 18, 2016 REGULAR MEETING MINUTES
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He said imagine a place that looks like a small town, or a highway stretch, or Michigan Avenue in a retail commercial area which is necessary for the development of autonomous vehicles. Mr. Maddox said the testing was unique and it was designed to exercise the difficult part of autonomous vehicles which was the decision making that humans do all the time. He said this was the first of its' kind that we know of in the United States and that there was one outside the US but he said this one will be better and more complete. Mr. Maddox stated the closing date was set for November 4th. He said it was very important to pull ahead the closing because there was a significant national opportunity where they could apply to become a national designated site. He said that opportunity was coming at the end of October or the first part of November and they would be in competition with other sites across the country. He said he believes that they would be in some hefty competition but he believes that they won't have what they have in Ypsilanti Township with its' proximity to the heart of the US auto industry.

Cynthia Wilbanks, Vice President of Government Relations for the University of Michigan, ACM Board Member, and Chair of the Spark Board of Directors thanked everyone for considering the Renaissance Zone application and for the partnership that the Township has extended to so many who are involved in developing this site. Ms. Wilbanks stated that several years ago there were questions about how the property at Willow Run would be repurposed which would benefit the community. She said when the University of Michigan established its' intentions to create a 32 acre site on North Campus for the early research development opportunity called M-City it was in the back of everyone's mind that the Willow Run site could eventually become a much larger opportunity to support the next steps in the development of the autonomous vehicle. Ms. Wilbanks said the current leadership of the State of Michigan had been extraordinarily supportive in the establishment of M-City and most recently making a significant investment in the acquisition of the property for ACM. Ms. Wilbanks stated that the partnership that the Township was involved with was critical because there are few things you can do locally if you have significant support from community elected leaders and policy makers and all of you have been exceedingly supportive and she gave a special shout out to the Township Board for being open to what could be a fabulous opportunity in Ypsilanti Township for its' residents and the greater region. Ms. Wilbanks stated that at the University of Michigan they will continue moving ahead with their work in the automotive and connected vehicle space which is the earlier stage work but we see the compliment that ACM represents so we consider ourselves a co-partner or co-founder of this effort.

Supervisor Stumbo thanked Ms. Wilbanks and the University of Michigan for helping the Township get involved with this project and specifically she stated she appreciated Ms. Wilbanks leadership and involvement with the local community.

Mary Kerr, President and CEO of the Washtenaw County Convention and Visitors Bureau and Ypsilanti Township resident thanked the Board for allowing her to speak in support of the Renaissance Zone proposal. She stated that coming from

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OCTOBER 18, 2016 REGULAR MEETING MINUTES
PAGE 4**

the Hospitality and Tourism Industry they often speak about the engine of economic development and how destination promotion serves as the catalyst for greater economic prosperity. She said the American Center of Mobility raises the areas' profile as a destination for visitors, for meetings, and for strategic events. Ms. Kerr stated that this area was already gaining notoriety both nationally and internationally as the leader in mobility. She said as that reputation continues to grow more opportunities will emerge with attracting more companies, organizations, talent to the area, and inspiring new collaboration with some of the existing Washtenaw County entities. Ms. Kerr stated that once the industry leaders and experts identify the American Center for Mobility as a major destination combined with the future National Museum of Aviation and Technology there would be increased visitors both for leisure and business to Ypsilanti Township as these developments are completed. Ms. Kerr ended with this quote from one of her colleagues; "Everything starts with a visit, If you build a place where people want to visit, you'll build a place where people want to live, if you build a place where people want to live, you'll build a place where people have to work, if you build a place where people want to work, you'll build a place where business wants to be, and if you build a place where business wants to be, you'll have built a place where people want to visit".

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Resolution 2016-54, Charter Township of Ypsilanti Support for Renaissance Zone within the Charter Township of Ypsilanti for Willow Run Arsenal of Democracy Land Holdings limited Partnership and the American Center for Mobility (see attached).

Supervisor Stumbo stated that she has told people in the past that she has been praying for something like this since 2009 and this Board and our staff has been so supportive through this process. She said that they have not been involved with anything like this in the past with the University of Michigan, ACM, and WRAD and everyone has been professional and kind. She said it has been a lot of hard work but has been enjoyable working with all those involved. Supervisor Stumbo said it was a great team and she was proud to serve with this board and it would be our legacy. She said the redevelopment of a blighted, environmentally troubled site was our future providing hope for our community. She stated this project would be incredible for Ypsilanti Township, the City of Ypsilanti, the entire County and the State of Michigan. Supervisor Stumbo said she was proudly voting for it and was grateful for this amazing project.

Clerk Lovejoy Roe thanked Supervisor Stumbo and Attorney Winters for all their work with this project. She said they have kept the board up to date on the progress and also provided information to our residents.

The motion carried unanimously.

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OCTOBER 18, 2016 REGULAR MEETING MINUTES
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CONSENT AGENDA

- A. MINUTES OF THE OCTOBER 4, 2016 S WORK SESSION AND REGULAR MEETING
- B. STATEMENTS AND CHECKS
 - 1. STATEMENTS AND CHECKS FOR OCTOBER 18, 2016 IN THE AMOUNT OF \$881,303.86
 - 2. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR SEPTEMBER 2016 IN THE AMOUNT OF \$26,221.00
 - 3. CHOICE HEALTH CARE ADMIN FEE FOR AUGUST 2016 IN THE AMOUNT OF \$1,207.60
- C. SEPTEMBER 2016 TREASURER'S REPORT

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve the consent agenda.

The motion carried unanimously

SUPERVISOR REPORT (see attached)

CLERK REPORT (given at work session)

TREASURER REPORT (none given)

TRUSTEE REPORT (none given)

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters stated the Township Board would have a comprehensive Development Agreement at the next board meeting and it would contain all the provisions that were important for the township in terms of payment in lieu of taxes, other provisions to assure the development agreement proceeds in accordance with the township zoning ordinances and the site plan and he said he looks forward to sharing the agreement with the board as it becomes finalized later in the week. Attorney Winters thanked the board for their patience during this process. Supervisor Stumbo stated that the community benefits would be listed in the agreement.

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OCTOBER 18, 2016 REGULAR MEETING MINUTES
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OLD BUSINESS

- 1. 2ND READING OF RESOLUTION 2016-39, PROPOSED ORDINANCE 2016-467 AMENDING THE TOWNSHIP CODE OF ORDINANCES, CHAPTER 46, ARTICLE II PARK REGULATIONS TO PROHIBIT SMOKING IN TOWNSHIP PARKS (1ST READING HELD AT THE SEPTEMBER 20, 2016 REGULAR MEETING)**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve 2nd Reading of Resolution 2016-39, Proposed Ordinance 2016-467 Amending the Township Code of Ordinances, Chapter 46, Article II Park Regulations to Prohibit Smoking in Township Parks (see attached).

Trustee S. Martin thanked the board for passing this ordinance and stated the Park Commission has worked hard and for a long time on this ordinance.

Monica Ross-Williams, Park Commissioner thanked the board for reviewing and adopting this ordinance.

Elizabeth Vanderplum, Director of Community Health at St. Joseph Mercy Ann Arbor stated she supports this ordinance. She said St. Joseph Mercy is a part of Trinity Health which is a large national health care network and they are very invested in working to transform communities in positive ways. Ms. Vanderplum said that by passing this ordinance was one of those positive ways. She said they know the effects of second hand smoke and that when young people are exposed to smoking it may encourage them to smoke. Ms. Vanderplum said that passing this ordinance would help mitigate the issues from second hand smoke exposure like triggering asthma issues and would continue to emphasize that smoking is not a social norm in our community.

Arloa Kaiser, Township Resident would like the board to follow up after next summer to see how the smoking ban affects the use of our parks. She said she would like to designate an area in each park for smoking. She said that the pollution from the big factory should also be a consideration with asthma.

Supervisor Stumbo stated that at the last board meeting two residents said we have designated smoking around township buildings and that we should make our grounds non-smoking. Supervisor Stumbo said that she would suggest that our Human Resource Department look into that and talk with the unions and see if it was possible to make all Township grounds smoke free.

S. Eldridge:	Yes	S. Martin:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	Yes

The motion carried unanimously.

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OCTOBER 18, 2016 REGULAR MEETING MINUTES
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**2. 2nd READING OF RESOLUTION 2016-40, PROPOSED ORDINANCE 2016-468
AMENDING THE TOWNSHIP ZONING CODE REGARDING CHILD DAYCARE
CENTERS IN RESIDENTIAL DISTRICTS
(1st READING HELD AT THE SEPTEMBER 20, 2016 REGULAR MEETING)**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to
Approve the 2nd Reading of Resolution 2016-40, Proposed Ordinance 2016-468
Amending the Township Zoning Code Regarding Child Daycare Centers in
Residential Districts (see attached).**

S. Eldridge:	Yes	S. Martin:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	Yes

The motion carried unanimously.

**3. 2nd READING OF RESOLUTION 2016-41, PROPOSED ORDINANCE 2016-
469, AMENDING THE YPSILANTI TOWNSHIP CODE OF ORDINANCES
CHAPTER 58, TO PROHIBIT TEXTING WHILE DRIVING
(1ST READING HELD AT THE SEPTEMBER 20, 2016 REGULAR MEETING)**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to
Approve the 2nd Reading of Resolution 2016-41, Proposed Ordinance 2016-469,
Amending the Ypsilanti Township Code of Ordinances Chapter 58, to Prohibit
Texting While Driving (see attached).**

Supervisor Stumbo stated that there are so many texting and driving, especially our young people, that are causing a lot of fatalities and horrific accidents. She said it was important to adopt this and the Sheriffs' department will enforce this.

S. Eldridge:	Yes	S. Martin:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	Yes

The motion carried unanimously.

**4. 1st READING OF RESOLUTION 2016-51, PROPOSED ORDINANCE 2016-470
AN ORDINANCE TO AMEND THE CHAPTER TOWNSHIP OF YPSILANTI CODE
OF ORDINANCES, CHAPTER 48 ENTITLED PROPERTY MAINTENANCE
TO ADD A PROVISION REGARDING SNOW REMOVAL FROM SIDEWALKS
AND SNOW EMERGENCIES
(TABLED AT THE OCTOBER 4, 2016 REGULAR MEETING)**

**A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to
remove this from tabled.**

S. Eldridge:	Yes	S. Martin:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	Yes

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 18, 2016 REGULAR MEETING MINUTES
PAGE 8**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve 1st Reading of Resolution 2016-51, Proposed Ordinance 2016-470 an Ordinance to Amend the Chapter Township of Ypsilanti Code of Ordinances, Chapter 48 Entitled Property Maintenance to Add a Provision Regarding Snow Removal From Sidewalks and Snow Emergencies (see attached).

S. Eldridge:	Yes	S. Martin:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	Yes

The motion carried unanimously.

NEW BUSINESS

1. BUDGET AMENDMENT #14

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to support Budget Amendment #14 (see attached).

The motion carried unanimously.

3. REQUEST OF MARK NELSON, 14B MAGISTRATE/COURT ADMINISTRATOR FOR AUTHORIZATION OF THE RENEWAL OF AN INFORMATION TECHNOLOGY AGREEMENT WITH WASHTENAW COUNTY IN THE AMOUNT OF \$29,118.00 AND BUDGETED IN LINE ITEM #236-136-000-819-010

A motion was made by Clerk Lovejoy Roe, supported Trustee Eldridge to Approve the Request of Mark Nelson, 14B Magistrate/Court Administrator for Authorization of the Renewal of an Information Technology Agreement with Washtenaw County in the Amount of \$29,118.00 and Budgeted in Line Item #236-136-000-819 -010.

The motion carried unanimously.

4. REQUEST OF MARK NELSON, 14B MAGISTRATE/COURT ADMINISTRATOR FOR AUTHORIZATION TO ACCEPT THE DRUG COURT DOCKET GRANT IN THE AMOUNT OF \$156,000.00 FOR THE REMAINDER OF 2016-2017

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Request of Mark Nelson, 14B Magistrate/Court Administrator for Authorization to Accept the Drug Court Docket Grant in the Amount of \$156,000.00 for the Remainder of 2016-2017.

Supervisor Stumbo stated that the grant amount was an increase from last year and this program has been extremely successful.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 18, 2016 REGULAR MEETING MINUTES
PAGE 9**

5. RESOLUTION 2016-53, AUTHORIZING THE DIVISION OF PLATTED LOTS IN HURON CENTER COMMERCIAL AND INDUSTRIAL PARK.

A motion was made by Clerk Lovejoy Roe, supported by Trustee S. Martin to Approve the Resolution 2016-53, Authorizing the Division of Platted Lots in Huron Center Commercial and Industrial Park (see attached).

Supervisor Stumbo stated that there was a developer that would like to build a hotel.

The motion carried unanimously.

6. REQUEST OF DEBBIE AUE, SENIOR COORDINATOR TO APPROVE THE SENIOR NUTRITION AGREEMENT WITH WASHTENAW COUNTY, FUNDED THROUGH A FEDERAL GRANT AND TO AUTHORIZE SIGNING OF THE AGREEMENT

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Request of Debbie Aue, Senior Coordinator to Approve the Senior Nutrition Agreement with Washtenaw County, Funded through a Federal Grant and to Authorize Signing of the Agreement.

The motion carried unanimously.

7. REQUEST OF ERIC COPELAND, FIRE CHIEF TO APPROVE THE AMENDED MICHIGAN MUTUAL AID BOX ALARM SYSTEM ASSOCIATION AGREEMENT

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve the Request of Eric Copeland, Fire Chief to Approve the Amended Michigan Mutual Aid Box Alarm System Association Agreement.

Eric Copeland, Fire Chief stated he was requesting the board to sign the amended Michigan Mutual Aid Box Alarm System Association Agreement. He stated this agreement includes the Special Operations Team of the County, the Hazardous Materials Response Team, and the Technological Rescue Response Team as well as a cost recovering ordinance and he asked the board to approve the agreement.

Supervisor Stumbo asked how many departments are included within this agreement. Chief Copeland stated there were 16.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 18, 2016 REGULAR MEETING MINUTES
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8. REQUEST TO APPROVE THE REVISED L-4029 AND AUTHORIZE SIGNING

A motion was made by Treasurer Doe, supported by Trustee Eldridge to Approve the Request to Approve the Revised L-4029 and Authorize Signing.

Supervisor Stumbo stated that this was slightly revised because the Township had rounded up the numbers for the millages and it was not allowed so the County asked us to revise it.

The motion carried unanimously.

9. REQUEST TO SET A PUBLIC HEARING DATE OF NOVEMBER 1, 2016 AT APPROXIMATELY 7PM FOR THE 2017 FISCAL YEAR BUDGET

A motion was made by Treasurer Doe, supported by Trustee S. Martin to Approve the Request to Set a Public Hearing Date of November 1, 2016 at Approximately 7pm for the 2017 Fiscal Year Budget.

The motion carried unanimously.

OTHER BUSINESS

TRUSTEE ATTENDANCE POLICY

A motion was made by Trustee Eldridge, supported by Trustee S. Martin to approve the Trustee Attendance Policy (see attached).

Supervisor Stumbo questioned the wording regarding attendance for meetings. She suggested it would state there would be 2 meetings a month October through May and 1 meeting a month June through September and if a 2nd meeting was necessary it would be added. Supervisor Stumbo questioned the issue of the super-majority. Trustee Eldridge explained the Trustees didn't want it to become a political issue where it could change from board to board based on whether you have four votes or not. He said it would take more than a simple majority to change something like the Trustee Attendance Policy. Trustee Eldridge said the Trustees thought it added to the credibility of it. Clerk Lovejoy Roe stated that the board always approves motions with a majority vote. Supervisor Stumbo stated that they had to have a unanimous support to put something on the agenda. Trustee Eldridge said the Trustees did not want it to become a political football because we have noticed how politics can be and we didn't want the whim of the next group of Trustees to lessen the credibility of what we are trying to do now.

Arloa Kaiser, Township Resident stated that because there would be 4 Trustees she understands why they want to implement a super majority.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
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PAGE 11**

AUTHORIZATION AND BIDS

- 1. REQUEST OF TRAVIS MCDUGALD, IS MANAGER FOR AUTHORIZATION TO SEEK PROPOSALS THROUGH MITN FOR WINDOWS SERVER 2016 LICENSING**

A motion was made by Treasurer Doe, supported by Trustee S. Martin to Approve the Request of Travis McDugald, IS Manager for Authorization to Seek Proposals Through MITN for Windows Server 2016 Licensing.

The motion carried unanimously.

A motion was made by Treasurer Doe, supported by Trustee Eldridge to Adjourn.

The motion carried unanimously.

The meeting was adjourned at approximately 8:05 p.m.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2016-55

Special Assessment Levy – Revised to Include the
Holmes Rd. Camera Special Assessment District

WHEREAS, the Charter Township of Ypsilanti Board of Trustees, on September 20, 2016 held a public hearing on the proposed special assessment roll prepared by the Assistant Assessor, a copy of which is on file in the Clerk's Office, after advertising the same in a newspaper of record in the Township, and;


WHEREAS, on September 20, 2016 the Ypsilanti Township Board approved Resolution 2016-42, Special Assessment Levy but also requested to revise the Special Assessment Levy to include the newly created Holmes Rd. Camera Special Assessment District

WHEREAS, the Charter Township of Ypsilanti Board of Trustees, on October 18, 2016 held a public hearing on the proposed special assessment roll prepared by the Assistant Assessor, a copy of which is on file in the Clerk's Office, after advertising the same in a newspaper of record in the Township, and;

WHEREAS, on October 18, 2016 the Ypsilanti Township Board heard comments on said proposed special assessment roll prepared by the Assistant Assessor.

NOW THEREFORE, BE IT RESOLVED that the proposed special assessment roll prepared by the Assistant Assessor for the Charter Township of Ypsilanti be adopted and the amounts set forth on the special assessment roll be levied on the 2016 Winter Tax Roll.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-55 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 18, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**PUBLIC ACT 188 OF 1954 PROCEEDINGS
CHARTER TOWNSHIP OF YPSILANTI
WASHTENAW COUNTY, MICHIGAN
NOTICE OF PUBLIC HEARING
ON SPECIAL ASSESSMENT ROLL**

PLEASE TAKE NOTICE that the Supervisor and Assessing Officer of the Township has reported to the Township Board and filed in the Office of the Township Clerk for public examination a special assessment roll prepared by the Assessor covering all properties within the Special Assessment Districts benefited by the districts listed below.

PLEASE TAKE FURTHER NOTICE that the Assessing Officer has further reported that the assessment against each parcel of land within said district is such relative portion of the whole sum levied against all parcels of land in said district as the benefit to such parcels bears to the total benefit to all parcels of land in said district.

PLEASE TAKE FURTHER NOTICE that the Township Board will hold a public hearing at the Ypsilanti Township Civic Center, 7200 S. Huron River Drive, Ypsilanti, MI on **October 18, 2016**, for the purpose of reviewing said special assessment roll and hearing any objections thereto. Said roll may be examined at the office of the Township Clerk during regular business hours of regular business days until the time of said hearing and may further be examined at said hearing. Appearance and protest at the hearing held to confirm the special assessment roll is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal.

An owner, or partner in interest, or his or her agent may appear in person at the hearing to protest the special assessment, or shall be permitted to file his or her appearance or protest by letter and his or her personal appearance should not be required. (The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of the special assessment with the Michigan Tax Tribunal within 30 days after the confirmation of the special assessment roll.

THE FOLLOWING ARE THE PROPOSED SPECIAL ASSESSMENT ROLLS TO BE LEVIED ON THE 2016 WINTER TAX ROLL

<u>SPECIAL ASSESSMENT</u>	<u>CODE</u>
Sherman Oaks Water	051
Sugarbrook Security Cameras	060
West Willow Security Cameras	061
Thurston Area Security Cameras	062
Apple Ridge Area Security Cameras	063
Bud- Blossom Area Security Cameras	064
Holmes Road Area Security Cameras	066

STREET LIGHT SPECIAL ASSESSMENTS

<u>DISTRICT</u>	<u>CODE</u>	<u>DISTRICT</u>	<u>CODE</u>
Shady Knoll 1-6	101	Nancy Park 1-3	102
Nancy Park 5-6	103	West Willow #1	104
Ypsi Twp Area	105	West Willow #2	106
Hickory Hill	107	Washtenaw Orchard	108
Washtenaw Ridge	109	Nancy Park #7	111
Rambling Road	112	Hickory Hill #1	113
Onandaga Street	114	West Willow Dist 3	115
S. Devonshire	116	Washtenaw Concourse	117
Delaware Street	118	Washtenaw CC #4	119
Ivanhoe Area	120	Oswego/Cayuga	121
Hawthorne Street	122	Hunt/Hollis	123
Turtle Creek	124	Turtle Creek 2	125
Debby Court	126	Lynne Street	127
West Willow 10&11	129	Johnson Place	130
Huron Hearthside	131	Oakland Estates	132
Washtenaw Clubview	133	Oakland Estates #3	134
Brookside Street	135	Huron Commercial	136
Crestwood Sub	137	Kansas St	138
Hayes Street	139	Ford Lake Village	140
Ford Lake Village #2	141	Streamwood 1-7	142
Deauville Parrish	146	Spruce Falls	147
Bagley Street	148	Partridge Creek #1	149
Georgetown Condos	150	Streamwood #8	151
Smokler Textile	152	Greene Farms #1 & #2	153
Golf Estates	154	Ohio St 2000	155
N. Kansas	156	Russell St	157
Dakota	158	Paint Creek Farms	159
Whispering Meadows #1	160	Amberly Grove	162
Greenfields #1	163	Partridge Creek 2&3	164
Partridge Creek North	165	Campbell St	166
Preserves	167	S Ivanhoe St	168
Clubview Sub	169	Wash Clubview	170
Taft Ave	171	Devonshire & Oregon	172
Greene Farms #3	173	Greene Farms #4	174
Raymond Meadows	175	Tyler Rd	176
Washtenaw Bus Park	177	Whittaker Village	178
Tremont Park #1	179	Tremont Park #2	180
Kirk St	181	Greene Farm 5	182
Greene Farm 6	183	Woodlawn St	184
Greenfields 2 & 3	185	Greene Farms #7	186
Whispering Meadows	187	Huron Meadows	188
Rivergrove	189	Aspen Ridge	191
Gates Ave	193	Fairway Hills	194
Washtenaw Clubview	196	Bradley Ave	197
Creekside West	198	Creekside South	199
Creekside East	201	Lakeview Area	202
Majestic Lake	203	Firwood Area	204
Bradley St	205	136- 177 Conversion	206
Lakeview #2	207		

KAREN LOVEJOY ROE, CLERK
Charter Township of Ypsilanti

The Ypsilanti Township Board will provide necessary reasonable auxiliary aids and services to individuals with disabilities requiring auxiliary aids or services. Individuals should contact the Ypsilanti Township Board by writing or calling the following: KAREN LOVEJOY ROE, CLERK, 7200 S. Huron River Drive, Ypsilanti, MI 48197, PHONE: (734) 484-5156 or E-MAIL: klovejoyroe@ytown.org

SUPERVISOR'S REPORT

October 18, 2016

- 9/21/16 Attended WATS meeting
- Met with Wayne Dudley regarding YNLL
- Attended US-12/Dorset public meeting, hosted by MDOT
- 9/22/16 Attended professional development training in Novi
- Closed on properties with Habitat for Humanity with Clerk Roe at the Title Company in Ann Arbor.
- 9/23/16 Mike Radzik, Joe Lawson, Doug Winters and I met with Dick Carlisle regarding redevelopment options for Gault Village and potential grants.
- Participated in debriefing of the 360 review process for managers with Karen Wallin.
- 9/26/16 Attended weekly police meeting
- Attended Gault Village NHW meeting
- 9/27/16 Attended meeting at Cobblestone Farm regarding Water Resources Plan for southeast Michigan.
- Meeting with Greg Dill & Andrea Plevak regarding development of American Center for Mobility and the Renaissance Zone.
- Meeting with 25th Anniversary of the Memorial Committee
- 9/28/16 Meeting at the Water Resource Offices regarding the development for the American Center for Mobility and proposed drainage district. Others in attendance were Attorney Winters, Evan Pratt and Legal Counsel for Willow Run Arsenal of Democracy.
- Meeting with John Packard, Lake Shore Apartment owner to discuss potential solar panels on carports and their request to have their electric lines relocated underground by DTE.
- Doug Winters, Jeff Allen and I participated in conference call with Jeff Castro and Scott Westover of YCUA regarding the Tyler Dam/ Tyler Pond project construction schedule.
- Attended YCUA Board meeting.
- 9/29/16 Attended weekly development team meeting

Met with Jeff Allen and Carl Rowsey regarding contract with Canton Township and potential need for additional equipment operator.

3 FTOs met with Jeff Allen, Angela Verges and OHM regarding bids for Appleridge paths and Golf Cart Paths.

3 FTOs met with Angela Verges regarding Recreation budget.

Attended Roundtree NHW meeting

9/30/16

Attended CVB Executive Committee meeting

10/3/16

Attended weekly police meeting

3 FTOs met with Karen Wallin and Robin Castle Hine regarding HR issues

Met with Evan Pratt and Debbie Dingell

10/4/16

Met with Ralph Lange with the City of Ypsilanti

Met with SPARK regarding Willow Run update

10/5/16

Lakeshore Art project with WCC and fire hydrants.

Meeting regarding American Center for Mobility

Attended Oxygen Youth meeting at Schooner Cove

Attended Westlawn NHW meeting

10/6/16

Attended weekly development team meeting

Met with U of M nursing students

Met with Doug Winters and Mike Radzik regarding neighborhood stabilization

Attended Bud/Blossom NHW meeting

10/7/16

Out of office

10/10/16

Met with Evan Pratt and Doug Winters regarding ACM

Met with Mike Radzik and Jeff Allen regarding cameras in the community.

3 FTOs met with Mary Zuccherro and Don Anderson regarding CTAP

10/11/16 Met with Washtenaw County representatives, Ann Arbor SPARK and Kirk Profit regarding Renaissance Zone for ACM

3 FTOs, Doug Winters, Linda Gosselin and Brian McCleery met to discuss Renaissance Zone request for RACER Trust Property

Met with Beth Ernat from the City of Ypsilanti

Attended weekly police meeting

10/12/16 Met with Doug Winters regarding negotiations with ACM

Karen Roe and I attended Affordable Housing Meeting for Washtenaw County.

Karen Roe and I attended Habitat PR Day

Attended Thurston NHW meeting

10/13/16 Attended weekly development team meeting

Met with Roy Townsend, Director of Road Commission

10/14/16 Attended WCCVB Meeting

Met with Doug Winters regarding ACM development agreement

Attended County EDCC Meeting

10/15/16 Attended NAACP Freedom Fund Gala, honoring Trustee Currie for her service to the community and NAACP.

10/17/16 Met with Doug Winters and Evan Pratt regarding ACM

Attended weekly police meeting

Attended West Willow NHW meeting and appreciation ceremony for Linda Mealing with Trustee Eldridge and Clerk Roe.

10/18/16 Attended meeting regarding potential Brownfield for Gault Village

Attended ACM negotiations meeting

RESOLUTION NO. 2016-54

**CHARTER TOWNSHIP OF YPSILANTI
RENAISSANCE ZONE WITHIN THE CHARTER TOWNSHIP OF YPSILANTI
FOR WILLOW RUN ARSENAL OF DEMOCRACY LANDHOLDINGS
LIMITED PARTNERSHIP AND
THE AMERICAN CENTER FOR MOBILITY**

WHEREAS, the Willow Run Arsenal of Democracy Landholdings Limited Partnership ("WRAD") is planning to purchase land at the former GM Willow Run Powertrain plant, and as necessary, purchase, lease or otherwise use certain surrounding land, toward the redevelopment, creation and operation of such land by the American Center for Mobility ("ACM") for a state-of-the-art connected and automated vehicle research, testing, product development, validation and certification facility ("Project");

WHEREAS, the proposed use of this site is the most productive project proposed for this site since the closure of the GM Willow Run Powertrain Plant in 2010 and is an appropriate use of the property given the existing capped environmental contamination;

WHEREAS, the Charter Township of Ypsilanti has experienced a loss of 36% in taxable value as a result of the recession and desires to redevelop this site in order to create an opportunity for increased taxable value through business investment in and around the site;

WHEREAS, the American Center for Mobility is a signature project for Washtenaw County and Michigan, and positions our region for continued excellence in the development of mobility technology; and will serve as a catalyst for development in and around Ypsilanti Township and Washtenaw County; and could spur significant job creation; and

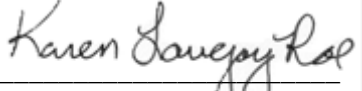
WHEREAS, Section 8a of the Michigan Renaissance Zone Act, PA 376 of 1996, as amended, ("Act") authorizes the Michigan Strategic Fund ("MSF") Board to approve MSF-Designated Renaissance Zones at the application of the a qualified local governmental unit and with the consent of the city, village, or township within which the boundaries of the Renaissance Zone reside;

WHEREAS, Washtenaw County is a qualified local governmental unit under the Act and has represented an interest in applying to the MSF for an MSF-Designated Renaissance Zone for WRAD and ACM within the boundaries of the Charter Township of Ypsilanti to support the Project for a term of fifteen (15) years on the following real property parcels located the Charter Township of Ypsilanti: K-11-12-100-006 and K-11-12-200-003 (RACER properties), and K-11-12-400-002 (Detention Basin Parcel) and K-11-01-300-014 (Railroad parcel) (the foregoing, each a "Parcel") (the "Application"); and

WHEREAS, the Charter Township of Ypsilanti Board of Trustees desires to support the Application and to consent to the proposed MSF-Designated Renaissance Zone to include each Parcel that WRAD or ACM purchases, leases or otherwise uses, provided that a Comprehensive Development Agreement with ACM and/or WRAD is executed that outlines, in part, an arrangement for payments to be made to the Township for reimbursement of certain taxes abated by the proposed MSF-Designated Renaissance Zone (the "Agreement"), including those related to the need for police and fire on the site;

NOW, THEREFORE BE IT RESOLVED, the Charter Township of Ypsilanti Board of Trustees supports the Application and consents to an MSF-Designated Renaissance Zone to include each Parcel that WRAD or ACM purchases, leases or otherwise uses, to support the Project for a term of fifteen (15) years provided the Agreement is executed prior to December 31, 2016.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-54 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 18, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

RESOLUTION 2016-39
(In Reference to Ordinance 2016-467)

**Amending the Township Code of Ordinances,
Chapter 46, Article II Park Regulations**

Whereas, the Township Board has authority to adopt ordinances which protect public health and safety; and

Whereas, The Township Board believes that tobacco use in Township Parks is detrimental to the health of children and adults enjoying recreational activities within Township Parks; and

Whereas, cigarette butts are the most littered item in the United States, requiring clean-up expense, diminished parkland beauty, and causing a significant risk of fire damage to parkland grasses, landscaping and other natural areas; and

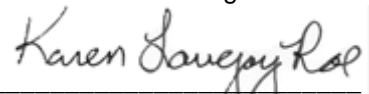
Whereas, the Township Park Commission and the Township Board has determined that prohibiting tobacco use within Township Parks will serve to protect the health, safety and welfare of the citizens of Ypsilanti Township; and

Whereas, the Ordinance 2016-467 makes it unlawful for persons within Township Parks to use tobacco products including smokeless tobacco products;

Now Therefore,

Be it resolved, that Ordinance No. 2016- 467 is hereby adopted by reference.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-39 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 18, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

ORDINANCE NO. 2016-467

*An Ordinance to Amend the Code of Ordinances, Chapter 46, Article II,
Concerning Township Park Regulations*

The Charter Township of Ypsilanti hereby ordains that the Code of Ordinances, Chapter 46, Article II, Park Regulations, is amended as follows:

Add the following new provision: It shall be unlawful for any person to smoke or use tobacco products, including smokeless tobacco, within a Township park.

Severability

Should any provision or part of the within Ordinance be declared by any court of competent jurisdiction to be invalid or enforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance which shall remain in full force and effect.

Effective Date and Repeal of Conflicting Ordinances

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

This ordinance shall take effect after publication in a newspaper of general circulation as required by law.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2016-467 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on October 18, 2016 after first being introduced at a Regular Meeting held on September 20, 2016. The motion to approve was made by member Roe and seconded by member Doe. Yes: Mike Martin, Eldridge, Stumbo, Roe, Doe, S. Martin ABSENT: Currie, NO: None. ABSTAIN: None.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Published: Thursday, October 27, 2016

RESOLUTION 2016-40
(In Reference to Ordinance 2016-468)

**Amending the Township Zoning Code Regarding Child
Day Care Centers in Residential Districts**

Whereas, the Township Planning Commission on April 26, 2016, voted to recommend the Ypsilanti Township Board amend the Township's Zoning Code to delete the provision adopted in January of 2007 (Ordinance 2006-368) allowing child day care centers in residentially zoned districts; and

Whereas, the Township Planning Commission does not believe that child care centers are compatible with the uses permitted within residentially zoned districts; and

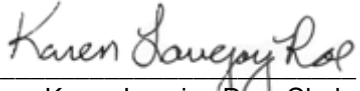
Whereas, the Township Zoning Code allows within residential district; "Family Daycare Homes" providing care for 6 or less children and "Child Group Daycare Homes" providing care for 7-12 children; and

Whereas, the Ordinance 2016-468 repeals the Township's Zoning Code provision which allows Child Care Centers and Day Care Centers within residentially zoned districts;

Now Therefore,

Be it resolved, that Ordinance No. 2016- 468 is hereby adopted by reference.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-40 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 18, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

ORDINANCE 2016-468

An Ordinance Amending Ordinance No. 74, the Township Zoning Code, Regarding Child Care Centers

The Charter Township of Ypsilanti hereby ordains that

Ordinance

No. 74, the Ypsilanti Township Zoning Code, adopted May 18, 1994,

shall be amended as follows:

I. **Delete in its entirety subsection 402 (6) a – f inclusive, regarding Child Care or daycare centers.**

II. **Amend Section 2122(1), to read, as follows:**

Type of facility (standards applicable to the use)	R-1 thru R-5	RM-1 Thru RM-5	OS-1 & B-1 thru B-6	FS & MHP	IRO, I-1	12,13,1-C
Adult foster care family home (6 or fewer adults) (a,b,c,d,e)	P	P	N/A	N/A	N/A	N/A
Adult foster care small group home (12 or fewer adults) (a,b,c,d,e,i)	SCU	SCU	N/A	N/A	N/A	N/A
Adult foster care large group (13 to 20 adults) (a,b,c,d,e,i)	N/A	SCU	N/A	N/A	N/A	N/A
Congregate facility (more than 20 adult) (a,b,c,d,e,i)	N/A	SCU	N/A	N/A	N/A	N/A
Foster family home (4 or fewer children 24 hours per day)	P	P	N/A	N/A	N/A	N/A
Foster family group home (5 to 6 children 24 hours per day) (a,b,c,d,e)	SCU	P	N/A	N/A	N/A	N/A
Family day care home (6 or fewer children less than 24 hours per day) (a,b,c,d,e,f,g,h,i)	P	P	N/A	N/A	N/A	N/A
Group Day care home (7 to 12 children less than 24 hours per day) (a,b,c,d,e,f,g,h,i,j)	SCU	P	N/A	N/A	N/A	N/A
Child care center or day care center (more than 6 children less than 24 hours per day) (a,b,c,d,e,f,g,h)	SCU as accessory	SCU	P	N/A	SCU	SCU as accessory
Child caring institution (a,b,c,d,e,f,g,h)	N/A (k)	SCU	SCU	N/A	SCU	N/A
P:	Permit by Right					
SCU	May be allowed upon review and approval of a special conditional use permit, in accordance with the general and specific standards for special conditional use.					
SCU as accessory:	May be allowed as an accessory to an approved use, such as a church, school, office or other place of employment, upon review and approval of a special conditional use permit.					
NA:	Not allowed in zoning district					

III. **No change to footnotes in subsection 2122(1).**

Severability

In the event that any one or more sections, provisions, phrases or words of this ordinance shall be found to be invalid by a Court of competent jurisdiction, such holding shall not affect the validity nor the enforceability of the remaining sections, provisions, phrases or words of this Ordinance unless expressly so determined by a Court of competent jurisdiction.

Non Exclusivity

The prohibitions and penalties provided for in this Ordinance shall be in addition to, and not exclusive of, other prohibitions and penalties provided for by other law, ordinance, or rule/regulation.

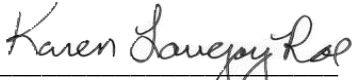
Publication

This Ordinance shall be published in a newspaper of general circulation as required by law.

Effective date

This Ordinance shall become effective upon publication in a newspaper of general circulation as required by law.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2016-468 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on October 18, 2016 after first being introduced at a Regular Meeting held on September 20, 2016. The motion to approve was made by member Roe and seconded by member Doe. Yes: Mike Martin, Eldridge, Stumbo, Roe, Doe, S. Martin ABSENT: Currie, NO: None. ABSTAIN: None.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

RESOLUTION 2016-41
(In Reference to Ordinance 2016-469)

Prohibit Texting While Driving

Whereas, the Charter Township of Ypsilanti's Code of Ordinances pertaining to motor vehicles and traffic enforcement needs to be updated to be consistent with the changes and deletions to the Motor Vehicle Code,; and

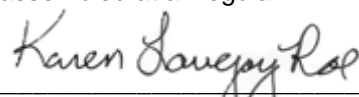
Whereas, the sections of the Motor Vehicle Code set forth in Ordinance 2016-469 are consistent with current Michigan law; and

Whereas, the adoption of Ordinance 2016-469 will amend the Ypsilanti Township Traffic Code to reflect changes in the Motor Vehicle Code,; and

Whereas, a copy of the Charter Township of Ypsilanti's Traffic Code of Ordinances as amended is available for inspection at the Township Clerk's office during normal business hours and copies are available to the public for a reasonable charge;

Now therefore, be it resolved, that the Charter Township of Ypsilanti Board of Trustees hereby adopts and incorporates by reference, Ordinance #2016-469 as attached in its entirety.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-41 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 18, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Charter Township of Ypsilanti

ORDINANCE NO. 2016 - 469

*An ordinance to amend the Ypsilanti Township
Code, Chapter 58 of the
Charter Township of Ypsilanti's
Code of Ordinances*

THE CHARTER TOWNSHIP OF YPSILANTI HEREBY ORDAINS:

Add the following provision to Chapter 58, Traffic and Vehicles, section 28(4), Adoption of provisions of the Motor Vehicle Code by reference:

Chapter VI (Obedience to and Effect of Traffic Laws): MCLs 257.602(b), texting while driving


Severability

If a court of competent jurisdiction declares any provision of this Ordinance or a statutory provision adopted by reference herein to be unenforceable, in whole or in part, such declaration shall only affect the provision held to be unenforceable and shall not affect any other part or provision; provided that if a court of competent jurisdiction declares a penalty provision to exceed the authority of the Township, the penalty shall be construed as the maximum penalty that is determined by the court to be within the authority of the Township to impose.

Repeal of Conflicting Provisions and Effective Date

This ordinance shall take effect upon publication as required by law. All ordinances or parts of ordinances in conflict or inconsistent with the provisions of this ordinance are hereby repealed; provided that any violation charged before the effective date of this Ordinance under an Ordinance provision repealed by this Ordinance shall continue under the Ordinance provision then in effect.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2016-469 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on October 18, 2016 after first being introduced at a Regular Meeting held on September 20, 2016. The motion to approve was made by member Roe and seconded by member Eldridge. Yes: Mike Martin, Eldridge, Stumbo, Roe, Doe, S. Martin ABSENT: Currie, NO: None. ABSTAIN: None.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Published: Thursday, October 27, 2016

RESOLUTION 2016-51
(In Reference to Ordinance 2016-470)

***PUBLIC SIDEWALK SNOW AND ICE REMOVAL
PARKED MOTOR VEHICLES REMOVAL DURING SNOW EMERGENCIES ON
PUBLIC STREETS AND ROADWAYS***

Whereas; the Township Board has determined that it is in the best interest of the public to establish requirements for snow and ice removal from public sidewalks to provide safe access for pedestrians; and

Whereas, the Washtenaw County Road Commission has adopted a snow removal policy which authorizes snow plowing on public residential streets when there is 4 inches or more of snow accumulation; and

Whereas, the Township Boards has determined that it is in the best interest of the public to establish requirements for removal of parked motor vehicles from public streets and roadways to facilitate clearing the streets for snow plows after a snow fall accumulation of 4 inches or more as determined by the Washtenaw County Road Commission; and

Whereas, Ordinance No. 2016 -470 sets forth (1) requirements for the removal of snow and ice from public sidewalks; 2) authorizes the Township's ~~Residential Services Director~~ **Office of Community Standards Director** to take action to remove snow and ice from public sidewalks that pose an immediate hazard to public safety; (3) establishes criteria for declaring a snow emergency when the snow accumulation is four inches or more; (4) requires that parked motor vehicles be removed from public streets and roadways throughout the Township when a snow emergency occurs; and (5) establishes violations of the Ordinance constitutes a civil infraction under Chapter 40 of the Township's Code of Ordinances;

Now Therefore, be it resolved, that Ordinance No. 2016-470 is hereby adopted by reference.

CHARTER TOWNSHIP OF YPSILANTI

PROPOSED ORDINANCE NO. 2016-470

An Ordinance to Amend the Charter Township of Ypsilanti Code of Ordinances, Chapter 48 entitled Property Maintenance to add a Provision Regarding Snow Removal from Sidewalk and Snow Emergencies

The Charter Township of Ypsilanti hereby ordains that the Charter Township of Ypsilanti Code of Ordinances, Chapter 48 entitled Property Maintenance, is amended as follows:

Add: The following new provisions to Chapter 48 regarding snow removal from sidewalks and snow emergencies:

A. Purpose and Intent.

The purpose of this Ordinance is to:

- (1) provide standards for the proper maintenance, as it relates to the removal of snow and/or ice upon sidewalks for the safety of residents and those persons traversing the sidewalk and crosswalk area.
- (2) provide a mechanism for the Township to declare a snow emergency directing motor vehicle owners to remove parked vehicles from the public roadways to allow access for snow plowing to clear snow and ice from public roadways.

B. Snow and Ice Removal Requirements

- (1) All owners of real property which have public sidewalks are required to remove snow and ice within 48 hours of accumulation. Ramps and walks leading to a public crosswalk are specifically included within the requirement of snow and ice removal within 48 hours. Sidewalks which are in the rear of a parcel or lot are not included within this requirement, unless the sidewalk is a public sidewalk.
- (2) The removal of ice or the accumulation of snow must provide for a clearance of an open pathway of at least 36 inches in width, or the full width of the sidewalk if smaller, for the length of the public sidewalk.
- (3) All owners of real property which have public sidewalks located in business zoning districts are required to remove snow and ice within 4 hours of accumulation or by the beginning of business hours on the next day, whichever is shorter. Ramps and walks leading to a public crosswalk are specifically included within the requirement of snow and ice removal within 4 hours or the beginning of business hours.
- (4) If ice or snow removal cannot be done without causing damage to the sidewalk, sand, sodium chloride, pet-friendly salt, or similar melting materials must be used to prevent the surface from being slippery, until the weather permits for the removal without the likelihood of sidewalk damage.

C. Sidewalk Snow and Ice Removal Enforcement.

If a public sidewalk is not maintained as required by this article, the Director of Residential Services or his designee may have the snow or ice removed at the expense of the property owner. If an immediate hazard to public safety occurs, no prior notice shall be necessary before the snow or ice is removed at the direction of the Director of Residential Services. The actual costs of the snow or ice removal from a public sidewalk, together with an administrative fee as determined by resolution of the Township Board, shall be billed to the property owner. If this amount is not paid within 45 days, it shall be a special assessment against the property as provided in this Code. The supervisor shall add such expense to the tax roll on such lands, and such shall become

a lien against such lands and be enforced in the same manner as provided by the laws of the state for general property taxes.

D. Snow Emergency

1. Whenever snow or ice has accumulated to a depth of four (4) or more inches on any public street or roadway within the Township, as determined by the Washtenaw County Road Commission authorizing snow plowing of residential streets and roadways, a snow emergency declaration shall automatically go into effect on all public streets and roadways within the Township.
2. During a declared snow emergency, no person shall park or allow to remain parked any vehicle on any public street or roadway within the Township. The prohibition does not apply to private drives, streets or roadways. Once a public street or roadway has been plowed the snow emergency ceases and parking is permitted until a subsequent snow emergency occurs.
3. The owner of any vehicle parked on a public street or roadway during a snow emergency may be cited for violation of this Ordinance and the law enforcement agency for the Township may authorize that motor vehicle be towed from the public street or roadway to permit access of snow plowing equipment. The motor vehicle owner is responsible for all costs and fees associated with illegally parked motor vehicles during a snow emergency.

E. Penalty. Civil Infraction.

Violation of this ordinance constitutes a municipal civil infraction as provided in Chapter 40 of this Code.

Severability

Should any provision or part of the within Ordinance be declared by any court of competent jurisdiction to be invalid or enforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance which shall remain in full force and effect.

Effective Date and Repeal of Conflicting Ordinances

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

This ordinance shall take effect after publication in a newspaper of general circulation as required by law.

CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #14

October 18 , 2016

236 - 14B DISTRICT COURT FUND

Total Increase \$39,000.00

Request to increase revenue and expenditure budget for State Grant for the period between October 1 through December 27 for a grant received for Drug Court Docket funding. This will be funded by a State Grant.

Revenues:	State Grant	236-000-000-569.019	\$39,000.00
		Net Revenues	<u>\$39,000.00</u>
Expenditures:	Court Innovation Grant	236-136-000-802.100	\$39,000.00
		Net Expenditures	<u>\$39,000.00</u>

Motion to Amend the 2016 Budget (#14):

Move to increase the 14B District Court Fund budget by \$39,000 to \$1,498,845 and approve the department line item changes as outlined.

Resolution No. 2016-53

Authorizing the Division of Platted Lots in Huron Center Commercial & Industrial Park

WHEREAS, the owners of a portion of Lots 9 and 10 Huron Center Commercial & Industrial Park have made a request to change lot boundaries as previously approved and recorded; and

WHEREAS, Township ordinance no. 2000-243, Article IX, Section 11.01 states that "Upon the filing of a petition, by the owner or owners of all interest therein, with the Township Board, the platted lots, outlot, or parcels of land in existing recorded plats may be partitioned or divided upon resolution of the Township Board into not more than four (4) parts, each of which shall, in regard to width, depth and area, conform to the terms and provisions of the Charter Township of Ypsilanti Zoning Ordinance, as amended; and

WHEREAS, the Township Planning Director has reviewed the division and confirmed that the resulting parcels meet the minimum requirements for lot size and road frontage as set forth by Section 2000 of the Township Zoning Ordinance.

THEREFORE, BE IT RESOLVED, that the revised property descriptions are approved as follows:

LEGAL DESCRIPTION PART OF LOT 9 AND PART OF LOT 10

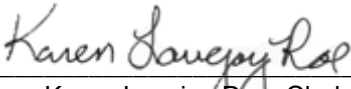
PART OF LOTS 9 AND 10 OF HURON CENTER COMMERCIAL & INDUSTRIAL PARK, DESCRIBED AS: BEG AT THE NW COR OF LOT 9, TH ALONG THE SLY LINE OF JAMES L. HART PKY THE FOLLOWING FOUR (4) COURSES, ALONG THE ARC OF A CURVE TO THE R 38.78 FT, RADIUS 684 FT, CENTRAL ANGLE 3-14-56, CHORD BEARS S 75-48-47 E 38.78 FT, TH S 74-11-19 E 180 FT, TH ALONG THE ARC OF A CURVE TO THE R 30.21 FT, RADIUS 457 FT, CENTRAL ANGLE 3-47-17 CHORD BEARSS 72-17-40 E 30.21 FT TO THE NW COR OF LOT 10, TH ALONG THE ARC OF A CURVE TO THE R 146.77 FT, RADIUS 457 FT, CENTRAL ANGLE 18-24-8 CHORD BEARS S 61-12-00 E 146.14FT, TH S 33-16-30 W 130.87 FT, TH S 5-16-30 W 239.32 FT, TH N 86-41-10 W 296.73 FT, TH ALONG TH WLY LINE OF LOT 9 N 2-44-15 E 496.24 FT TO THE POB, CONT 3.158 +/- AC T3S, R7E, YPSILANTI TOWNSHIP, SUBJECT TO AND TOGETHER WITH EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

LEGAL DESCRIPTION PART OF LOT 9 AND PART OF LOT 10 HURO N CENTER COMMERCIAL & INDUSTRIAL PARK AND PART OF LOT 2 AND PART OF LOT 3 WASHTENAW BUSINESS PARK

PART OF LOT 2 AND LOT 3 WASHTENAW BUSINESS PARK AND PART OF LOT 9 AND LOT 10 HURON CENTER COMMERCIAL & INDUSTRIAL, PARK DESCRIBED AS: COMM AT THE SE COR OF LOT 2, TH ALONG THE NLY LINE OF JOE HALL DR, N 84-43-30 W 324 FT FOR APOB, TH N 84-43-30 W 38.64 FT, TH ALONG THE ARC OF A CURVE TO THE L 8.31 FT, RADIUS 868 FT, CENTRAL ANGLE 0-32-53, CHORD BEARS N 84-59-57 W 8.31 FT TO THE SW

COR OF LOT 2, TH ALONG THE ARC OF A CURVE TO THE L 167.12 FT, RADIUS 868 FT, CENTRAL ANGLE 11-1-53, CHORD BEARS S 89-12-40 W 166.86 FT, TH N 9-40-1 W 288.26 FT TO THE SW COR OF LOT 9, TH ALONG THE WLY LINE OF LOT 9 N 2-44-15 E 211.39 FT, TH S86-41-10 E 296.73 FT, TH S 5-16-30 W 210.15 FT FOR A POB, CONT 2.985 +/-AC T3S, R7E, YPSILANTI TOWNSHIP, SUBJECT TO AND TOGETHER WITH EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-53 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 18, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

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



**Accounting
Department**

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-3702
Fax: (734) 484-5154

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

NOVEMBER 1, 2016 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	181,665.77
HAND CHECKS -	\$	201,318.77
CREDIT CARD PURCHASES-	\$	<u>6,797.46</u>
GRAND TOTAL -	\$	389,782.00

Check Date	Check	Vendor Name	Amount
11/01/2016	173613	RAND ROBINSON	60.00
11/01/2016	173614	RENT A WRECK	404.00
11/01/2016	173615	RKA PETROLEUM	3,128.81
11/01/2016	173616	ROCCO LEONE	24.00
11/01/2016	173617	SERENA VARNER	30.00
11/01/2016	173618	SERVER SUPPLY INC	130.00
11/01/2016	173619	SHRADER TIRE & OIL	1,267.12
11/01/2016	173620	SOUTHERN COMPUTER WAREHOUSE	517.95
11/01/2016	173621	SPARTAN DISTRIBUTORS	1,579.56
11/01/2016	173622	SPEARS FIRE & SAFETY SERVICE	142.00
11/01/2016	173623	SPOK, INC.	160.08
11/01/2016	173624	STADIUM TROPHY	80.00
11/01/2016	173625	STANDARD PRINTING	219.00
11/01/2016	173626	STATE OF MICHIGAN	30.00
11/01/2016	173627	TERMINIX PROCESSING CENTER	50.00
11/01/2016	173628	THD AT- HOME SERVICES	42.75
11/01/2016	173629	TIMOTHY PATRICK HOMES LLC	3,000.00
11/01/2016	173630	TODD BARBER	3,475.00
11/01/2016	173631	U.S. POSTAL SERVICE*	3,000.00
11/01/2016	173632	ULLIANCE	955.80
11/01/2016	173633	UNIVERSITY TRANSLATORS	184.04
11/01/2016	173634	VAN BUREN STEEL & FABRICATING	236.00
11/01/2016	173635	W.J. O'NEIL COMPANY	470.00
11/01/2016	173636	WASHTENAW COUNTY LEGAL NEWS	570.25
11/01/2016	173637	WASHTENAW COUNTY ROAD COMMISSION	5,203.76
11/01/2016	173638	WASHTENAW COUNTY TREASURER#	31,663.50
11/01/2016	173639	WOLFF NETWORKS, LLC	421.00
11/01/2016	173640	WOLVERINE FREIGHTLINER	392.70
11/01/2016	173641	XAVIER KINCH	60.00
11/01/2016	173642	YPSILANTI COMMUNITY	2,395.25
11/01/2016	173643	ZEP MANUFACTURING COMPANY	102.54

Hand checks

AP TOTALS:

Total of 109 Checks:	181,665.77
Less 0 Void Checks:	0.00
Total of 109 Disbursements:	181,665.77

User: mharris

CHECK NUMBERS 173535 - 173643

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
Bank AP AP			
11/01/2016	173535	.E4	11,180.55
11/01/2016	173536	A & R TOTAL CONSTRUCTION, INC.	110.28
11/01/2016	173537	A.F. SMITH ELECTRIC	130.00
11/01/2016	173538	ACCUSHRED LLC	240.00
11/01/2016	173539	ALENA HALLIWILL	64.00
11/01/2016	173540	ALPINE POWER SYSTEMS	94.00
11/01/2016	173541	ANN ARBOR CLEANING SUPPLY	546.52
11/01/2016	173542	ARGUS HAZCO	121.30
11/01/2016	173543	ASIA ELLIS-PITTMAN	100.00
11/01/2016	173544	AUTO VALUE YPSILANTI	266.08
11/01/2016	173545	AUTUMN HALLIWILL	56.00
11/01/2016	173546	BASIL UDEH	180.00
11/01/2016	173547	BIO-CARE, INC.	9,946.00
11/01/2016	173548	BREWER'S INC.	280.00
11/01/2016	173549	BUCK'S OIL CO.	117.50
11/01/2016	173550	BUTZEL LONG	3,629.04
11/01/2016	173551	CARLISLE/WORTMAN ASSOCIATES	4,845.00
11/01/2016	173552	CENTRON DATA SERVICES	4,191.00
11/01/2016	173553	CHANDLER DESGRANGES	48.00
11/01/2016	173554	CINCINNATI TIME SYSTEMS	778.90
11/01/2016	173555	CODE 42 SOFTWARE, INC.	432.00
11/01/2016	173556	CONGDON'S	310.95
11/01/2016	173557	CRAWFORD DOOR SALES	780.00
11/01/2016	173558	CUSTOM BOX COMPANY	339.46
11/01/2016	173559	CVS SYSTEMS WHOLESALE FLAGS	413.00
11/01/2016	173560	DAYLAN JACKSON	24.00
11/01/2016	173561	DELL MARKETING L.P.	10,300.00
11/01/2016	173562	DETROIT LEGAL NEWS	189.00
11/01/2016	173563	EDGAR RAINEY	12.00
11/01/2016	173564	EMERGENCY VEHICLE SERVICES	9,915.73
11/01/2016	173565	FANCHERS UPHOLSTERY INC	549.90
11/01/2016	173566	FEDERAL EXPRESS CORPORATION	24.57
11/01/2016	173567	FIBER LINK	166.25
11/01/2016	173568	FIRE ENGINEERING	21.00
11/01/2016	173569	GARY STAFFORD	12.00
11/01/2016	173570	GORDON FOOD SERVICE INC.	60.47
11/01/2016	173571	GRAINGER	1,238.67
11/01/2016	173572	GRIFFIN PEST SOLUTIONS	93.00
11/01/2016	173573	HASTINGS AIR-ENERGY CONTROL	458.81
11/01/2016	173574	HOME DEPOT	188.47
11/01/2016	173575	IPT BY BIDNET	5.00
11/01/2016	173576	JAVONNA NEEL	65.98
11/01/2016	173577	JEFFREY ROSEMAN	13.00
11/01/2016	173578	JON HALL	8,426.00
11/01/2016	173579	JONATHAN GUARISCO	30.00
11/01/2016	173580	JOSEPH SMITH	80.00
11/01/2016	173581	KADEN KUMPELIS	33.00
11/01/2016	173582	L.J. CONSTRUCTION, LLC	11,020.00
11/01/2016	173583	LANGUAGE LINE SERVICES	22.19
11/01/2016	173584	LARRY DOE	100.22
11/01/2016	173585	LB OFFICE PRODUCTS	10.64
11/01/2016	173586	LIFELC	105.00
11/01/2016	173587	LOOKING GOOD LAWNS	3,895.00
11/01/2016	173588	LOWER HURON SUPPLY	400.10
11/01/2016	173589	MARC DUTTON IRRIGATION, INC.	1,471.00
11/01/2016	173590	MARK HAMILTON	1,500.00
11/01/2016	173591	MAYNARDS AUTO SERVICE CENTER	12.50
11/01/2016	173592	MCLAIN AND WINTERS	9,775.00
11/01/2016	173593	MECHIAL WHITE, JR.	400.00
11/01/2016	173594	MESSENGER PRINTING	4,203.00
11/01/2016	173595	MIA SORRELL	20.00
11/01/2016	173596	MICHAEL SEMEYN	30.00
11/01/2016	173597	MICHIGAN ABILITY PARTNERS	3,859.20
11/01/2016	173598	MICHIGAN CAT	7,491.90
11/01/2016	173599	MICHIGAN CHAMBER SERVICES INC.	99.00
11/01/2016	173600	MICHIGAN LINEN SERVICE, INC.	994.87
11/01/2016	173601	MITCHEL SEMEYN	30.00
11/01/2016	173602	MLIVE MEDIA GROUP	145.00
11/01/2016	173603	NETWORKFLEET, INC	530.60
11/01/2016	173604	NICHOLAS BORNEO	20.00
11/01/2016	173605	O'BRYANS LOCK & KEY*	150.00
11/01/2016	173606	OAKLAND COUNTY	1,863.25
11/01/2016	173607	OFFICE EXPRESS	295.51
11/01/2016	173608	PARKER ALLEN	60.00
11/01/2016	173609	PARKWAY SERVICES, INC.	965.00
11/01/2016	173610	PHOEBE KINCH	80.00
11/01/2016	173611	PREFERRED TONER SOLUTIONS	419.90
11/01/2016	173612	PRINTING SYSTEMS	595.35

Check Date	Check	Vendor Name	Amount
Bank AP AP			
10/13/2016	173505	AT & T	3,744.34
10/13/2016	173506	COMCAST CABLE	21.10
10/13/2016	173507	COMCAST CABLE	98.08
10/13/2016	173508	COMCAST CABLE	104.85
10/13/2016	173509	COMCAST CABLE	94.85
10/13/2016	173510	COMCAST CABLE	234.85
10/13/2016	173511	COMCAST CABLE	234.85
10/13/2016	173512	COMCAST CABLE	104.85
10/13/2016	173513	COMCAST CABLE	104.85
10/13/2016	173514	GUARDIAN ALARM	1,856.07
10/13/2016	173515	GUARDIAN ALARM	165.41
10/13/2016	173516	VERIZON WIRELESS	2,099.19
10/13/2016	173517	VERIZON WIRELESS	30.06
10/13/2016	173518	VERIZON WIRELESS	1,088.81
10/13/2016	173519	VERIZON WIRELESS	71.09
10/13/2016	173520	WASTE MANAGEMENT	625.00
10/13/2016	173521	WASTE MANAGEMENT	132.95
10/13/2016	173522	WASTE MANAGEMENT	222.28
10/13/2016	173523	WASTE MANAGEMENT	589.46
10/13/2016	173524	WASTE MANAGEMENT	97,750.93
10/13/2016	173525	WASTE MANAGEMENT	4,507.90
10/13/2016	173526	WASTE MANAGEMENT	776.77
10/13/2016	173527	WASTE MANAGEMENT	28,438.80
10/13/2016	173528	WASTE MANAGEMENT	28,954.77
10/13/2016	173529	WASTE MANAGEMENT	931.71
10/14/2016	173530	COMCAST CABLE	4,393.60
10/14/2016	173531	DTE ENERGY	16,726.35
11/01/2016	173532	CARLISLE/WORTMAN ASSOCIATES	255.00
10/18/2016	173533	MARK HAMILTON	1,500.00
10/18/2016	173534	WASHTENAW COUNTY TREASURER	5,460.00

A/P checks

AP TOTALS:

Total of 30 Checks:	201,318.77
Less 0 Void Checks:	0.00
Total of 30 Disbursements:	201,318.77

10/25/2016 02:49 PM
User: mharris
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI
CHECK NUMBERS 9 - 9

Check Date	Check	Vendor Name	Description	Amount
Bank CARDS COMERICA COMMERCIAL CARD				
10/25/2016	9(E)	COMERICA BANK	PHONE CASES	83.65
			S7 PHONE CASES	60.39
			SANDISK EXTREME	42.26
			LODGING FOR KAREN WALLIN AND MYLA HARRIS	689.80
			BALANCE OWED FROM 2015 RENEWAL FOR 2 PEO	398.00
			CAREER TRACK TRAINING RENEWAL FOR 2017 F	3,980.00
			RESTORATION OF MAP	995.00
			PARTS FOR JAMAR RADAR UNIT	64.01
			GOOGLE VIEW	180.00
			SERVER SSL CERTIFICATES	222.35
			COMPETITION DANCE COSTUME	82.00
				<u>6,797.46</u>
CARDS TOTALS:				
Total of 1 Checks:				6,797.46
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				<u>6,797.46</u>

ATTORNEY REPORT

GENERAL LEGAL UPDATE

NEW BUSINESS

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #15**

November 1 , 2016

101 - GENERAL OPERATIONS FUND

Total Increase \$87,700.00

Request to increase budget for legal services for court prosecution and domestic violence. The increase is necessary due to the increased number of drunk and drugged drivers and the domestic violence is higher than anticipated. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$41,700.00
		Net Revenues	<u><u>\$41,700.00</u></u>
Expenditures:	Legal Services - Prosecution	101-137-000-801.014	\$35,100.00
	Legal Services - Domestic Violence	101-137-000-801.020	\$6,600.00
		Net Expenditures	<u><u>\$41,700.00</u></u>

Request to increase legal services for the Township which were more this year than anticipated. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$46,000.00
		Net Revenues	<u><u>\$46,000.00</u></u>
Expenditures:	Legal Services	101-210-000-801.002	\$46,000.00
		Net Expenditures	<u><u>\$46,000.00</u></u>

Motion to Amend the 2016 Budget (#15):

Move to increase the General Fund budget by \$87,700 to \$8,843,957 and approve the department line item changes as outlined.

TERMINATION AND RELEASE OF EASEMENTS

THIS TERMINATION AND RELEASE OF EASEMENTS (this “Release”) is made as of _____, 2016 (the “Effective Date”) by YPSILANTI COMMUNITY UTILITIES AUTHORITY, a Michigan municipal corporation (“YCUA”), whose address is 2777 State Road, Ypsilanti Michigan 48198-9112; and by CHARTER TOWNSHIP OF YPSILANTI, a Michigan municipal corporation (“Township”), whose address is 7200 S. Huron River Dr., Ypsilanti, Michigan 48197.

RECITALS:

A. Township and/or YCUA is the owner and grantee of that certain 20 foot wide easement for acid line and cyanide line (the “Acid/Cyanide Line Easement”) granted and conveyed by Reconstruction Finance Corporation pursuant to that certain Quitclaim Deed dated November 30, 1949, and recorded December 14, 1949, in Liber 528, Page 520, Washtenaw County Records and recorded December 6, 1949 in Liber 10101, Page 467, Wayne County Records, Michigan (the “Quitclaim Deed”), and identified in said Quitclaim Deed as “Easement #6” and more particularly described on page 4 of the Quitclaim Deed.

B. Township and/or YCUA is the owner and grantee of that certain easement for elevated water storage tanks (the “Elevated Water Storage Tanks Easement”) granted and conveyed by the Quitclaim Deed as defined in Recital A above, and identified in said Quitclaim Deed as “Easement #27-a” and as “Easement #27-b” and more particularly described on pages 10 and 11 of the Quitclaim Deed.

C. The Acid/Cyanide Line Easement and the Elevated Water Storage Tanks Easement are no longer needed or used by either Township or YCUA.

D. Effective as of the Effective Date, YCUA and Township, each on behalf of itself and its successors and assigns, respectively, desires to terminate, release and discharge the Acid/Cyanide Line Easement and the Elevated Water Storage Tanks Easement, and all of its claims, interests, and rights granted and/or conveyed under and by the Acid/Cyanide Easement and the Elevated Water Storage Tanks Easement.

NOW THEREFORE, for One and 00/100 Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and in consideration of the above recitals, which are hereby incorporated, YCUA, and Township, each on behalf of itself and its successors and assigns, respectively, hereby forever terminates, releases and discharges the Acid/Cyanide Line Easement and the Elevated Water Storage Tanks Easement, and any interest whatsoever that YCUA and Township, respectively, has under the Acid/Cyanide Line Easement and the Elevated Water Storage Tanks Easement, including, but not limited to, all claims, interests, and rights granted and/or conveyed to YCUA and/or Township under the Acid/Cyanide Line Easement and the Elevated Water Storage Tanks Easement.

Notwithstanding the foregoing, YCUA and the Township shall continue to have the rights as exist presently to connect Water Easement #31 to Water Easement #9 as identified in the Quitclaim Deed.

This Release may be executed in two counterparts, each of which shall be deemed an original, but both of which taken together shall constitute one and the same instrument.

This Release is exempt from county and state transfer tax pursuant to MCL 207.505(a) and MCL 207.526(a) because the value of the consideration is less than \$100.

[Signatures appear on the following page]

IN WITNESS WHEREOF, this Termination and Release of Easements is executed as of the Effective Date.

In the Presence of:

**YPSILANTI COMMUNITY UTILITIES
AUTHORITY**, a Michigan municipal corporation

Name:

By: _____
Name: _____
Title: _____

Name:

ATTEST: _____
Name: _____
Title: _____

CHARTER TOWNSHIP OF YPSILANTI, a Michigan municipal corporation

By: _____
Name: _____
Title: _____

STATE OF MICHIGAN)
)SS.
COUNTY OF WASHTENAW)

Acknowledged before me in Washtenaw County, State of Michigan, this ____ day of _____, 2016, by _____, the _____ of Ypsilanti Community Utilities Authority, a Michigan municipal corporation, on behalf of said Michigan municipal corporation.

Notary Public:
_____ County, _____
My Commission Expires: _____
Acting in the County of: _____

STATE OF MICHIGAN)
)SS.
COUNTY OF WASHTENAW)

Acknowledged before me in Washtenaw County, State of Michigan, this ____ day of _____, 2016, by _____, the _____ of Charter Township of Ypsilanti, a Michigan municipal corporation, on behalf of said Michigan municipal corporation.

Notary Public:
_____ County, _____
My Commission Expires: _____
Acting in the County of: _____

Drafted by:

Karen L. Boore, Esq.
Miller, Canfield, Paddock and Stone, P.L.C.
850 Long Lake Road, Suite 150
Troy, Michigan 48098
(248) 267-3307

RETURN AFTER RECORDING TO:

David L. Jarvis
Real Estate Paralegal
Miller, Canfield, Paddock and Stone, P.L.C.
99 Monroe Avenue NW, Suite 1200
Grand Rapids, Michigan 49503
(616) 776-6340

Recording Fee: \$30.00

27606856.1\155460-00001

TERMINATION AND RELEASE OF EASEMENT

THIS TERMINATION AND RELEASE OF EASEMENT (this “Release”) is made as of _____, 2016 (the “Effective Date”) by YPSILANTI COMMUNITY UTILITIES AUTHORITY, a Michigan municipal corporation (“YCUA”), whose address is 2777 State Road, Ypsilanti Michigan 48198-9112; and by CHARTER TOWNSHIP OF YPSILANTI, a Michigan municipal corporation (“Township”), whose address is 7200 S. Huron River Dr., Ypsilanti, Michigan 48197.

RECITALS:

A. Township and/or YCUA is the owner and grantee of an easement and right of way (the “Easement”) granted and conveyed by State Highway Commissioner of the State of Michigan pursuant to that certain Utility Easement By Deputy State Highway Commissioner dated September 27, 1963, and recorded October 3, 1963, in Liber 1044, Page 612, Washtenaw County Records, Michigan.

B. The Easement is no longer needed or used by either Township or YCUA.

C. Effective as of the Effective Date, YCUA and Township, each on behalf of itself and its successors and assigns, respectively, desires to terminate, release and discharge the Easement and all of its claims, interests, and rights granted and/or conveyed under and by the Easement.

NOW THEREFORE, for One and 00/100 Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and in consideration of the above recitals, which are hereby incorporated, YCUA, and Township, each on behalf of itself and its successors and assigns, respectively, hereby forever terminates, releases and discharges the Easement and any interest whatsoever that YCUA and Township, respectively, has under the Easement, including, but not limited to, all claims, interests, and rights granted and/or conveyed to YCUA and/or Township under the Easement.

This Release may be executed in two counterparts, each of which shall be deemed an original, but both of which taken together shall constitute one and the same instrument.

This Release is exempt from county and state transfer tax pursuant to MCL 207.505(a) and MCL 207.526(a) because the value of the consideration is less than \$100.

[Signatures appear on the following page]

Drafted by:

Karen L. Boore, Esq.
Miller, Canfield, Paddock and Stone, P.L.C.
850 Long Lake Road, Suite 150
Troy, Michigan 48098
(248) 267-3307

RETURN AFTER RECORDING TO:

David L. Jarvis
Real Estate Paralegal
Miller, Canfield, Paddock and Stone, P.L.C.
99 Monroe Avenue NW, Suite 1200
Grand Rapids, Michigan 49503
(616) 776-6340

Recording Fee: \$30.00

27555474.1\155460-00001

TERMINATION AND RELEASE OF EASEMENT

THIS TERMINATION AND RELEASE OF EASEMENT (this “Release”) is made as of _____, 2016 (the “Effective Date”) by YPSILANTI COMMUNITY UTILITIES AUTHORITY, a Michigan municipal corporation (“YCUA”), whose address is 2777 State Road, Ypsilanti Michigan 48198-9112; and by CHARTER TOWNSHIP OF YPSILANTI, a Michigan municipal corporation (“Township”), whose address is 7200 S. Huron River Dr., Ypsilanti, Michigan 48197.

RECITALS:

A. Township and/or YCUA is the owner and grantee of an easement and right of way (the “Easement”) granted and conveyed by State Highway Commissioner of the State of Michigan pursuant to that certain Utility Easement By Deputy State Highway Commissioner dated June 10, 1963, and recorded June 24, 1963, in Liber 1032, Page 346, Washtenaw County Records, Michigan.

B. The Easement is no longer needed or used by either Township or YCUA.

C. Effective as of the Effective Date, YCUA and Township, each on behalf of itself and its successors and assigns, respectively, desires to terminate, release and discharge the Easement and all of its claims, interests, and rights granted and/or conveyed under and by the Easement.

NOW THEREFORE, for One and 00/100 Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and in consideration of the above recitals, which are hereby incorporated, YCUA, and Township, each on behalf of itself and its successors and assigns, respectively, hereby forever terminates, releases and discharges the Easement and any interest whatsoever that YCUA and Township, respectively, has under the Easement, including, but not limited to, all claims, interests, and rights granted and/or conveyed to YCUA and/or Township under the Easement.

This Release may be executed in two counterparts, each of which shall be deemed an original, but both of which taken together shall constitute one and the same instrument.

This Release is exempt from county and state transfer tax pursuant to MCL 207.505(a) and MCL 207.526(a) because the value of the consideration is less than \$100.

[Signatures appear on the following page]

IN WITNESS WHEREOF, this Termination and Release of Easement is executed as of the Effective Date.

In the Presence of:

**YPSILANTI COMMUNITY UTILITIES
AUTHORITY**, a Michigan municipal corporation

Name:

By: _____
Name: _____
Title: _____

Name:

ATTEST: _____
Name: _____
Title: _____

CHARTER TOWNSHIP OF YPSILANTI, a
Michigan municipal corporation

By: _____
Name: _____
Title: _____

STATE OF MICHIGAN)
)SS.
COUNTY OF WASHTENAW)

Acknowledged before me in Washtenaw County, State of Michigan, this ____ day of _____, 2016, by _____, the _____ of Ypsilanti Community Utilities Authority, a Michigan municipal corporation, on behalf of said Michigan municipal corporation.

Notary Public:
_____ County, _____
My Commission Expires: _____
Acting in the County of: _____

STATE OF MICHIGAN)
)SS.
COUNTY OF WASHTENAW)

Acknowledged before me in Washtenaw County, State of Michigan, this ____ day of _____, 2016, by _____, the _____ of Charter Township of Ypsilanti, a Michigan municipal corporation, on behalf of said Michigan municipal corporation.

Notary Public:
_____ County, _____
My Commission Expires: _____
Acting in the County of: _____

Drafted by:

Karen L. Boore, Esq.
Miller, Canfield, Paddock and Stone, P.L.C.
850 Long Lake Road, Suite 150
Troy, Michigan 48098
(248) 267-3307

RETURN AFTER RECORDING TO:

David L. Jarvis
Real Estate Paralegal
Miller, Canfield, Paddock and Stone, P.L.C.
99 Monroe Avenue NW, Suite 1200
Grand Rapids, Michigan 49503
(616) 776-6340

Recording Fee: \$30.00

27555542.1\155460-00001

TERMINATION AND RELEASE OF EASEMENT

THIS TERMINATION AND RELEASE OF EASEMENT (this “Release”) is made as of _____, 2016 (the “Effective Date”) by YPSILANTI COMMUNITY UTILITIES AUTHORITY, a Michigan municipal corporation (“YCUA”), whose address is 2777 State Road, Ypsilanti Michigan 48198-9112; and by CHARTER TOWNSHIP OF YPSILANTI, a Michigan municipal corporation (“Township”), whose address is 7200 S. Huron River Dr., Ypsilanti, Michigan 48197.

RECITALS:

A. Township and/or YCUA is the owner and grantee of an easement and right of way (the “Easement”) granted and conveyed by The Regents of the University of Michigan pursuant to that certain Easement Agreement dated May 31, 1963, and recorded February 19, 1964, in Liber 1060, Page 44, Washtenaw County Records, Michigan.

B. The Easement is no longer needed or used by either Township or YCUA.

C. Effective as of the Effective Date, YCUA and Township, each on behalf of itself and its successors and assigns, respectively, desires to terminate, release and discharge the Easement and all of its claims, interests, and rights granted and/or conveyed under and by the Easement.

NOW THEREFORE, for One and 00/100 Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and in consideration of the above recitals, which are hereby incorporated, YCUA, and Township, each on behalf of itself and its successors and assigns, respectively, hereby forever terminates, releases and discharges the Easement and any interest whatsoever that YCUA and Township, respectively, has under the Easement, including, but not limited to, all claims, interests, and rights granted and/or conveyed to YCUA and/or Township under the Easement.

This Release may be executed in two counterparts, each of which shall be deemed an original, but both of which taken together shall constitute one and the same instrument.

This Release is exempt from county and state transfer tax pursuant to MCL 207.505(a) and MCL 207.526(a) because the value of the consideration is less than \$100.

[Signatures appear on the following page]

Drafted by:

Karen L. Boore, Esq.
Miller, Canfield, Paddock and Stone, P.L.C.
850 Long Lake Road, Suite 150
Troy, Michigan 48098
(248) 267-3307

RETURN AFTER RECORDING TO:

David L. Jarvis
Real Estate Paralegal
Miller, Canfield, Paddock and Stone, P.L.C.
99 Monroe Avenue NW, Suite 1200
Grand Rapids, Michigan 49503
(616) 776-6340

Recording Fee: \$30.00

27553756.2\155460-00001

TERMINATION AND RELEASE OF EASEMENT

THIS TERMINATION AND RELEASE OF EASEMENT (this “Release”) is made as of _____, 2016 (the “Effective Date”) by YPSILANTI COMMUNITY UTILITIES AUTHORITY, a Michigan municipal corporation (“YCUA”), whose address is 2777 State Road, Ypsilanti Michigan 48198-9112; and by CHARTER TOWNSHIP OF YPSILANTI, a Michigan municipal corporation (“Township”), whose address is 7200 S. Huron River Dr., Ypsilanti, Michigan 48197.

RECITALS:

A. Township and/or YCUA is the owner and grantee of an easement and right of way (the “Easement”) granted and conveyed by General Motors Corporation pursuant to that certain Easement dated February 1, 1963, and recorded February 26, 1963, in Liber 1019, Page 98, Washtenaw County Records, Michigan.

B. The Easement is no longer needed or used by either Township or YCUA.

C. Effective as of the Effective Date, YCUA and Township, each on behalf of itself and its successors and assigns, respectively, desires to terminate, release and discharge the Easement and all of its claims, interests, and rights granted and/or conveyed under and by the Easement.

NOW THEREFORE, for One and 00/100 Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and in consideration of the above recitals, which are hereby incorporated, YCUA, and Township, each on behalf of itself and its successors and assigns, respectively, hereby forever terminates, releases and discharges the Easement and any interest whatsoever that YCUA and Township, respectively, has under the Easement, including, but not limited to, all claims, interests, and rights granted and/or conveyed to YCUA and/or Township under the Easement.

This Release may be executed in two counterparts, each of which shall be deemed an original, but both of which taken together shall constitute one and the same instrument.

This Release is exempt from county and state transfer tax pursuant to MCL 207.505(a) and MCL 207.526(a) because the value of the consideration is less than \$100.

[Signatures appear on the following page]

IN WITNESS WHEREOF, this Termination and Release of Easement is executed as of the Effective Date.

In the Presence of:

**YPSILANTI COMMUNITY UTILITIES
AUTHORITY**, a Michigan municipal corporation

Name:

By: _____
Name: _____
Title: _____

Name:

ATTEST: _____
Name: _____
Title: _____

CHARTER TOWNSHIP OF YPSILANTI, a Michigan municipal corporation

By: _____
Name: _____
Title: _____

STATE OF MICHIGAN)
)SS.
COUNTY OF WASHTENAW)

Acknowledged before me in Washtenaw County, State of Michigan, this ____ day of _____, 2016, by _____, the _____ of Ypsilanti Community Utilities Authority, a Michigan municipal corporation, on behalf of said Michigan municipal corporation.

Notary Public:
_____ County, _____
My Commission Expires: _____
Acting in the County of: _____

STATE OF MICHIGAN)
)SS.
COUNTY OF WASHTENAW)

Acknowledged before me in Washtenaw County, State of Michigan, this ____ day of _____, 2016, by _____, the _____ of Charter Township of Ypsilanti, a Michigan municipal corporation, on behalf of said Michigan municipal corporation.

Notary Public:
_____ County, _____
My Commission Expires: _____
Acting in the County of: _____

Drafted by:

Karen L. Boore, Esq.
Miller, Canfield, Paddock and Stone, P.L.C.
850 Long Lake Road, Suite 150
Troy, Michigan 48098
(248) 267-3307

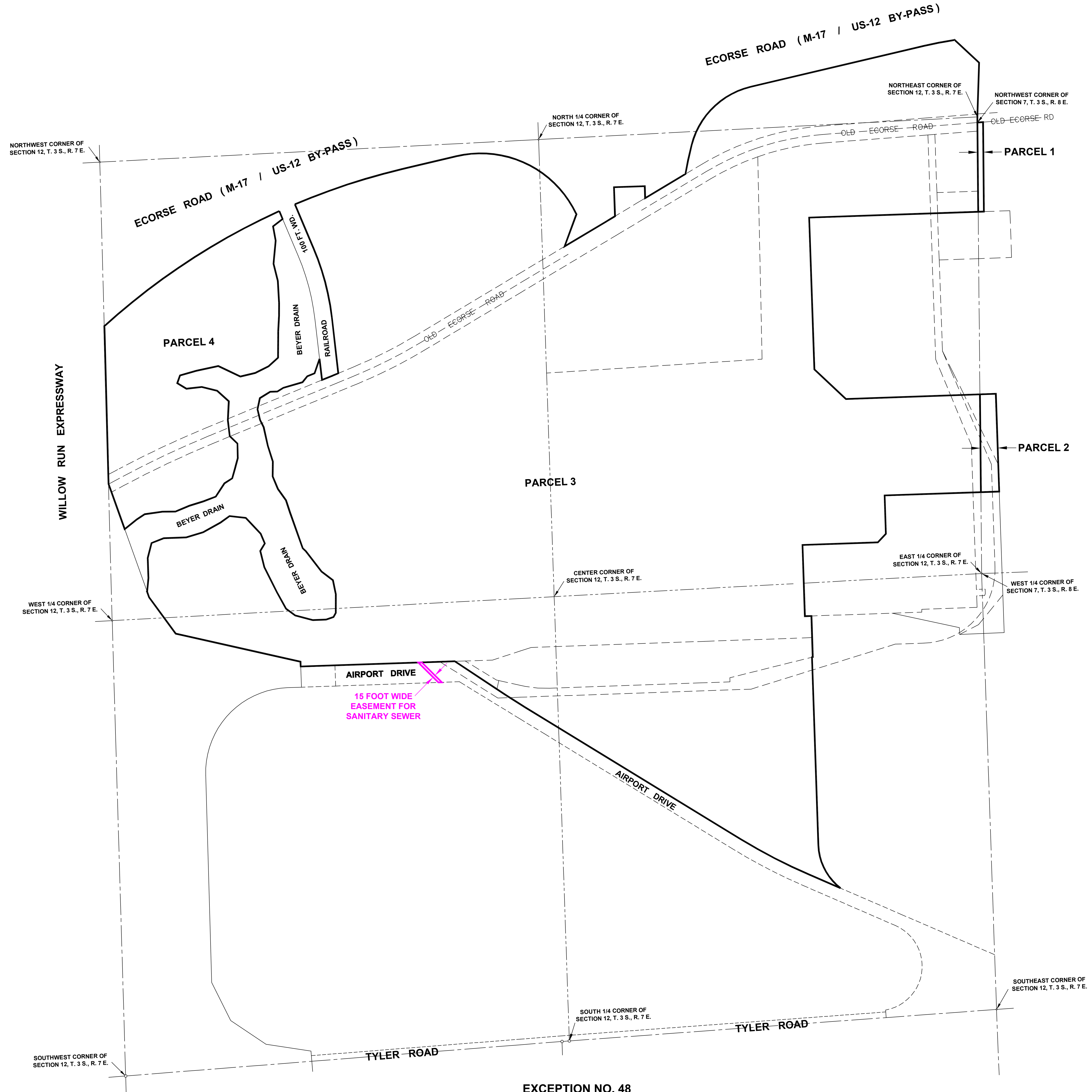
RETURN AFTER RECORDING TO:

David L. Jarvis
Real Estate Paralegal
Miller, Canfield, Paddock and Stone, P.L.C.
99 Monroe Avenue NW, Suite 1200
Grand Rapids, Michigan 49503
(616) 776-6340

Recording Fee: \$30.00

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SKETCH OF SCHEDULE BII EXCEPTIONS FROM
FIRST AMERICAN TITLE COMMITMENT NO. 725930 - PRINTED JULY 14, 2016



EXCEPTION NO. 48
15 FOOT WIDE EASEMENT FOR SANITARY SEWER

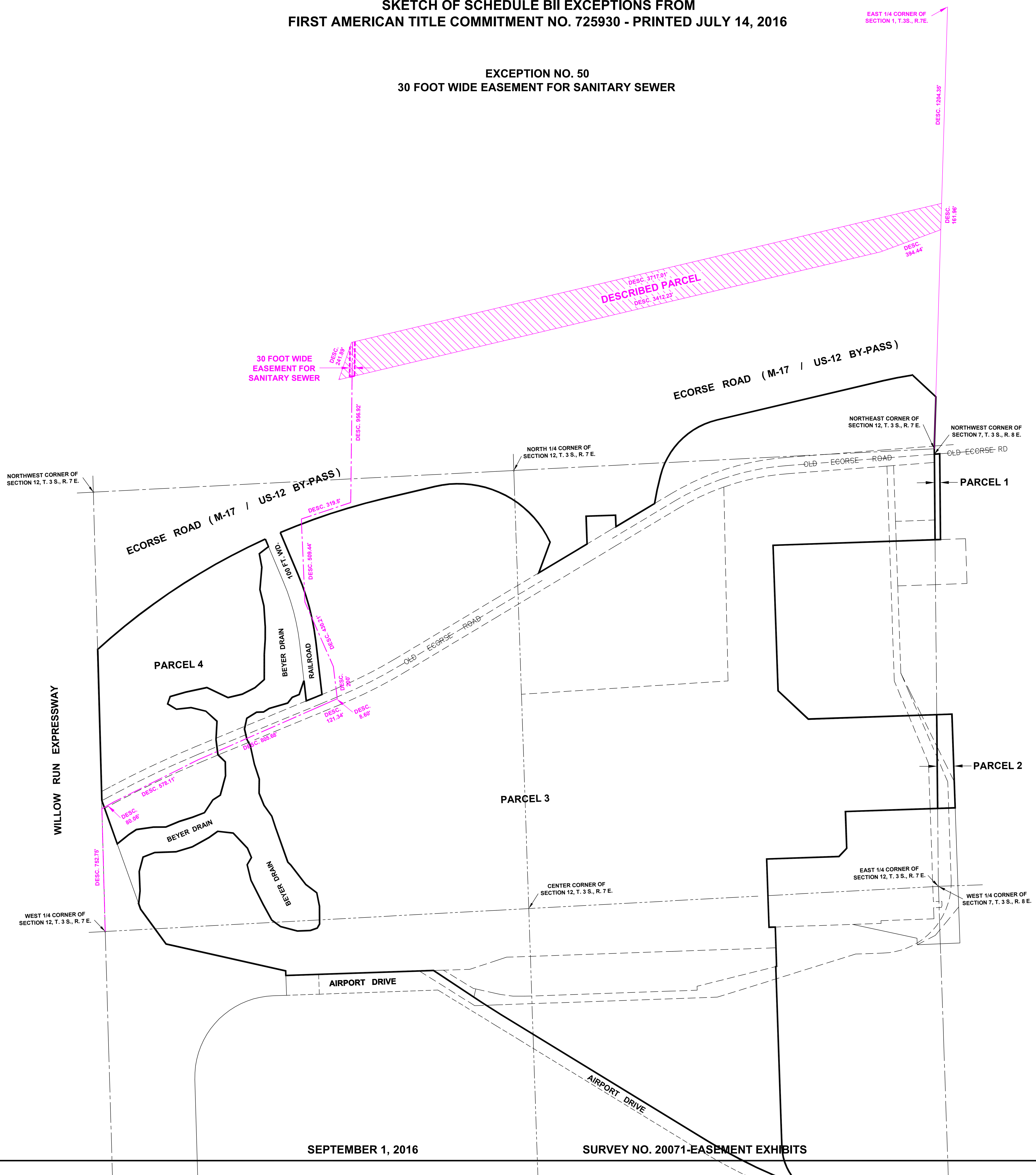
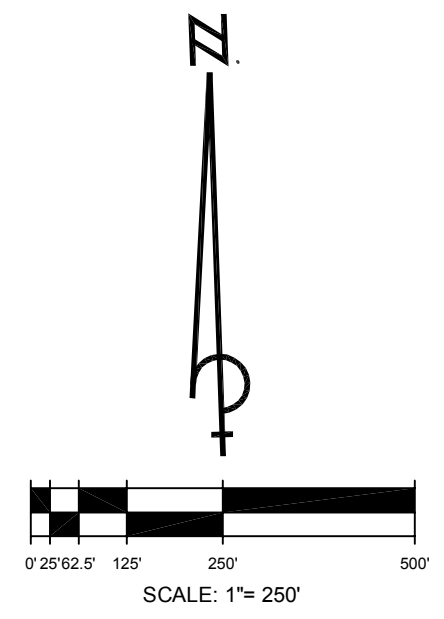
SEPTEMBER 1, 2016

SURVEY NO. 20071-EASEMENT EXHIBITS

SKETCH OF SCHEDULE BII EXCEPTIONS FROM
FIRST AMERICAN TITLE COMMITMENT NO. 725930 - PRINTED JULY 14, 2016

EXCEPTION NO. 50
30 FOOT WIDE EASEMENT FOR SANITARY SEWER

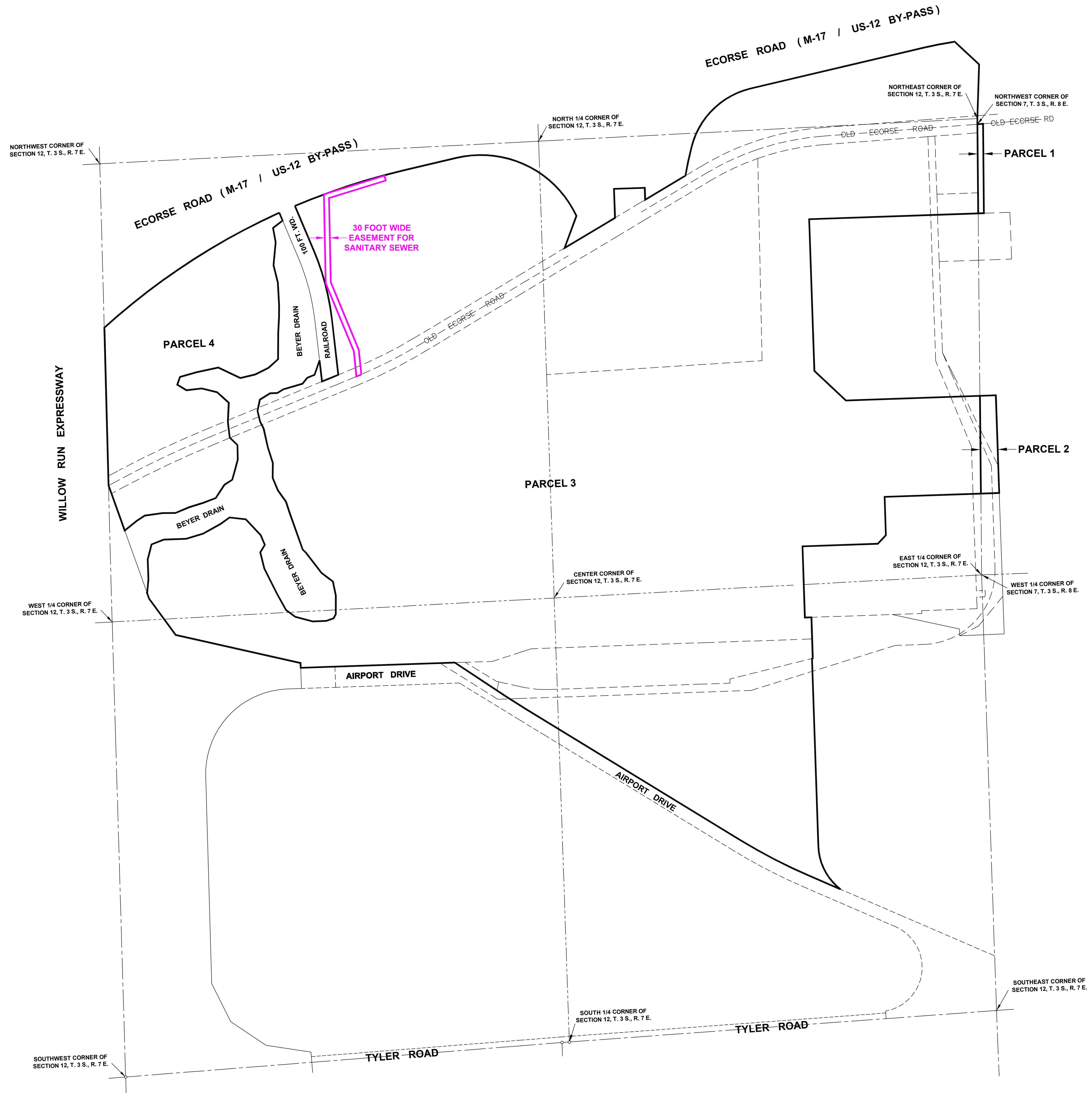
EAST 1/4 CORNER OF
SECTION 1, T. 3 S., R. 7 E.



SEPTEMBER 1, 2016

SURVEY NO. 20071-EASEMENT EXHIBITS

SKETCH OF SCHEDULE BII EXCEPTIONS FROM
FIRST AMERICAN TITLE COMMITMENT NO. 725930 - PRINTED JULY 14, 2016

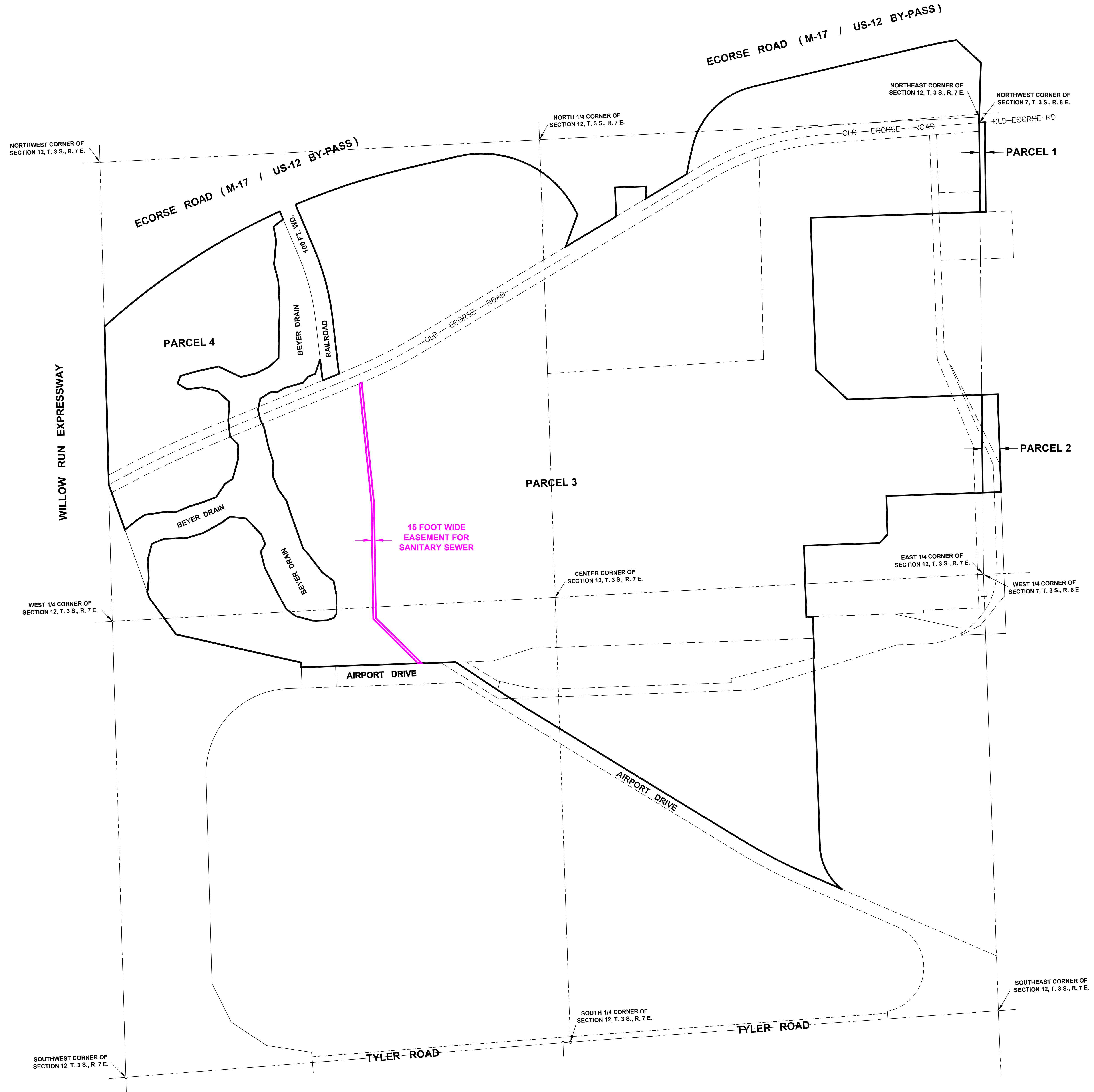


EXCEPTION NO. 51
30 FOOT WIDE EASEMENT FOR SANITARY SEWER

SEPTEMBER 1, 2016

SURVEY NO. 20071-EASEMENT EXHIBITS

SKETCH OF SCHEDULE BII EXCEPTIONS FROM
FIRST AMERICAN TITLE COMMITMENT NO. 725930 - PRINTED JULY 14, 2016

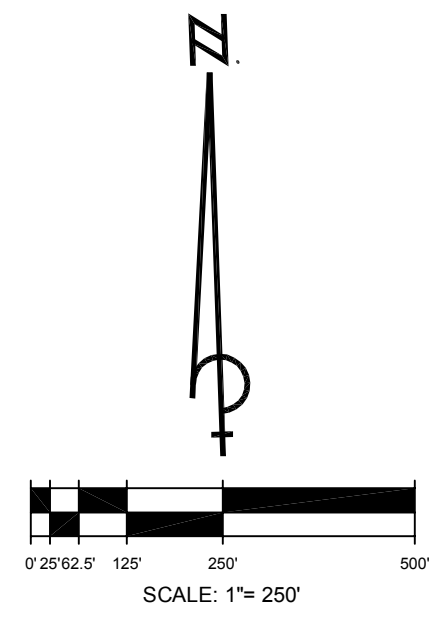
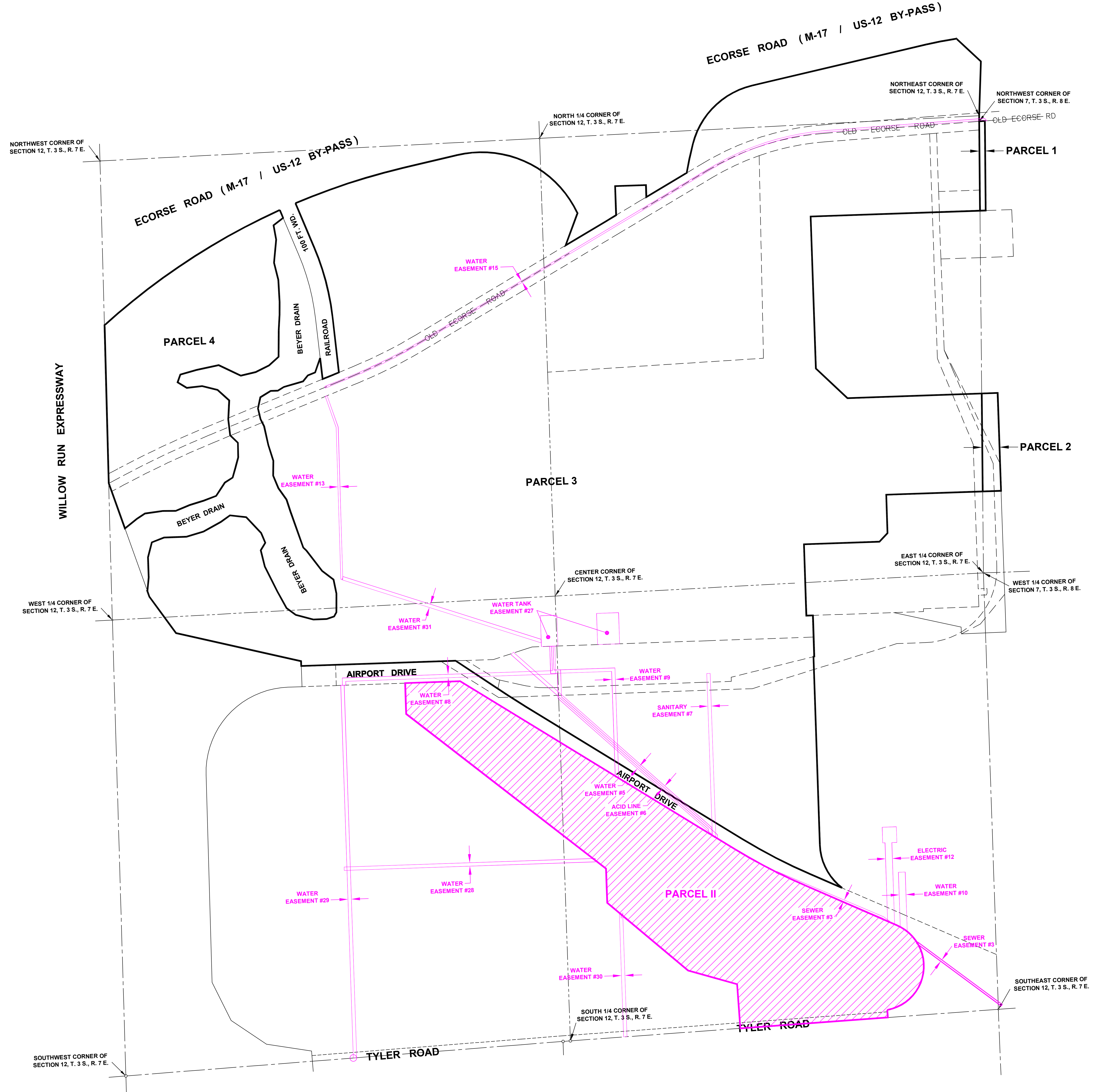


EXCEPTION NO. 52
15 FOOT WIDE EASEMENT FOR SANITARY SEWER

SEPTEMBER 1, 2016

SURVEY NO. 20071-EASEMENT EXHIBITS

SKETCH OF SCHEDULE BII EXCEPTIONS FROM
FIRST AMERICAN TITLE COMMITMENT NO. 725930 - PRINTED JULY 14, 2016



EXCEPTION NO. 60
QUITCLAIM DEED - RECONSTRUCTION FINANCE TO YPSILANTI TOWNSHIP

SEPTEMBER 1, 2016

SURVEY NO. 20071-EASEMENT EXHIBITS



October 23, 2016

Ypsilanti Township and Habitat for Humanity

Habitat for Humanity continues to help stabilize and improve neighborhoods throughout the Township. The properties that have been acquired (more than 100 to-date) have come from a multitude of sources. Beyond market-rate purchases we have been able to identify, purchase and renovate a large number of abandoned and blighted structures. Each property that is improved removes a burden from the street and neighborhood. After the renovation, Habitat families purchase these homes at the appraised value – helping to “make the market” and set new standards for sales in the community.

Over the past several months a terribly blighted property was brought to our attention by the Office of Community Standards. Habitat was able to negotiate with the owner and purchase the property at 1540 McCarthy. This acquisition is part of our larger neighborhood focus in Sugarbrook. This long-abandoned house is in need of a tremendous amount of work. Habitat is seeking \$22,000 in renovation assistance for this property. With this money, Habitat will be able to deploy volunteers and contractors to improve the exterior with new windows, doors and roof before the arrival of winter.

Thank you for considering \$22,000 in support for the early renovation effort on this dwelling.

Regards,

A handwritten signature in black ink, appearing to read "Rob Nissly", written over a white background.

Rob Nissly, Housing Director

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



Hydro Station

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 544-3690
Fax: (734) 544-3626
www.ytown.org

MEMORANDUM

TO: Ypsilanti Township Board of Trustees

FROM: Michael Saranen, Hydro Operations

DATE: October 14, 2016

RE: Authorizing the signing of Access Agreements Related to the YCUA Bridge Trestle and Tyler Dam Project

Please see attached easement agreements between the Twp. and property owners around Tyler Pond and Dam. Access will be needed to facilitate construction and maintenance activities related to Tyler Dam Phase 4. Wayne Disposal and Arms Holdings (ITI) have agreed to allow access to their property for work within the area known as Tyler Pond and Dam which is part of Willow Creek.

The attached easements have been sent to Doug Winters for review.

Please authorize the signature of both Supervisor Stumbo and Clerk Roe on the agreements. I will be in attendance at the Board meeting to further discuss this or answer questions you may.

ACCESS AGREEMENT

This ACCESS AGREEMENT (“Agreement”) is made as of the ____ day of June, 2016 (“Effective Date”) between Wayne Disposal, Inc., a Michigan corporation, having offices at 49350 North I-94 Service Drive, Belleville, MI 48111 (“Grantor”), and Charter Township of Ypsilanti, an incorporated political subdivision in Washtenaw County, Michigan, having offices at 7200 S. Huron Drive, Ypsilanti, MI 48197 (“Grantee”).

RECITALS

A. Grantor owns certain real property located on Tyler Road in Ypsilanti Township, County of Washtenaw, Michigan, commonly referred to as the Fons/Old Wayne Landfill, with an address of 49350 North I-94 Service Drive, Belleville, MI 48111, and as legally described on Exhibit A, attached hereto and incorporated herein (“Property”). A portion of the Property lies adjacent to the Tyler Dam, which is owned by Grantee.

B. Grantee desires a license for ingress and egress across a portion of the Property in order to access the area downstream of the Tyler Dam for installation and maintenance activities in connection with Grantee’s intended Tyler Dam disposition project.

C. Grantor desires to grant Grantee a revocable license to access the Property in connection with Grantee’s activities for its Tyler Dam Disposition project pursuant to the terms and conditions herein.

NOW, THEREFORE, in consideration of the covenants and agreements contained herein, and intending to be legally bound, Grantor and Grantee mutually agree as follows:

AGREEMENT

1. License. Grantor hereby grants to Grantee, subject to the terms of this Agreement, a non-exclusive, revocable license across and upon only the portion of the Property necessary for ingress and egress, over existing access paths, in the least intrusive means and locations possible, as described and depicted on Exhibit B, attached hereto and incorporated herein, and as may be specifically directed by Grantor from time to time (the “License Area”), as required for Grantee’s installation of channel enhancements, armoring, and other maintenance or construction activities necessary to protect the streambed in connection with Grantee’s Tyler Dam disposition project, and as required for Grantee’s general maintenance of the Tyler Dam and land directly adjacent to the Tyler Dam (“Permitted Activities”). Grantor’s permission for Grantee to conduct the Permitted Activities on the License Area shall constitute the “License” granted hereunder.

a. Grantee acknowledges that this License is solely a temporary license granting access to the Property in order to conduct the Permitted Activities, and that no rights, title, or other interest to the Property, whatsoever, are granted to or vested in Grantee by virtue of this Agreement. The land subject to this License is granted in its “as is” condition, with all faults, and without any representations or warranties whatsoever. The license granted by this Agreement is subject to all easements, covenants, restrictions, liens and encumbrances of record or apparent.

b. Grantee, and its representatives who have been approved in writing by Grantor, may use the License only for the Permitted Activities. Upon Grantor’s request, Grantee

shall promptly provide Grantor with copies of work plans, construction or other drawings, test results, reports, or other documents or records related to the Permitted Activities.

c. Grantee agrees, in the exercise of its privileges granted hereunder, not to interfere with, diminish, or obstruct, in any way, Grantor's, or its agents, employees, or licensees, use of the Property. Grantee shall retain the right to full use of the Property for any purpose.

2. Term. The License granted hereunder shall begin on the Effective Date, and continue until terminated pursuant to the terms hereof. Upon the termination of this Agreement, all rights of Grantee hereunder shall automatically terminate and be of no further force or effect.

a. Either party may terminate this Agreement, at any time, by delivering 15 days advance written notice to the other party.

3. Operations. All of the Permitted Activities shall be conducted at the sole cost and liability of Grantee, and Grantee is responsible for maintaining all of its equipment and personal property brought to the Property. Grantee shall promptly repair and restore any damage to the Property, to the extent caused by Grantee or the Permitted Activities, to a condition similar to that which existed prior to Grantee's entry on the Property. Grantee shall conduct all maintenance on the Property necessary for it to conduct the Permitted Activities.

a. Grantee acknowledges that Grantor makes no representation or warranty regarding the suitability or condition of the Property for the License and Grantee's intended use, and that Grantee shall, at Grantee's expense, be solely responsible for maintaining the Property subject to this License in a condition that is clean, orderly and safe, and otherwise in a condition suitable for Grantee's Permitted Activities.

b. In conducting the Permitted Activities and all related maintenance and operations on the Property, Grantee shall: (i) use all commercially reasonable efforts to not interfere, disrupt, or impair, Grantor's business on, or use of, the Property, (ii) comply with reasonable procedures and rules established by Grantor to minimize interference with such business, (iii) comply with all applicable laws, regulations, standards, and insurance requirements, (iv) perform in a workmanlike manner in accordance with good engineering practices, during reasonable business hours unless Grantor permits otherwise, without undue noise or light that may constitute a nuisance, and (v) access and enter only that portion of the Property required for the Permitted Activities and not access or otherwise enter any other portion of the Property.

c. In the event that Grantor determines, in its sole discretion, that the Permitted Activities are not consistent with good engineering practice, public health or other standards, or applicable laws, regulations, or Grantor's rules, Grantor may, at its option, stop the Permitted Activities and require Grantee to leave the Property immediately in addition to any other remedies Grantor has under this Agreement or at law. Grantee shall keep the Property free from liens relating to the Permitted Activities, and in the event that such liens are placed on the Property, Grantee agrees to cause any such liens to be removed. Grantee agrees that the Permitted Activities shall be done by contractors and by subcontractors that have been approved by Grantor; Grantor agrees that such approvals shall not be unreasonably withheld.

4. Hazardous Substances. Grantee shall not dispose of or place any hazardous substance on the Property, where hazardous substance means any material the exposure to which or

the manufacture, possession, presence, use, generation, storage, transportation, treatment, release, disposal, abatement, cleanup, removal, remediation, or handling of which is prohibited, controlled, or regulated by any environmental law.

5. Insurance. Grantee agrees to maintain, at its expense, adequate insurance coverage covering its indemnity obligations in this Agreement, and to furnish Grantor evidence of such coverage prior to commencing the Permitted Activities or entering the Property. Grantee agrees that its insurance will include, and it will require its contractors and subcontractors to carry, at a minimum, (i) general commercial liability insurance, naming Grantor as an additional insured, in the amount of one million dollars (\$1,000,000) per occurrence, and two million dollars (\$2,000,000) per aggregate, and (ii) workers' compensation coverage as required by law; Grantee further agrees to require its contractors and subcontractors to furnish Grantor evidence of such coverages prior to commencing the Permitted Activities or entering the Property.

6. Indemnification. Grantee shall indemnify and hold harmless Grantor, its subsidiaries and affiliates and its and their respective directors, officers, employees, agents, successors and assigns from any and all loss, liability, claim and demand, including attorneys' fees and costs, relating to any damages or injuries to persons or property arising from or in any way related to the Permitted Activities, or use of the Property or the License by Grantee or its employees, agents, representatives, invitees or licensees. This paragraph shall survive expiration or termination of this Agreement.

7. Notice. All notices shall be in writing and delivered in person, via electronic mail, or by any courier service that provides written delivery confirmation. All notices shall be addressed to the parties at the addresses below or at other addresses as the parties may direct in writing. Any notice shall be deemed to have been given on (a) actual delivery or refusal, (b) the day of personal communication, or (c) the day electronic delivery is verified.

If to Grantor:

Wayne Disposal, Inc.

Attn:
49350 North I-94 Service Drive
Belleville, MI 48111

_____@_____.com
Telephone: () _____

If to Grantee:

Charter Township of Ypsilanti

Attn:
7200 S. Huron Drive
Ypsilanti, MI 48197

_____@_____.com
Telephone: () _____

8. No Recording. Grantee shall not have this Agreement recorded in any land records. The rights granted herein shall be personal, and any recording, if undertaken contrary to this paragraph, shall have no force or effect.

9. Modification and Waiver. This Agreement may be amended, changed, or modified only in a writing signed by both parties. No waiver of any provision of this Agreement shall be valid unless in a writing signed by both parties.

10. Entire Agreement. This Agreement shall constitute the entire agreement with respect to the subject matter hereof and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding except to the extent expressly incorporated in this Agreement. This Agreement extinguishes and replaces any previously existing rights, claims, licenses, easements, agreements or understandings with respect to Grantee's use of the Property.

11. Applicable Law. This Agreement is executed, delivered, and intended to be performed in the State of Michigan and shall be construed and enforced in accordance with, and governed by, the laws of the State of Michigan without giving effect to principles of conflicts of laws.

12. No Assignment. Grantee may not assign, or otherwise transfer, its rights under this Agreement without the prior written consent of Grantor.

13. Headings. The paragraph headings appearing herein are for the convenience of the parties and are not to be used or construed so as to modify the terms or conditions of this Agreement.

14. Attorney Fees. If any controversy, claim or action is filed or instituted to enforce the terms of this Agreement or arising from the breach of any provision hereof, the prevailing party will be entitled to receive from the other party all costs, damages, and expenses, including reasonable attorneys' fees, incurred by the prevailing party, whether or not such controversy, claim or action is litigated or prosecuted to judgment. The prevailing party will be that party who was awarded judgment as a result of trial or arbitration, or who receives a payment of money or is granted concessions from the other party in settlement of claims asserted by that party.

15. Counterparts and Severability. This Agreement may be executed in counterparts, each of which shall constitute an original, but all together shall constitute one and the same Agreement. If any portion of this Agreement is, for any reason, held invalid or otherwise unenforceable by any court of competent jurisdiction, such portion shall be deemed a separate, and independent provision, and the remaining terms shall not be affected thereby, but shall remain valid and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first above written.

Grantor:

Grantee:

WAYNE DISPOSAL, INC.

CHARTER TOWNSHIP OF YPSILANTI

By: _____

By: _____

Its: _____

Its: _____

Exhibit A

Legal Description of the Property

FONS LANDFILL - WEST (former CCI Parcel)
R-013-006-10
11-13-100-006

A parcel of land in the Northeast 1/4 of Section 13, Town 3 South, Range 7 East, and part of "TEXTILE", a subdivision as recorded in Liber 6 of Plats, Page 57, Washtenaw County Records, Ypsilanti Township, Washtenaw County, State of Michigan, more particularly described as:

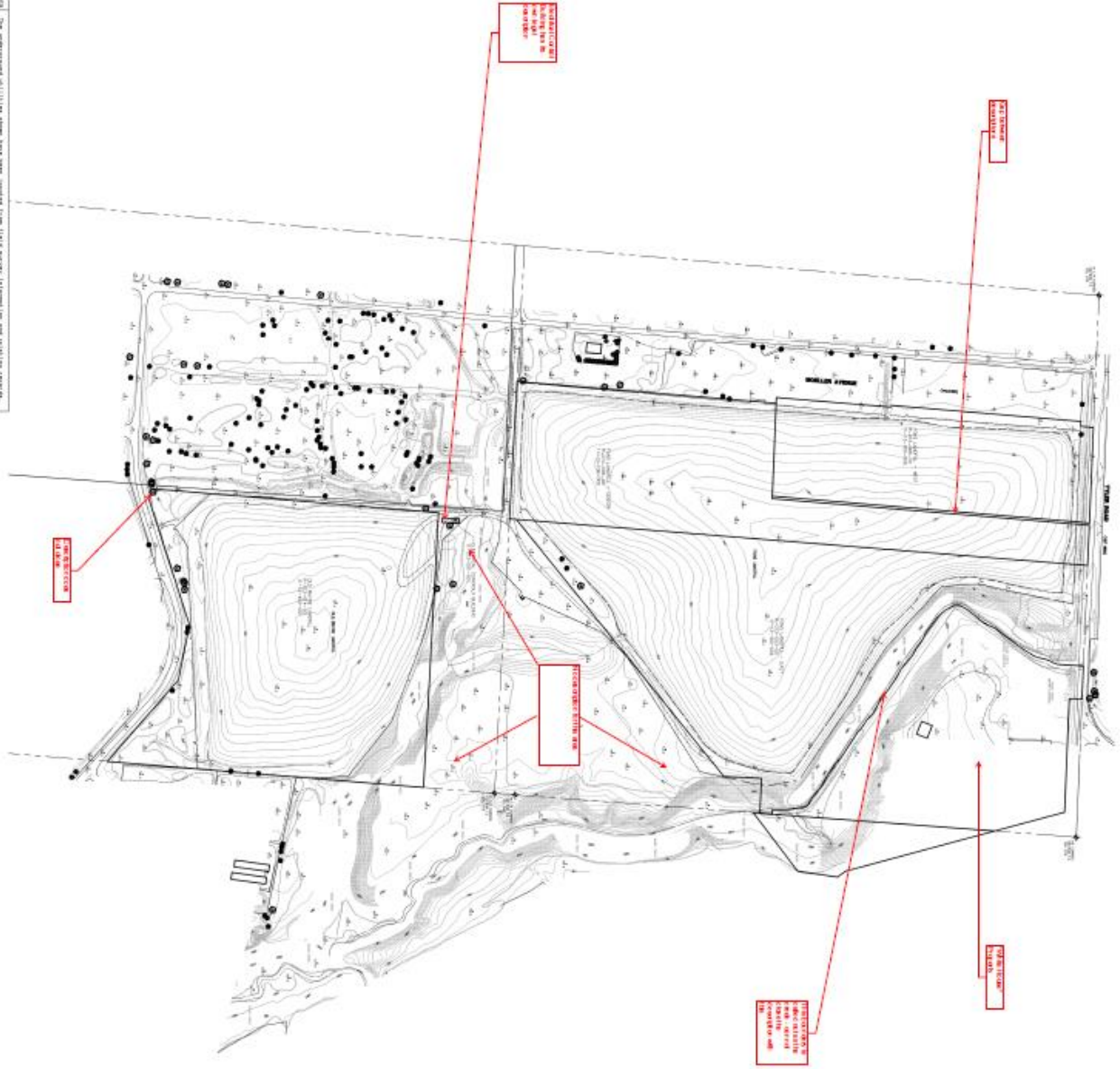
Beginning at a point on the center line of Tyler Road (120 feet wide), said point being distant the following two courses, from the North 1/4 corner of Section 13: North 87 degrees 32 minutes 20 seconds East 629.03 feet, along the North line of Section 13 and centerline of Tyler Road, proceeding thence, from said point of beginning, North 87 degrees 32 minutes 20 seconds East 450.00 feet, along the center line of Tyler Road; thence South 00 degrees 02 minutes 20 seconds 1500.01 feet; thence South 87 degrees 32 minutes 20 seconds West 465.00 feet to the center of vacated Moeller Avenue (30.00 feet wide); thence North 00 degrees 02 minutes 20 seconds West 541.63 feet along the center line of the vacated Moeller Avenue; thence South 87 degrees 40 minutes 13 seconds West 8.34 feet; thence North 00 degrees 02 minutes 20 seconds West 898.27 feet to the south line of Tyler Road; thence North along the south line of Tyler Road 87 degrees 32 minutes 20 seconds East 23.34 feet; thence North 00 degrees 02 minutes 20 seconds West 60.06 feet to the center line of Tyler Road and the point of beginning.

EXHIBIT B

License Area
[next page]

277 SUPERVISOR, WATERWORKS
A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF MICHIGAN
NO. 28153
DATE OF EXPIRATION: 12/31/2025
ADDRESS: 277 SUPERVISOR, WATERWORKS, 1000 W. WASHINGTON ST., ANN ARBOR, MI 48106-1000

10/20/2024 10:00 AM
PROJECT: 277 SUPERVISOR, WATERWORKS
SHEET: 1 OF 1
DATE: 10/20/2024
TIME: 10:00 AM
BY: J. J. JONES
CHECKED: J. J. JONES
DATE: 10/20/2024
TIME: 10:00 AM
SCALE: 1" = 200'



PROJECT NO. **07174-60001**
SHEET NO. **1 OF 1**
DATE: **10/20/2024**
TIME: **10:00 AM**
BY: **J. J. JONES**
CHECKED: **J. J. JONES**
DATE: **10/20/2024**
TIME: **10:00 AM**

CLIENT

MIDWESTERN CONSULTING
Civil, Environmental and Transportation Engineers
Flint, Michigan 48106
Phone: 734.885.0200
Fax: 734.885.0599

CONSTRUCTION ACCESS AGREEMENT – ARM HOLDINGS

(rev. May 6, 2016)

This Construction Access Agreement ("Agreement") is made between Charter Township of Ypsilanti, 720 S. Huron River Drive, Ypsilanti, MI 48197 ("Township"), and Willow Run Business Center, LLC ("Grantor"). Grantor and Township may be referred to in this Agreement individually as "Party" and collectively as "Parties."

Grantor is the owner of the property located along the south bank of Tyler Pond, south of Airport Road ("Property"), a description of which is attached as Exhibit 1. The Property is adjacent to property owned by the Township. Grantor is willing to grant access to the Property to the Township and its successors, assigns, employees, consultants, contractors, subcontractors, and other agents (collectively, "Representatives") subject to the terms and conditions of this Agreement.

NOW THEREFORE, for good and valuable consideration, the Parties agree as follows:

1. **License:** Grantor grants to the Township and its Representatives a non-exclusive license to enter upon the Property solely to perform Permitted Activities, (as defined below). Nothing in this Agreement shall limit Grantor's rights to access (or provide others access) onto the Property.
2. **Permitted Activities:** The Township and its Representatives may access the Property to perform the scope of work as set forth in Exhibit 2 (project drawings). Modifications to the scope or work, if any, will be provided to Grantor for review prior to implementation. Permitted Activities shall include, but not be limited to: utility location, grading, excavation and construction related to permanent draw down of Tyler Pond, a man-made impoundment of Willow Creek. Construction activities shall include access across the Grantor's parking lot adjacent to the construction area and through the property line along the impoundment (sections L3 through L16 inclusive on the exhibit). Grantor agrees that the Michigan Department of Environmental Quality ("MDEQ") and their Representatives may access the Property for the purpose of overseeing or supervising permitted Activities; subject to the provisions contained herein.
3. **Term:** This Agreement shall be effective on the date on which it is signed below by the latter of the two Parties ("the Effective Date"), and shall expire upon completion of the Permitted Activities or until the date of December 31, 2017, whichever is sooner, except for provisions expressly designated in this Agreement as surviving the expiration date.
4. **Operations:** In completing the Permitted Activities:
 - a. The Township shall use all commercially reasonable efforts to avoid: (i) damage to the Property (and persons and personal property thereon); (ii) interference with Grantor's or any other party's operations at the Property; and (iii) to the fullest extent possible, access to the Property by any unauthorized persons.
 - b. Grantor shall use all commercially reasonable efforts to avoid interference with the Township's operations at the Property.
 - c. The Township shall: (i) comply with all applicable laws, reasonable written procedures established in advance by Grantor and the requirements of any insurance carriers insuring the Property or any interests therein that are communicated to the Township in writing in advance; and (ii) obtain all permits required for the Permitted Activities and promptly deliver copies to Grantor at Grantor's request.
 - d. The Township shall repair any damage to the Property resulting from the Permitted Activities within thirty (30) days before the expiration of this Agreement,

and shall leave the Property in substantially the same condition it was on the date of the execution of this Agreement.

5. **Indemnification:**

- a. The Township shall release, indemnify, defend, and hold Grantor harmless from and against claims, losses, damage, injuries, liabilities, fines and penalties, (collectively, "Claims") to the proportionate extent arising from the negligence or willful misconduct in the performance of the Permitted Activities conducted by the Township or its Representatives.
- b. Grantor shall indemnify, defend, and hold the Township and its Representatives harmless from and against all Claims arising out of: (i) the breach by Grantor of its obligations under this Agreement, or (ii) the negligence or willful misconduct of Grantor or any Representative thereof.
- c. Notwithstanding anything to the contrary set forth in this Agreement, in no event shall an indemnifying party be liable to the other for: (i) consequential damages or lost income, value or profits or punitive or treble damages of any type or manner, even if foreseeable; and (ii) any Claim arising from the act or omission of the indemnified part.

6. **Notice:**

- a. The Township or its Representatives will notify Grantor or Grantor's Representatives, a minimum of forty-eight (48) hours before accessing the Property to complete Permitted Activities. In the event of any emergency or where otherwise required by law, the Township shall make reasonable efforts to notify Grantor or Grantor's Representatives before accessing the Property. Notices regarding accessing the Property to complete Permitted Activities, or in the event of an emergency or where otherwise required by law, shall be made by electronic mail or telephone.
- b. All other notices required to be given pursuant to this Agreement shall be sent by certified or registered mail, or by an overnight courier (Federal Express or U.P.S.), along with an electronic mail copy to the following addresses:

To the Township:


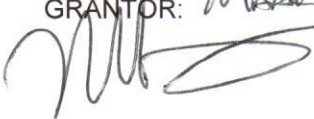
Clerk's Office
Charter Township of Ypsilanti
Township Civic Center
7200 S. Huron River Drive
Ypsilanti MI, 48197

And

To Grantor:
ARM Holdings, LLC.
2890 Tyler Road,
Ypsilanti, MI 48198
info@ititurbines.com

7. **Governing Law:** Any legal suit, action or proceeding arising out of or based upon this Agreement may be instituted in courts of the State of Michigan.
8. **Entire Agreement:** The terms and conditions of this Agreement shall not be modified other than by a written agreement signed by both parties, all of which together with this Agreement t and Exhibits constitute a fully executed agreement.
9. **Severability:** If any term of this Agreement is found to be unenforceable in any jurisdiction, then such term shall be enforced to the maximum extent permitted by law, rather than voided, and the remaining terms this Agreement shall remain in full force and effect.
10. **Assignability:** Neither this Agreement, nor any rights hereunder, may be assigned, whether voluntarily or by operation of law, except in strict compliance with the provisions hereof.
11. **Cost of Enforcement:** In the event any declaratory or other legal or equitable action instituted between Grantor and the Township in connection with this Agreement , then the prevailing party shall be entitled to receive from the losing party all of its costs and expenses, including court costs and reasonable attorneys' fees and costs.
12. **Survival:** The terms and conditions provided herein survive the expiration of this Agreement.
13. **Record Drawings:** The Township shall provide to Grantor a copy of all record drawings of the project.

The Parties or their duly authorized representatives hereby represent and warrant that each has the requisite authority to execute this Agreement and has done so on the date specified below.

GRANTOR: 


5-6-16
Date

By: -
Date

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2016-58 (In Reference to Ordinance 2016-471)

*Amending the Charter Township of Ypsilanti
Zoning Code Section 201, Ordinance 74, entitled "Definitions"*

Whereas, the Charter Township of Ypsilanti ("Township") Zoning Code currently contains a definition of the term "family" which the Township's Planning Commission has recommended be replaced with a definition of the term which clarifies the precise meaning of the term as it is used within the Township's Zoning Code; and

Whereas, the Township's Zoning Code does not contain a definition of the term "rooming house" and the Township Planning Commission has recommended that a definition of the term be included in the definitions section of the Township Zoning Code to clarify what is meant when the term is used within the Zoning Code; and

Whereas, Township Ordinance 2016-471, repeals the current definition of the term "family" that appears in the Township Zoning Code, and replaces it with a new, updated definition of the word "family" recommended by the Township Planning Commission; and

Whereas, Township Ordinance 2016-471, defines the term "rooming house" as used within the Zoning Code;

Now therefore, be it resolved that Ordinance 2016-471, is hereby adopted by reference.

PROPOSED ORDINANCE 2016-471

An Ordinance Amending Ordinance No. 74, the Township Zoning Code, Regarding Definitions

The Charter Township of Ypsilanti hereby ordains that Ordinance No. 74, **the Ypsilanti Township Zoning Code**, adopted May 18, 1994, shall be amended as follows:

I. **Delete** in its entirety the definition of “family” set forth in section 201 of the Township Zoning Code.

II. **Add** the following new definition:

Family:

1. A single individual or a number of individuals domiciled together whose relationship is of a continuing nontransient, domestic character and who are cooking and living together as a single, nonprofit housekeeping unit, related by the bonds of consanguinity, marriage, or adoption, together with servants of the principal occupants and not more than one (1) additional unrelated person, with all of such individuals being domiciled together as a single, domestic, housekeeping unit in a dwelling.
2. The functional equivalent of the domestic family, that is, persons living together in a dwelling unit whose relationship is of a permanent and distinct character and is the functional equivalent of a domestic family, with a demonstrable and recognizable bond which constitutes the functional equivalent of the bonds which render the domestic family a cohesive unit. This definition shall not include any rooming house, society, club, fraternity, sorority, association, lodge, coterie organization or group whose association is temporary or seasonal in character or nature. For the purposes of enforcement, it is presumed that a functional equivalent of a domestic family is limited to six (6) or fewer persons.

III. Add the following new definition to section 201 of the Zoning Code:

Rooming House:

1. A residential building where rooms or suites of rooms are rented, under separate concurrent rental agreements for compensation, by arrangement for definite periods, where the renters use common facilities, such as hallways and bathrooms. A rooming house shall not include hotels, motels, apartment houses, tourist

homes, one-family dwellings, two and multi-family dwellings or fraternity and sorority houses.

Severability

In the event that any one or more sections, provisions, phrases or words of this ordinance shall be found to be invalid by a Court of competent jurisdiction, such holding shall not affect the validity nor the enforceability of the remaining sections, provisions, phrases or words of this Ordinance unless expressly so determined by a Court of competent jurisdiction.

Non Exclusivity

The prohibitions and penalties provided for in this Ordinance shall be in addition to, and not exclusive of, other prohibitions and penalties provided for by other law, ordinance, or rule/regulation.

Publication

This Ordinance shall be published in a newspaper of general circulation as required by law.

Effective date

This Ordinance shall become effective upon publication in a newspaper of general circulation as required by law.

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

MEMORANDUM

To: Board of Trustees
From: Joe Lawson, Planning Director
Date: October 26, 2016
Re: First Reading: Ordinance 2016-471 in order to amend section 201 “Definitions” of the Township Zoning Ordinance in order to amend the zoning ordinance definitions to include language relating to “Boarding/Rooming Houses” and “Family”

On October 25, 2016, the Township Planning Commission held a public hearing to consider a zoning ordinance text amendment to section 201 “Definitions” in order to consider amends to the zoning ordinance to more clearly define “Boarding/Rooming Houses” and “Family” as it pertains to our land use regulations.

During the public hearing, no public comments were received by the Commission in relation to the proposed ordinance amendment and in turn, the Commission filed the following motion recommending approval of the proposed amendment to the Board of Trustees:

A motion was made by Commissioner Krieg, supported by Commissioner Eldridge to recommend approval to the Board of Trustees the proposed Zoning Ordinance Text amendment, amending Article II, Section 201 “Definitions” of the Township Zoning Code in order to add the definition of “Rooming House” and to further amend the definition of “Family” as provided in the Carlisle-Wortman correspondence dated July 13, 2016.

The motion carried unanimously.

That being said, staff respectfully requests the Board approve the first reading of ordinance 2016-471 amending Zoning Ordinance Section 201 “Definitions” to include a definition of a Boarding/Rooming House and to more clearly define “Family” as it relates to land use regulation noted within the zoning code.

Should anyone have any questions, concerns or comments relating to the proposed amendment, please feel free to contact me and I will be happy to discuss the proposed amendment with you.

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

Memorandum

To: Planning Commission
From: Joe Lawson, Planning Director
Date: September 27, 2016
Re: Proposed Zoning Ordinance Text Amendment
Amend Definition of Rooming House and Family

Please find enclosed a correspondence authored by Township Planning Consultant Ben Carlisle and addressed to OCS Director Mike Radzik and myself relating to the Township Zoning Ordinance Definitions of Rooming Houses and Family.

Mr. Carlisle was requested to review our current definitions in order to consider if there was language that would better clarify and strengthen the Township's definition and regulations toward Boarding and/or rooming houses within a single-family residential district.

Mr. Carlisle has provided a summary of his research and has provided his recommendation in the attached correspondence dated July 13, 2016.

Should the Commission agree, staff recommends that the Commission recommend approval of the amendments to section 201 "Definitions" as outline in the correspondence signed by Ben Carlisle, AICP and dated July 13, 2016.

Recommended Motion:

I move to recommend approval to the Board of Trustees the proposed Zoning Ordinance Text amendment, amending Article II, Section 201 "Definitions" of the Township Zoning Code in order to add the definition of "Rooming House" and to further amend the definition of "Family" as provided in the Carlisle-Wortman correspondence dated July 13, 2016.



605 S. Main Street, Ste. 1
Ann Arbor, MI 48104
(734) 662-2200
(734) 662-1935 Fax

TO: Michael Radzik, Director-Office of Community Standards
Joe Lawson, AICP, Planning Director

FROM: Ben Carlisle, AICP

DATE: July 13, 2016

RE: Rooming Houses and Definition of Family

The Township has been receiving complaints from long-standing single-family neighborhoods with regards to the conversion of existing single-family homes into rooming houses. A rooming house is the common term for the practice of renting a home by individual rooms to unrelated persons. Often, rooming houses are non-owner occupied. These rooming homes were originally built as a single-family residential building that has been modified, expanded, reconfigured, or reconstructed, and can alter the character of a neighborhoods.

As a basic element of zoning, a use that is not expressly permitted by the ordinance is prohibited. Specifically, Section 303.1 of the Zoning Ordinance states that “no use of land shall be permitted in any use district except those uses specifically set forth in the district.” A rooming house is not a permitted use in a single family zoning district. However, other than the current definition of *Family*, which is used to regulate size and relationships in a single-family home, there are no other zoning regulations to regulate rooming houses. We have been asked to review the current definition of *family* and provide an opinion whether amendments are necessary to strengthen to the ongoing restriction of rooming houses in single-family zoning districts.

Current Definition

The current definition of Family: *A single individual or a number of individuals domiciled together whose relationship is of a continuing nontransient, domestic character and who are cooking and living together as a single, nonprofit housekeeping unit. This shall not include any society, club, fraternity, sorority, association, lodge, coterie, hospice, organization, or group of students or other individuals whose relationship is of a transitory or seasonal nature or for anticipated limited duration of school terms or other similar determinable period.*

In the current definition of family, specific housing types are listed as not meeting the definition of family; *society, club, fraternity, sorority, association, lodge, coterie, hospice, organization, or group.* Based on the current definition of family, we find that rooming houses do not meet the meet the definition of family because they are rented by people who pay separate rent to the landlord and do not live together as a single, nonprofit housekeeping unit. While we find that the current definition of family is sufficient to regulate rooming houses, we recommend amending the definition of family and adding the definition of a rooming house.

Recommended Definition:

Please note that recommended language is underlined.

Family:

1. *A single individual or a number of individuals domiciled together whose relationship is of a continuing nontransient, domestic character and who are cooking and living together as a single, nonprofit housekeeping unit. related by the bonds of consanguinity, marriage, or adoption, together with servants of the principal occupants and not more than one (1) additional unrelated person, with all of such individuals being domiciled together as a single, domestic, housekeeping unit in a dwelling. ~~This shall not include any society, club, fraternity, sorority, association, lodge, coterie, hospice, organization, or group of students or other individuals whose relationship is of a transitory or seasonal nature or for anticipated limited duration of school terms or other similar determinable period.~~*
2. *The functional equivalent of the domestic family, that is, persons living together in a dwelling unit whose relationship is of a permanent and distinct character and is the functional equivalent of a domestic family, with a demonstrable and recognizable bond which constitutes the functional equivalent of the bonds which render the domestic family a cohesive unit. This definition shall not include any rooming house, society, club, fraternity, sorority, association, lodge, coterie organization or group whose association is temporary or seasonal in character or nature. For the purposes of enforcement, it is presumed that a functional equivalent of a domestic family is limited to six (6) or fewer persons.*

Add the following definition for Rooming House:

Rooming House: *A residential building where rooms or suites of rooms are rented, under separate concurrent rental agreements for compensation, by arrangement for definite periods, where the renters use common facilities, such as hallways and bathrooms. A rooming house shall not include hotels, motels, apartment houses, tourist homes, one-family dwellings, two and multi-family dwellings or fraternity and sorority houses.*

We find that by strengthening the definition of family, including adding rooming house to the list of uses that do not qualify as family, and adding the definition of rooming house to remove any ambiguity regarding the use, will ensure the ongoing restriction of rooming houses in single-family districts.

Please let me know if there are additional questions.

Yours Truly,



CARLISLE/WORTMAN ASSOC., INC.
Benjamin R. Carlisle, LEED AP, AICP

**CHARTER TOWNSHIP OF YPSILANTI
PLANNING COMMISSION
MINUTES OF THE OCTOTBER 25, 2016 REGULAR MEETING
DRAFT**

The regular meeting was called to order by Chair John Reiser at approximately 6:3p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

Commissioners Present: John Reiser – Chair; Sally Richie – Vice Chair; Laurence Krieg – Secretary; Stan Eldridge; Michael Randall; and Bill Sinkule.

Commissioners Absent: Gloria Peterson

Others in Attendance: Joe Lawson, Planning Director; Denny McLain, Township Attorney

APPROVAL OF THE SEPTEMBER 27, 2016 WORK SESSION MINUTES AND THE OCTOBER 11, 2016 SPECIAL MEETING MINUTES.

Commissioner Krieg noted that a line on page 3 in the October 11th minutes needed clarification. Commissioner Richie's comment regarding "it", needed to be identified as the wall product "cement fiberboard".

A motion was made by Commissioner Krieg, supported by Commissioner Richie to approve the minutes of the September 27, 2016 Work Session and the October 11, 2016 Special Meeting as corrected. The motion carried unanimously.

APPROVAL OF THE AGENDA

A motion was made by Commissioner Sinkule, supported by Commissioner Richie to approve the agenda. The motion carried unanimously.

PUBLIC HEARINGS AND PLANS FOR REVIEW

- a. PUBLIC HEARING – MS. ERINN WILLIAMSON – 8157 STARLING CT – SPECIAL CONDITIONAL USE – GROUP DAYCARE HOME – TO CONSIDER THE SPECIAL CONDITIONAL USE PERMIT APPLICATION OF MS. ERINN WILLIAMSON TO PERMIT THE ESTABLISHMENT OF A GROUP DAYCARE HOME, PROVIDING CARE FOR UP TO 12 CHILDREN WITHIN THE RESIDENTIAL STRUCTURE LOCATED AT 8157 STARLING COURT, PARCEL K-11-27-305-283.**

Joe Lawson, Planning Director reviewed the application. He noted the township ordinance and state law both have certain requirements for such use and pointed out that of those items the applicant meets all except one, the fencing of the rear yard. No less than a four-foot minimum chain link fence is required for the outdoor play area. He noted that Ms. Williamson wanted to get a feeling on whether or not this might get approved before they spent the money to install a fence. At present, there is still no fence. His office has received several emails from neighboring property owners and Homeowner's Association members stating concerns with this requested use. They mention that this type of business could create an increase in traffic that is prohibited by the Homeowner's Association Bylaws. He noted that the commission does not have the responsibility to enforce community bylaws, but he wanted to make sure the emails were made a part of the public hearing record.

PUBLIC HEARING OPEN at 6:40pm

Dawn McCrary stated she was representing several of the neighbors on Starling Court who could not attend this evening. They are worried about additional traffic in the neighborhood, especially because this is on a court. She noted that the governing documents of the neighborhood Bylaws prohibit this. She had copies of the Bylaws with her.

Attorney McLain stated if applicant installed a fence and came back to the Planning Commission in total compliance he would advise the commission that they must grant the permit.

The Planning Commission took no action.

a. PUBLIC HEARING - ZONING ORDINANCE TEXT AMENDMENT – TO CONSIDER A RECOMMENDATION TO THE TOWNSHIP BOARD TO AMEND ZONING ORDINANCE ARTICLE II, SECTION 201 “DEFINITIONS” OF THE TOWNSHIP ZONING CODE IN ORDER TO DEFINE “ROOMING HOUSE” AND “FAMILY”.

The public hearing opened at 7:02pm

There were no public comments

The public hearing closed at 7:02pm

Mr. Lawson provided a brief overview of the text amendment and stated Carlisle-Wortman, Township Planning Consultant had reviewed the information and recommended the changes. He read into the record that the Rooming House shall be defined “as a residential building where rooms or suites of rooms are rented under separate concurrent rental agreements for compensation, by arrangement for definite periods, where the renters use common facilities such as hallways and bathrooms. He noted they would be removing some of the wording, and inserting the definition of a family as “the functional equivalent of a domestic family, that is, persons living together in a dwelling unit whose relationship is of a permanent and distinct character, and is the functional equivalent of a domestic family...” Mr. Lawson said this went along with the rooming house changes, so that if someone is renting rooms out to people they found on Craig’s List, that is not defined as a single family, and would be in violations of approved uses within a single family residential district. Mr. Lawson further stated a Bed & Breakfast would be a non-permitted use. Discussion followed regarding parking options, zoning requirements and permitted uses.

Commissioner Reiser questioned the wording regarding the definition of family.

Mr. Lawson responded by reading from the bottom of page two “for the purposes of enforcement it is presumed that a functional equivalent of a domestic family is limited to six or fewer persons”. He noted that it does not say anything about having to be blood related.

Discussion followed on the wording and what constituted the ‘functional equivalent of family’.

Commissioner Richie stated she was still confused about the difference of renting rooms as opposed to having two co-workers sharing the whole house.

Attorney McLain noted that he thinks it would be acceptable if they are acting and living as a family, sharing chores and meals as a family would, but they don’t have to be related.

A motion was made by Commissioner Krieg, seconded by Commissioner Eldridge, to recommend approval to the Board of Trustees the proposed Zoning Ordinance Text amendment, amending Article II, Section 201 “Definitions” of the Township Zoning Code in order to add the definition of “Rooming House” and to further amend the definition of “Family” as provided in the Carlisle-Wortman correspondence dated July 13, 2016. The motion carried unanimously.

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



Assessor's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 487-4927
Fax: (734) 484-5159

Charter Township of Ypsilanti

Date: October 20, 2016

To: Karen Lovejoy Roe,
Ypsilanti Township Clerk

From: Brian McCleery,
Assistant Assessor

Subject: Approval to Enter into Negotiations to Sell Township owned property.

K-11-21-180-005 – Hubbard Ave

I am requesting approval to enter into negotiations to sell the above parcel currently owned by Ypsilanti Township. This property is a vacant parcel that Ypsilanti Township acquired from Washtenaw County after it failed to sell at the 2013 Tax Sale. This is a parcel that has been identified by our office as a potential property to sell.

I have been contacted by two separate individuals that are interested in purchasing this property. The first is an adjacent owner that recently purchased their property from the 2016 Washtenaw County Tax Sale. The second would like to buy the property in order to build a home on it.

The Assessor's Office will prepare a market valuation for the property in order to arrive at an estimated market value. I am requesting approval to start the negotiations at the appraised value and work with potential purchasers in order to arrive at a Fair Market Value for the properties.

This property has two platted lots with an overall dimensions of 80' x 120' and does not have any existing road frontage. If sold to the adjacent owner, the sales agreement would stipulate that the purchaser will combine the property with the adjacent parcel they own. Also the sales agreement will stipulate that the purchaser will install a private road and run water and sewer lines from Huron River Dr. to the property in order to build. There will be a stipulation in the agreement that the property will be for residential use only and developed as an owner occupied home.

Attached you will find aerial photograph maps and a record card of the parcel. If you have any questions or need any information, please contacting me.



-004
71.45 Ac.

-001
48.23 Ac.

-002
29.38 Ac.

-001
28.56 Ac.

-005
20 Ac.

-001
25.99 Ac.

-006
5.815 Ac.

-032
4.68 Ac.

-025
2.63 Ac.

-026
2.74 Ac.

-040
5.40 Ac.

-012
2.69 Ac.

-013
2.63 Ac.

-014
2.03 Ac.

-016
2.75 Ac.

-017
2.75 Ac.

-041
5.68 Ac.

-042
2.64 Ac.

-043
2.64 Ac.

-044
2.64 Ac.

-002
3.24 Ac.

-051
3.29 Ac.

-052
2.68 Ac.

-047
10.38 Ac.

-048
19.51 Ac.

-002
29.54 Ac.

-001
27.92 Ac.

-001
2.66 Ac.

-027
4.49 Ac.

-053
12.39 Ac.

-044
14.74 Ac.

-050
5.28 Ac.

-003
17.25 Ac.

-004
8.18 Ac.

-005
18.87 Ac.

-001
86.12 Ac.

-002
20.11 Ac.

-006
7 Ac.

-015
7.5 Ac.

-016
7.5 Ac.

-017
6 Ac.

-030
7.86 Ac.

-028
2.38 Ac.

-029
3.52 Ac.

-026
3.32 Ac.

-008
2.5 Ac.

-015
2 Ac.

-034
1.284 Ac.

-049
2.11 Ac.

-001
4.88 Ac.

-002
2.5 Ac.

-001
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-014
2.42 Ac.

-012
3.12 Ac.

-011
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-010
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-007
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-003
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-002
2.42 Ac.

-001
2.42 Ac.

-002
6.24 Ac.

-013
5.24 Ac.

-801
2.64 Ac.

-802
2.64 Ac.

-803
2.64 Ac.

-804
2.64 Ac.

-045
3.0 Ac.

-046
3.0 Ac.

-800
3.22 Ac.

-002
40 Ac.

-001
80 Ac.

-800
3.22 Ac.



-002
K-11-21-400-002
29.54 Ac.

-001
K-11-21-400-001
27.92 Ac.

-001
K-11-22-300-001
86.12 Ac.

-003
K-11-21-400-003
17.25 Ac.

-004
K-11-21-400-004
6.19 Ac.

VALLEY VIEW DR
HURON RIVER DR

FAIRCRES

VALLEY VIEW DR

HURON RIVER DR

DAYTONA AVE

HUBBARD AVE

TIMOTHY AVE

CANTON AVE

BOYNTON AVE

DAYTONA AVE

GRANT AVE

LINCOLN AVE

CANTON AVE

HUNTINGTON AVE

CAREN DR

MEADOWVIEW ST

RAMBLEWOOD ST

B. MEADOWVIEW CT



-001

K-11-21-400-001

27.92 Ac.

-001
K-11-21-181-001

DAYTONA AVE

-002
K-11-21-180-002

HUBBARD AVE

-001
K-11-21-400-001

TIMOTHY AVE

-001
K-11-21-401-001

-002
K-11-21-402-002

CANTON AVE

-006
K-11-21-401-006

BOYNTON AVE

-003
K-11-21-404-003

AVE

-006
K-11-21-180-006

-006
K-11-21-180-006

AVE

-001
K-11-21-406-001

-001
K-11-21-403-001

IN AVE

-001
K-11-21-407-001

ON AVE

-007
K-11-21-400-007

E

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
WASHTENAW COUNTY TREASURE	CHARTER TWP OF YPSILANTI	0	11/05/2013	QC	COUNTY SALE	5013/395	AFFIDAVIT	100.0
KOERNKE, PHYLLIS	MAXWELL, CLAUSEL L.	55,000	07/10/2000	WD	ARMS-LENGTH	3958/201	AFFIDAVIT	100.0

Property Address	Class: EXEMPT COUNTY, CI	Zoning: R4 SI	Building Permit(s)	Date	Number	Status
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HUBBARD AVE	School: LINCOLN SCHOOL DISTRICT					
	P.R.E. 0%					

Owner's Name/Address	MAP #: R 080 024 00					
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CHARTER TWP OF YPSILANTI	2017 Est TCV Tentative					
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	Improved	X	Vacant	Land Value Estimates for Land Table 00050.CADILLAC HEIGHTS						
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Public Improvements				* Factors *						
Description	Frontage	Depth	Front	Depth	Rate	%Adj.	Reason	Value		

	FRONT FOOT	80.00	120.00	1.0000	1.0000	346	40	NO ROAD ACCESS	11,072
	80 Actual Front Feet, 0.22 Total Acres							Total Est. Land Value =	11,072

Tax Description	X	Dirt Road	X	Vacant	Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value
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YP# 46-113 LOTS 122 & 123 CADILLAC HEIGHTS SUBDIVISION.		Gravel Road									
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Comments/Influences		Paved Road									
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		Storm Sewer									
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		Sidewalk									
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		Water									
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		Sewer									
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	X	Electric									
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	X	Gas									
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		Curb									
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		Street Lights									
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		Standard Utilities									
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		Underground Utils.									
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		Topography of Site									
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	X	Level									
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		Rolling									
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		Low									
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		High									
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		Landscaped									
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		Swamp									
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		Wooded									
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		Pond									
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		Waterfront									
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		Ravine									
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		Wetland									
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		Flood Plain									
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	Who	When	What	2017	EXEMPT	EXEMPT	EXEMPT			EXEMPT
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				2016	EXEMPT	EXEMPT	EXEMPT			EXEMPT
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				2015	0	0	0			0
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				2014	0	0	0			0
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*** Information herein deemed reliable but not guaranteed***

CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2016-44
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 in 2015 and 2016, a 1.5% increase was given, the same as AFSCME, Teamsters and non-union employees; and

WHEREAS per their contracts, all AFSCME and Teamster employees will receive a 1.5% increase in 2017; 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 from \$78,226.79 to \$79,400.19; and

BE IT FURTHER RESOLVED that elected officials' wages will be paid bi-monthly per our auditor's recommendation.

CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2016-45
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 in 2015 and 2016, a 1.5% increase was given, the same as AFSCME, Teamsters and non-union employees; and

WHEREAS per their contracts, all AFSCME and Teamster employees will receive a 1.5% increase in 2017; 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 from \$78,226.79 to \$79,400.19; and

BE IT FURTHER RESOLVED that elected officials' wages will be paid bi-monthly per our auditor's recommendation.

CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2016-46
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 in 2015 and 2016, a 1.5% increase was given, the same as AFSCME, Teamsters and non-union employees; and

WHEREAS per their contracts, all AFSCME and Teamster employees will receive a 1.5% increase in 2017; 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 from \$78,226.79 to \$79,400.19; and

BE IT FURTHER RESOLVED that elected officials' wages will be paid bi-monthly per our auditor's recommendation.

**CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2016-47**

ESTABLISH TOWNSHIP TRUSTEES' SALARY

WHEREAS, a new policy was adopted at the October 18, 2016 Township Board meeting that included compensation for Township Trustees;


NOW THEREFORE BE IT RESOLVED that the salary of the office of Trustee will be \$0 annually.

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



Supervisor's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 481-0617
Fax: (734) 484-0002
www.ytown.org

TO: Township Board
FROM: Brenda L. Stumbo, Supervisor 
DATE: October 25, 2016
RE: Changes to Township Trustees' Salary

Per the Attendance Policy that was adopted by the Township Board on October 18, 2016, Trustees will no longer be paid a salary, but instead be paid on a per meeting basis (\$625 per meeting).

Therefore, Resolution No. 2016-47 sets the salary of the office of Trustee at \$0, per the Michigan Townships Association.

tk

RESOLUTION NO. 2016-48

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 in 2015 and 2016, they received a 1.5% increase, the same as AFSCME and Teamster employees; and

WHEREAS in 2017, AFSCME and Teamsters employees will again receive a contractual 1.5% increase; and

NOW THEREFORE BE IT RESOLVED that the salaries for administrative and confidential employees are recommended to be as follows for 2017:

	2010 Total Salary	2011 Total Salary	2012 Total Salary	2013 Total Salary	2014 Total Salary	2015 Total Salary	2016 Total Salary	2017 Total Salary
Deputy Supervisor	\$53,306	\$ 53,306	\$53,306	\$53,306	\$ 54,954	\$ 55,778	\$ 56,615	\$ 57,464
Note 1 Neighborhood Watch Coordinator	\$ -	\$ 7,800	\$ 7,800	\$ 7,800	\$ 7,800	\$ 10,000	\$ 10,000	\$ 19,008
Deputy Clerk	\$53,306	\$ 53,306	\$53,306	\$53,306	\$ 54,954	\$ 55,778	\$ 56,615	\$ 57,464
Deputy Treasurer	\$53,306	\$ 53,306	\$53,306	\$53,306	\$ 54,954	\$ 55,778	\$ 56,615	\$ 57,464
Human Resource Generalist II	\$52,405	\$ 54,905	\$54,905	\$52,404	\$ 54,026	\$ 54,839	\$ 55,662	\$ 56,497
Quality Assurance Specialist	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,750	\$ 51,511
Accounting Director	\$80,489	\$ 70,000	\$70,000	\$70,000	\$ 70,630	\$ 71,689	\$ 72,765	\$ 73,856
Assessor	\$28,700	\$ 40,000	\$40,000	\$35,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Building Director	\$74,823	\$ 74,823	\$74,823	\$74,823	\$ 77,137	\$ 77,137	\$ 74,000	\$ 75,110
Planning Director	\$ -	\$ 65,000	\$65,000	\$65,000	\$ 66,950	\$ 67,954	\$ 68,974	\$ 70,009
Recreation Services Manager	\$73,239	\$ 73,239	\$73,239	\$73,239	\$ 75,504	\$ 60,000	\$ 60,900	\$ 61,814
Hydro Operator	\$53,690	\$ 53,690	\$53,690	\$53,690	\$ 55,301	\$ 56,131	\$ 56,973	\$ 57,828
Fire Chief	\$74,690	\$ 74,690	\$74,690	\$74,690	\$ 77,000	\$ 79,310	\$ 80,500	\$ 81,708
Police Services Administrator	\$79,528	\$ 79,528	\$79,528	\$79,528	\$ 81,988	\$ 83,218	\$ 84,466	\$ 85,733
OCS Executive Administrator	\$ -	\$ -	\$ 0	\$ 0	\$ -	\$ 60,000	\$ 60,900	\$ 61,814
Note 2 14B District Court Judge	\$45,724	\$ 45,724	\$45,724	\$45,724	\$ 45,724	\$ 45,724	\$ 45,724	\$ 45,724
Magistrate/Court Administrator	\$45,000	\$ 45,000	\$67,258	\$67,258	\$ 67,863	\$ 68,881	\$ 69,914	\$ 70,963
Court Administrator	\$56,070	\$ 56,070	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -
Secretary/Court Recorder	\$49,241	\$ 49,241	\$49,241	\$49,241	\$ 49,241	\$ 49,980	\$ 50,729	\$ 51,490
Secretary/Court Recorder	\$49,241	\$ 49,241	\$49,241	\$49,241	\$ 49,241	\$ 49,980	\$ 50,729	\$ 51,490
Residential Services Director	\$81,104	\$ 81,104	\$81,104	\$81,104	\$ 83,612	\$ 84,866	\$ 86,139	\$ 87,431
Golf Course Superintendent	\$77,520	\$ 75,194	\$75,194	\$75,194	\$ 75,194	\$ 75,194	\$ 76,322	\$ 77,467
Golf Operations Director	\$48,892	\$ 48,892	\$48,892	\$48,892	\$ 54,892	\$ 50,000	\$ 50,750	\$ 50,750

Note 1 - Additional duties assigned to Supervisor and Deputy Supervisor.

Note 2 - Reimbursed half of salary by the State of Michigan.

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2016-56

FEE SCHEDULE AND VALUATION DATA FOR BUILDING, ELECTRICAL, PLUMBING, MECHANICAL, SIGN AND BIKE PATH PERMITS

WHEREAS, Section 6 and 22 of Act 230 of the Public Acts of 1972, being the State Construction Code Act of 1972 provides for the establishment and collection of fees; and

WHEREAS, Article II of the Buildings and Building Regulations Code of the Charter Township of Ypsilanti assures responsibility for the administration and enforcement within the township of the State Construction Code Act of 1972 as amended, and the building, plumbing, mechanical, and electrical codes promulgated thereunder, as amended; and

WHEREAS, the Township Board has established other permits to be administered by the Building Department and establishes fees for said permits; and

WHEREAS, the Township Board last reviewed Mechanical, Electrical and Plumbing permit fees on March 16, 2004 and Building permit fees on December 16, 2014.

NOW, THEREFORE, BE IT RESOLVED that the attached said fees, valuation data and inspection policy are hereby established.

BE IT FURTHER RESOLVED that all previous resolutions regarding fees or valuation data for building, electrical, plumbing, mechanical, sign or bike path permit fees are hereby revoked.

BE IT FURTHER RESOLVED that Resolution 2016-56 shall become effective January 1, 2017.

FEE SCHEDULE AND VALUATION DATA FOR BUILDING, ELECTRICAL, PLUMBING, MECHANICAL, SIGN AND BIKE PATH PERMITS

**An administrative investigative fee of \$100 shall be assessed
if a permit was not obtained prior to the commencement of work**

2016 BUILDING PERMIT FEE SCHEDULE

Minimum Fee	\$50.00
Contractor Registration Fee.....	\$15.00
All Re-Inspection Fees	\$50.00
Permit Cancellation Fee	\$25 or 25% (whichever is greater)
Special Inspection	\$50
• After Hours Inspection (per hr. – 2-hr. minimum).....	\$55

FEE SCHEDULE BASED ON IMPROVEMENT COSTS AS FOLLOWS

- \$1.00 - \$3,000 \$50.00
- Each \$1,000 (or part of) over \$3,000 \$10.00

Improvement cost shall be determined by applying the following building valuation data. The most recent International Code Council's Building Valuation Data may be viewed at www.iccsafe.org/codes-tech-support/.../building-valuation-data/

Exceptions:

- Deck Valuation Costs per Square Foot..... \$20.00
- Basement Finish Valuation Costs per Square Foot..... \$30.00
- Roofing Valuation Costs per Square (100 square feet) \$200.00
- Siding Valuation Costs per Square (100 square feet) \$200.00

All other items not provided for in the Building Valuation Data shall bear reasonable costs to actual value, (not material costs) and are subject to the review and possible adjustment of the Building Official.

PLAN REVIEWS

- New Single Family Residential..... \$50.00
- All other residential projects..... \$25.00
- Multi-Family, Commercial, Industrial: \$300 or 25% of building permit fee, whichever is greater
- Outside Plan Review Cost times 1.2

TEMPORARY CERTIFICATES OF OCCUPANCY

- One and Two-family Residential \$75.00
- Multi-family, Commercial, Industrial \$250.00

RE-OCCUPANCY (NON-RESIDENTIAL)

- Inspection and Certificate \$75.00

Other:

Zoning Permit shall be \$50.00 minimum (Signs face change, fences, driveways, and sheds over 100 square feet)

Code Inspections shall be a minimum of \$50.00 per inspection per trade.

BIKE PATH PERMITS

The bike path permit is a one-time charge, at the time of issuing building permits for new construction of homes, multi-family, commercial, and industrial buildings. These permit fees shall be used to pay for the costs of installing, constructing and maintaining the bike paths throughout the Township.

Fee Schedule as follows:

- \$501.00 to \$10,000..... \$35.00
- \$10,001 to \$50,000.....\$30.00 + \$5.00 for each \$1,000, or part thereof over \$10,000
- \$50,001 to \$100,000...\$50.00 + \$3.50 for each \$1,000, or part thereof over \$50,000.00
- \$100,001 and above.....\$67.50 + \$1.00 for each \$1,000, or part thereof over \$100,000

SECTION 6 - NEW CONSTRUCTION INSPECTIONS REQUIREMENTS

ELECTRICAL: SINGLE-FAMILY RESIDENTIAL

- Temporary Service, Rough Insp., Final Insp., and Permanent Service shall be required.
- A permanent/auxiliary generator will require a final inspection.

ELECTRICAL: MULTI-FAMILY, COMMERCIAL, AND INDUSTRIAL

- For a multiple-family structure or multi-tenant commercial or industrial buildings, a rough and final inspection shall be required for each designed unit in such a structure.
- For all other buildings of this class, inspections shall be required for each visit required from the electrical inspector. The inspector shall estimate the number of visits required.
- A separate inspection shall be required for a temporary service and final service.

MECHANICAL: SINGLE-FAMILY RESIDENTIAL

- Rough mechanical inspection, if applicable, final mechanical inspection and gas line, (if applicable), shall be required for each heating system. Gas line pressure test shall also be required. A rough fireplace and final fireplace shall be required for each heating system. A separate inspection shall be required for each cooling system. A heating or cooling unit without a distribution system shall require one inspection. A mobile home shall require two inspections, gas line and final.
- A permanent/auxiliary generator will require a final inspection.

MECHANICAL: MULTIPLE-FAMILY, COMMERCIAL, AND INDUSTRIAL

- Each heating and/or cooling unit shall require one inspection. Each heating and/or cooling unit with a distribution system shall require an additional inspection provided, however, that a combined distribution system shall only require one inspection. Where an underground inspection is required, an additional inspection shall be charged per building.
- A fireplace in a multiple-family building shall also require a rough fireplace and final fireplace inspection.
- Refrigeration units of one horsepower or greater shall require one inspection per unit plus one inspection for each distribution system.

PLUMBING: SINGLE-FAMILY RESIDENTIAL

- Requires five (5) inspections: water /sewer service, sump line, underground plumbing, rough plumbing and final plumbing.

PLUMBING: MULTIPLE-FAMILY, COMMERCIAL, AND INDUSTRIAL

- Each unit in a multiple-family structure or in a multi-tenant structure shall require a rough and final inspection. An additional inspection for underground plumbing shall be required for each unit in a strip center. A multiple-family structure or multi-tenant building shall require an additional inspection for underground plumbing at the rate of one inspection per building/unit. An additional inspection shall be required for water and sewer service.
- All other commercial and industrial buildings shall be charged at a rate of one inspection for each visit required from the plumbing inspector. The inspector shall estimate the number of visits required.

BUILDING: ALL CONSTRUCTION

Building inspections shall follow the schedule below to the extent applicable:

- Basement Footing (setback per zoning req.) = before footing is poured
- Foundation Wall Reinforcement (when required)
- Backfill = before foundation wall is backfilled and before the slab floors are poured with sill plates in place and anchor bolts.
- Garage Footing = before footing is poured.
- Garage slab = prior to the pouring of concrete slab with sub base and forms installed
- Basement Slab = prior to pouring of concrete slab with sub base and vapor barrier in place and provisions for a passive radon system have been installed.
- Rough = before any framing is covered and after rough electrical, plumbing, and mechanical inspections have been approved, and any masonry flashing has been installed.
- Insulation = prior to covering insulation.
- Drywall = before drywall is taped.
- Fireplace = Masonry - when damper and first flue liner are in place.
- Porch slab - prior to pouring concrete slab with forms installed.
- Brick Flashing
- Final = after final electrical, mechanical, and plumbing have been approved.
- Lot Grade = verifying lot grade per grade certificate and master grading plan if within larger development and prior to lot stabilization.
- Final Certificate of Occupancy = after all inspections are approved and prior to occupancy. May take approximately 5 business days to process.
- Lot stabilization = after lot grade is approved to insure disturbed ground is stabilized to prevent soil erosion.

2016 ELECTRICAL PERMIT FEE SCHEDULE

Administration Fee (non-refundable)	\$25
Minimum Permit Fee	\$50
Exception – Re-connection for Furnace/AC & Signs.....	\$30
Permit Cancellation Fee	\$25 or 25% (whichever is greater)
Special Inspection	\$50
• After Hours Inspection (per hr. – 2-hr. minimum).....	\$55
Circuits	
• General (Lighting/Power) Dedicated/Special Equipment (each)	\$10
Lighting Fixtures (up to 25)	\$10
Pools	\$50
Service (New, changes, etc.)	
• Up to 400 AMP	\$50
• Over 400 AMP	\$65
• Interruptible.....	\$35
Feeders/Bus Ducts	
• First 100'	\$20
• Each Additional 100'	\$10
Transfer Switches (Automatic/Manual)	
• Up to 100 AMP	\$30
• Over 100 AMP	\$45
Motors/Generator/Power Units/Inverters/Wind Turbines/HVAC Units	
• Up to 20 HP or KVA	\$25
• 21-50 HP or KVA	\$30
• Over 50 HP or KVA.....	\$35
Fire Alarms	
• Alarm Devices (Horns/Strobes).....	\$10
• Heat/Smoke Detectors	\$4
• Panel	\$15

2016 PLUMBING PERMIT FEE SCHEDULE

Administration Fee (non-refundable)	\$25
Minimum Permit Fee	\$50
Exception – Water Heater Replacement.....	\$30
Permit Cancelation Fee	\$25 or 25% (whichever is greater)
Special Inspection	\$50
• After Hours Inspection (per hr. – 2-hr. minimum).....	\$55
All Fixtures (per fixture)	\$10
• Including sumps, drains, stacks, hose bibbs, sinks, water closets and all water connected appliances	
Residential Water Heater	\$30
Commercial Water Heater	\$50
Backflow Preventer	
• Up to 2”	\$10
• Over 2”	\$30
Water Distribution (Inside of building)	
• Up to 2”	\$25
• Over 2”	\$35
Water Service (Outside of building)	
• Up to 2”	\$25
• Over 2”	\$35
Back Flow Preventer for Irrigation.....	\$50
Sub Soil Drainage System.....	\$25
Sewer & Drains (Sanitary/Storm)	
• Up to 8”	\$30
• Over 8”	\$50
Medical Gas System.....	\$50
Contractor Registration.....	\$15

2016 MECHANICAL PERMIT FEE SCHEDULE

Administration Fee (non-refundable)	\$25
Minimum Permit Fee	\$50
Exception – Water Heater Replacement.....	\$30
Permit Cancellation Fee	\$25 or 25% (whichever is greater)
Special Inspection	\$50
• After Hours Inspection (per hr. – 2-hr. minimum).....	\$55
New Fire Sprinkler System Plan Review.....	\$300.00
Fire Sprinkler Limited Area Plan Review (up to 20 heads	\$100.00
(Add-On, Replacement or Alteration)	
Fire sprinkler Limited Area Plan Review (> 20 heads)	\$100.00 + \$.75/head
(Add-On, Replacement or Alteration)	
Fire Sprinkler Hydrostat Test	\$100.00
Kitchen Hood System Plan Review and Wet Test	\$125.00
Paint Booth Plan Review and Test	\$125.00
Furnace/Boiler.....	\$50.00
Resident Water Heater	\$30.00
Swimming Pool Heater/Boiler	\$40.00
Commercial Water Heater	\$50.00
Make-up Air Unit/Air Handlers	\$40.00
Gas Fired Appliances	\$30.00
(including but not limited to: gas, logs, lights, pre-fab units	
Wall Furnaces/Room Heater	\$30.00
Wood/Coal Burning Equipment	\$50.00
Kitchen/Bath Exhaust Fans	\$25.00
Heat Pumps/Air Conditioners (including split system).....	\$30.00
Humidifiers/Air Cleaners	\$20.00
Duct/Additions, Alterations – Residential	\$25.00
Duct/Additions, Alterations – Commercial.....	\$30.00
Residential Duct System	\$40.00
Commercial Duct System	\$60.00
Fire Dampers (each).....	\$10.00
Chimney Damper	\$10.00
V.A.V. Boxes	\$20.00
Unit Heaters/PTAL Units	\$20.00

GAS/PROCESS PIPING

New Installation (each opening).....	\$10.00
Gas Pressure Test.....	\$30.00
LP Gas System & Storage.....	\$50.00
Commercial Gas Piping.....	\$45.00
Residential Unit/Hydronic Hearing.....	\$30.00
Chillers	\$35.00
Cooling Towers	\$35.00
Compressors.....	\$35.00
Generators	\$35.00

Building Valuation Data – June 2016

The International Code Council is pleased to provide the following Building Valuation Data (BVD) for its members. Please be advised that the BVD is normally updated at six-month intervals, but the BVD normally provided in February was delayed. The next BVD will be issued in August, per our normal schedule. ICC strongly recommends that all jurisdictions and other interested parties actively evaluate and assess the impact of this BVD table before utilizing it in their current code enforcement related activities.

The BVD table provides the “average” construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2015 *International Building Code* (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

This degree of precision is sufficient for the intended purpose, which is to help establish permit fees so as to fund code compliance activities. This BVD table provides jurisdictions with a simplified way to determine the estimated value of a building that does not rely on the permit applicant to determine the cost of construction. Therefore, the bidding process for a particular job and other associated factors do not affect the value of a building for determining the permit fee. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the permit fee because the cost of related code enforcement activities is not directly affected by the bid process and results.

Building Valuation

The following building valuation data represents average valuations for most buildings. In conjunction with IBC Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. Again it should be noted that, when using this data, these are “average” costs based on typical construction methods for

each occupancy group and type of construction. The average costs include foundation work, structural and nonstructural building components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

Permit Fee Multiplier

Determine the Permit Fee Multiplier:

1. Based on historical records, determine the total annual construction value which has occurred within the jurisdiction for the past year.
2. Determine the percentage (%) of the building department budget expected to be provided by building permit revenue.
- 3.

$$\text{Permit Fee Multiplier} = \frac{\text{Bldg. Dept. Budget} \times (\%)}{\text{Total Annual Construction Value}}$$

Example

The building department operates on a \$300,000 budget, and it expects to cover 75 percent of that from building permit fees. The total annual construction value which occurred within the jurisdiction in the previous year is \$30,000,000.

$$\text{Permit Fee Multiplier} = \frac{\$300,000 \times 75\%}{\$30,000,000} = 0.0075$$

Permit Fee

The permit fee is determined using the building gross area, the Square Foot Construction Cost and the Permit Fee Multiplier.

$$\text{Permit Fee} = \text{Gross Area} \times \text{Square Foot Construction Cost} \times \text{Permit Fee Multiplier}$$

Example

Type of Construction: IIB

Area: 1st story = 8,000 sq. ft.

2nd story = 8,000 sq. ft.

Height: 2 stories

Permit Fee Multiplier = 0.0075

Use Group: B

1. Gross area:
Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.
2. Square Foot Construction Cost:
B/IIB = \$160.26/sq. ft. Permit Fee:
Business = 16,000 sq. ft. x \$160.26/sq. ft x 0.0075
= \$19,231

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

Square Foot Construction Costs^{a, b, c, d}

Group (2015 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	226.92	219.10	213.80	205.04	192.95	187.36	198.56	176.18	169.73
A-1 Assembly, theaters, without stage	207.97	200.15	194.85	186.09	174.15	168.55	179.61	157.38	150.92
A-2 Assembly, nightclubs	177.89	172.85	168.07	161.49	151.98	147.78	155.80	137.68	132.99
A-2 Assembly, restaurants, bars, banquet halls	176.89	171.85	166.07	160.49	149.98	146.78	154.80	135.68	131.99
A-3 Assembly, churches	209.94	202.13	196.83	188.07	176.32	170.72	181.59	159.54	153.09
A-3 Assembly, general, community halls, libraries, museums	175.12	167.31	161.01	153.25	140.50	135.90	146.77	123.72	118.27
A-4 Assembly, arenas	206.97	199.15	192.85	185.09	172.15	167.55	178.61	155.38	149.92
B Business	181.12	174.43	168.67	160.26	146.18	140.70	153.97	128.34	122.72
E Educational	192.29	185.47	180.15	172.12	160.72	152.55	166.18	140.46	136.18
F-1 Factory and industrial, moderate hazard	108.98	103.99	97.83	94.17	84.37	80.56	90.16	69.50	65.44
F-2 Factory and industrial, low hazard	107.98	102.99	97.83	93.17	84.37	79.56	89.16	69.50	64.44
H-1 High Hazard, explosives	102.01	97.02	91.86	87.20	78.60	73.79	83.19	63.73	N.P.
H234 High Hazard	102.01	97.02	91.86	87.20	78.60	73.79	83.19	63.73	58.67
H-5 HPM	181.12	174.43	168.67	160.26	146.18	140.70	153.97	128.34	122.72
I-1 Institutional, supervised environment	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
I-2 Institutional, hospitals	304.80	298.11	292.36	283.95	268.92	N.P.	277.65	251.09	N.P.
I-2 Institutional, nursing homes	211.20	204.51	198.75	190.34	177.26	N.P.	184.05	159.42	N.P.
I-3 Institutional, restrained	206.08	199.38	193.63	185.22	172.62	166.14	178.93	154.78	147.16
I-4 Institutional, day care facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
M Mercantile	132.61	127.57	121.79	116.21	106.35	103.15	110.52	92.05	88.36
R-1 Residential, hotels	182.28	175.70	170.83	162.68	150.87	146.84	162.68	135.49	131.23
R-2 Residential, multiple family	152.86	146.27	141.41	133.25	122.04	118.01	133.25	106.66	102.41
R-3 Residential, one- and two-family	143.93	139.97	136.51	132.83	127.95	124.61	130.57	119.73	112.65
R-4 Residential, care/assisted living facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
S-1 Storage, moderate hazard	101.01	96.02	89.86	86.20	76.60	72.79	82.19	61.73	57.67
S-2 Storage, low hazard	100.01	95.02	89.86	85.20	76.60	71.79	81.19	61.73	56.67
U Utility, miscellaneous	77.82	73.48	69.04	65.52	59.23	55.31	62.58	46.83	44.63

- Private Garages use Utility, miscellaneous
- Unfinished basements (all use group) = \$15.00 per sq. ft.
- For shell only buildings deduct 20 percent
- N.P. = not permitted

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

MEMORANDUM

To: Karen Lovejoy Roe, Clerk

From: Mike Radzik, OCS Director
Alex Mamo, Chief Building Official

Cc: Brenda Stumbo, Supervisor

Date: October 24, 2016

Subject: Request to Approve Fee Schedule and Valuation Data for Building, Electrical, Plumbing, Mechanical, Sign and Bike Path Permits

It is the request of the Office of Community Standard that the attached fee schedule and valuation data for Building, Electrical, Plumbing, Mechanical, Sign and Bike Path Permits be approved, effective January 1, 2017.

Charter Township of Ypsilanti Board of Trustees last reviewed Mechanical, Electrical and Plumbing permit fees on March 16, 2004 and Building permit fees on December 16, 2014.

Please place this item on the November 1, 2016 board meeting agenda for consideration by the board.

Attachment

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

Clerk's Office

7200 S. Huron River
Drive
Ypsilanti, MI 48197
Phone: (734) 484-4700
Fax: (734) 484-5156

MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Karen Lovejoy Roe, Clerk *KLR*

Date: October 24, 2016

Subject: ***Request to Set a Public Hearing for the Creation of a Streetlight Special Assessment District for the Tremont Subdivision.***

Property owners in the Tremont Subdivision have successfully completed the petition process by obtaining signatures from more than 50% of the homeowners in the subdivision to convert the current streetlights to LED and add an additional fifteen (15) streetlights in the subdivision.

The next step in this process is to set a public hearing for the creation of the streetlight special assessment district for the above updates. We would request this public hearing to be scheduled for Tuesday, December 6, 2016 at approximately 7:00pm. The Clerk's office will be notifying all homeowners in the Tremont Subdivision of this hearing.

Should you have any questions, please contact my office.

lrg

cc: Files

OTHER BUSINESS

AUTHORIZATIONS AND BIDS

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

Treasurer's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-1002
Fax: (734) 484-5155

MEMORANDUM

To: Karen Lovejoy Roe, Clerk

From: Larry J. Doe, Treasurer

Date: October 25, 2016

Subject: ***Request to wave the financial policy and approve the quote from Ann Arbor Audio, in the amount of \$20,908.00 as a single-source provider, budget in line item #101.265.000.977.000***

For some time now, there have been sound and recording issues with the microphones and speaker system in the boardroom. The current system is old and has needed to be replaced for many years. This improvement was approved in the 2016 budget.

A quote has been received from Ann Arbor Audio, in the amount of \$20,908.00 to upgrade this system. The microphones would no longer be voice activated and would contain a mute button, which would eliminate the feedback that is currently experienced. This is most noticeable enhancement that would be made to the system.

Ann Arbor Audio is the sole company that has worked on problems with our system for several years and is included on the Township's Annual Contracts and Renewals.

The request is to wave the financial policy and approve the quote from Ann Arbor Audio, in the amount of \$20,908.00 as a single-source provider.

Please place this item on the November 1, 2016 agenda for consideration by the Board.

ANN ARBOR AUDIO

8000 KENSINGTON CT.
BRIGHTON, MI 48116

PHONE: (810) 220-1000
FAX: (810) 220-1010

CONTACT: John Malek, jmalek@annarbaud.com



PROPOSAL

VERSION:	1.2
DATE:	9/21/2016
PROJECT:	16-2623
CUST ID:	612

PROJECT NAME:

TO: Charter Township of Ypsilanti
7200 South Huron River Drive
Ypsilanti, MI 48197

ATTN: Larry Doe
EMAIL: ldoe@ytown.org

PHONE: 734-544-3910

Council Room Sound System Service Wired and Wireless Microphones B

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	9	Replacement Sennheiser Wired 15" Tabletop Gooseneck Microphones with illuminated "mute-unmute" switch in attached base; cardioid directional mic capsule to minimize interference from adjacent talkers and room reflections; windscreen to reduce close-up "popping" from talkers; Replacement 9 channel mic snake from Council Desk Mic locations to new Wall Rack location in Projection Rm	641.00	5,769.00
2	2	Replacement Shure Wireless Call-to-the-Public & Presenter; Handheld; 1.92-1.93GHz operating frequency band; super cardioid directional mic capsule to minimize interference from room reflections; rechargeable Lithium Ion batteries included; aluminum Mic Stand is adjustable with one hand	615.00	1,230.00
3	1	Replacement Shure Wireless Access Point for 2 channels of wireless mic transmitters; 2 channels of Network Interface functionality for audio output to DSP input; 2 mic channels of desktop recharging/docking station functions	2,648.00	2,648.00
4	1	Replacement BiAmp Tesira DSP incorporating gain sharing auto-mixer functions for all mic inputs to allow a more controlled output volume level for all talkers; with audio input from wireless microphone Network Interface output; Netgear AVB TSN Network Switch; Analog record out capabilities for meeting minutes	2,969.00	2,969.00
5	1	Replacement JBL Control Series Pair of Loudspeakers w/ eight 2" Drivers for Optimal Speech Intelligibility; Black finish: 21" T X 4" W x 6" D to be mounted along the outer side of the Board Council Console facing the audience area & one 2 ch. 80 Watts per channel amplifier	1,280.00	1,280.00
A/V EQUIPMENT TOTAL:				13,896.00
INSTALLATION MATERIALS AND GROUND SHIPPING:				1,167.00
LABOR FOR RELOCATION OF EXISTING RACK, INSTALLATION OF NEW EQUIPMENT, WRLS SYSTEM SETUP CONFIG, PROGRAMMING AND SYSTEM DIAGRAM:			N/A	5,845.00
APPROVED SIGNATURE:		_____		
DATE:		_____		
PO#		_____		

TOTAL: \$20,908.00

PAYMENT TERMS: NET 20 DAYS WITH PURCHASE ORDER

PROPOSAL IS VALID FOR 20 DAYS

Thank you for contacting Ann Arbor Audio.

Sales Tax of 6% will be added where applicable.
A³ will invoice for stored materials.

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



Supervisor's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 481-0617
Fax: (734) 484-0002
www.ytown.org

TO: Township Board

FROM: Brenda L. Stumbo, Supervisor *Brenda*

DATE: October 28, 2016

RE: Request for printing/mailing of postcards to notify residents of MDOT informational meeting regarding US-12/Dorset improvements

MDOT has agreed to hold an informational meeting on Monday, November 28, 2016 at the Township Civic Center to provide an update on the planned improvements for the US-12/Dorset corridor. The meeting will be held at 6:30 p.m. in the Board Room.

We are requesting the Board to authorize mailing the attached postcard to residents in the area, with the cost not to exceed \$1,600. Funds are available in line item 101-267-000-730-000 for postage costs and 101-267-000-900-000 for the printing/mailing service.

If you have any questions, please let me know.

tk

Attachment

SAVE THE DATE!

Informational Meeting on US-12/Dorset Improvements

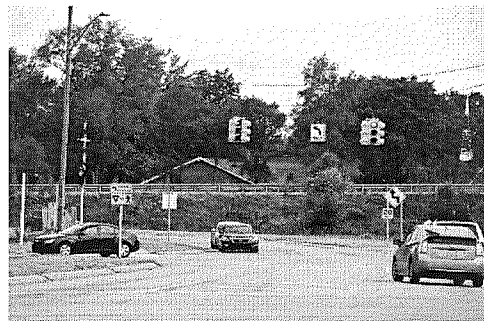
Monday, November 28, 2016—6:30 p.m.

Ypsilanti Township Civic Center Board Room

An informational meeting will be held with MDOT (the Michigan Department of Transportation) on Monday, November 28, 2016 at 6:30 p.m. to review the US-12/Dorset improvement project and right sizing of the expressway.

For information on the project, please visit the MDOT website at <http://www.michigan.gov/mdotstudies>.

Seating is limited to 190 so please RSVP by calling (734) 481-0617 or by emailing bstumbo@ytown.org.





Supervisor's Office

Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

**Public informational
meeting on proposed
improvements to
US-12 between Dorset
Avenue, Washtenaw
County, and Ecorse
Road, Wayne County;
and Wiard Road
between Tyler Road
and US-12,
Washtenaw County**