

CHARTER TOWNSHIP OF
YPSILANTI BOARD OF TRUSTEES

Supervisor

BRENDA L. STUMBO

Clerk

KAREN LOVEJOY ROE

Treasurer

LARRY J. DOE

Trustees

STAN ELDRIDGE

HEATHER JARRELL ROE

MONICA ROSS WILLIAMS

JIMMIE WILSON, JR.

November 19, 2019

Work Session – 5:00 p.m.

Regular Meeting – 7:00 p.m.

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

DEPARTMENTAL REPORTS

14-B District Court

Monthly Disbursements

September 2019

Revenue received as a Fine for violation of a State Statute is disbursed to the Washtenaw County Treasurer, for library purposes.

Revenue received as a Fine for violation of a Township Ordinance and all Court Costs are disbursed to the Ypsilanti Township Treasurer. Local revenue also includes Probation oversight fees and Bond Forfeitures.

Revenue received as State Filing Fee, State Court Fund, Justice System Fund, Juror Compensation, Crime Victims Rights Fund and Dept. of Natural Resources Judgment Fee is forwarded to the State Treasurer.

Money received as Garnishment Proceeds, Criminal Bonds, Restitution, and Court Ordered Escrow are deposited in the Escrow Account of the Court.

All other revenues are transferred to the Ypsilanti Township Treasurer.

September 2019 Disbursements:

Washtenaw County:	\$ 3,251.96
State of Michigan:	\$ 45,994.32
Ypsilanti Township Treasurer:	\$126,001.97

TOTAL: \$ 175,248.25

YPSILANTI TOWNSHIP FIRE DEPARTMENT
MONTHLY REPORT

SEPTEMBER 2019

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	19 Fire Fighters
1 Fire Marshal	3 Shift Lieutenants	1 Clerk III / Staff Support

All fire department response personnel are licensed as Emergency Medical Technicians by the State of Michigan Public Health. During the month, the fire department responded to 350 requests for assistance. Of those requests, 204 were medical emergency service calls, with the remaining 146 incidents classified as non-medical and/or fire related.

Department activities for the month of September, 2019:

- 1) The Public Education Department participated in the following events:
 - a) Truck Demonstration @ GM Open House
 - b) Truck Demonstration @ Bethesda Bible Church
 - c) Truck Demonstration @ Ypsi Friends Church Community Picnic
 - d) Smoke Alarms: 760 Nash (2), 6966 Bunton (2), 612 Greenlawn (2), & 2791 Appleridge (2)
 - e) Car Seat fittings for U of M Buckle Up program
- 2) Fire fighters attended 14 neighborhood watch meetings
- 3) Fire fighters received training in the following areas:
 - a) Hose Load
 - b) Valuing Diversity & Inclusion
 - c) Wiard's Haunted House

The Fire Marshal had these activities / events for the month of September, 2019:

- 1) Fire Investigations: 1
- 2) Plan Reviews: 2
- 3) Building Inspections: 11
- 4) Sprinkler Inspections: 3
- 5) Staff & Command class – week long
- 6) Meetings: 2
- 7) Valuing Diversity & Inclusion class

The Fire Chief attended these meetings / events for the month of September, 2019:

- 1) Fire Inspectors conference
- 2) WAMAA
- 3) Contracted Residential Service Dept. for tile work at HQ Fire Station
- 4) Created Specifications for Capital Improvement projects
- 5) Completed annual physicals for personnel
- 6) Civil Service Commission meeting
- 7) Quarterly Fire Dispatch meeting with HVA
- 8) Contract negotiation prep meeting
- 9) Meeting with Interstate Restoration representative
- 10) EAP Managers meeting (Uliance)
- 11) Negotiation for new Firefighter Union Contract
- 12) Alarm System meeting with Lake Shore Apartment management
- 13) Initial Inspection of Citgo Station
- 14) 9-11 Service at Bethesda Bible Church
- 15) Presented 2020 Budget to Township Board
- 16) Valuing Diversity & Inclusion class

There was 0 injuries and 0 deaths reported this month for civilians.

There was 0 injuries and 0 deaths reported this month for fire fighters.

This month the total fire loss, including vehicle fires, is estimated at ***\$90,100.00***. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 09/05/2019	214 S Hewitt	\$ 0.00 (outside rubbish)
2) 09/05/2019	2125 S Congress	\$ 0.00 (outside rubbish)
3) 09/06/2019	I-94 @ MM 186	\$ 2,000.00 (mobile property)
4) 09/06/2019	Textile @ Rawsonville	\$ 0.00 (vehicle)
5) 09/07/2019	433 S Huron	\$ 0.00 (Mutual Aid – City of Ypsilanti)
6) 09/07/2019	808 N River	\$ 0.00 (Mutual Aid – City of Ypsilanti)
7) 09/07/2019	7945 Rawsonville	\$ 76,000.00 (building)
8) 09/14/2019	1621 Whittier	\$ 0.00 (Mutual Aid – City of Ypsilanti)
9) 09/15/2019	923 W Michigan	\$ 0.00 (Mutual Aid – City of Ypsilanti)
10)09/16/2019	801 Harriett	\$ 0.00 (Mutual Aid – City of Ypsilanti)
11)09/17/2019	50 Laporte	\$ 0.00 (vehicle)
12)09/18/2019	1260 Holmes #7	\$ 11,500.00 (building)
13)09/18/2019	215 Aveline	\$ 600.00 (cooking)
14)09/21/2019	I-94 @ Grove	\$ 0.00 (Mutual Aid – City of Ypsilanti)
15)09/22/2019	8783 Aqua Lane	\$ 0.00 (outside rubbish)

Respectfully submitted,

Rhonda Bates, Clerical Support Staff
Charter Township of Ypsilanti Fire Department

Attachment: Image Trend Incident Type Report (Summary): 09/01/2019 – 09/30/2019

Ypsilanti Township - Incident Type Report (Summary)
monthly

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
Incident Type Category (FD1.21): 1 - Fire						
111 - Building fire	6	1.71%	84000.00	3500.00	87500.00	97.11%
113 - Cooking fire, confined to container	2	0.57%	0.00	600.00	600.00	0.67%
130 - Mobile property (vehicle) fire, other	1	0.29%	2000.00		2000.00	2.22%
131 - Passenger vehicle fire	3	0.86%				
150 - Outside rubbish fire, other	1	0.29%				
151 - Outside rubbish, trash or waste fire	2	0.57%	0.00	0.00	0.00	0.00%
Total: 15		Total: 4.29%	Total: 86000.00	Total: 4100.00	Total: 90100.00	Total: 100.00%
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
300 - Rescue, EMS incident, other	12	3.43%				
311 - Medical assist, assist EMS crew	41	11.71%				
320 - Emergency medical service, other	28	8.00%				
321 - EMS call, excluding vehicle accident with injury	100	28.57%				
322 - Motor vehicle accident with injuries	13	3.71%				
324 - Motor vehicle accident with no injuries.	10	2.86%				
Total: 204		Total: 58.29%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
410 - Combustible/flammable gas/liquid condition, other	1	0.29%				
411 - Gasoline or other flammable liquid spill	2	0.57%				
424 - Carbon monoxide incident	3	0.86%				
440 - Electrical wiring/equipment problem, other	4	1.14%				
444 - Power line down	7	2.00%				
Total: 17		Total: 4.86%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 5 - Service Call						
500 - Service call, other	2	0.57%				
510 - Person in distress, other	1	0.29%				
511 - Lock-out	2	0.57%				
522 - Water or steam leak	1	0.29%				
541 - Animal problem	1	0.29%				
551 - Assist police or other governmental agency	3	0.86%				
552 - Police matter	2	0.57%				
553 - Public service	2	0.57%				
554 - Assist invalid	2	0.57%				
561 - Unauthorized burning	3	0.86%				
Total: 19		Total: 5.43%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 6 - Good Intent Call						
600 - Good intent call, other	4	1.14%				
611 - Dispatched and cancelled en route	56	16.00%				
622 - No incident found on arrival at dispatch address	4	1.14%				
651 - Smoke scare, odor of smoke	1	0.29%				
653 - Smoke from barbecue, tar kettle	1	0.29%				
Total: 66		Total: 18.86%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 7 - False Alarm & False Call						
700 - False alarm or false call, other	7	2.00%				
730 - System malfunction, other	2	0.57%				
733 - Smoke detector activation due to malfunction	3	0.86%				

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
735 - Alarm system sounded due to malfunction	2	0.57%				
740 - Unintentional transmission of alarm, other	1	0.29%				
743 - Smoke detector activation, no fire - unintentional	4	1.14%				
744 - Detector activation, no fire - unintentional	1	0.29%				
745 - Alarm system activation, no fire - unintentional	5	1.43%				
746 - Carbon monoxide detector activation, no CO	4	1.14%				
	Total: 29	Total: 8.29%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
	Total: 350	Total: 100.00%	Total: 86000.00	Total: 4100.00	Total: 90100.00	Total: 100.00%

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**Charter Township of Ypsilanti
Hydro Station**

**7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 544.3690
Fax: (734) 544.3626**

www.ytown.org

Date: November 7, 2019
To: Clerk's Office
CC: Brenda Stumbo, Supervisor
From: Michael Saranen, Operation Manager

Subject: Departmental Report (activities in October 2019)

Activities:

Ford Lake Dam

General Operation Summary:

The Hydro Station continues to operate safely and continues to get routine safety inspections and preventive maintenance. Operators had 6 after hour call-ins for August.

Average precipitation for the month of October is around 2.3", this year it was about 4.41" and production for the month was well above average. For the year, production currently is up 30% above average.

Regulatory:

For 2019-

- update DSSMP
- DSSMR, **Filed**
- Owners Dam Safety Program Review – Complete
- EAP Functional Exercise – filed with FERC Complete
- EAP annual update and test- Started
- EAP Training
- Part 12- recommendation plan (coordinating actions)
- WQ Report (Draft Report at State) Started
- Nuisance Plant Plan Report (filed with FERC) Complete
- Wildlife Plan Report - Started
- Historical Activity Report (Filed with FERC) Complete
- Gate Certification (Filed with FERC) Complete
- Security Review - Complete
- FERC Annual Safety inspection - Complete
- Spillway Assessment (received final Report, filed with FERC)
- Annual DEQ Lake Operation Monitoring Report- (filed with FERC) Complete

Projects:

River Coordination (No New Information)

Dropping of Belleville Lake has not happened as of November 7, 2019.

Operation Summary

2019	October	YTD	5 Year Ave.
Precipitation total (inches) ¹	4.41	32.45	30.2
Days Online	30.7	299.6	357.1
Generation MWH (estimated)	986.490	10,017.096	9,530.5
Generation MWH lost (estimated)*	9.6	1,002.911	422.9

After Hour Call In

Water levels	6	63	32.4
Mechanical/Electrical	0	3	4.0
Other	0	1	4.2
Totals	6	67	41.0

Recent History	2014	2015	2016	2017	2018
Precipitation total (inches)	34.3	25.3	29.6	27.3	34.6
Days Online	355.0	345.0	359.5	362.0	364.2
Generation MWH (estimated)	9,746.0	7,723.0	8,803.4	10,744.9	10,635.0
Generation MWH lost (estimated)*	643.2	419.1	229.8	269.6	552.9

After Hour Call In

Water levels	43	32	31	26	30
Mechanical/Electrical	7	1	4	5	3
Other	15	1	2	3	0
Totals	67	34	37	34	33

¹ Preliminary totals from NOAA for Detroit

*losses related to scheduled & unscheduled maintenance and water quality discharges.

Gate Spilling Summary:

Releasing water from the sluice gates is primary to maintain lake level when flow exceeds the powerhouse. At certain times, we can use the gates to help keep the lake mixing to maintain oxygen levels (effectiveness depends on a number of factors) at the bottom of the lake.

The water quality monitoring begins on June 1st and will end on September 30th; operators monitor the water quality conditions and take readings as outline in the WQ Plan. The hydro discharges from the bottom gates to maintain run of river and/or help with water quality in Ford Lake. The Federal License requires we pass water with a minimum of 5mg/l of dissolved oxygen all the time. Therefore, spilling from the bottom gates in the summer for improving the lake is not always possible.

Sluice Gate Usage Summary:

Current Year 2019	Current Year Days Spilled	Current Year Lost KWh*	Current Year Lost \$*	Prior Yr. Lost \$*
January	.4	0	0	0
February	2.3	0	0	0
March	18.5	0	0	0
April	13.9	0	0	0
May	27	0	0	0
June	30	39,201	823	6,466
July	25.9	220,940	9,653	3,461
August	0	0	0	0
September	0	0	0	0
October	1.5	0	0	0
November				0
December				0
Totals	119.5	260,141	\$ 10,476	\$ 9,927

*estimated losses from diverting water away from generators for the **purpose improving WQ.**

Sargent Charles Dam

This dam continues to get routine safety inspections and appropriate maintenance.

The Sargent Charles Dam received a 5 year inspection 2018, it was conducted by the State of Michigan. A formal report was received, the report list actions that need to be continued and new items to be address. The department has addressed those items listed on the report.



WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL sheriffinfo@ewashtenaw.org

MARK A. PTASZEK
UNDERSHERIFF

To: Brenda Stumbo, Ypsilanti Township Supervisor
From: Nancy Hansen, Police Services Lieutenant
Cc: Mike Radzik, Ypsilanti Township Police Administrator & Ypsilanti Township Board
Mike Marocco, WCSO Acting Police Services Commander
Date: November 8, 2019
Re: October 2019 Police Services Monthly Report

SUMMARY:

In October 2019, there were 3549 calls for service in Ypsilanti Township. A 10% increase in calls for service as compared to October 2018.

OPERATIONS

During October 2019, Patrol Operations responded to calls for service, conducted traffic enforcement and community engagement duties in pursuit of our total policing philosophy.

A continued area of concern during October was the increase of larcenies and stolen vehicles, several of which were the result of unlocked vehicles. Statistically we had a 28% increase of larcenies compared to October 2018 (60 this year / 47 last year). There were also several more stolen vehicles, 23 compared to 2 in October 2018. A majority of these stolen vehicles were the result of the spare keys being left inside the vehicle and the vehicles being left unlocked. ***These are crimes of opportunity where the perpetrator simply tries the vehicle door handle to see if it is unlocked and then steals whatever is inside, including the car. A locked vehicle is the best deterrent.***

YOUTH INITIATIVE

The Sheriff's Office continues to partner with courts, probation and social services to ensure that there is accountability beyond Sheriff's Office contact with the offenders that are consistently involved in crimes. From a year to date perspective, comparing 2019 to the same period in 2018, our juvenile offenses and complaints are down 26% and our runaway complaints are down 50%, 5 in October 2019 compared to 10 in October 2018.

COMMUNITY ACTION TEAM

The purpose of the CAT team is to respond to situations involving or with a nexus of drugs, guns or violence. The team focuses on the timely assessment and response to tips they receive from our community and community problems identified through crime pattern analysis.

CAT collaboration with the Michigan Department of Corrections in reference to parole compliance contributes to effective monitoring and management of parolees who live in our community. Timely and efficient response to tips regarding parolee misconduct combined with regular unannounced home visits are expected by the parolees that reside in Ypsilanti Township and surrounding areas.

For any violent crime tips related to guns, gang activity or violence in general please call 734-661-9034.

NIXLE

As a reminder for residents they can sign up for “Up-to-the-minute updates” from the Washtenaw County Sheriff’s Office by email or cell phone at www.nixle.com

HOUSE WATCH

If you plan on being gone for a period of time sign your house up for house checks. The house watch form can be found at: <https://www.washtenaw.org/1743/House-Watch>

NEW FACES

The Sheriff’s Office is hiring! We continue to hire highly qualified, motivated and diverse people that are committed to pursuing our mission: Creating public safety, providing quality service, and building strong and sustainable communities.

If you are interested in joining us in serving your community in Police Services, Corrections, Communications, Emergency Services or Community Corrections please check us out at: <https://www.washtenaw.org/1124/Sheriff>

We have rewarding career opportunities available for those seeking a profession with a greater purpose.

Report Date / Time: 11/08/2019 08:34 AM

Period 10/01/2019 Thru 10/31/2019

For City: YPT

MONTHLY SUMMARY OF OFFENSES

CLASS	Description	All offenses that were Attempted or Completed						ARRESTS					
		All offenses that were Attempted or Completed			All offenses that were Attempted or Completed			ADULT		JUV		Totals	
		Oct/2019	Oct/2018	% CHG	YTD 2019	YTD 2018	% CHG	Oct/2019	YTD	Oct/2019	YTD	Oct	YTD
09001	MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNT	0	0	0%	2	2	0%	0	1	0	0	0	1
09002	NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTA	0	0	0%	0	1	-100.0%	0	0	0	0	0	0
10001	KIDNAPPING/ABDUCTION	0	1	-100.0%	3	4	-25.0%	0	1	0	0	0	1
10002	PARENTAL KIDNAPPING	0	1	-100.0%	3	2	50.0%	0	0	0	0	0	0
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC IST DEG	3	2	50.0%	27	25	8.0%	0	2	0	0	0	2
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DE	1	1	0%	6	4	50.0%	0	0	0	0	0	0
11003	SEXUAL PENETRATION ORAL/ANAL -CSC IST DEGRE	0	0	0%	7	2	250.0%	0	1	0	0	0	1
11004	SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGRE	1	0	0%	3	1	200.0%	0	0	0	0	0	0
11005	SEXUAL PENETRATION OBJECT -CSC IST DEGREE	0	0	0%	1	1	0%	0	0	0	0	0	0
11006	SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%	0	2	-100.0%	0	0	0	0	0	0
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	2	-100.0%	10	10	0%	0	1	0	0	0	1
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	1	-100.0%	8	12	-33.3%	0	1	0	0	0	1
12000	ROBBERY	7	3	133.3%	46	32	43.8%	2	4	0	7	2	11
13001	NONAGGRAVATED ASSAULT	43	37	16.2%	409	390	4.9%	17	127	0	0	17	127
13002	AGGRAVATED/FELONIOUS ASSAULT	22	24	-8.3%	235	214	9.8%	10	89	0	2	10	91
13003	INTIMIDATION/STALKING	4	7	-42.9%	65	50	30.0%	1	7	0	0	1	7
20000	ARSON	0	0	0%	3	7	-57.1%	0	2	0	0	0	2
21000	EXTORTION	0	0	0%	3	2	50.0%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	15	8	87.5%	128	118	8.5%	2	17	0	0	2	17
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commi	4	5	-20.0%	27	30	-10.0%	0	3	0	0	0	3
23001	LARCENY -POCKETPICKING	0	0	0%	2	0	0%	0	0	0	0	0	0
23002	LARCENY -PURSESNAATCHING	1	0	0%	3	1	200.0%	0	0	0	0	0	0
23003	LARCENY -THEFT FROM BUILDING	11	8	37.5%	109	101	7.9%	1	5	0	0	1	5
23004	LARCENY -THEFT FROM COIN-OPERATED MACHINE/	0	0	0%	12	0	0%	0	0	0	0	0	0
23005	LARCENY -THEFT FROM MOTOR VEHICLE	36	34	5.9%	337	248	35.9%	0	3	0	1	0	4
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCE	4	0	0%	44	16	175.0%	0	0	0	0	0	0
23007	LARCENY -OTHER	8	5	60.0%	99	61	62.3%	0	2	0	0	0	2
24001	MOTOR VEHICLE THEFT	21	2	950.0%	115	76	51.3%	1	5	0	2	1	7
24002	MOTOR VEHICLE, AS STOLEN PROPERTY	3	1	200.0%	20	10	100.0%	1	9	1	2	2	11
24003	MOTOR VEHICLE FRAUD	0	0	0%	1	0	0%	0	0	0	0	0	0
25000	FORGERY/COUNTERFEITING	5	1	400.0%	20	23	-13.0%	0	0	0	0	0	0
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE G	3	9	-66.7%	62	85	-27.1%	0	0	0	0	0	0

Report Date / Time: 11/08/2019 08:34 AM

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For City: YPT

MONTHLY SUMMARY OF OFFENSES

CLASS	Description	All offenses that were Attempted or Completed						ARRESTS					
								ADULT		JUV		Totals	
		Oct/2019	Oct/2018	% CHG	YTD 2019	YTD 2018	% CHG	Oct/2019	YTD	Oct/2019	YTD	Oct	YTD
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	7	4	75.0%	78	76	2.6%	0	3	0	0	0	3
26005	FRAUD -WIRE FRAUD	1	4	-75.0%	11	10	10.0%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	4	9	-55.6%	44	104	-57.7%	0	2	0	0	0	2
26008	FRAUD - HACKING/COMPUTER INVASION	0	0	0%	1	0	0%	0	0	0	0	0	0
27000	EMBEZZLEMENT	2	1	100.0%	13	15	-13.3%	0	2	0	0	0	2
28000	STOLEN PROPERTY	3	0	0%	31	16	93.8%	1	13	0	3	1	16
29000	DAMAGE TO PROPERTY	55	19	189.5%	296	239	23.8%	0	8	0	0	0	8
30001	RETAIL FRAUD -MISREPRESENTATION	4	1	300.0%	15	9	66.7%	0	1	0	0	0	1
30002	RETAIL FRAUD -THEFT	25	3	733.3%	137	114	20.2%	3	13	2	2	5	15
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%	1	1	0%	0	0	0	0	0	0
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	6	9	-33.3%	52	134	-61.2%	3	27	0	0	3	27
35002	NARCOTIC EQUIPMENT VIOLATIONS	4	2	100.0%	26	46	-43.5%	3	11	0	0	3	11
36002	SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	0%	0	1	-100.0%	0	0	0	0	0	0
37000	OBSCENITY	0	1	-100.0%	2	3	-33.3%	0	0	0	0	0	0
40001	COMMERCIALIZED SEX -PROSTITUTION	0	0	0%	0	1	-100.0%	0	0	0	0	0	0
40002	COMMERCIALIZED SEX -ASSISTING/PROMOTING PR	0	0	0%	0	1	-100.0%	0	0	0	0	0	0
52001	WEAPONS OFFENSE- CONCEALED	6	1	500.0%	30	36	-16.7%	2	16	0	0	2	16
52003	WEAPONS OFFENSE -OTHER	4	2	100.0%	21	8	162.5%	0	0	0	0	0	0
72000	ANIMAL CRUELTY	0	1	-100.0%	7	8	-12.5%	0	1	0	0	0	1
Group A Totals		313	209	49.8%	2575	2352	0.09	47	377	3	19	50	396
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	1	0	0%	7	6	16.7%	0	0	0	0	0	0
26006	FRAUD -BAD CHECKS	1	1	0%	14	13	7.7%	0	0	0	0	0	0
36003	PEEPING TOM	0	0	0%	1	0	0%	0	0	0	0	0	0
36004	SEX OFFENSE -OTHER	0	0	0%	6	3	100.0%	0	0	0	0	0	0
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	3	5	-40.0%	30	36	-16.7%	0	1	0	0	0	1
38003	FAMILY -OTHER	0	0	0%	0	2	-100.0%	0	0	0	0	0	0
41002	LIQUOR VIOLATIONS -OTHER	1	5	-80.0%	12	30	-60.0%	0	4	0	0	0	4
42000	DRUNKENNESS	0	0	0%	1	0	0%	0	1	0	0	0	1
48000	OBSTRUCTING POLICE	12	8	50.0%	85	84	1.2%	2	17	0	1	2	18
49000	ESCAPE/FLIGHT	0	0	0%	2	2	0%	0	0	0	0	0	0
50000	OBSTRUCTING JUSTICE	14	11	27.3%	135	139	-2.9%	1	23	0	0	1	23
53001	DISORDERLY CONDUCT	4	2	100.0%	20	20	0%	2	7	0	0	2	7
53002	PUBLIC PEACE -OTHER	0	1	-100.0%	3	2	50.0%	0	0	0	0	0	0

Washtenaw Co Sheriff

ORI: MI8118100

Report: CLEAR-065

Page 2 of 4

Report Date / Time: 11/08/2019 08:34 AM

Period 10/01/2019 Thru 10/31/2019

For City: YPT

MONTHLY SUMMARY OF OFFENSES

CLASS	Description	All offenses that were Attempted or Completed						ARRESTS					
		Oct/2019			Oct/2018			ADULT		JUV		Totals	
		Oct/2019	YTD 2019	% CHG	Oct/2018	YTD 2018	% CHG	Oct/2019	YTD	Oct/2019	YTD	Oct	YTD
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	35	-100.0%	4	40	-12.5%	0	0	0	0	0	0
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR	15	186	-6.3%	16	191	-2.6%	11	150	0	0	11	150
55000	HEALTH AND SAFETY	3	21	50.0%	2	21	0%	0	2	0	0	0	2
57001	TRESPASS	4	14	100.0%	2	28	-50.0%	1	5	0	0	1	5
57002	INVASION OF PRIVACY -OTHER	0	0	0%	0	1	-100.0%	0	0	0	0	0	0
58000	SMUGGLING	0	2	0%	0	0	0%	0	0	0	0	0	0
63000	VAGRANCY	0	0	0%	0	1	-100.0%	0	0	0	0	0	0
70000	JUVENILE RUNAWAY	5	51	-50.0%	10	59	-13.6%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	21	-100.0%	4	33	-36.4%	0	1	0	0	0	1
75000	SOLICITATION	0	1	0%	0	0	0%	0	0	0	0	0	0
Group B Totals		63	647	-11.3%	71	711	-0.09	17	211	0	1	17	212
2800	JUVENILE OFFENSES AND COMPLAINTS	15	203	-16.7%	18	275	-26.2%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	16	235	-23.8%	21	268	-12.3%	1	17	0	0	1	17
3000	WARRANTS	39	477	11.4%	35	567	-15.9%	26	330	0	1	26	331
3100	TRAFFIC CRASHES	112	1078	-1.8%	114	1136	-5.1%	0	0	0	0	0	0
3200	SICK / INJURY COMPLAINT	171	1635	22.1%	140	1441	13.5%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	814	7296	28.2%	635	7240	0.8%	0	0	0	0	0	0
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	8	0%	0	6	33.3%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	0	0	0%	0	0	0%	0	3	0	3	0	6
3500	NON-CRIMINAL COMPLAINTS	856	8002	15.8%	739	8426	-5.0%	0	3	0	3	0	6
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	819	9374	-6.6%	877	9298	0.8%	0	0	0	0	0	0
3800	ANIMAL COMPLAINTS	63	692	-11.3%	71	702	-1.4%	0	0	0	0	0	0
3900	ALARMS	161	1616	-3.0%	166	1701	-5.0%	0	0	0	0	0	0
Group C Totals		3066	30616	8.9%	2816	31060	-0.01	27	350	0	4	27	354
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	33	0%	0	155	-78.7%	0	0	0	0	0	0
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	2	0%	0	3	-33.3%	0	0	0	0	0	0
4200	PARKING CITATIONS	1	15	0%	0	40	-62.5%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	0	10	0%	0	9	11.1%	0	0	0	0	0	0
4500	MISCELLANEOUS A THROUGH UUUU	13	119	-31.6%	19	81	46.9%	0	1	0	0	0	1
4600	LIQUOR CITATIONS / SUMMONS	7	7	0%	0	0	0%	0	0	0	0	0	0
4900	TRAFFIC WARNINGS	0	2	0%	0	0	0%	0	0	0	0	0	0
Group D Totals		21	188	10.5%	19	288	-0.35	0	1	0	0	0	1
5000	FIRE CLASSIFICATIONS	0	4	0%	0	1	300.0%	0	0	0	0	0	0

Report Date / Time: 11/08/2019 08:34 AM
 Period 10/01/2019 Thru 10/31/2019
 For City: YPT

MONTHLY SUMMARY OF OFFENSES

CLASS	Description	All offenses that were Attempted or Completed						ARRESTS					
								ADULT		JUV		Totals	
		Oct/2019	Oct/2018	% CHG	YTD 2019	YTD 2018	% CHG	Oct/2019	YTD	Oct/2019	YTD	Oct	YTD
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	8	1	700.0%	0	0	0	0	0	0
Group E Totals		0	0	0%	12	2	5	0	0	0	0	0	0
6000	MISCELLANEOUS ACTIVITIES (6000)	59	61	-3.3%	564	450	25.3%	0	0	0	0	0	0
6100	MISCELLANEOUS ACTIVITIES (6100)	112	134	-16.4%	1243	1292	-3.8%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	3	11	-72.7%	67	61	9.8%	0	0	0	0	0	0
6500	CRIME PREVENTION ACTIVITIES	11	4	175.0%	100	156	-35.9%	0	0	0	0	0	0
6600	COURT / WARRANT ACTIVITIES	1	0	0%	9	4	125.0%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	26	6	333.3%	166	91	82.4%	0	0	0	0	0	0
Group F Totals		212	216	-1.9%	2149	2054	0.05	0	0	0	0	0	0
Totals for all Groups:		3675	3331	10.3%	36187	36467	-0.8%	91	939	3	24	94	963



YPSILANTI TOWNSHIP MONTHLY POLICE SERVICES DATA

October 2019

JERRY L. CLAYTON
SHERIFF

Incidents	Month 2019	Month 2018	% Change	YTD 2019	YTD 2018	% Change
Traffic Stops	652	739	-12%	8089	8133	-1%
Citations	472	432	9%	4862	5071	-4%
Drunk Driving (OWI)	13	8	63%	118	81	46%
Drugged Driving (OUID)	2	7	-71%	38	53	-28%
Calls for Service Total	3549	3230	10%	34684	35148	-1%
Calls for Service <i>(Traffic stops and non-response medicals removed)</i>	2528	2126	19%	22959	23180	-1%
Robberies	7	3	133%	46	32	44%
Assaultive Crimes	74	67	10%	725	648	12%
Home Invasions	12	12	0%	110	113	-3%
Breaking and Entering's	7	1	600%	45	31	45%
Larcenies	60	47	28%	608	427	42%
Vehicle Thefts	23	2	1050%	113	73	55%
Traffic Crashes	83	92	-10%	884	886	0%
Medical Assists	78	70	11%	642	613	5%
Animal Complaints <i>(ACO Response)</i>	28	28	0%	421	408	3%
In/Out of Area Time	Month	YTD	+ = Positive Change - = Negative Change			
	<i>(minutes)</i>	<i>(minutes)</i>				
Into Area Time	1757	16359				
Out of Area Time	3952	42433				
Investigative Ops (DB)	35415	313384				
Secondary Road Patrol	261	8254				
County Wide	1745	10204				
	Hours Accum.	Hours Used	Balance	*Audit still being completed		
Banked Hours	336	136	397.8*			



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK KAREN LOVEJOY ROE • TREASURER LARRY DOE
TRUSTEES: STAN ELDRIDGE • HEATHER JARRELL ROE • MONICA ROSS WILLIAMS •
JIMMIE WILSON, JR.

WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI TUESDAY, NOVEMBER 19, 2019

5:00pm

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

1. REQUEST TO ENTER CLOSED SESSION FOR DISCUSSION ON NEGOTIATIONS WITH FIRE UNION LOCAL 1830
2. AGENDA REVIEW SUPERVISOR STUMBO
3. OTHER DISCUSSION BOARD MEMBERS

Closed Session

**REQUEST TO ENTER CLOSED SESSION TO DISCUSS
CONTRACT NEGOTIATIONS WITH YPSILANTI TOWNSHIP
FIREFIGHTERS UNION LOCAL 1830**

REVIEW AGENDA

- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

OTHER DISCUSSION

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



Charter Township of Ypsilanti

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JIMMIE WILSON, JR.

REGULAR MEETING AGENDA **TUESDAY, NOVEMBER 19, 2019** **7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC HEARINGS
 - A. 7:00PM – RESOLUTION 2019-46, 2020 FISCAL YEAR BUDGET
(PUBLIC HEARING SET AT THE OCTOBER 15, 2019 REGULAR MEETING)
 - B. 7:15PM – REQUEST FOR A VARIANCE TO THE PRIVATE ROAD ORDINANCE SECTION 47-29, PRIVATE ROAD DESIGN STANDARDS, SUB-SECTION (L) FOR A 780 FOOT LONG PRIVATE ROAD, EXCEEDING THE MAXIMUM LENGTH OF 600 FEET BY 180 FEET, WITHOUT A SECOND MEANS OF ACCESS TO ANOTHER ROAD SYSTEM FOR SITES ZONED R-1, SINGLE FAMILY RESIDENTIAL, LOCATED AT 6575 MUNGER RD PARCEL K-11-30-300-022, 6501 MUNGER RD. PARCEL K-11-30-300-001, 5287 MERRITT RD. PARCEL K-11-30-300-032, AND 5285 MERRITT RD. PARCEL K-11-30-300-033
(PUBLIC HEARING SET AT THE OCTOBER 30, 2019 SPECIAL MEETING)
 - C. 7:15PM - FOR A VARIANCE TO THE PRIVATE ROAD ORDINANCE SECTION 47-28.1, PRIVATE DRIVEWAY DESIGN STANDARDS, SUB-SECTION (A) FOR ONE (1) PRIVATE DRIVEWAY TO ACCESS TWO (2) LOTS ZONED R-1, SINGLE FAMILY RESIDENTIAL WHERE ONLY ONE (1) LOT CAN BE ACCESSED BY A PRIVATE DRIVEWAY FOR SITES ZONED R-1, SINGLE FAMILY RESIDENTIAL, LOCATED AT 5287 MERRITT RD. PARCEL K-11-30-300-032 AND 5285 MERRITT RD. PARCEL K-11-30-300-033
(PUBLIC HEARING SET AT THE OCTOBER 30, 2019 SPECIAL MEETING)
4. PUBLIC COMMENTS
5. CONSENT AGENDA
 - A. MINUTES OF THE OCTOBER 15, 2019 WORK SESSION AND REGULAR MEETING AND THE OCTOBER 30, 2019 SPECIAL MEETING
 - B. STATEMENTS AND CHECKS
 1. STATEMENTS AND CHECKS FOR NOVEMBER 5, 2019 IN THE AMOUNT OF \$1,422,818.70
 2. STATEMENTS AND CHECKS FOR NOVEMBER 19, 2019 IN THE AMOUNT OF \$928,794.85
 3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR OCTOBER 2019 IN THE AMOUNT OF \$28,107.87
 4. CHOICE HEALTH CARE ADMIN FEE FOR OCTOBER 2019 IN THE AMOUNT OF \$1,147.00

C. OCTOBER 2019 TREASURER'S REPORT

6. ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

NEW BUSINESS

1. REQUEST APPROVAL OF CONTRACT WITH YPSILANTI TOWNSHIP FIREFIGHTERS LOCAL 1830 UNION WITH A TERM ENDING DATE OF DECEMBER 31, 2023
2. REQUEST APPROVAL OF SALE AND TRANSFER AGREEMENT FOR RENEWABLE ENERGY CREDITS (RECS)
3. RESOLUTION 2019-51, ADOPTION OF ANNUAL EXEMPTION OPTION AS SET FORTH IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT
4. RESOLUTION 201-52, ADOPTION OF YPSILANTI TOWNSHIP GENERAL SAFETY PLAN
5. REQUEST APPROVAL OF PURCHASE AGREEMENT WITH DTE FOR THE LED CONVERSION OF ONE HUNDRED AND SEVENTY THREE (173) LIGHTS AT VARIOUS LOCATIONS THROUGHOUT YPSILANTI TOWNSHIP IN THE AMOUNT OF \$95,818.00 TO BE BUDGETED IN THE 2020 FISCAL YEAR BUDGET
6. REQUEST FOR AUTHORIZATION OF PURCHASE AGREEMENT WITH DTE FOR THE INSTALLATION OF TWO (2) 6' SUPPORT ARMS (CODE 46) AND TWO (2) 136W STOCK LED LUMINARIES WITH GRAY HOUSING TO BE LOCATED AT THE INTERSECTION OF ELLSWORTH AND GOLFSIDE IN THE AMOUNT OF \$541.29 TO BE BUDGETED IN THE 2020 FISCAL YEAR BUDGET
7. REQUEST TO WAIVE THE FINANCIAL POLICY AND AUTHORIZE THE PURCHASE OF A NSS EFORCE 26" RIDER FLOOR SCRUBBER IN THE AMOUNT OF \$12,564.00 BUDGETED IN LINE ITEM #101-265-000-777-000
8. REQUEST TO PURCHASE 96 GALLON TOWER CARTS FROM WASTE MANAGEMENT FOR THE WEST WILLOW SUBDIVISION IN THE AMOUNT OF \$75,000.00 BUDGETED IN LINE ITEM #226-226-000-971-001
9. BUDGET AMENDMENT #18

OTHER BUSINESS

PUBLIC HEARING

A. 7:00PM – RESOLUTION 2019-46, 2020 FISCAL YEAR BUDGET

Resolution No. 2019-46

Charter Township of Ypsilanti 2020 Fiscal Year Budget

WHEREAS the Township Supervisor has prepared and submitted to the Township Board the proposed budgets for calendar year 2020; and

WHEREAS the Township Board has advertised the tentative millage rates in the Washtenaw Legal News and held the public hearing on November 19, 2019 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 2020 Fiscal Year Budget by cost center, as follows:

Expenditures:

General Fund - Fund 101

101	Township Board	\$	169,126
137	Due Process		447,140
171	Supervisor		298,942
201	Accounting		341,476
202	Independent Auditing		34,500
209	Assessing		437,399
210	Legal Services		265,000
215	Clerk		730,997
227	Human Resources		412,647
247	Board of Review		3,083
253	Treasurer		448,626
265	Building Operations		674,023
266	Computer Support		788,114
267	General Services		155,400
371	Community Development		294,792
400	Planning Commission		10,110
410	Zoning Board of Appeals		4,874
446	Highways and Streets		343,994
728	Economic Development		124,394
762	RSD Administration		-
774	RSD Park and Grounds		765,776
780	RSD Storm Water Management		28,000
851	Fringes and Insurance		10,200
950	Community Stabilization		1,055,000
956	Other Functions		944,221
970	Capital Outlay		60,000
999	Other Financing Uses		402,000
Total General Fund Expenditure by Department:			\$ 9,249,834

Fire Department - Fund 206

206	Fire Department	\$	3,881,713
220	Civil Service Commission		17,165
852	Pension and Insurance		1,820,693
970	Capital Outlay		645,000
975	Federal Grant Department		-
Total Fire Department Fund by Department			\$ 6,364,571

Parks Commission - Fund 208

Total: \$ 8,822

Bike Path, Sidewalk, Recreation, Roads, Operations - Fund 212

212	BSR II-Operations	\$	813,113
970	Capital Outlay		410,000
991	Debt Service		654,500
Total BSR II Fund by Department			\$ 1,877,613

Environmental Services - Fund 226

Total: \$ 2,950,521

Recreation - Fund 230

Total: \$ 775,199

14B Court - Fund 236

Total: \$ 1,776,318

Housing & Business Inspection - Fund 248	Total:	<u>\$ -</u>
Building Department - Fund 249	Total:	<u>\$ 884,699</u>
Local Development Finance Authority - Fund 250	Total:	<u>\$ 129,164</u>
Hydro Station - Fund 252	Total:	<u>\$ 430,435</u>
Law Enforcement - Fund 266		
301 Sheriff Services		\$ 7,215,114
304 Ordinance		802,906
Total Law Enforcement Fund by Department	Total:	<u>\$ 8,018,020</u>
Debt 2006 Bond - Fund 398	Total:	<u>\$ 234,960</u>
Golf Course - Fund 584	Total:	<u>\$ 767,944</u>
Compost - Fund 590	Total:	<u>\$ 944,419</u>
Motor Pool - Fund 595	Total:	<u>\$ 248,553</u>
Nuisance Abatement - Fund 893	Total:	<u>\$ 28,097</u>
	Grand Total:	<u>\$ 34,689,169</u>

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

Revenues:

Revenues	\$ 9,054,345
Transfer-in	181,865
Appropriation of prior year fund balance	50,650
General Fund - 101	Total: <u>\$ 9,286,860</u>
Revenues	\$ 6,521,582
Transfer-in	-
Appropriation of prior year fund balance	-
Fire Department Fund - 206	Total: <u>\$ 6,521,582</u>
Revenues	\$ 6,300
Transfer-in	-
Appropriation of prior year fund balance	2,522
Parks Commission Fund - 208	Total: <u>\$ 8,822</u>
Revenues	\$ 1,530,092
Transfer-in	321,000
Appropriation of prior year fund balance	26,521
Bike Path, Sidewalk, Recreation, Roads, Operations - 212	Total: <u>\$ 1,877,613</u>
Revenues	\$ 2,817,222
Transfer-in	-
Appropriation of prior year fund balance	133,299
Environmental Services Fund - 226	Total: <u>\$ 2,950,521</u>
Revenues	\$ 306,680
Transfer-in	468,519
Appropriation of prior year fund balance	-
Recreation Fund - 230	Total: <u>\$ 775,199</u>
Revenues	\$ 1,668,724
Transfer-in	-
Appropriation of prior year fund balance	107,594
14B Court - 236	Total: <u>\$ 1,776,318</u>

Revenues	\$	-	
Transfer-in		-	
Appropriation of prior year fund balance		-	
Building Rental Inspection Fund - 248	Total:	\$	-
Revenues	\$	901,500	
Transfer-in		-	
Appropriation of prior year fund balance		-	
Building Department Fund - 249	Total:	\$	901,500
Revenues	\$	121,964	
Transfer-in		-	
Appropriation of prior year fund balance		7,500	
Local Development Finance Authority Fund - 250	Total:	\$	129,464
Revenues	\$	402,500	
Transfer-in		81,000	
Appropriation of prior year fund balance		-	
Hydro Station Fund - 252	Total:	\$	483,500
Revenues	\$	8,118,506	
Transfer-in		-	
Appropriation of prior year fund balance		-	
Law Enforcement Fund- 266	Total:	\$	8,118,506
Revenues	\$	-	
Transfer-in		129,914	
Appropriation of prior year fund balance		105,046	
Debt 2006 Bond Fund - Fund 398	Total:	\$	234,960
Revenues	\$	535,850	
Transfer-in		232,094	
Appropriation of prior year fund balance		-	
Golf Course Fund - 584	Total:	\$	767,944
Revenues	\$	570,789	
Transfer-in		-	
Appropriation of prior year fund balance		373,630	
Compost Site Fund - 590	Total:	\$	944,419
Revenues	\$	266,497	
Transfer-in		-	
Appropriation of prior year fund balance		-	
Motorpool Fund - 595	Total:	\$	266,497
Revenues	\$	28,500	
Transfer-in		-	
Appropriation of prior year fund balance		-	
Nuisance Abatement Fund - 893	Total:	\$	28,500
	Grand Total:	\$	35,072,205

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;

Levied Property Tax Revenues and Rates:

<u>Operating</u>	<u>Rate</u>	<u>Revenue</u>
General	1.0064	\$ 1,389,179 *
Fire Department	3.0649	\$ 4,230,620 *
Fire Capital	0.4949	\$ 683,133 *
Solid Waste	2.1135	\$ 2,917,360 *
Law Enforcement	5.8356	\$ 8,055,143 *
Bike Path, Sidewalk, Recreation, Roads, Operator	0.9865	\$ 1,361,711 *
Operating Total:	<u>13.5018</u>	<u>\$ 18,637,146</u>
<u>Debt</u>		
Fire Pension	1.3300	\$ 1,835,859 *
Debt Total:	<u>1.3300</u>	<u>\$ 1,835,859</u>
Grand Total:	<u>14.8318</u>	<u>\$ 20,473,004 *</u>

* Amount calculated using taxable value minus Renaissance Zone. This figure does not include any adjustments.

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	The Accounting Director estimates budget revenues from taxes that are collected, based on taxable values and projected adjustments from Board of Review, Michigan Tax Tribunal and other state approved assessment reductions like Industrial Facilities exemptions and Renaissance Zones. In the adopted 2019 budget the new Renaissance Zone for the ACM property was included in our revenue estimate, this was a mistake. A memo was sent to board members and department heads to adjust their spending accordingly if needed. For the 2020 draft budget, a 4% increase (over the YTD actual) is budgeted.
101-000-000-403-001 – ESA Reimbursement Operating	Revenue from the reimbursement for ESA (Essential Services Assessment) for personal property due to loss attributed to the small business tax payer exemption and eligible manufacturing personal property. The reimbursement is calculated by the State of Michigan and is received in February. Since the amount expected in 2020 is minimal, nothing has been budgeted in this line item, same as 2019.
101-000-000-405-000 – In Lieu of Taxes	Payment In Lieu Of Taxes (PILOT) is an agreement with Clark East Towers. Based on revenues to date and on the recommendation of our Accounting Director, it has been increased to \$11,000 for 2020.

Line Item	Explanation
101-000-000-405-100 – In Lieu of Taxes-ACM	Payment in Lieu of Taxes (PILOT) is an agreement for ACM based on capital investments. The PILOT is estimated to be \$230,000 in 2020.
101-000-000-407-001 – Property Taxes/Administration Fees	This represents the 1% administrative fee charged on property tax bills. This fee is not charged on special assessments and per state law the revenue cannot exceed the expenditures for the collection of taxes (which is cost of Treasurer’s Office) and determining taxable value and Tax Tribunal cases (which is the Assessing Office). We do not exceed expenditures. Figures provided by the Accounting Director.
101-000-000-407-007 – Street Lights	Special assessment dollars are collected to pay back the Township for installation and operations of street lights petitioned by the owners of property in a specific district. No change for 2020. Dollars are collected with winter tax bills, this is why there is currently \$0 activity.
101-000-000-417-000 – Delinquent Pers. Property Taxes	Delinquent personal property revenue collected by the Treasurer. It is recommended that this line item remain at \$1,000 for the 2020 budget.
101-000-000-445-000 – Penalties and Interest	This line item reflects penalties and interest collected from delinquent real or personal property taxes. No change for 2020.
101-000-000-451-452 – Permits Salvage Yard	Statutory annual license renewal fees for junk yards. No change for 2020.

Line Item	Explanation
101-000-000-451-453 – Permits Trailer Fee	Statutory annual fees for mobile home lots. Manufactured home park owners are taxed \$3.00 per home, \$.50 of that amount comes to the Township. No change for 2020.
101-000-000-451-454 – Permits Peddler Fee	Charges for Peddler Permits to allow vendors to sell door-to-door in the Township. Based on the year to date amount, this is reduced to \$500 for 2020.
101-000-000-451-455 – Permits Bin Collection	Charges for collection bins in the Township that are located in the business districts. No change for 2020.
101-000-000-476-483 – Dog License	Charges for dog licenses. No change for 2020.
101-000-000-574-000 – State Revenue Sharing	Annual Constitutional and Statutory State Revenues have been estimated at \$5,212,815, an increase of 3.54%.
101-000-000-607-001 – Chg for Services-Site Plan Review	Fees charged for site plan reviews. No change for 2020.
101-000-000-607-002 – Chg for Services-Board of Appeals	Previously used for fees charged for applications to the Zoning Board of Appeals. We now use 101-000-000-607-006 for these fees so this line item is being eliminated.
101-000-000-607-003 – Chg for Services-Prop Change App	Fees charged for property split applications. No change for 2020.
101-000-000-607-004 – Chg for Services-Fax,Copy & Other	Fees charged for copies. No change for 2020.
101-000-000-607-006 – Zoning Fees – Charge for Services	Fees charged for the Zoning Board of Appeals. No change for 2020.

Line Item	Explanation
101-000-000-607-012 – Chg for Services-Address Assign	Fees charged for assigning an address to a vacant parcel that is not in a subdivision. This is done through the Assessing Office and Fire Department. For 1-2 lots, the fee is \$50. For 3 or more lots, the fee is \$25 per lot. No change for 2020.
101-000-000-615-000 – Charge for Services-NSF Fees	Fees charged for checks that are returned for non-sufficient funds. No change for 2020.
101-000-000-626-633 – Passport Services	Fees charged for passport processing. No change for 2020.
101-000-000-626-637 – Administration Fees/Fire Dept.	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. Amount calculated by the Accounting Director.
101-000-000-626-638 – Administration Fees/Environ. Svcs.	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. Amount 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. Amount 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. Amount 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. Amount calculated by the Accounting Director.

Line Item	Explanation
101-000-000-626-642 – Administration Fees/Bldg. Dept.	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. Amount 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. Amount 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. Amount 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. Amount calculated by the Accounting Director.
101-000-000-641-003 – Ford Lake Hydro Station	Contract obligation for DTE to purchase electricity generated from the Hydro Station, expires in 2029. These dollars are transferred to the Hydro Fund for future capital improvements and licensing.
101-000-000-655-000 – Chrg-Nonrecording Prop Transfer	Charges for transferring property. No change for 2020.
101-000-000-655-100 – Settlements & Judgments	Funds received through a legal settlement. No change for 2020.
101-000-000-664-001 – Interest Earned	Interest earned on funds deposited at various banks. Figures provided by the Accounting Director.
101-000-000-664-003 – Net Interest Earned-Cur Tax Coll	Interest earned on current tax collection funds held. Figures provided by the Accounting Director.

Line Item	Explanation
101-000-000-667-000 – Site Lease Revenues	Previously used for lease revenues for cell towers. Since we no longer have any, reduced to \$0.
101-000-000-667-001 – Rent Income	Lease agreement with YCUA to rent building located at 2870 E. Clark Road. This is a fixed number.
101-000-000-674-000 – Reimbursement-Postage	Postage reimbursement from individuals getting passports and from employees doing a personal mailing. No change for 2020.
101-000-000-675-002 – Contribute-Streetlights & Camera	Charges for developers who pay for streetlights and cameras installation. None anticipated for 2020.
101-000-000-675-050 – Contribution – Bees	Contributions made to our honeybee initiative.
101-000-000-681-000 – Revenue-Radon Test Kit	Fees for Radon test kits. No change for 2020.
101-000-000-686-000 – Reimburs Election-County/State	Reimbursements for elections from county and state elections. Per the recommendation of the Clerk’s Office, we are budgeting \$45,000 for 2020.
101-000-000-688-100 – Reimbursement-Habitat for Humanity	Reimbursement from Habitat for Humanity for properties the Township purchases under the Right of First Refusal.
101-000-000-694-004 – Misc Revenue-Insurance Reimb	Reflects reimbursement we receive from MML after their annual audit on 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 is budgeted for 2020. We keep this line item in case funds are received.

Line Item	Explanation
101-000-000-694-010 – Misc Rev-Right of Way-Metro	Annual maintenance fees from the State of Michigan Department of Energy, Labor & Economic Growth Authority's for the Metropolitan Extension Telecommunication Right-Of-Way Oversight (METRO) Act. This is for refunds for ROW maintenance and is based on use and disposition of funds received under PA 48 of 2002. No change for 2020. Figures provided by our Accounting Director.
101-000-000-694-100 – Franchise Fees	Franchise fees from Comcast and AT&T. It is recommended by our Accounting Director that it be reduced to \$715,000 for 2020. Payments are received later in the year.
101-000-000-694-200 – Revenue-Vending Commissions	Revenues from vending machines at Civic Center, used to purchase coffee and water for meetings and for residents who come to the Township. No change for 2020.
101-000-000-697-100 – Trans In: For LEC Building	Reimbursement from Fund 266 – Law Enforcement for improvements done to the LEC Building at 1501 S. Huron Street. The total amount was \$909,324. The payment for 2020 is the same as 2019.
101-000-000-697-236 – Trans In: 14B District Court	Funds received from Fund 236 – 14B District Court. At this time, nothing budgeted for 2020.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 101 - GENERAL FUND							
Dept 000.000							
101-000.000-403.000	CURRENT PROPERTY TAXES	1,168,371	1,203,602	1,309,433	1,309,433	1,279,252	1,330,409
101-000.000-403.001	ESA REIMBURSEMENT OP	22,547	1,623	0	0	5,753	0
101-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	540	1,326	0	0	0	0
101-000.000-405.000	IN LIEU OF TAXES	10,172	10,557	10,500	10,500	11,305	11,000
101-000.000-405.100	IN LIEU OF TAX - ACM	18,337	173,131	218,256	218,256	223,798	230,000
101-000.000-407.001	PROPERTY TAXES/ADMINST. FEES	609,326	628,893	675,000	675,000	690,657	700,000
101-000.000-407.007	STREET LIGHTS	34,202	35,732	48,000	48,000	0	48,000
101-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	1,357	3,050	1,000	1,000	0	1,000
101-000.000-445.000	PENALTIES AND INTEREST	27,069	30,438	28,000	28,000	29,721	28,000
101-000.000-451.452	PERMITS SALVAGE YRD	1,375	1,025	1,250	1,250	1,325	1,250
101-000.000-451.453	PERMITS TRAILER FEE	5,497	5,909	5,000	5,000	4,662	5,000
101-000.000-451.454	PERMITS PEDDLER FEE	3,673	1,150	1,000	1,000	900	500
101-000.000-451.455	PERMITS BIN COLLECTION FEE	1,400	615	500	500	650	500
101-000.000-476.483	DOG LICENSES	8,503	9,028	7,000	7,000	7,068	7,000
101-000.000-522.000	FEDERAL GRANTS - CDBG	0	0	0	253,905	20,402	0
101-000.000-540.400	COUNTY GRANT - SPECIAL PROJECT	0	0	0	15,000	0	0
101-000.000-574.000	STATE REVENUE SHARING	4,887,854	5,004,151	5,034,441	5,034,441	4,242,467	5,212,815
101-000.000-607.001	SITE PLAN - CHG FOR SERVICES	25,336	20,055	15,000	15,000	15,426	15,000
101-000.000-607.002	BOARD APPEALS - CHG FOR SERVICES	0	0	500	500	0	0
101-000.000-607.003	PROPERTY CHANGE APP - CHG FOR SERVICES	1,675	1,350	1,000	1,000	775	1,000
101-000.000-607.004	FAX, COPY & OTHER - CHG FOR SERVICES	33	104	50	50	103	50
101-000.000-607.006	ZONING FEES - CHG FOR SERVICES	1,715	2,450	2,000	2,000	5,550	2,000
101-000.000-607.008	DEVELOPMENT AGREE ATTORNEY - S/C	2,000	0	0	0	0	0
101-000.000-607.012	ADDRESS ASSIGN - CHG FOR SERVICES	490	1,395	50	50	0	50
101-000.000-615.000	CHARGE FOR SERVICES-NSF FEES	450	690	300	300	450	300
101-000.000-626.633	PASSPORT SERVICES	21,656	18,594	13,000	13,000	19,326	13,000
101-000.000-626.637	ADMINISTRATION FEES/FIRE DEPT	66,201	69,951	74,295	74,295	61,913	74,416
101-000.000-626.638	ADMINISTRATION FEES/ENVIR SVC	13,810	22,836	21,659	21,659	18,049	21,476
101-000.000-626.639	ADMINISTRATION FEES/LAW ENFOR	28,037	27,878	37,711	37,711	31,426	39,788
101-000.000-626.640	ADMINISTRATION FEES/GOLF COUR	23,294	17,758	18,220	18,220	15,183	18,243
101-000.000-626.641	ADMINISTRATIVE FEES/COMPOST	6,272	6,548	9,251	9,251	7,709	11,876
101-000.000-626.642	ADMINISTRATION FEES/BLDG DEPT	21,076	28,030	33,431	33,431	27,859	32,992
101-000.000-626.643	ADMINISTRATION FEES/RECREATIO	25,051	19,083	19,585	19,585	16,321	19,604
101-000.000-626.644	ADMINISTRATION FEES/14B COURT	31,735	36,310	37,317	37,317	31,098	37,315
101-000.000-626.645	ADMINISTRATION FEES/HOUSING INSPECT	16,877	19,201	18,225	18,225	15,188	18,011
101-000.000-641.003	FORD LAKE HYDRO STATION	0	156,899	79,000	79,000	80,339	81,000

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
101-000.000-642.645	TOWNSHIP & PRECINTS MAPS ETC.	13	47	0	0	31	0
101-000.000-655.000	CHRG--NONRECORDING PROP XFER	3,200	5,380	2,000	2,000	11,215	2,000
101-000.000-655.100	SETTLEMENTS & JUDGMENTS	22,624	14,004	0	0	8,182	0
101-000.000-664.001	INTEREST EARNED	29,184	77,227	30,000	30,000	105,074	50,000
101-000.000-664.003	NET INTEREST EARN-CUR TAX COL	17,200	36,405	12,000	12,000	111,033	40,000
101-000.000-667.000	SITE LEASE REVENUES	823,155	204,850	18,900	18,900	0	0
101-000.000-667.001	RENT INCOME	220,000	220,000	220,000	220,000	184,076	220,000
101-000.000-673.000	SALE OF TOWNSHIP PROPERTIES	7,150	0	0	0	0	0
101-000.000-673.002	SALES OF FIXED ASSETS-EQUIP.	0	(498)	0	0	0	0
101-000.000-674.000	REIMBURSEMENTS - POSTAGE	4,932	1,674	1,500	1,500	1,762	1,500
101-000.000-674.001	EMPLOYEE REIMB-PHONES	0	1	0	0	0	0
101-000.000-675.000	CONTRIBUTIONS & DONATIONS	0	125	0	0	0	0
101-000.000-675.002	CONTRIBUTE - STREETLIGHTS & CAMERAS	14,897	10,088	0	46,310	46,309	0
101-000.000-675.050	CONTRIBUTION-BEES	1,500	5,500	1,500	1,500	1,000	500
101-000.000-675.100	REBATES & ENERGY SAVINGS CREDIT	4,326	4,885	0	0	0	0
101-000.000-675.200	WRAD & ACM CONTRIBUTION	300,000	0	0	0	0	0
101-000.000-675.300	NEXUS GAS SETTLEMENT PROCEEDS	1,145,496	0	0	0	0	0
101-000.000-681.000	REVENUE - RADON TEST KIT	790	1,015	500	500	200	500
101-000.000-686.000	REIMBURS ELECTION-CNTY/TWP/CT	54,271	0	0	40,300	33,246	45,000
101-000.000-688.100	REIMBURSEMENT - HABITAT HUMANITY	72,627	67,447	0	0	24,974	0
101-000.000-694.001	OTHER INCOME-MISCELLANEOUS	3,705	4,137	0	0	10,811	0
101-000.000-694.002	REIMBURSEMT-SMALL CLAIM PROCESSOR	447	0	0	0	171	0
101-000.000-694.004	INSURANCE REIMBURSEMENTS	14,670	10,913	0	0	11,119	0
101-000.000-694.010	MISC REV-RIGHTOFWAY- METRO	18,572	19,015	18,000	18,000	18,461	18,000
101-000.000-694.100	FRANCHISE FEES	770,481	731,923	725,000	725,000	394,549	715,000
101-000.000-694.200	REVENUE-VENDING COMMISSIONS	230	190	250	250	81	250
101-000.000-697.007	TRANSFER IN: ENVIRO CLEANUP	355,013	0	0	0	0	0
101-000.000-697.010	TRANSFER IN: STATE GRANTS	18,531	0	0	0	0	0
101-000.000-697.100	TRANS IN: FOR LEC BLDG	181,865	50,000	181,865	181,865	151,554	181,865
101-000.000-697.236	TRANSFER IN: 14B DISTRICT COURT	400,000	150,000	0	0	0	0
101-000.000-697.301	TRANSFER IN: GEN OBLIG DEBT	0	5,208	0	0	0	0
101-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	0	1,709,147	0	50,650
NET OF REVENUES/APPROPRIATIONS - 000.000 -		11,570,810	9,178,898	8,931,489	10,996,151	7,978,523	9,286,860

101 – Township Board

Expenditures

Line Item	Explanation
101-101-000-703-000 – Salaries-Elected Officials	A 2.5% increase is budgeted for the salary of Trustees, per the Board's direction.
101-101-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-101-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020.
101-101-000-719-003 – Employee Paid Health Contra	Amount employees pay toward their health care coverage. No change for 2020.
101-101-000-719-015 – Dental Benefits	We received a new 2 year guarantee with no increase in dental insurance rates.
101-101-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.

Line Item	Explanation
101-101-000-719-020 – Health Care Deduction	Cost to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
101-101-000-719-021 – Admin Fee-Health Deductible	Cost to manage card used to pay health care deductibles, administered by Clarity Benefits.
101-101-000-720-000 – Life Insurance	Our new rates for life insurance are \$226.80/year for each employee and are good through August 2020. Figures provided by Human Resources.
101-101-000-727-000 – Office Supplies	Budget supplies (binders, dividers, labels, etc.). No change requested for 2020.
101-101-000-801-000 – Professional Services	Cost for our lobbyist at GCSI (\$37,362), for Stauder Barch (\$1,100), for any repairs needed to the board room audio visual equipment (approximately \$3,000) and for the annual contract with Munetrix for Citizens Dashboard transparency (\$5,000).
101-101-000-958-000 – Membership & Dues	Membership dues for Chamber of Commerce, SEMCOG, Huron River Watershed Council, MTA, WATS and Arts Alliance. Increase budgeted to also include \$5,000 for the WRRMA (Washtenaw Regional Resource Management Authority).

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 101.000 - TOWNSHIP BOARD							
101-101.000-703.000	SALARIES - ELECTED OFFICIALS	60,000	60,000	60,000	60,000	50,000	61,500
101-101.000-715.000	F.I.C.A./MEDICARE	4,452	4,470	4,590	4,590	3,749	4,705
101-101.000-719.000	HEALTH INSURANCE	14,172	16,343	20,004	20,004	18,337	20,604
101-101.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(1,800)	(1,375)	(1,200)	(1,200)	0	(1,200)
101-101.000-719.015	DENTAL BENEFITS	786	741	816	816	680	816
101-101.000-719.016	VISION BENEFITS	171	180	197	197	164	207
101-101.000-719.020	HEALTH CARE DEDUCTION	1,877	3,054	5,915	5,915	904	5,915
101-101.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	90	83	90	90	67	90
101-101.000-720.000	LIFE INSURANCE	191	208	227	227	208	227
101-101.000-727.000	OFFICE SUPPLIES	214	218	300	300	188	300
101-101.000-801.000	PROFESSIONAL SERVICES	35,300	36,326	42,626	42,626	35,130	46,462
101-101.000-958.000	MEMBERSHIP AND DUES	20,386	20,904	24,500	24,500	16,754	29,500
NET OF REVENUES/APPROPRIATIONS - 101.000 - TOWNSHIP BOARD		(135,839)	(141,152)	(158,065)	(158,065)	(126,181)	(169,126)

137 – Due Process

Expenditures

Line Item	Explanation
101-137-000-801-007 – Attorney Fees Criminal	<p>In July of 2013 the Michigan Indigent Defense Commission (MIDC) was created by legislative Act 19 of 2013. This law requires that the MIDC establish minimum standards for the local delivery of indigent criminal defense services providing effective assistance of counsel to adults throughout this state. These minimum standards shall be designed to ensure the provision of indigent criminal defense services that meet constitutional requirements for effective assistance of counsel. These standards require a greater level of service than is provided under our current contract model. Changes include a requirement for appearance of appointed counsel at arraignment, continuing legal education, and mandatory initial client interview among other requirements. Attached is the legislation and set one of the approved minimum standards for indigent criminal defense services. The legislation as passed in 2013 requires the state to provide funding to pay for the increases in costs for delivery of indigent defense services. The amounts requested in this line item may need to be adjusted once the compliance plan is in place. This line item reflects what is referred to in the legislation as the local share. This number is derived from an average of actual amounts paid for indigent defense in 2010, 2011 and 2012. That amount was \$37,755. The baseline local share is increased annually by the lesser of 3% or the annual increase to CPI. The Township is partnering with the Washtenaw County Public defender's Office to fulfill these requirements.</p>

Line Item	Explanation
101-137-000-801-014 – Legal Services Prosecution	Due to a Public Defender's Office being located in the 14B Court, we need to budget additional funds for trials. We are estimating a 15% increase in 2020.
101-137-000-801-020 – Legal Services-Domestic Violence	Recommended to increase by 15% due to Washtenaw County Indigent Defense locating in the 14B District Court.

10/16/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 137.000 - COURT DUE PROCESS							
101-137.000-801.007	ATTORNEY FEES CRIMINAL	0	0	0	0	0	38,890
101-137.000-801.014	LEGAL SERVICES PROSECUTION	151,255	184,578	190,000	190,000	145,146	218,500
101-137.000-801.020	LEGAL SERVICES - DOMESTIC VIO	132,920	161,298	165,000	165,000	124,261	189,750
NET OF REVENUES/APPROPRIATIONS - 137.000 - COURT DUE PROCESS		(284,175)	(345,876)	(355,000)	(355,000)	(269,407)	(447,140)

101-171 Supervisor

Expenditures

Line Item	Explanation
101-171-000-703-000 – Salaries-Elected Officials	A 2.5% increase is budgeted for the Supervisor's salary in 2020, per the Board's direction.
101-171-000-705-000 – Salary-Supervision	It is recommended that the Deputy Supervisor's salary be increased by 2.5% in 2020. This annual salary is determined by the Board.
101-171-000-706-000 – Salary-Permanent Wages	Salary of full-time AFSCME Floater II/Clerk III who also does purchasing for all departments. A 2.5% contractual increase has been budgeted.
101-171-000-709-009 – Auto Allowance	Auto allowance for the Supervisor.
101-171-000-708-010 – Health Insurance Buyout	Health insurance buyout for employees who receive health insurance through another source.
101-171-000-709-000 – Regular Overtime	Overtime costs for Floater II/Clerk III position. Recommend decrease to \$100 for 2020.
101-171-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.

Line Item	Explanation
101-171-000-719-000 – Health Insurance	<p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>Even though the increase is budgeted, the amount shown is less due to one employee within the department opting out of health care and another moving to single coverage.</p>
101-171-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee and are good through August 2020. Figures provided by Human Resources.
101-171-000-719-003 – Employee Paid Health Contra	Amount employees pay toward their health care coverage. A decrease is shown due to an employee within the department opting out of health care coverage.
101-171-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>A decrease is shown due to an employee within the department moving to single coverage in 2020.</p>

Line Item	Explanation
101-171-000-719-016 – Vision Benefits	<p>Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.</p> <p>Even though the increase is budgeted, a decrease is shown due to an employee within the department moving to single coverage in 2020.</p>
101-171-000-719-020 – Health Care Deduction	<p>Cost to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.</p> <p>A decrease is shown due to one employee within the department opting out of health coverage and another moving to single coverage.</p>
101-171-000-719-021 – Admin Fee-Health Deductible	<p>Cost to manage card used to pay health care deductibles, administered by Clarity Benefits.</p> <p>A decrease is shown due to an employee within the department opting out of health coverage.</p>
101-171-000-720-000 – Life Insurance	<p>Our rates for life insurance are \$226.80/year for each employee and are good through August 2020. Figures provided by Human Resources.</p>
101-171-000-727-000 – Office Supplies	<p>No change from the 2019 original budget for 2020.</p>

Line Item	Explanation
101-171-000-860-000 – Travel	Mileage expenses for Deputy Supervisor to travel to and from meetings. No change from the 2019 original budget recommended for 2020.
101-171-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
101-171-000-956-000 - Miscellaneous	Miscellaneous expenses in the department. No change for 2020.

11/13/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 171.000 - TOWNSHIP SUPERVISOR							
101-171.000-703.000	SALARIES - ELECTED OFFICIALS	79,400	81,782	84,236	84,236	70,196	86,342
101-171.000-705.000	SALARY - SUPERVISION	57,095	53,034	60,964	60,964	47,933	62,488
101-171.000-706.000	SALARY - PERMANENT WAGES	47,480	48,907	50,354	50,354	39,688	51,616
101-171.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,279	1,636	0	0	0	0
101-171.000-708.009	AUTO ALLOWANCE	0	3,000	6,000	6,000	4,833	6,000
101-171.000-708.010	HEALTH INS BUYOUT	3,000	3,000	0	3,000	1,500	3,000
101-171.000-709.000	REG OVERTIME	25	48	200	200	12	100
101-171.000-715.000	F.I.C.A./MEDICARE	13,936	14,490	15,304	15,304	12,268	16,023
101-171.000-719.000	HEALTH INSURANCE	21,079	23,153	48,344	45,344	25,978	17,171
101-171.000-719.001	SICK AND ACCIDENT	958	742	1,146	1,146	350	1,146
101-171.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(3,600)	(2,600)	(3,000)	(3,000)	0	(1,200)
101-171.000-719.015	DENTAL BENEFITS	2,104	1,957	2,040	2,040	1,794	1,633
101-171.000-719.016	VISION BENEFITS	428	449	492	492	410	413
101-171.000-719.020	HEALTH CARE DEDUCTION	6,314	7,583	14,805	14,805	4,467	5,950
101-171.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	180	166	270	270	134	180
101-171.000-720.000	LIFE INSURANCE	594	625	680	680	624	680
101-171.000-727.000	OFFICE SUPPLIES	516	516	600	700	692	600
101-171.000-860.000	TRAVEL	983	30	200	100	97	200
101-171.000-876.000	RETIREMENT/MERS	33,086	33,167	45,000	45,000	37,500	46,500
101-171.000-956.000	MISCELLANEOUS	80	0	100	100	39	100
NET OF REVENUES/APPROPRIATIONS - 171.000 - TOWNSHIP SUPERVISOR		(264,937)	(271,685)	(327,735)	(327,735)	(248,515)	(298,942)

NARRATIVE

101-201 - Accounting

Expenditures

Line Item	Explanation
101-201-000-705-000 – Salary-Supervision	Salary of the Accounting Director. A 2.5% increase is budgeted, per the Board's direction.
101-201-000-706-000 – Salary-Permanent Wages	Cost of two (2) full-time AFSCME employees in the Accounting Department. A contractual 2.5% increase is recommended.
101-201-000-709-000 – Regular Overtime	Overtime costs in the department. No change for 2020.
101-201-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-201-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020.
101-201-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee and are good through August 2020. Figures provided by Human Resources.
101-201-000-719-003 – Employee Paid Health Contra	Amount employees pay toward their health care coverage.

Line Item	Explanation
101-201-000-719-015 – Dental Benefits	We received a new 2 year guarantee with no increase in dental insurance rates.
101-201-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.
101-201-000-719-020 – Health Care Deduction	Cost to fund the Clarity Benefits card 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	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.
101-201-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee and are good through August 2020. Figures provided by Human Resources.
101-201-000-727-000 – Office Supplies	Used to replenish office supplies, purchase checks, w-2 forms and 1099 forms. It is recommended that it be decreased in 2020.
101-201-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
101-201-000-958-000 – Membership & Dues	Memberships to the Government Finance Officers Association – National \$350 and State \$125. An additional \$25 is budgeted to cover any increase.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 201.000 - ACCOUNTING							
101-201.000-705.000	SALARY - SUPERVISION	73,846	73,980	78,354	78,354	61,753	80,313
101-201.000-706.000	SALARY - PERMANENT WAGES	97,146	100,002	103,274	103,274	81,390	105,960
101-201.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	7,583	5,473	0	4,375	3,442	0
101-201.000-709.000	REG OVERTIME	253	147	300	300	94	300
101-201.000-715.000	F.I.C.A./MEDICARE	13,226	13,446	13,895	14,230	10,713	14,273
101-201.000-719.000	HEALTH INSURANCE	52,079	57,202	70,015	70,015	64,181	72,116
101-201.000-719.001	SICK AND ACCIDENT	1,436	1,336	1,146	1,146	1,050	1,146
101-201.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(5,336)	(4,553)	(4,800)	(4,800)	0	(4,800)
101-201.000-719.015	DENTAL BENEFITS	3,104	2,918	3,747	3,747	2,675	3,747
101-201.000-719.016	VISION BENEFITS	684	718	787	787	656	826
101-201.000-719.020	HEALTH CARE DEDUCTION	8,268	14,418	17,745	17,745	2,542	17,745
101-201.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	270	250	270	270	201	270
101-201.000-720.000	LIFE INSURANCE	594	625	680	680	624	680
101-201.000-727.000	OFFICE SUPPLIES	1,718	1,349	2,400	2,400	1,459	1,900
101-201.000-876.000	RETIREMENT/MERS	33,195	33,147	45,000	45,000	37,480	46,500
101-201.000-958.000	MEMBERSHIP AND DUES	2,867	5,320	475	475	425	500
NET OF REVENUES/APPROPRIATIONS - 201.000 - ACCOUNTING		(290,933)	(305,778)	(333,288)	(337,998)	(268,685)	(341,476)

101-202 – Independent Auditing

Expenditures

Line Item	Explanation
101-202-000-802-000 – Independent Auditing	Cost of auditing services with Post, Smythe, Lutz & Ziel. Per their contract, the cost for 2020 will be \$32,500.
101-202-000-803-000 – Independent Auditing Other	Used for additional analysis, no change for 2020.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 202.000 - INDEPENDENT AUDITING							
101-202.000-802.000	INDEPENDENT AUDITING	29,000	29,800	31,900	31,900	0	32,500
101-202.000-803.000	INDEPENDENT AUDITING OTHER	0	1,898	2,000	2,000	0	2,000
NET OF REVENUES/APPROPRIATIONS - 202.000 - INDEPENDENT AUDITIN		(29,000)	(31,698)	(33,900)	(33,900)	0	(34,500)

NARRATIVE

101-209 - Assessing

Expenditures

Line Item	Explanation
101-209-000-705-000 – Salary-Supervision	Salaries of our part-time Level IV Assessor MMAO (Michigan Master Assessing Officer) and our Level III Deputy Assessor MAAO (Michigan Advanced Assessing Officer). A 2.5% increase is budgeted for 2020.
101-209-000-706-000 – Salary-Permanent Wages	Salaries of two Level III AFSCME MAAOs (Michigan Advanced Assessing Officer) and one MCAT (Michigan Certified Assessing Technician). A 2.5% contractual increase has been budgeted. Budgeted amount is less than 2.5% due to the new employee in the department.
101-209-000-707-000 – Salary – Temporary/Seasonal	Since the department is at full staff, this line item has been reduced to \$0 for 2020.
101-209-000-708-010 – Health Insurance Buyout	Used for the health insurance buyout for employees who receive health insurance through another source.
101-209-000-709-000 – Regular Overtime	Overtime for March Board of Review meetings after hours.
101-209-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.

Line Item	Explanation
101-209-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020.
101-209-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
101-209-000-719-003 – Employee Paid Health Contra	Amount employees pay toward health care coverage.
101-209-000-719-015 – Dental Benefits	We received a new 2 year guarantee with no increase in dental insurance rates.
101-209-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.
101-209-000-719-020 – Health Care Deduction	Cost to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
101-209-000-719-021 – Admin Fee-Health Deductible	Cost of manage card used to pay the health care deductibles, administered by Clarity Benefits.
101-209-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.

Line Item	Explanation
101-209-000-727-000 – Office Supplies	Used for personal and real property assessment items and general office supplies. No change recommended.
101-209-000-730-000 - Postage	Mailing of real and personal assessment notices, as well as general mailing. No change recommended for 2020.
101-209-000-811-001 – Tax Appeals	Professional appraisals for full and small claims tribunal appeals, as well as legal expenses. Based on expenditures to date, recommend decrease to \$3,000 for 2020.
101-209-000-867-000 – Gas & Oil	Lease and maintenance on township vehicles assigned to our department.
101-209-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
101-209-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/14.
101-209-000-931-031 – Motorpool-Miscellaneous Repair	New line item for 2020, covers cost of vehicle repairs. Figures provided by the Accounting Director.
101-209-000-943-000 – Motorpool Lease/Maintenance	Lease and maintenance on the two township vehicles used in our department. Figures provided by the Accounting Director.
101-209-000-958-000 – Membership & Dues	MAA memberships, annual certification, WAA membership and personal property certification. No change for 2020.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 209.000 - ASSESSING DEPARTMENT							
101-209.000-705.000	SALARY - SUPERVISION	40,000	42,000	118,709	118,709	98,845	121,677
101-209.000-706.000	SALARY - PERMANENT WAGES	154,745	200,250	157,831	157,831	118,889	160,264
101-209.000-706.013	GIS SERVICE	1,040	0	0	0	0	0
101-209.000-707.000	SALARY - TEMPORARY/SEASONAL	10,024	5,282	0	0	0	0
101-209.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	3,790	1,101	0	0	0	0
101-209.000-708.010	HEALTH INS BUYOUT	3,000	4,394	6,000	6,000	2,867	6,000
101-209.000-709.000	REG OVERTIME	347	692	1,000	1,000	157	500
101-209.000-715.000	F.I.C.A./MEDICARE	15,526	18,631	21,614	21,614	16,350	22,066
101-209.000-719.000	HEALTH INSURANCE	35,749	40,858	50,011	50,011	45,843	51,511
101-209.000-719.001	SICK AND ACCIDENT	1,436	1,556	1,528	1,528	1,209	1,528
101-209.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(3,600)	(3,150)	(3,600)	(3,600)	0	(3,600)
101-209.000-719.015	DENTAL BENEFITS	3,546	3,561	4,155	4,155	3,819	4,155
101-209.000-719.016	VISION BENEFITS	684	758	885	885	787	930
101-209.000-719.020	HEALTH CARE DEDUCTION	11,408	8,836	11,830	11,830	9,906	11,830
101-209.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	270	254	180	180	192	180
101-209.000-720.000	LIFE INSURANCE	594	717	907	907	718	907
101-209.000-723.000	DEFERRED COMPENSATION EMPLOYER	127	71	0	0	0	0
101-209.000-727.000	OFFICE SUPPLIES	3,006	3,966	3,500	3,500	2,490	3,500
101-209.000-730.000	POSTAGE	332	6,925	8,000	8,000	6,615	8,000
101-209.000-811.001	TAX APPEALS	0	0	8,000	8,000	0	3,000
101-209.000-867.000	GAS & OIL	211	195	720	720	123	720
101-209.000-876.000	RETIREMENT/MERS	35,437	35,092	35,301	35,301	29,040	36,350
101-209.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	942	2,600	2,600	2,000	2,600
101-209.000-939.031	MOTORPOOL-MISC REPAIR	0	0	0	0	0	2,500
101-209.000-943.000	MOTORPOOL LEASE/MAINTENANCE	4,000	4,000	1,281	1,281	1,068	1,281
101-209.000-958.000	MEMBERSHIP AND DUES	999	1,137	1,500	1,500	67	1,500
NET OF REVENUES/APPROPRIATIONS - 209.000 - ASSESSING DEPARTMEI		(322,671)	(378,068)	(431,952)	(431,952)	(340,985)	(437,399)

101-210 – Legal Services

Expenditures

Line Item	Explanation
101-210-000-801-002 – Legal Services	This line item includes all legal services (with the exception of Domestic Violence, Prosecution and Nuisance Abatement cases), including providing legal opinions, preparing and reviewing documents, reviewing contracts, advising the Township on legal matters upon verbal and written request, attending internal/external meetings, 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. Based on the expenditures to date, it is recommended that it be increased to \$265,000 for 2020.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 210.000 - LEGAL SERVICES							
101-210.000-801.002	LEGAL SERVICES	227,293	287,007	250,000	250,000	210,135	265,000
NET OF REVENUES/APPROPRIATIONS - 210.000 - LEGAL SERVICES		(227,293)	(287,007)	(250,000)	(250,000)	(210,135)	(265,000)

NARRATIVE

101-215 - Clerk

Line Item	Explanation
101-215-000-703-000 – Salaries-Elected Officials	A 2.5% increase is budgeted for the Clerk's salary in 2020, per the Board's direction.
101-215-000-704-000 – Appointed Officials	Election expenses for three elections in 2020. Per the Board's direction, \$120,000 is budgeted.
101-215-000-705-000 – Salary-Supervision	It is recommended that the Deputy Clerk and Deputy Director of Election salaries be increased by 2.5% in 2020. Annual salary is determined by the Board.
101-215-000-706-000 – Salary-Permanent Wages	This line item is used for the salary of two (2) full-time AFSCME Floater II/Clerk III positions. A 2.5% contractual increase is budgeted for 2020.
101-215-000-707-000 – Salary-Temporary/Seasonal	<p>The Clerk's Office requested \$70,000 in this line item but we did not put in draft budget. This can be discussed by the Board.</p> <p>There is currently a temporary employee working in this office due to one employee being on long-term leave.</p>
101-215-000-708-010 – Health Insurance Buyout	Used for health insurance buyout for employees who receive health insurance through another source.

Line Item	Explanation
101-215-000-709-000 – Overtime	Overtime expenses related to three elections in 2020. Per the Board’s direction, \$27,000 is budgeted.
101-215-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-215-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020.
101-215-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
101-215-000-719-003 – Employee Paid Health Contra	Amount employees pay toward health care coverage.
101-215-000-719-015 – Dental Benefits	We received a new 2 year guarantee with no increase in dental insurance rates.
101-215-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.
101-215-000-719-020 – Health Care Deduction	Cost to fund the Clarity Benefits card 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
101-215-000-719-021 – Admin Fee-Health Deductible	Cost to manage card used to pay the health care deductibles is administered by Clarity Benefits.
101-215-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.
101-215-000-727-000 – Office Supplies	Expenses related to the daily operations of the Clerk’s office.
101-215-000-740-001 – Ordinance & Zoning Code Books	Expenses related to maintaining ordinance and zoning updates through Municode. Also includes Ordinance, Resolution and Minute Books.
101-215-000-740-010 – Office Supplies-Elections	Expenses related to three elections in 2020.
101-215-000-801-000 – Professional Services	Expenses for document conversion, \$1,000 for shredding costs for all departments. This is an annual expense.
101-215-000-801-200 – Prof Svcs-Programming Ballots	Expenses related to memory card programming and test deck preparation for three elections.
101-215-000-860-000 – Travel	Expenses for mileage reimbursement for travel to post office and to various conferences, classes and meetings. Per the Board’s direction, it is increased to \$1,100 for 2020.
101-215-000-860-010 – Travel-Elections	Expenses related to travel for three elections in 2020.
101-215-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.

Line Item	Explanation
101-215-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.
101-215-000-931-000 – Repairs & Maintenance	None
101-215-000-933-001 – Maintenance Contract	No expenses for 2020. Please note that Maintenance fees for election equipment in the amount of \$75,456 will be due in approximately July of 2021 for years 6-10 of the maintenance agreement. This was Board approved 6-20-17.
101-215-000-941-000 – Equipment Rental/Leasing	Rental for the Washtenaw Golf Club for three elections in 2020.
101-215-000-956-000 – Miscellaneous	Miscellaneous expenses for the Clerk's office.
101-215-000-958-000 – Membership & Dues	Membership for Clerk and Deputy Clerk in the Michigan Association of Municipal Clerks

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 215.000 - TOWNSHIP CLERK							
101-215.000-703.000	SALARIES - ELECTED OFFICIALS	79,400	81,782	84,236	84,236	70,196	86,342
101-215.000-704.000	APPOINTED OFFICIALS	36,280	96,675	0	27,000	22,016	120,000
101-215.000-705.000	SALARY - SUPERVISION	57,454	59,201	116,195	116,195	92,620	119,100
101-215.000-706.000	SALARY - PERMANENT WAGES	117,720	132,411	96,215	94,115	66,716	98,754
101-215.000-707.000	SALARY - TEMPORARY/SEASONAL	0	0	0	14,897	9,956	0
101-215.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,623	0	0	0	0	0
101-215.000-708.010	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	3,000
101-215.000-709.000	REG OVERTIME	6,825	19,301	500	5,500	4,821	27,000
101-215.000-709.004	OVERTIME-SCHOOL ELCTIONS	0	29	0	0	0	0
101-215.000-715.000	F.I.C.A./MEDICARE	20,199	22,484	22,839	23,019	18,399	25,566
101-215.000-719.000	HEALTH INSURANCE	66,958	73,545	90,019	90,019	82,518	92,720
101-215.000-719.001	SICK AND ACCIDENT	1,556	1,472	1,528	1,528	1,400	1,528
101-215.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(7,200)	(5,975)	(6,000)	(6,000)	0	(6,000)
101-215.000-719.015	DENTAL BENEFITS	5,480	5,480	6,028	6,028	5,023	6,028
101-215.000-719.016	VISION BENEFITS	1,148	1,168	1,279	1,279	1,066	1,343
101-215.000-719.020	HEALTH CARE DEDUCTION	17,012	14,459	23,660	23,660	25,422	23,660
101-215.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	315	252	360	360	268	360
101-215.000-720.000	LIFE INSURANCE	990	1,041	1,134	1,134	1,040	1,134
101-215.000-723.000	DEFERRED COMPENSATION EMPLOYE	1	1	0	213	0	0
101-215.000-727.000	OFFICE SUPPLIES	3,534	3,628	4,000	4,000	1,694	4,000
101-215.000-740.001	Ordinance & Zoning Code Books	4,756	7,551	9,000	9,000	2,929	9,000
101-215.000-740.010	OFFICE SUPPLIES - ELECTIONS	6,426	18,901	0	7,000	4,056	30,000
101-215.000-801.000	PROFESSIONAL SERVICES	2,854	8,488	3,400	3,400	655	3,400
101-215.000-801.200	PROFNSL SRV-PROGRAMMING BALLO	0	3,520	0	0	0	12,400
101-215.000-860.000	TRAVEL	1,259	1,337	1,500	1,500	823	1,100
101-215.000-860.010	TRAVEL - ELECTIONS	342	339	0	200	68	900
101-215.000-876.000	RETIREMENT/MERS	46,224	48,217	61,952	61,952	52,433	64,412
101-215.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	511	1,300	1,300	1,073	1,300
101-215.000-931.000	REPAIRS AND MAINTENANCE	125	0	0	0	0	0
101-215.000-941.000	EQUIPMENT RENTAL/LEASING	2,200	3,300	0	1,100	1,100	3,300
101-215.000-956.000	MISCELLANEOUS	55	225	500	500	0	500
101-215.000-958.000	MEMBERSHIP AND DUES	120	0	150	150	150	150
101-215.000-977.000	EQUIPMENT	32,156	0	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - 215.000 - TOWNSHIP CLERK		(508,812)	(602,343)	(522,795)	(576,285)	(467,942)	(730,997)

NARRATIVE

101-227 – Human Resources

Expenditures

Line Item	Explanation
101-227-000-706-000 – Salary-Permanent Wages	Salaries of HR Manager and Quality Assurance Specialist. Per the Board's direction, a 2.5% increase is budgeted for the Quality Assurance Specialist. A larger increase is budgeted for the HR Manager in 2020. Also budgeted in this line is a restored HR Generalist position which still needs to be filled in 2019.
101-227-000-706-015 – Safety Coordinator	Operations Manager who works with HR coordinating Township Safety Program. In 2019, \$7,000 was budgeted for these duties but due to the amount of time being spent on the program, it is recommended that 40% of this wage now come from the HR budget.
101-227-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-227-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020. The amount shown is greater than 3% due to budgeting 40% of the Operations Manager in this budget.

Line Item	Explanation
101-227-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources. An increase is budgeted due to budgeting 40% of the Operations Manager in this budget.
101-227-000-719-003 – Employee Paid Health Contra	This line item reflects the amount employees pay toward their health care coverage. An increase is budgeted due to budgeting 40% of the Operations Manager in this budget.
101-227-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>Even though no increase is budgeted, the amount shown is greater due to budgeting 40% of the Operations Manager in this budget.</p>
101-227-000-719-016 – Vision Benefits	<p>Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.</p> <p>The amount shown is greater than 5% due to budgeting 40% of the Operations Manager in this budget.</p>
101-227-000-719-020 – Health Care Deduction	Cost to fund Clarity Benefits card associated with 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 budgeting 40% of the Operations Manager in this budget.

Line Item	Explanation
101-227-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Clarity Benefits. An increase is budgeted due to budgeting 40% of the Operations Manager in this budget.
101-227-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources. An increase is budgeted due to budgeting 40% of the Operations Manager in this budget.
101-227-000-727-000 – Office Supplies	Recommended that this line item remain at \$500.00 for 2020 to maintain office supplies for the department.
101-227-000-740-000 – Operating Supplies	If this line item remains at \$5,000 for department apparel, it is recommended that guidelines be established on types of apparel purchased.
101-227-000-760-000 – Safety Supplies/Equipment	New line item to cover supplies and equipment needed for Safety Program. Recommending \$2,500 be budgeted for 2020.
101-227-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
101-227-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/14.
101-227-000-958-000 – Membership & Dues	Membership to SHRM (Society of Human Resource Management) and other HR organizations that provide updates and relative information for HR professionals.

Line Item	Explanation
101-227-000-960-000 – Education & Training	Recommend that this line item remain at the 2019 Amended Budget amount of \$40,000 in 2020. We have ongoing needs for Education and Training throughout the entire employee base including: Classes for required certifications, attendance to annual professional conferences for management employees (MERS, MRPA, MFGOA, MiGMIS), and individual webinars and seminars focused on professional development.
101-227-000-960-100 – Safety Training	New line item to cover safety related training including OSHA and MI-OSHA related classes and certification, as well as all other safety related training. It is recommended that \$10,500 be budgeted for 2020.

11/13/19

Note: The increase in the Human Resources budget is due to the Safety Program.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 227.000 - HUMAN RESOURCES							
101-227.000-706.000	SALARY - PERMANENT WAGES	106,008	111,273	159,586	144,586	90,308	171,014
101-227.000-706.015	SAFETY COORDINATOR	0	0	7,000	7,000	5,478	28,024
101-227.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	4,402	2,499	0	2,162	2,161	0
101-227.000-708.010	HEALTH INS BUYOUT	3,000	2,005	0	0	0	0
101-227.000-715.000	F.I.C.A./MEDICARE	8,669	8,655	12,745	12,910	7,226	15,226
101-227.000-719.000	HEALTH INSURANCE	18,600	27,239	75,016	75,016	45,843	87,569
101-227.000-719.001	SICK AND ACCIDENT	958	957	1,146	1,146	700	1,298
101-227.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(1,800)	(1,875)	(5,400)	(5,400)	0	(6,120)
101-227.000-719.015	DENTAL BENEFITS	2,835	2,665	4,397	4,397	2,443	4,983
101-227.000-719.016	VISION BENEFITS	513	539	885	885	492	1,053
101-227.000-719.020	HEALTH CARE DEDUCTION	6,690	8,836	17,745	17,745	9,882	20,111
101-227.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	139	117	270	270	134	306
101-227.000-720.000	LIFE INSURANCE	396	416	680	680	416	771
101-227.000-727.000	OFFICE SUPPLIES	512	476	500	500	57	500
101-227.000-740.000	OPERATING SUPPLIES	0	0	5,000	5,000	0	5,000
101-227.000-760.000	SAFETY SUPPLIES & EQUIP	0	0	0	0	0	2,500
101-227.000-876.000	RETIREMENT/MERS	13,480	13,765	20,142	20,142	15,940	26,912
101-227.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	675	2,600	2,600	1,025	2,600
101-227.000-958.000	MEMBERSHIP AND DUES	199	209	400	400	209	400
101-227.000-960.000	EDUCATION AND TRAINING	15,533	17,160	25,000	40,000	30,202	40,000
101-227.000-960.100	SAFETY TRAINING	0	0	0	0	0	10,500
NET OF REVENUES/APPROPRIATIONS - 227.000 - HUMAN RESOURCES		(180,134)	(195,611)	(327,712)	(330,039)	(212,516)	(412,647)

101-247 – Board of Review

Expenditures

Line Item	Explanation
101-247-000-704-000 – Appointed Officials	This line item reflects the per diem amount paid to three (3) Board of Review members. The current rate is \$90/day, recommend increasing to \$125/day.
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.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 247.000 - BOARD OF REVIEW							
101-247.000-704.000	APPOINTED OFFICIALS	1,710	1,620	2,000	2,000	1,530	3,000
101-247.000-715.000	F.I.C.A./MEDICARE	25	24	20	20	22	44
101-247.000-723.000	DEFERRED COMPENSATION EMPLOYE	22	21	18	18	20	39
NET OF REVENUES/APPROPRIATIONS - 247.000 - BOARD OF REVIEW		(1,757)	(1,665)	(2,038)	(2,038)	(1,572)	(3,083)

NARRATIVE

101-253 - Treasurer

Expenditures

Line Item	Explanation
101-253-000-703-000 – Salaries-Elected Officials (Treasurer)	A 2.5% increase is budgeted for the Treasurer's salary in 2020, per the Board's direction.
101-253-000-705-000 – Salary-Supervision (Deputy Treasurer, appointed by Treasurer)	Salary of the Deputy Treasurer. A 2.5% increase is budgeted for 2020, per the Board's direction.
101-253-000-706-000 – Salary-Permanent Wages	Wages of two AFSCME Floater II/Clerk III positions. A 2.5% contractual increase is budgeted. We anticipate one retirement in 2020.
101-253-000-709-000 – Regular Overtime	Overtime during tax time and for annual dog clinic. No change from the 2019 original budget.
101-253-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-253-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020. The increase shown is more than 3%, due to budgeting family coverage for vacant position (due to anticipated retirement).

Line Item	Explanation
101-253-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
101-253-000-719-003 – Employee Paid Health Contra	Amount employees pay toward their health care coverage. Increase due to budgeting family health coverage for vacant position (due to anticipated retirement).
101-253-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>Even though no increase is budgeted, the amount shown is greater due to budgeting family coverage for vacant position (due to anticipated retirement).</p>
101-253-000-719-016 – Vision Benefits	<p>Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.</p> <p>The increase shown is more than 5%, due to budgeting family coverage for vacant position (due to anticipated retirement).</p>
101-253-000-719-020 – Health Care Deduction	Cost to fund the Clarity Benefits card 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	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.

Line Item	Explanation
101-253-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.
101-253-000-727-000 – Office Supplies	Necessary supplies including window envelopes for mailing past due notices and A/P checks. In 2019, we hope to save money on mailing by integrating postcards for past due notices. No change for 2020.
101-253-000-753-000 – Dog Licenses	We were able to secure a new vendor for dog license tags, which was a considerable savings from the previous vendor we used. We purchased tags in late 2018 so we do not anticipate having to purchase in 2019. Request \$1,050 in 2020.
101-253-000-830-000 – Tax Preparation	Printing of tax bills for summer and winter. Recommend same amount for 2020.
101-253-000-860-000 – Travel	Mileage reimbursement for Treasurer and Deputy Treasurer for travel to meetings, banks, post office, County Treasurer’s Office and court cases. Based on the expenditures to date, decreasing to \$500 for 2020.
101-253-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
101-253-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.

Line Item	Explanation
101-253-000-931-000 – Repairs & Maintenance	Maintenance contracts and repairs for check signer and money counter. We did not opt for the money counter maintenance contract but did have to have it repaired due to the usage it receives. Recommend same amount as the 2019 original budget.
101-253-000-956-000 - Miscellaneous	Unforeseen expenses not covered in any of the above, such as court fees/parking for small claims. Recommend the same amount for 2020.

11/13/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 253.000 - TREASURER							
101-253.000-703.000	SALARIES - ELECTED OFFICIALS	79,400	81,782	84,236	84,236	70,196	86,342
101-253.000-705.000	SALARY - SUPERVISION	53,034	57,826	60,964	60,964	47,626	62,488
101-253.000-706.000	SALARY - PERMANENT WAGES	73,021	97,011	96,215	96,215	72,310	98,027
101-253.000-707.000	SALARY - TEMPORARY/SEASONAL	0	0	0	0	3,871	0
101-253.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	18,106	4,707	0	3,519	3,517	0
101-253.000-708.010	HEALTH INS BUYOUT	0	3,000	3,000	3,000	0	0
101-253.000-709.000	REG OVERTIME	965	1,018	1,800	1,600	1,065	1,800
101-253.000-715.000	F.I.C.A./MEDICARE	16,636	18,440	18,626	18,895	14,677	19,022
101-253.000-719.000	HEALTH INSURANCE	48,410	50,732	90,019	90,019	78,518	97,871
101-253.000-719.001	SICK AND ACCIDENT	910	1,245	1,146	1,146	1,050	1,146
101-253.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(3,600)	(4,175)	(6,000)	(6,000)	0	(6,600)
101-253.000-719.015	DENTAL BENEFITS	3,164	3,589	4,562	4,562	3,354	5,212
101-253.000-719.016	VISION BENEFITS	592	877	984	984	820	1,136
101-253.000-719.020	HEALTH CARE DEDUCTION	17,832	12,295	23,660	23,660	11,330	23,660
101-253.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	306	248	360	360	268	360
101-253.000-720.000	LIFE INSURANCE	509	712	907	907	742	907
101-253.000-723.000	DEFERRED COMPENSATION EMPLOYE	0	0	0	0	52	0
101-253.000-727.000	OFFICE SUPPLIES	3,358	1,291	1,300	1,300	686	1,300
101-253.000-753.000	DOG LICENSES	0	518	1,050	1,050	0	1,050
101-253.000-830.000	TAX PREPARATION	1,261	1,305	3,500	3,500	1,548	3,500
101-253.000-860.000	TRAVEL	502	397	750	750	21	500
101-253.000-876.000	RETIREMENT/MERS	43,084	35,372	46,952	46,952	39,038	49,005
101-253.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	475	1,300	1,300	1,025	1,300
101-253.000-931.000	REPAIRS AND MAINTENANCE	193	0	500	700	560	500
101-253.000-956.000	MISCELLANEOUS	36	0	100	100	10	100
NET OF REVENUES/APPROPRIATIONS - 253.000 - TREASURER		(357,719)	(368,665)	(435,931)	(439,719)	(352,284)	(448,626)

NARRATIVE

101-265 – Building Operations

Expenditures

Line Item	Explanation
101-265-000-705-000 – Salary-Supervision	Salary for the Building Operations Director, a Teamster Position. A 2.5% increase is budgeted for 2020. We anticipate a retirement in 2020.
101-265-000-706-000 – Salary-Permanent Wages	<p>Cost of two full-time maintenance tech staff, two full-time custodians (one at Civic Center and one at Recreation), 50% of one full-time custodian (shared with 14-B Court) and three part-time custodians, all AFSCME positions. A 2.5% contractual increase is budgeted.</p> <p>Even though the increase is budgeted, a decrease is shown. This is due to two long-term employees who retired and the positions being filled at a lower starting wage, per the AFSCME contract.</p>
101-265-000-707-775 – Salary-Temporary Ford Lake Park	Wages for seasonal employees to paint park shelters and gate houses, etc. Maintenance projects are done in September/October of each year. No change for 2020.
101-265-000-708-010 – Health Insurance Buyout	Health insurance buyout for employees who receive health insurance through another source.

Line Item	Explanation
101-265-000-709-000 – Regular Overtime	Overtime for emergencies and projects that have to be done during non-work hours. Based on the expenditures to date, recommend that \$10,000 be budgeted for 2020.
101-265-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-265-000-719-000 – Health Insurance	<p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>There were coverage changes within the department. One employee moved from 2 person to family coverage and another opted out of coverage. Due to the “opt out”, a decrease is shown.</p>
101-265-000-719-001 – Sick & Accident	<p>Rates for disability insurance are \$381.96/year for each non-fire department employee and are good through August 2020. Figures provided by Human Resources.</p> <p>A decrease is shown from last year, there was an error in the 2019 budget.</p>
101-265-000-719-003 – Employee Paid Health Contra	Amount employees pay toward health care coverage. A decrease is shown due an additional employee within the department opting out of health care coverage.
101-265-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>An increase is budgeted due to an employee within the department moving from 2 person to family coverage.</p>

Line Item	Explanation
101-265-000-719-016 – Vision Benefits	<p>Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.</p> <p>A greater increase is budgeted due to an employee within the department moving from 2 person to family coverage.</p>
101-265-000-719-020 – Health Care Deduction	<p>Cost to fund the Clarity Benefits card associated with health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. A decrease is shown due to an additional employee within the department opting out of health care coverage.</p>
101-265-000-719-021 – Admin Fee-Health Deductible	<p>Cost to manage card used to pay health care deductibles, administered by Clarity Benefits. A decrease is budgeted due to an employee within the department opting out of health care coverage.</p>
101-265-000-720-000 – Life Insurance	<p>Our rates for life insurance are \$226.80/year for each employee and are good through August 2020. Figures provided by Human Resources.</p> <p>A decrease is shown from last year, there was an error in the 2019 budget.</p>
101-265-000-723-000 – Deferred Compensation Employer	<p>Figures provided by the Accounting Director.</p>
101-265-000-727-000 – Office Supplies	<p>A decrease to \$300 is recommended for 2020.</p>

Line Item	Explanation
101-265-000-740-000 – Operating Supplies	Used for tools and equipment for Building Maintenance employees. No change for 2020.
101-265-000-741-000 – Boot Reimb & Uniform Purchase	Cost for uniform rental and laundering, as well as service for mats & towels and a contractual boot reimbursement. No change for 2020.
101-265-000-757-775 – Operating Supplies-Ford Lake Park	Used for tools and equipment used within Ford Lake Park system. No change for 2020.
101-265-000-776-001 – Maint Supplies-Civic Center	Supplies for Civic Center (vacuum bags, floor finish, etc.). In reviewing the amount spent to date, recommend an increase to \$8,000 for 2020.
101-265-000-776-002 – Maint Supplies-Graffiti Control	Cost of cleaners and paints used to remove graffiti. No change for 2020.
101-265-000-776-775 – Maint Supplies-Ford Lake Park	Cost of supplies within Ford Lake Park system. No change for 2020.
101-265-000-777-000 – Bldg Oper Equipment Tools	Cost of tools, lift gates, electrical and regulatory posters. An increase is budgeted for 2020 to purchase tools needed by our Maintenance staff.
101-265-000-818-001 – Contractual Services-Civic Center	Used for alarm systems, elevator inspections, fire extinguishers, boiler inspections, building services, window washers, etc. No change from 2019 original budget.
101-265-000-818-775 – Maint-Contr Svcs-Ford Lake Park	Used to contract for work in Ford Lake Park System (alarm system, etc.). Based on the expenditures to date, recommend decreasing to \$500 in 2020.

Line Item	Explanation
101-265-000-867-000 – Gas & Oil	Cost of fuel and oil for vehicles, WEX & Fuelcloud. No change for 2020.
101-265-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
101-265-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/14. An increase is shown due to a new employee within the department.
101-265-000-920-001 – Utilities-Civic Center	Cost of utilities in the Civic Center. No change from the 2019 original budget.
101-265-000-931-001 – Repairs-Civic Center	Used for batteries, door repairs, closers, etc. in Civic Center. Based on amount expended to date, recommend that \$2,500 be budgeted in 2020.
101-265-000-931-020 – Non-Reoccurring R&M-Civic Ctr	Used for large unexpected item replacements, such as electric ceiling sensors. Based on expenditures to date, recommended to remain at the 2019 Amended Budget amount of \$8,000.
101-265-000-931-775 – Repairs-Ford Lake Parks	Cost of paint and maintenance staff repairs in the Ford Lake Park System. No change for 2020.
101-265-000-938-000 – Equipment Contractual Equipment	Annual inspections on equipment. No change for 2020.
101-265-000-939-031 – Motorpool-Miscellaneous Repair	New line item for 2020, covers cost of vehicle repairs. Figures provided by the Accounting Director.

Line Item	Explanation
101-265-000-943-000 – Motorpool Lease/Maintenance	Combined cost of monthly vehicle lease/maintenance. Figures provided by the Accounting Director.
101-265-000-956-000 – Miscellaneous	Used for drug screenings, driving tests, etc. No change for 2020.
101-265-000-977-000 – Equipment	Recommend purchase of new lift for Civic Center.

11/13/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 265.000 - RESIDENT SVCS: BLDG OPERATIONS							
101-265.000-705.000	SALARY - SUPERVISION	0	0	59,225	59,225	41,095	60,705
101-265.000-706.000	SALARY - PERMANENT WAGES	223,962	242,983	270,375	270,375	208,873	262,044
101-265.000-707.000	SALARY - TEMPORARY/SEASONAL	7,332	0	0	0	0	0
101-265.000-707.775	SALARY - TEMP. FORD LAKE PARK	0	0	5,000	0	0	5,000
101-265.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	804	1,280	0	0	0	0
101-265.000-708.008	RETIREE TIME PAYOUTS	0	0	0	7,627	7,627	0
101-265.000-708.010	HEALTH INS BUYOUT	4,666	3,000	3,000	3,000	3,746	9,000
101-265.000-709.000	REG OVERTIME	2,072	1,739	1,500	9,500	7,101	10,000
101-265.000-715.000	F.I.C.A./MEDICARE	17,747	18,680	24,346	24,930	20,399	24,937
101-265.000-719.000	HEALTH INSURANCE	32,859	36,091	77,516	54,016	31,840	55,804
101-265.000-719.001	SICK AND ACCIDENT	1,676	1,167	2,483	2,483	1,209	2,100
101-265.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(4,500)	(4,088)	(5,100)	(5,100)	(800)	(3,900)
101-265.000-719.015	DENTAL BENEFITS	2,568	2,410	4,933	4,933	2,980	5,582
101-265.000-719.016	VISION BENEFITS	556	584	1,131	1,131	500	1,291
101-265.000-719.020	HEALTH CARE DEDUCTION	8,333	11,713	22,208	6,708	4,179	13,318
101-265.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	225	208	360	360	154	225
101-265.000-720.000	LIFE INSURANCE	693	729	1,474	1,474	888	1,247
101-265.000-723.000	DEFERRED COMPENSATION EMPLOYE	100	13	293	293	0	65
101-265.000-727.000	OFFICE SUPPLIES	256	296	400	400	250	300
101-265.000-740.000	OPERATING SUPPLIES	814	864	2,000	2,000	893	2,000
101-265.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	6,872	7,595	12,000	12,000	9,216	12,000
101-265.000-757.775	OPERATING SUPP: FORD LAKE PAR	524	222	800	0	0	800
101-265.000-776.001	MAINT SUPPLIES - CIVIC CENTER	6,940	5,855	6,500	8,000	6,711	8,000
101-265.000-776.002	MAINT SUPPLIES - GRAFFITI CON	0	702	1,500	1,500	1,330	1,500
101-265.000-776.775	MAINT SUPPLIES: FORD LAKE PAR	978	2,955	2,500	2,500	600	2,500
101-265.000-777.000	BLDG OPER EQUIP TOOLS	2,055	2,080	4,000	27,500	3,479	5,000
101-265.000-818.001	CONTRACTUAL SERVICES CIVIC CT	41,783	52,560	50,000	61,500	36,822	50,000
101-265.000-818.775	MAINT-CONTR SVCS - FORD LK PR	187	0	700	0	0	500
101-265.000-867.000	GAS & OIL	2,547	3,110	3,500	3,500	2,088	3,500
101-265.000-876.000	RETIREMENT/MERS	22,570	22,924	31,168	31,168	18,661	20,304
101-265.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	858	5,850	5,850	4,830	6,500
101-265.000-920.001	UTILITIES - CIVIC CENTER	77,322	69,139	80,000	75,000	51,850	80,000
101-265.000-931.001	REPAIRS CIVIC CENTER	893	1,058	2,000	3,000	1,999	2,500
101-265.000-931.020	NON REOCCURRING R & M - CIVIC	2,408	26,423	3,000	8,000	6,590	8,000
101-265.000-931.775	REPAIRS - FORD LAKE PARKS	6	3,450	2,000	2,000	1,173	2,000

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019



GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
101-265.000-938.000	EQUIPMENT CONTRACTUAL EQUIP	0	493	1,000	1,000	133	1,000
101-265.000-939.031	MOTORPOOL-MISC REPAIR	0	0	0	0	0	2,500
101-265.000-943.000	MOTORPOOL LEASE/MAINTENANCE	7,000	7,000	7,201	7,201	6,001	7,201
101-265.000-956.000	MISCELLANEOUS	484	118	500	500	0	500
101-265.000-977.000	EQUIPMENT	20,908	9,194	0	0	0	10,000
NET OF REVENUES/APPROPRIATIONS - 265.000 - RESIDENT SVCS: BLDG C		(493,640)	(533,405)	(685,363)	(693,574)	(482,417)	(674,023)

NARRATIVE

101-266 - Computer Support Expenditures

Line Item	Explanation
101-266-000-706-000 – Salary-Permanent Wages	Salaries of IS Manager, Assistant IS Manager and Web Content & Design Manager. A contractual 2.5% increase is budgeted.
101-266-000-708-004 – Salaries Pay Out – PTO&Sick Time	Cost of PTO payout for employees that have over 360 hours accumulated. Amounts are paid at 75%.
101-266-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-266-000-719-000 – Health Insurance	<p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>Even though the increase is budgeted, the amount shown is less due to a new employee (since the 2019 budget) within the department receiving 2 person coverage instead of family coverage.</p>
101-266-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.

Line Item	Explanation
101-266-000-719-003 – Employee Paid Health Contra	Amount employees pay toward health care coverage. A decrease is shown due to a new employee (since the 2019 budget) within the department receiving 2 person coverage instead of family coverage.
101-266-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>Even though the increase is budgeted, a decrease is shown due to a new employee (since the 2019 budget) within the department receiving 2 person coverage instead of family coverage.</p>
101-266-000-719-016 – Vision Benefits	<p>Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.</p> <p>Even though the increase is budgeted, a decrease is shown due to a new employee (since the 2019 budget) within the department receiving 2 person coverage instead of family coverage.</p>
101-266-000-719-020 – Health Care Deduction	Cost to fund Clarity Benefits card associated with 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	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.

Line Item	Explanation
101-266-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.
101-266-000-727-000 – Office Supplies	No change for 2020.
101-266-000-801-000 – Professional Services	Request to increase to \$60,000 for Website Full Redesign. Figures provided by IT Manager.
101-266-000-857-100 – Communications-Internet Access	<p>Internet access connection and cloud based services. Decrease of 7.4% from the 2019 original budget.</p> <ul style="list-style-type: none"> • Internet Access Costs • Comcast ENS • Cloud Server Hosting • Cloud Storage Services • Cloud Systems Management Solutions • Cloud based agenda management.
101-266-000-867-000 – Gas & Oil	Fuel costs for IT Department, no change for 2020.
101-266-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
101-266-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/14.
101-266-000-933-000 – Equipment Maintenance	Unexpected repair of hardware equipment. No change.

Line Item	Explanation
101-266-000-933-001 – Maintenance Contracts	Hardware service and support maintenance agreements. Request increase for 2020 based on YTD expenses. <ul style="list-style-type: none"> • Battery Backup Systems • Network Firewalls
101-266-000-934-000 – Software Support & Maint	Software support and annual maintenance agreements. Recommend 9.6% increase for 2020. This includes all technical support, patches, updates and upgrades for various software applications. <ul style="list-style-type: none"> • Apex Sketch Software • Barracuda • BS&A Software • Email System • ESRI GIS • Microsoft Windows and Office • Network Management Tools • Civic Rec • Server Backup Software • System Malware Protections • VMWare
101-266-000-939-011 – Motorpool Miscellaneous Repair	New line item for 2020, covers cost of vehicle repairs. Figures provided by the Accounting Director.
101-266-000-941-000 – Equipment Rental/Leasing	Time and attendance software. No change for 2020.
101-266-000-943-000 – Motorpool Lease/Maintenance	Computer Support vehicle, figures provided by the Accounting Director.
101-266-000-971-008 – Capital Outlay/Prop. Improvement	Network infrastructure, as needed network data runs, Miss Dig. No change for 2020.

Line Item	Explanation
101-266-000-977-000 - Equipment	<p>New hardware purchases. Slight decrease recommended for 2020.</p> <ul style="list-style-type: none"> • Workstation Replacements/Upgrades • Climate Controlled Server Cabinet • Network Core Switches Upgrades • Backup Firewalls • Unanticipated hardware purchases. (New Hires, Additional Monitors, etc.)
101-266-000-977-001 – Computer Software	<p>New software purchases. Increase budgeted for LaserFiche for Accounting software.</p> <p>Network Management Software Upgrades</p> <ul style="list-style-type: none"> • Starwind vSAN Upgrades • Adobe Acrobat Upgrades • Active Directory Management Software • LaserFiche for Accounting Software

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 266.000 - COMPUTER SUPPORT							
101-266.000-706.000	SALARY - PERMANENT WAGES	162,121	152,357	171,250	171,250	134,816	175,531
101-266.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	5,807	6,336	4,893	9,786	4,893	4,500
101-266.000-708.010	HEALTH INS BUYOUT	253	3,000	3,000	3,000	1,500	0
101-266.000-709.000	REG OVERTIME	99	88	0	0	170	0
101-266.000-715.000	F.I.C.A./MEDICARE	12,387	11,976	13,704	14,078	10,595	13,658
101-266.000-719.000	HEALTH INSURANCE	43,399	29,276	50,011	50,011	41,259	46,360
101-266.000-719.001	SICK AND ACCIDENT	1,436	1,057	1,146	1,146	1,050	1,146
101-266.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(6,308)	(3,046)	(3,600)	(3,600)	0	(3,000)
101-266.000-719.015	DENTAL BENEFITS	3,252	2,271	3,747	3,747	2,241	3,097
101-266.000-719.016	VISION BENEFITS	599	494	787	787	492	723
101-266.000-719.020	HEALTH CARE DEDUCTION	5,232	2,644	11,830	11,830	4,527	11,830
101-266.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	270	156	180	180	134	270
101-266.000-720.000	LIFE INSURANCE	594	482	680	680	624	680
101-266.000-727.000	OFFICE SUPPLIES	839	725	1,000	1,000	771	1,000
101-266.000-801.000	PROFESSIONAL SERVICES	0	0	8,000	0	0	60,000
101-266.000-857.100	COMMUNICATIONS-INTERNET ACCES	27,509	32,922	113,030	100,030	73,274	104,660
101-266.000-867.000	GAS & OIL	108	254	1,500	1,500	200	1,500
101-266.000-876.000	RETIREMENT/MERS	15,504	15,431	19,232	19,232	16,493	20,725
101-266.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	566	1,300	1,300	1,021	1,300
101-266.000-933.000	EQUIPMENT MAINTENANCE	3,760	4,922	5,000	5,000	2,750	5,000
101-266.000-933.001	MAINTENANCE CONTRACTS	6,251	3,366	5,380	5,430	5,429	6,530
101-266.000-934.000	SOFTWARE SUPPORT & MAINT	74,219	82,808	96,754	96,754	67,728	106,079
101-266.000-939.031	MOTORPOOL-MISC REPAIR	0	0	0	0	0	2,500
101-266.000-941.000	EQUIPMENT RENTAL/LEASING	9,130	8,818	9,000	9,000	6,555	9,000
101-266.000-943.000	MOTORPOOL LEASE/MAINTENANCE	2,200	2,200	5,925	5,925	4,938	5,925
101-266.000-971.008	CAPT'L OUTLAY -IMPROVEMENT	5,613	11,077	15,000	15,000	5,482	15,000
101-266.000-977.000	EQUIPMENT	65,594	89,396	112,000	140,000	137,255	111,000
101-266.000-977.001	COMPUTER SOFTWARE	35,768	18,619	53,700	84,570	41,096	83,100
NET OF REVENUES/APPROPRIATIONS - 266.000 - COMPUTER SUPPORT		(475,636)	(478,195)	(704,449)	(747,636)	(565,293)	(788,114)

101-267 General Services

Expenditures

Line Item	Explanation
101-267-000-727-000 – Office Supplies	General office supplies used by all departments, except 14-B Court, Golf Course, Recreation and the Fire Department. Items purchased include paper, card stock, batteries, etc. Based on year to date expenditures, recommend increasing to \$8,500 for 2020.
101-267-000-727-200 – Office Meeting/Welcome Supplies	Used to purchase coffee, filters, cups, creamer, sugar and water at Civic Center. Coffee and water are offered to residents and people attending meetings in the building. Profits from the vending machines (101-000-000-694-200) are used for this line item. No change for 2020.
101-267-000-730-000 - Postage	Cost of postage. \$65,000 is recommended for 2020.
101-267-000-850-000 - Telephone	Cost for all desk and cell phones in the Township. No change requested for 2020.
101-267-000-900-000 - Publishing	Publishing various notices in newspaper. Printing of Neighborhood Watch notices was previously budgeted here but that cost has been moved to the Law Enforcement budget 266-301-000-900-000. Based on expenditures to date, it is recommended that \$20,000 be budgeted for 2020.
101-267-000-933-000 – Equipment Maintenance	Maintenance on all equipment except copiers and computers. No change recommended for 2020.

Line Item	Explanation
101-267-000-941-000 – Equipment Rental/Leasing	Equipment rental of copiers and postage machine, as well as supplies. No change for 2020.
101-267-000-956-000 - Miscellaneous	Cost to replenish First Aid boxes and pay for Sam's Club membership. No change for 2020.
101-267-000-977-000 – Equipment	Nothing recommended for 2020.

11/13/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 267.000 - GENERAL SERVICES							
101-267.000-727.000	OFFICE SUPPLIES	6,801	6,299	7,000	7,000	5,867	8,500
101-267.000-727.200	OFFICE MEETING/WELC SUPPLIES	339	620	700	700	314	700
101-267.000-730.000	POSTAGE	40,512	57,267	60,000	57,200	35,438	65,000
101-267.000-850.000	TELEPHONE	42,006	39,131	44,000	44,000	34,715	44,000
101-267.000-900.000	PUBLISHING	11,510	17,338	18,000	18,000	17,141	20,000
101-267.000-933.000	EQUIPMENT MAINTENANCE	970	1,213	1,200	1,200	893	1,200
101-267.000-941.000	EQUIPMENT RENTAL/LEASING	13,348	13,763	15,000	15,000	10,853	15,000
101-267.000-956.000	MISCELLANEOUS	694	1,593	1,000	1,000	953	1,000
101-267.000-958.000	MEMBERSHIP AND DUES	0	0	0	499	499	0
101-267.000-977.000	EQUIPMENT	0	40,134	10,000	12,800	12,740	0
NET OF REVENUES/APPROPRIATIONS - 267.000 - GENERAL SERVICES		(116,180)	(177,358)	(156,900)	(157,399)	(119,413)	(155,400)

NARRATIVE

101-371 - Planning

Expenditures

Line Item	Explanation
101-371-000-705-000 – Salary-Supervision	It is recommended that we fill the vacant Planning Director position in 2019. This line includes the salaries of this position and 12.5% of the OCS Administrator position. A 2.5% increase is budgeted for the OCS Administrator.
101-371-000-706-000 – Salary – Permanent Wages	Cost for 75% of the Planning & Development Coordinator position. 25% is budgeted in the Building Department to offset zoning review of building permits and other support provided. A 2.5% increase is budgeted for this position.
101-371-000-707-000 – Temporary Wages/Seasonal	Funding for planning intern to provide workload assistance and mentoring opportunities through local colleges and universities. Recommend that \$7,000 be budgeted for 2020.
101-371-000-708-010 – Health Insurance Buyout	Used for 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	<p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>Family coverage is budgeted for the proposed Planning Director position. Therefore, a greater increase is shown.</p>
101-371-000-719-001 – Sick & Accident	<p>Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources. Budgeted increase is due to proposed Planning Director position.</p>
101-371-000-719-003 – Employee Paid Health Contra	<p>Amount employees pay toward health care coverage. Budgeted increase is due to proposed Planning Director position.</p>
101-371-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>Family coverage is budgeted for the proposed Planning Director position. Therefore, an increase is shown.</p>
101-371-000-719-016 – Vision Benefits	<p>Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.</p> <p>Family coverage is budgeted for the proposed Planning Director position. Therefore, a greater increase is shown.</p>

Line Item	Explanation
101-371-000-719-020 – Health Care Deduction	This line item is used to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. Budgeted increase is due to proposed Planning Director position.
101-371-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Clarity Benefits. Budgeted increase is due to proposed Planning Director position.
101-371-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources. Budgeted increase is due to proposed Planning Director position.
101-371-000-723-000 – Deferred Compensation Employee	Figures provided by the Accounting Director.
101-371-000-727-000 – Office Supplies	Office supplies for Planning Department staff. No change.
101-371-000-755-000 – Subscriptions & Publications	Subscriptions to professional organizations and publications. No change.
101-371-000-801-003 – Township Projects-Planner	Cost to complete Master Plan update and zoning ordinance rewrite (\$12,500). Additional funds budgeted due to expanded project scope and anticipated additional tasks.

Line Item	Explanation
101-371-000-801-006 – Professional Planning Contract	Cost of professional consulting services for planning and zoning issues; contract retainer expense. No change from the 2019 original budget. This cost would be reduced if we had a Planning Director.
101-371-000-817-000 – Township Projects Engineer	Cost of professional consulting services for engineering and community development issues; administration of the Township Engineering Standards and Design Specifications. Funding increased 25% based on current costs and in anticipation of positive economic development and special projects including Ecorse Road and East Michigan Avenue streetscape improvements.
101-371-000-860-000 – Travel	Reimbursement for business use of personal vehicles by Planning Department staff. No change.
101-371-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
101-371-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/14.
101-371-000-956-000 – Miscellaneous	Cost of unexpected expenses. No change.
101-371-000-958-000 – Membership & Dues	Dues for staff membership in professional organizations such as the American Planning Association, Michigan Association of Planners, and the American Institute of Certified Planners. Funding increased to facilitate a new director position requested for 2020.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 371.000 - COMMUNITY DEVELOPMENT							
101-371.000-705.000	SALARY - SUPERVISION	18,351	74,448	59,916	59,916	48,873	108,402
101-371.000-706.000	SALARY - PERMANENT WAGES	0	0	0	0	0	53,011
101-371.000-707.000	SALARY - TEMPORARY/SEASONAL	0	6,411	10,000	6,158	6,158	7,000
101-371.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	531	531	0	0	0	0
101-371.000-708.010	HEALTH INS BUYOUT	375	375	375	375	187	375
101-371.000-709.000	REG OVERTIME	0	0	0	0	102	0
101-371.000-715.000	F.I.C.A./MEDICARE	1,473	5,793	5,760	5,760	3,782	12,912
101-371.000-719.000	HEALTH INSURANCE	52	6,375	6,251	6,251	5,730	32,195
101-371.000-719.001	SICK AND ACCIDENT	60	551	334	334	306	716
101-371.000-719.003	EMPLOYEE PAID HEALTH CONTRA	0	(300)	(450)	(450)	0	(2,250)
101-371.000-719.015	DENTAL BENEFITS	98	433	409	409	340	1,874
101-371.000-719.016	VISION BENEFITS	16	112	98	98	103	413
101-371.000-719.020	HEALTH CARE DEDUCTION	0	3,201	2,231	2,231	345	8,146
101-371.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	0	81	68	68	50	158
101-371.000-720.000	LIFE INSURANCE	25	218	198	198	182	425
101-371.000-723.000	DEFERRED COMPENSATION EMPLOYE	0	83	195	195	81	91
101-371.000-727.000	OFFICE SUPPLIES	400	361	750	750	111	750
101-371.000-755.000	SUBSCRIPTIONS & PUBLICATIONS	283	185	200	200	185	200
101-371.000-801.003	TOWNSHIP PROJECTS-PLANNER	48,980	63,214	99,500	99,500	56,779	30,000
101-371.000-801.006	PROFESSIONAL PLANNING CONTRACT	105,103	19,094	12,000	35,842	30,988	12,000
101-371.000-817.000	TOWNSHIP PROJECTS ENGINEER	8,214	14,567	12,000	12,000	12,498	15,000
101-371.000-860.000	TRAVEL	0	443	500	500	240	500
101-371.000-867.000	GAS & OIL	0	54	0	0	12	0
101-371.000-876.000	RETIREMENT/MERS	1,922	4,727	3,535	3,535	3,802	9,149
101-371.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	875	975	975	800	2,275
101-371.000-956.000	MISCELLANEOUS	80	329	250	250	80	250
101-371.000-958.000	MEMBERSHIP AND DUES	3	95	500	500	25	1,200
NET OF REVENUES/APPROPRIATIONS - 371.000 - COMMUNITY DEVELOP		(185,966)	(202,256)	(215,595)	(235,595)	(171,759)	(294,792)

NARRATIVE

101-400 – Planning Commission

Expenditures

Line Item	Explanation
101-400-000-704-000 – Appointed Officials	Expenses to compensate seven (7) appointed members of the Planning Commission to attend 18 of 24 scheduled bimonthly meetings. The current rate is \$50 per meeting per person. We are recommending that it be increased to \$75 for 2020.
101-400-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-400-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
101-400-000-958-000 – Membership & Dues	Dues for membership in professional organizations such as American Planning Association (APA) and Michigan Association of Planning (MAP). No change.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 400.000 - PLANNING COMMISSION							
101-400.000-704.000	APPOINTED OFFICIALS	2,689	3,833	6,300	6,300	3,008	9,450
101-400.000-715.000	F.I.C.A./MEDICARE	39	56	91	91	44	137
101-400.000-723.000	DEFERRED COMPENSATION EMPLOYE	35	50	82	82	39	123
101-400.000-958.000	MEMBERSHIP AND DUES	400	400	400	400	400	400
NET OF REVENUES/APPROPRIATIONS - 400.000 - PLANNING COMMISSIC		(3,163)	(4,339)	(6,873)	(6,873)	(3,491)	(10,110)

NARRATIVE

101-410 – Zoning Board of Appeals

Expenditures

Line Item	Explanation
101-410-000-704-000 – Appointed Officials	Expenses to compensate five (5) appointed members of the Zoning Board of Appeals to attend 12 scheduled monthly meetings. Recommend increasing rate per meeting from \$50 to \$75 for 2020.
101-410-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-410-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
101-410-000-958-000 – Membership & Dues	Dues for membership in professional organizations such as American Planning Association (APA) and Michigan Association of Planning (MAP). No change.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019



GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 410.000 - ZONING BOARD OF APPEALS							
101-410.000-704.000	APPOINTED OFFICIALS	962	1,100	3,000	3,000	1,000	4,500
101-410.000-715.000	F.I.C.A./MEDICARE	31	35	50	50	24	65
101-410.000-723.000	DEFERRED COMPENSATION EMPLOYE	9	10	45	45	11	59
101-410.000-958.000	MEMBERSHIP AND DUES	250	250	250	250	250	250
NET OF REVENUES/APPROPRIATIONS - 410.000 - ZONING BOARD OF APF		(1,252)	(1,395)	(3,345)	(3,345)	(1,285)	(4,874)

101-446 Highways and Streets

Expenditures

Line Item	Explanation
101-446-000-818-008 –Highways & Streets-Lift Stations	Cost for YCUA to maintain and repair Township owned lift stations (Tuttle Hill, Hydro Dam, Ford Lake Park and Ford Blvd.). This includes pumping out water, especially during a power outage and maintaining operation. No change recommended for 2020 but this is an unknown number.
101-446-000-818-009 – Highways & Streets-Drain Costs	Per the amount received from the Drain Commission, \$224,994 is budgeted for 2020.
101-446-000-818-022 – Highways & Streets-Road Construction	Used for road projects and traffic calming devices. Recommend same as 2019 original budget for 2020. The Washtenaw County Road Commission will give us a list of road projects, this will be brought back to the Township Board in the first quarter of 2020.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 446.000 - HIGHWAYS AND STREETS							
101-446.000-818.008	HIGHWAYS & STREETS LIFT STATI	8,181	5,807	19,000	19,000	6,873	19,000
101-446.000-818.009	HIGHWAYS & STREETS DRAIN COST	169,331	216,922	172,112	172,112	172,112	224,994
101-446.000-818.022	HIGHWAY & ST-ROAD CONSTRUCTIO	250,090	542,814	100,000	996,954	311,595	100,000
NET OF REVENUES/APPROPRIATIONS - 446.000 - HIGHWAYS AND STREE		(427,602)	(765,543)	(291,112)	(1,188,066)	(490,580)	(343,994)

101-728 – Economic Development

Expenditures

Line Item	Explanation
101-728-000-705-000 – Salary-Supervision	Salary of Economic Development Director position, currently vacant. We are looking for a higher level of experience and recommend that the salary be increased to \$80,000.
101-728-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-728-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020. A higher increase is shown due to budgeting family coverage for the vacant position. Once it is filled, this number will be adjusted if needed.
101-728-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
101-728-000-719-003 – Employee Paid Health Contra	Amount employees pay toward health care coverage. An increase is budgeted due to budgeting family coverage for the vacant position.

Line Item	Explanation
101-728-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>A higher increase is shown due to budgeting family coverage for the vacant position. Once it is filled, this number will be adjusted if needed.</p>
101-728-000-719-016 – Vision Benefits	<p>Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.</p> <p>A higher increase is shown due to budgeting family coverage for the vacant position. Once it is filled, this number will be adjusted if needed.</p>
101-728-000-719-020 – Health Care Deduction	<p>Cost fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.</p> <p>An increase is shown due to budgeting family coverage for the vacant position. Once it is filled, this number will be adjusted if needed.</p>
101-728-000-719-021 – Admin Fee – Health Deductible	<p>Cost to manage card used to pay health care deductibles, administered by Clarity Benefits.</p>
101-728-000-720-000 – Life Insurance	<p>Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.</p>

Line Item	Explanation
101-728-000-727-000 – Office Supplies	Nothing budgeted at this time.
101-728-000-876-000 – Retirement/MERS	Figures provided by the Accounting Department.
101-728-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.
101-728-000-956-000 – Miscellaneous	No change for 2020.

11/4/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 728.000 - ECONOMIC DEVELOPMENT							
101-728.000-705.000	SALARY - SUPERVISION	0	29,808	77,500	77,500	36,962	80,000
101-728.000-715.000	F.I.C.A./MEDICARE	0	2,251	5,929	5,929	2,777	6,120
101-728.000-719.000	HEALTH INSURANCE	0	0	8,335	8,335	4,882	25,756
101-728.000-719.001	SICK AND ACCIDENT	0	0	382	382	95	382
101-728.000-719.003	EMPLOYEE PAID HEALTH CONTRA	0	0	(600)	(600)	0	(1,800)
101-728.000-719.015	DENTAL BENEFITS	0	0	409	409	155	1,466
101-728.000-719.016	VISION BENEFITS	0	16	98	98	41	310
101-728.000-719.020	HEALTH CARE DEDUCTION	0	0	2,975	2,975	0	5,915
101-728.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	0	0	90	90	27	90
101-728.000-720.000	LIFE INSURANCE	0	0	227	227	57	227
101-728.000-727.000	OFFICE SUPPLIES	0	0	1,000	1,000	0	0
101-728.000-876.000	RETIREMENT/MERS	0	1,461	3,317	3,317	1,984	4,128
101-728.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	525	1,300	1,300	625	1,300
101-728.000-956.000	MISCELLANEOUS	0	0	500	500	286	500
NET OF REVENUES/APPROPRIATIONS - 728.000 - ECONOMIC DEVELOPM		0	(34,061)	(101,462)	(101,462)	(47,891)	(124,394)

NARRATIVE

101-762 – Residential Services

This budget was eliminated.

Expenditures

This budget was previously used for 50% of the salary & benefits for the Residential Services Director. These expenditures are now included in Fund 226 – Environmental Services. Therefore, this budget has been eliminated.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 762.000 - RESIDENT SVCS: ADMINISTRATION							
101-762.000-705.000	SALARY - SUPERVISION	42,304	45,620	44,371	44,371	10,750	0
101-762.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	9,363	0	0	0	0	0
101-762.000-708.009	AUTO ALLOWANCE	3,000	0	0	0	0	0
101-762.000-709.000	REG OVERTIME	0	225	0	0	0	0
101-762.000-715.000	F.I.C.A./MEDICARE	4,167	677	3,394	3,394	795	0
101-762.000-719.000	HEALTH INSURANCE	9,300	0	12,503	12,203	0	0
101-762.000-719.001	SICK AND ACCIDENT	239	45	191	191	0	0
101-762.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(900)	(38)	(900)	(900)	0	0
101-762.000-719.015	DENTAL BENEFITS	709	0	733	733	111	0
101-762.000-719.016	VISION BENEFITS	128	0	148	148	12	0
101-762.000-719.020	HEALTH CARE DEDUCTION	3,261	0	2,958	2,958	0	0
101-762.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	(106)	0	45	45	17	0
101-762.000-720.000	LIFE INSURANCE	99	3	113	113	0	0
101-762.000-723.000	DEFERRED COMPENSATION EMPLOYE	0	402	0	0	0	0
101-762.000-867.000	GAS & OIL	0	15	0	0	0	0
101-762.000-876.000	RETIREMENT/MERS	5,533	5,075	2,290	2,290	555	0
101-762.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	56	0	300	175	0
NET OF REVENUES/APPROPRIATIONS - 762.000 - RESIDENT SVCS: ADMIN		(77,097)	(52,080)	(65,846)	(65,846)	(12,415)	0

NARRATIVE

101-774 – Parks & Grounds

Expenditures

Line Item	Explanation
101-774-000-705-000 – Salary-Supervision	Line item intended for salary of Park Operations Director, a Teamster position. At this time, this position will not be filled, so \$0 is budgeted for 2020.
101-774-000-706-000 – Permanent Wages	<p>Wages of two Crew Leaders (one currently vacant), one Laborer (currently vacant) and 50% of Mechanic/Equipment Operator, all AFSCME positions. A contractual 2.5% increase is budgeted.</p> <p>Even though the increase is budgeted, a decrease is shown due to the vacant positions being budgeted at a lower starting wage, per the AFSCME contract.</p>
101-774-000-707-000 – Salary-Temporary/Seasonal	Wages of seasonal employees. Based on expenditures to date, recommend decreasing to \$90,000 for 2020.
101-774-000-707-775 – Salary-Temporary/Ford Lake Park	Wages of seasonal employees working within Ford Lake Park system. Based on expenditures to date, recommend decreasing to \$90,000 for 2020.
101-774-000-707-776 – Salary Temp FLP Gate Staff	Wages of park gate staff. Based on expenditures to date, recommend decreasing to \$20,000 for 2020.

Line Item	Explanation
101-774-000-708-004 – Salaries Pay Out-PTO & Sick Time	Used for payout of PTO time for employees that have over 360 hours accumulated or request a payout due to an emergency. Amounts are paid at 75%.
101-774-000-708-010 – Health Insurance Buyout	Cost of health insurance buyout for employees who receive health insurance through another source.
101-774-000-709-000 – Regular Overtime	Overtime costs, (plowing snow, mowing, etc.). Based on the YTD expenditures, recommend increase to \$15,000 for 2020.
101-774-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-774-000-719-000 – Health Insurance	<p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>A larger increase is shown due to budgeting family health care for the vacant Crew Leader and Laborer positions. Once the positions are filled, line item will be adjusted if necessary.</p>
101-774-000-719-001 – Sick & Accident	Our new rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
101-774-000-719-003 – Employee Paid Health Contra	<p>Amount employees pay toward health care coverage.</p> <p>Increase budgeted due to budgeting family health care for the vacant Crew Leader and Laborer positions. Once the positions are filled, line item will be adjusted if necessary.</p>

Line Item	Explanation
101-774-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>A decrease is shown due to not budgeting for the Parks Superintendent position.</p>
101-774-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020.
101-774-000-719-020 – Health Care Deduction	<p>Cost to fund Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.</p> <p>An increase is shown due to budgeting family health care for the vacant Crew Leader and Laborer positions.</p>
101-774-000-719-021 – Admin Fee-Health Deductible	<p>Cost to manage card used to pay health care deductibles, administered by Clarity Benefits.</p> <p>An increase is shown due to budgeting family health care for the vacant Crew Leader and Laborer positions. Once the positions are filled, line item will be adjusted if necessary.</p>
101-774-000-720-000 – Life Insurance	Our new rates for life insurance are \$226.80/year for each employee. Figures provided by Human Resources.
101-774-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
101-774-000-724-001 – Unemployment Expense	No change for 2020.

Line Item	Explanation
101-774-000-727-000 – Office Supplies	Office supplies for Parks & Grounds Department. No change for 2020.
101-774-000-741-000 – Boot Reimbursement & Uniforms Purchase	Cost of uniform purchase and cleaning, as well as boot reimbursement for employees within department. No change for 2020.
101-774-000-741-775 – Boot Reimbursement & Uniforms Purchase-FLP	Cost of boot reimbursement for employees within department, as well as T-shirts for seasonal employees during the season. No change for 2020.
101-774-000-757-000 – Operating Supplies	Used to purchase safety supplies needed for the parks, as well as trash bags, cans, etc. No change for 2020.
101-774-000-757-775 – Operating Supplies-Ford Lake Park	Used to purchase safety supplies needed for Ford Lake Park system. No change for 2020.
101-774-000-776-000 – Maintenance Supplies	Cost of athletic field paint, rock salt, signs, fall zone material for playgrounds and trailer/equipment tires. No change for 2020.
101-774-000-776-010 – Civic Center Landscaping	Used to plant flowers around areas of Township Civic Center. Front of building needs a complete replanting, a professional would be necessary. No change in budget for 2020.
101-774-000-776-775 – Maint Supplies-Ford Lake Park	Used for maintenance supplies (lumber, bolts, stone, signs, etc.) for Ford Lake Park system. No change for 2020.
101-774-000-783-004 – Tree Maintenance	Cost for maintenance and removal of trees. No change for 2020.

Line Item	Explanation
101-774-000-818-011 – Maintenance Contractual Service	Used for electrical contractors, weeding/feeding soccer\ball parks and tree removal. No change for 2020.
101-774-000-818-775 – Maint-Contr Svcs-Ford Lake Park	Used for electrical contractors, YCUA hydrant usage, Ford Lake Park weeding/feeding soccer\ball parks, tree removal, alarm system, etc. No change for 2020.
101-774-000-867-000 – Gas & Oil	WEX, Fuelcloud, cost of fuel for work done in parks. No change for 2020.
101-774-000-867-775 – Gas & Oil-Ford Lake Park	WEX, Fuelcloud, cost of fuel for work done in Ford Lake Park system. No change for 2020.
101-774-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
101-774-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/14.
101-774-000-920-000 – Utilities-Parks	Cost of utilities in parks. No change for 2020.
101-774-000-920-775 – Utilities-Ford Lake Parks	Cost of utilities in Ford Lake Park system. An increase is budgeted due to moving the utilities for Ford Lake Park from Fund 226 – Environmental Services to this budget for 2020.
101-774-000-939-000 – Auto Maintenance	This line item is no longer used. Miscellaneous repairs are now budgeted in each department that has Township vehicles.

Line Item	Explanation
101-774-000-939-010 – Small Equipment & Parts	Cost to purchase parts for mowers, weed whips, etc. No change for 2020.
101-774-000-939-011 – Parks Equipment Labor	Cost of labor to repair tractors for field maintenance. No change for 2020.
101-774-000-939-030 – Labor/Fluid Chrgs-Motorpool	Cost of antifreeze and other fuel charges from Motorpool. Figures provided by the Accounting Director.
101-774-000-939-031 – Motorpool/Miscellaneous Repair	New line item added to 2019 budget, covers miscellaneous vehicle repair. Figures provided by the Accounting Director.
101-774-000-941-000 – Equipment Rental/Leasing	Cost to rent equipment (rototillers, concrete saws, etc.). For the 2020 budget, we moved the cost of port-a-john rental for the parks from Fund 230 – Recreation to this budget. A \$3,800 increase is budgeted for 2020.
101-774-000-942-775 – Vehicle Charge-Ford Lake Park	Figures provided by the Accounting Director.
101-774-000-943-000 – Motorpool Lease/Maintenance	Cost of motorpool leases for all non-FLP vehicles. Figures provided by the Accounting Director.
101-774-000-943-775 – Motorpool Lease/Maintenance-FLP	Cost of motorpool leases for Ford Lake Park system. Figures provided by the Accounting Director.
101-774-000-956-000 – Miscellaneous	Cost of drug screening and driving records. No change for 2020.
101-774-000-958-000 – Membership & Dues	Cost of pesticide licensing. No change for 2020.

Line Item	Explanation
101-774-000-977-000 – Equipment	Recommendation to purchase three zero turn mowers for use in Township parks.

11/13/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 774.000 - RESIDENT SVCS: PARKS & GROUNDS							
101-774.000-705.000	SALARY - SUPERVISION	27,535	0	59,225	59,225	10,290	0
101-774.000-706.000	SALARY - PERMANENT WAGES	115,139	122,282	130,856	130,856	99,636	129,957
101-774.000-707.000	SALARY - TEMPORARY/SEASONAL	94,886	103,098	92,000	86,700	75,024	90,000
101-774.000-707.775	SALARY - TEMP. FORD LAKE PARK	52,173	104,715	93,000	93,000	73,198	90,000
101-774.000-707.776	SALARY TEMP FLP GATE STAFF	15,297	16,565	24,000	24,000	11,888	20,000
101-774.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	4,715	3,164	3,604	3,604	0	4,000
101-774.000-708.010	HEALTH INS BUYOUT	2,698	4,500	3,000	3,000	1,500	3,000
101-774.000-709.000	REG OVERTIME	4,293	5,555	7,500	10,500	11,537	15,000
101-774.000-715.000	F.I.C.A./MEDICARE	13,132	15,171	15,046	15,046	10,769	17,622
101-774.000-719.000	HEALTH INSURANCE	34,099	30,644	62,513	62,513	32,090	87,569
101-774.000-719.001	SICK AND ACCIDENT	1,317	1,376	1,337	1,337	971	1,336
101-774.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(3,375)	(2,363)	(4,500)	(4,500)	0	(6,000)
101-774.000-719.015	DENTAL BENEFITS	3,700	3,702	5,130	5,130	2,968	4,805
101-774.000-719.016	VISION BENEFITS	663	763	1,033	1,033	656	1,033
101-774.000-719.020	HEALTH CARE DEDUCTION	8,889	3,273	14,718	14,718	4,756	20,633
101-774.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	210	125	180	180	101	315
101-774.000-720.000	LIFE INSURANCE	555	625	794	794	576	794
101-774.000-723.000	DEFERRED COMPENSATION EMPLOYE	2,270	2,926	0	2,300	2,194	2,340
101-774.000-724.001	UNEMPLOYMENT EXPENSE	0	1,086	5,000	5,000	0	5,000
101-774.000-727.000	OFFICE SUPPLIES	127	236	250	250	0	250
101-774.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	1,265	1,945	6,500	6,500	2,277	6,500
101-774.000-741.775	BOOT REIMB & UNIFORMS PURCHASE - FLP	497	550	800	800	747	800
101-774.000-757.000	OPERATING SUPPLIES	1,550	1,388	2,000	2,000	603	2,000
101-774.000-757.775	OPERATING SUPP: FORD LAKE PAR	929	857	2,000	2,000	584	2,000
101-774.000-776.000	MAINTENANCE SUPPLIES	13,021	19,835	30,000	30,000	14,599	30,000
101-774.000-776.010	CIVIC CENTER LANDSCAPING	1,250	908	3,000	3,000	227	3,000
101-774.000-776.775	MAINT SUPPLIES: FORD LAKE PAR	4,824	6,030	7,500	7,500	5,422	7,500
101-774.000-783.004	TREE MAINTENANCE	1,410	0	1,500	1,500	1,050	1,500
101-774.000-818.011	MAINTENANCE CONTRACTUAL SRVC	16,812	16,251	20,000	20,000	15,167	20,000
101-774.000-818.775	MAINT-CONTR SVCS - FORD LK PR	6,840	5,060	7,500	7,500	3,785	7,500
101-774.000-850.775	TELEPHONE - FORD LAKE PARK	(17)	0	500	500	0	0
101-774.000-867.000	GAS & OIL	15,973	24,919	25,000	25,000	16,149	25,000
101-774.000-867.775	GAS & OIL - FORD LAKE PARK	8,152	9,894	12,000	12,000	6,393	12,000
101-774.000-876.000	RETIREMENT/MERS	23,921	24,723	20,848	20,848	15,862	21,836
101-774.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	1,038	3,250	3,250	1,568	3,250
101-774.000-920.000	UTILITIES - PARKS	13,827	13,577	14,000	14,000	3,801	14,000
101-774.000-920.775	UTILITIES - FORD LAKE PARKS	13,189	12,176	12,000	12,000	7,539	18,500

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019



GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
101-774.000-939.000	AUTO MAINTENANCE	376	2,830	2,000	0	0	0
101-774.000-939.010	SMALL EQUIPMENT & PARTS	11,574	14,910	12,000	13,000	13,004	12,000
101-774.000-939.011	Parks Equipment Labor	257	594	1,000	1,000	229	1,000
101-774.000-939.030	LABOR/FLUID CHRGS - MOTORPOOL	1,226	1,200	1,200	1,200	1,000	1,200
101-774.000-939.031	MOTORPOOL-MISC REPAIR	0	6,206	0	1,000	873	5,000
101-774.000-941.000	EQUIPMENT RENTAL/LEASING	0	405	500	500	102	4,300
101-774.000-942.775	VEHICLE CHARGE - FLP	2,800	2,800	2,800	2,800	2,333	2,800
101-774.000-943.000	MOTORPOOL LEASE/MAINTENANCE	27,425	30,500	41,407	41,407	34,506	30,268
101-774.000-943.775	MOTORPOOL LEASE MAINT-FORD L	27,425	30,500	41,407	41,407	34,506	30,268
101-774.000-956.000	MISCELLANEOUS	313	270	600	600	264	600
101-774.000-958.000	MEMBERSHIP AND DUES	0	0	300	300	0	300
101-774.000-977.000	EQUIPMENT	121,631	7,390	0	167,715	116,789	15,000
NET OF REVENUES/APPROPRIATIONS - 774.000 - RESIDENT SVCS: PARKS		(694,793)	(654,199)	(786,298)	(954,013)	(637,533)	(765,776)

101-780 – Stormwater Management

Expenditures

Line Item	Explanation
101-780-000-801-000 – Professional Services	Annual dues with Huron River Watershed Council for stormwater management services, which were increased to \$10,514.36 for 2019. In addition, it also covers the permit fee to the State of Michigan and fees charged by OHM for water permit assistance. No change for 2020. We would still like to do a study and action plan to educate residents on keeping drains clean.

7/25/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 780.000 - RSD-STORMWATER MGMT DEPT							
101-780.000-801.000	PROFESSIONAL SERVICES	14,642	10,041	28,000	28,000	13,885	28,000
NET OF REVENUES/APPROPRIATIONS - 780.000 - RSD-STORMWATER MC		(14,642)	(10,041)	(28,000)	(28,000)	(13,885)	(28,000)

101-851 - Fringes

Expenditures

Line Item	Explanation
101-851-000-719-005 – Hospital Physicals	Cost for physicals for seasonal employees. The Safety Coordinator and Human Resources have also recommended that we offer Hepatitis B vaccines to employees who are at high risk. Request an increase to \$5,050 for 2020.
101-851-000-724-000 – Employee Assistance Program	Cost of participation in Employee Assistance Program (EAP). It is an employee benefit program that helps employees assist with personal and/or work-related problems that may impact job performance, health, mental and emotional well-being. We will receive a 7.8% increase in 2020, the first since 2012.
101-851-000-803-100 – Contract Services-Flex Spending	Used for fees associated with flex spending accounts that are paid to Choice Strategies. No change for 2020.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 851.000 - FRINGES AND INSURANCE							
101-851.000-719.005	HOSPITAL PHYSICALS	2,693	1,985	3,200	3,200	2,325	5,050
101-851.000-724.000	EMPLOYEE ASSISTANCE PROGRAM	3,689	3,714	4,500	4,500	3,994	4,900
101-851.000-803.100	CONTRACT SRVS-FLEX SPENDING	0	0	250	250	0	250
NET OF REVENUES/APPROPRIATIONS - 851.000 - FRINGES AND INSURAN		(6,382)	(5,699)	(7,950)	(7,950)	(6,319)	(10,200)

101-950 – Community Stabilization

Expenditures

Line Item	Explanation
101-950-000-801-023 – Public Nuisance – Legal Services	Used to track legal services to abate public nuisances. No change for 2020.
101-950-000-801-024 – Land Use Issues	Legal expenses for land use issues, including ordinance review and any zoning challenges. No change for 2020.
101-950-000-801-400 - Prof Serv – Special Land Project	Cost of professional services for Phase I & II on Township owned property. Nothing planned for 2020 at this time.
101-950-000-880-001 – Right Of Way Maintenance	Cost of contracting with groups/seasonal workers to pick up trash along roadways, clean gutters, etc., as well as cost of bags, trash pickers, etc. No change for 2020.
101-950-000-880-002 – Mowing Properties	Used for mowing of properties we receive from County through tax foreclosure and for other Township owned properties. No change for 2020.
101-950-000-880-050 – Community Organization	Cost to partner with Habitat for Humanity to help enrich and organize neighborhoods. Recommend that we increase to \$60,000 for 2020.

Line Item	Explanation
101-950-000-969-010 – Community Investment/ Ecorse Rd. & Michigan Ave.	Was previously used in partnership with Habitat for Humanity to stabilize neighborhoods and commercial districts. It could be used for public art in the corridor, wayfinding and community investment for businesses by partnering with SPARK to provide dollars/loans to Ecorse Road & Michigan Avenue for business improvements, such as facades, parking lot improvements and energy efficiencies. Recommend that \$50,000 be budgeted for 2020.
101-950-000-969-011 – Community Stabilization Land Bank	<p>Used to purchase certain tax foreclosed or tax reverted properties for the Township. We also purchases tax foreclosed properties for Habitat for Humanity under the First Right of Refusal in order to focus on neighborhood stabilization through homeownership.</p> <p>This line 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.</p> <p>Recommend decreasing to \$50,000 for 2020.</p>

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 950.000 - COMMUNITY STABILIZATION							
101-950.000-801.023	PUBLIC NUISANCE - LEGAL SVCS	606,070	644,796	600,000	600,000	502,592	600,000
101-950.000-801.024	LAND USE ISSUES	264,917	238,204	200,000	200,000	184,941	200,000
101-950.000-801.400	PROF SERV - SPECIAL LAND PROJECT	0	0	0	17,840	0	0
101-950.000-880.001	RIGHT OF WAY MAINT	19,677	13,290	35,000	35,000	0	35,000
101-950.000-880.002	MOWING PROPERTIES	66,018	57,365	60,000	60,000	72,866	60,000
101-950.000-880.050	COMMUNITY ORGANIZATION	50,000	50,000	50,000	50,000	50,000	60,000
101-950.000-969.010	COMMUNITY INVESTMENT	100,000	80,000	100,000	100,000	4,000	50,000
101-950.000-969.011	COMMUNITY STABILIZATION - LAND BANK	157,824	93,613	90,000	87,850	25,247	50,000
101-950.000-969.013	LIBERTY SQUARE - GRANT PROJECT	0	986	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - 950.000 - COMMUNITY STABILIZ		(1,264,506)	(1,178,254)	(1,135,000)	(1,150,690)	(839,646)	(1,055,000)

101-956 – Other Functions

Expenditures

Line Item	Explanation
101-956-000-719-010 – Health Care Tax	The health care taxes are now included in the monthly premiums and are allocated to the proper departments. This line is used for the annual reporting fee for the Healthcare Excise Tax. Our Accounting Director recommends that \$600 be budgeted for 2020.
101-956-000-724-001 – Unemployment Expense	Used for non-seasonal employees. Nothing expected in 2020.
101-956-000-801-000 – Professional Services	Used for various professional services the Township may need, i.e. HR services, architects, economic development, Reimagine Washtenaw, small engineering projects, etc. No change from the 2019 original budget.
101-956-000-808-000 – Beekeeping/Service & Supplies	New line item in 2019. Cost of service and supplies for YTown's honeybee initiative. Donations are received to cover these costs and can be seen in 101-000-000-675-050.
101-956-000-844-000 – Meals on Wheels	Contribution to Meals on Wheels. No change for 2020.

Line Item	Explanation
101-956-000-944-002 – Aerotropolis	In June 2017, the Township Board voted to withdraw from the Aerotropolis. Therefore, this line item remains at \$0.
101-956-000-876-002 – Other Retirement Costs	Life insurance coverage of retirees. It is not reimbursed from the OPEB retirement fund and is an expense to the Township. It is recommended by our Accounting Director that it be increased to \$2,000 for 2020.
101-956-000-876-003 – OPEB Funding-Retiree Health	Liability for the Township’s Other Post Employment Benefits (OPEB) obligation for all departments except 14B Court, Fire, Environmental Services, Building, Recreation and Law Enforcement. Figures provided by the Accounting Director. The amount is determined by an actuarial.
101-956-000-882-004 – City of Ypsilanti/Rutherford Pool	Continue with donation for 2020.
101-956-000-884-000 – Wash Dev Council-AA SPARK	\$15,000 is budgeted in 2020 for this line item (\$10,000 for A2 SPARK and \$5,000 for SPARK East).
101-956-000-913-000 – Insurance & Bonds Fleet	Cost of liability insurance. Figures 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	Maintenance costs of cameras the Township pays for (main server, 2 cameras at Harris Park and 1 at Redwood overpass). No change for 2020.

Line Item	Explanation
101-956-000-926-000 – Street Lighting Non-Assessible	Cost to maintain street lights in areas where they are not part of a special assessment district. It is recommended by our Accounting Director that it be reduced to \$125,000 for 2020.
101-956-000-926-050 – Street Light-Construction-Non Assessible	\$95,818 is budgeted for conversion to LED streetlights throughout the Township. Approved by the Township Board in 2019.
101-956-000-926-100 – Right of Way Tree Trim-Removal	Cost to trim/remove trees. No change for 2020.
101-956-000-956-000 - Miscellaneous	No change from the 2019 original budget.
101-956-000-956-006 – Miscellaneous Tax Refunds	Used to try to reach MTT settlements, the full settlement amounts are reserved in Fund Balance. No change for 2020.
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. No change is expected for 2020.
101-956-000-956-022 – Settlement &/or Claim Deductibles	Used for any insurance claims filed against the Township and represented by the Michigan Municipal Liability legal staff. No change recommended for 2020.
101-956-000-957-000 – Bank Charges	Figures provided by the Accounting Director.

Line Item	Explanation
101-956-000-969-007 – Contribution Water Hardship	Cost to fund our Water Subsidy Program. No change recommended for 2020.

11/13/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017	2018	2019	2019	2019	2020
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/19	REQUESTED BUDGET
Dept 956.000 - OTHER FUNCTIONS							
101-956.000-719.010	HEALTH CARE TAX	2,655	978	1,200	1,200	391	600
101-956.000-724.001	UNEMPLOYMENT EXPENSE	724	(724)	1,000	1,000	0	0
101-956.000-801.000	PROFESSIONAL SERVICES	19,315	73,084	55,000	59,399	38,787	55,000
101-956.000-808.000	BEEKEEPING - SERVICE & SUPPLIES	0	0	0	5,000	4,222	4,000
101-956.000-844.000	MEALS ON WHEELS	10,000	10,000	10,000	10,000	10,000	10,000
101-956.000-844.002	AEROTROPOLIS	15,000	0	0	0	0	0
101-956.000-876.002	OTHER RETIREMENT COSTS	1,422	1,320	1,700	1,700	1,389	2,000
101-956.000-876.003	OPEB FUNDING- RETIREE HEALTH	458,560	417,383	439,988	439,988	439,988	428,436
101-956.000-882.004	Cty of Ypsi-Rutherford Pool	0	0	0	5,000	5,000	5,000
101-956.000-884.000	WASH DEV COUNCIL-AA SPARK	15,000	15,000	15,000	15,000	15,000	15,000
101-956.000-913.000	INSURANCE & BONDS FLEET	108,103	108,469	113,605	113,605	89,992	113,365
101-956.000-917.000	WORKERS COMPENSATION INSURANC	16,622	16,261	17,002	17,002	13,486	17,002
101-956.000-925.000	CAMERAS NON TAX ASSESSMENT	24,106	13,871	15,500	15,500	11,107	15,500
101-956.000-926.000	STREET LIGHTING NON ASSESSABL	110,716	30,706	150,000	135,000	93,235	125,000
101-956.000-926.050	STREET LIGHT -CONSTRUCTION NON-A	84,693	384,484	0	37,063	37,061	95,818
101-956.000-926.100	RIGHT OF WAY TREE TRIM - REMOVAL	650	3,250	10,000	9,200	1,325	10,000
101-956.000-956.000	MISCELLANEOUS	75	21	500	1,900	63	500
101-956.000-956.006	MISCELLANEOUS TAX REFUNDS	1,593	825	3,000	3,000	1,045	3,000
101-956.000-956.020	PROPERTY TAXES ON TWP PROPERT	14	3,568	10,000	10,000	4,699	10,000
101-956.000-956.022	SETTLEMENTS &/or CLAIM DEDUCTIBLES	0	0	10,000	10,000	5,000	10,000
101-956.000-957.000	BANK CHARGES	11,486	8,476	12,000	12,000	7,321	12,000
101-956.000-969.007	CONTRIBUTION WATER HARDSHIP	7,170	8,600	12,000	12,000	6,000	12,000
NET OF REVENUES/APPROPRIATIONS - 956.000 - OTHER FUNCTIONS		(887,904)	(1,095,572)	(877,495)	(914,557)	(785,111)	(944,221)

101-970 – Capital Outlay

Expenditures

Line Item	Explanation
101-970-000-975-106 – Civic Center Improvements	Recommend renovating 2 nd floor restrooms (in cafeteria) to make them handicap accessible.
101-970-000-975-135 – Capital Outlay – Furniture & Fixtures	Continued replacement of 20 year old office furniture in Civic Center and carpeting. Recommend \$30,000 for 2020.

8/26/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019



GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 970.000 - CAPITAL OUTLAY							
101-970.000-971.008	CAPTL OUTLAY -IMPROVEMENT	30,500	22,955	0	0	0	0
101-970.000-971.100	CAPITAL OUTLAY - TYLER DAM PROJECT	1,523,048	28,688	0	0	(22,143)	0
101-970.000-972.000	CAPO NEIGHBORHOOD CAMERA SYSTEM	29,634	19,130	0	20,037	4,908	0
101-970.000-974.100	CDBG PROJECT - CAPITAL OUTLAY	0	235	0	254,140	24,797	0
101-970.000-975.106	CIVIC CENTER - IMPROVEMENTS	0	0	0	0	0	30,000
101-970.000-975.135	CAP OUTLAY - FURNITURE & FIXTURES	16,053	40,010	40,000	39,765	6,276	30,000
101-970.000-975.141	CIVIC CENTER - ROOF	0	0	203,000	240,087	239,087	0
101-970.000-975.206	CAPITAL OUTLAY - FIRE TRUCK	0	0	0	500,000	483,074	0
101-970.000-976.007	CAPITAL OUTLAY - VETERANS DRIVE	24,558	0	0	0	0	0
101-970.000-976.008	CAPITAL OUTLAY - COMMUNITY CT	0	115,542	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - 970.000 - CAPITAL OUTLAY		(1,623,793)	(226,560)	(243,000)	(1,054,029)	(735,999)	(60,000)

101-999 – Other Financing Uses

Expenditures

Line Item	Explanation
101-999-000-968-252 – Transfer to Hydro Station	Transfer of funds to Hydro Station that are received from DTE for future capital and FERC relicensing.
101-999-000-969-212 – Transfer to BSR II-Fund 212	Transfer of funds to BSR II – Fund 212 to pay half of the \$6 million cost of the Township’s road bond. This will be paid off in 2022.

8/26/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 999.000 - OTHER FINANCING USES							
101-999.000-968.252	TRANSFER TO HYDRO STATION	0	0	79,000	79,000	79,000	81,000
101-999.000-969.212	TRANSFER TO BSR II Fund 212	363,455	433,000	327,000	327,000	327,000	321,000
101-999.000-969.301	TRANSFER OUT: TO GEN OBLIGATION	480,000	0	0	0	0	0
101-999.000-969.397	TRANSFER OUT: TO DEBT FUND B	0	705,422	0	0	0	0
101-999.000-969.584	CONTRIBUTION TO GOLF COURSE	150,000	0	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - 999.000 - OTHER FINANCING USE		(993,455)	(1,138,422)	(406,000)	(406,000)	(406,000)	(402,000)
ESTIMATED REVENUES - FUND 0.00		11,570,810	9,178,898	8,931,489	10,996,151	7,978,523	9,286,860
APPROPRIATIONS - FUND 1C 0.00		9,869,281	9,486,927	8,893,104	10,957,766	7,817,259	9,249,834
NET OF REVENUES/APPROPRIATIONS - FUND 101		1,701,529	(308,029)	38,385	38,385	161,264	37,026

Fund 206 – Fire Department

2020 Revenues

Line Item	Explanation
206-000-000-402-005 – Current Taxes Fire Retirement, Pension & OPEB	Reflects revenues from taxes that are collected for the fire pension, this revenue estimate is based on taxable values and projected adjustments from Board of Review, Michigan Tax Tribunal and other state approved assessment reductions like Industrial Facilities exemptions and Renaissance Zones. In the adopted 2019 budget the new Renaissance Zone for the ACM property was included in our revenue estimate, this was a mistake. For the 2020 draft budget, a 4% increase (over the 2019 activity) is budgeted.
206-000-000-403-000 – Current Property Taxes	Reflects revenues from taxes that are collected for the Fire Department, this revenue estimate is based on taxable values and projected adjustments from Board of Review, Michigan Tax Tribunal and other state approved assessment reductions like Industrial Facilities exemptions and Renaissance Zones. In the adopted 2019 budget the new Renaissance Zone for the ACM property was included in our revenue estimate, this was a mistake. For the 2020 draft budget, a 4% increase (over the 2019 activity) is budgeted.

Line Item	Explanation
206-000-000-403-010 – Current Capital Improvement Taxes	Reflects revenues from taxes that are collected for the Fire Department, this revenue estimate is based on taxable values and projected adjustments from Board of Review, Michigan Tax Tribunal and other state approved assessment reductions like Industrial Facilities exemptions and Renaissance Zones. In the adopted 2019 budget the new Renaissance Zone for the ACM property was included in our revenue estimate, this was a mistake. For the 2020 draft budget, a 4% increase (over the 2019 activity) is budgeted.
206-000-000-405-000 – In Lieu of Taxes	Revenues from PILOT for Clark East Towers. \$6,000 budgeted for 2020.
206-000-000-417-000 – Delinquent Personal Property Tax	Revenue from delinquent personal property taxes. Nothing budgeted for 2020.
206-000-000-476-491 – Fire Protection Permit	Fees charged for non-business licenses for fire alarm/fire suppression systems inspections. No change for 2020.
206-000-000-607-011 – Fire Plan Review – Chg for Service	Fees charged for fire plan reviews. No change for 2020.
206-000-000-607-012 – Address Assign – Chg for Service	Fees charged for an address assignment for a residence or business. No change for 2020.
206-000-000-607-270 – Liquor Inspect – Chg for Service	Fees charged for business liquor license inspections. No change for 2020.
206-000-000-664-001 – Interest Earned	Interest earned on accounts. Recommend that \$15,000 be budgeted for 2020. Figures provided by the Accounting Director.

Line Item	Explanation
206-000-000-694-004 – Other Interest Miscellaneous	Miscellaneous income (ACM Fire Truck Lease agreement). No change for 2020.
206-000-000-699-000 – Appropriated Prior Year Balance	Amount needed from fund balance to fund capital outlays and debt service. Projection for 2020 is \$0.

2020 Expenditures

Line Item	Explanation
206-206-000-705-000 – Salary-Supervision	Salary of the Fire Chief. A 2.5% increase is budgeted, per the Board's direction.
206-206-000-705-002 – Salaries-Officers	Salaries of Fire Marshal, 3 Captains & 3 Lieutenants. No increase is budgeted because the Fire contract is currently in negotiations. Even though no increase is budgeted, a larger amount is shown due to longevity increases within the department.
206-206-000-706-000 – Salary-Permanent Wages	Salaries of 19 career firefighters. A replacement hire is recommended in 2020 due to anticipated retirement. No increase is shown because the Fire contract is currently in negotiations. Even though no increase is budgeted, a larger amount is shown due to longevity increases within the department.
206-206-000-706-011 – Permanent Wages-Fire Clerical	Salary of AFSCME clerical staff. A 2.5% contractual increase is budgeted.
206-206-000-708-004 – Salaries Pay Out-PTO & Sick Time	Cost for payouts of PTO or sick time to firefighters.

Line Item	Explanation
206-206-000-708-005 – Salaries Pay Out - Retirees	This line item reflects payouts to employees who are eligible for the Deferred Retirement Option Plan (DROP). For employees hired before 1/1/2014, they may elect to freeze their retirement benefit in the traditional defined benefit plan and enter into the DROP upon attainment of regular service retirement eligibility of twenty-five (25) years of credited service.
206-206-000-708-007 – Fire Comp Time Payout	Cost of banked comp time to firefighters.
206-206-000-708-008 – Retiree Time Payouts	Cost of payout of retiree or long term leave to firefighters.
206-206-000-708-010 – Health Insurance Buyout	Used for health insurance buyout for employees who receive health insurance through another source. Figures provided by Human Resources.
206-206-000-708-200 – Fire Fighter Clothing Allowance	Clothing allowance for firefighters per union contract. Figures provided by Human Resources.
206-206-000-708-206 – Fire Fighter Food Allowance	Cost of firefighter meals per the union contract.
206-206-000-709-000 – Regular Overtime	Regular overtime for firefighters. Recommend that \$92,250 be budgeted for 2020.
206-206-000-709-001 – Holiday Overtime	Holiday overtime for firefighters. Recommend that \$20,500 be budgeted for 2020.
206-206-000-709-002 – Salary-Contractual Overtime	Contractual (FLSA) overtime for firefighters. Figures provided by Human Resources.

Line Item	Explanation
206-206-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
206-206-000-717-000 – Salaries-Holiday Pay	Cost of holiday pay for firefighters. Figures provided by Human Resources.
206-206-000-719-000 – Health Insurance	<p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>A larger increase is shown due to 3 employees within the department moving to family coverage.</p>
206-206-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
206-206-000-719-003 – Employee Paid Health Contra	Amount employees pay toward health care coverage.
206-206-000-719-005 – Hospital Physicals	Cost of annual respiratory testing and physicals for firefighters. No change from the 2019 original budget. These are usually done in October.
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). These taxes are now included in the monthly premiums and are allocated to the proper departments. Therefore, our Accounting Director recommends that this line item remain at \$1,000 in 2020.

Line Item	Explanation
206-206-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>A decrease is shown due to correcting an error in the 2019 budget.</p>
206-206-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.
206-206-000-719-020 – Health Care Deduction	<p>Cost to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.</p> <p>A decrease from the 2019 original budget is shown due to correcting an error in the 2019 budget.</p>
206-206-000-719-021 – Admin Fee-Health Deductible	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.
206-206-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.
206-206-000-727-000 – Office Supplies	Office supplies for the department. No change for 2020.
206-206-000-730-000 - Postage	Postage costs for department mail. No change for 2020.
206-206-000-741-000 – Uniforms-Laundry & Cleaning	Cleaning of firefighter uniforms, sheets, towels and bedding. No change for 2020.

Line Item	Explanation
206-206-000-741-001 – Uniforms-New and Badges	Cost to purchase new dress uniforms, accessories, dress hats, and badges for firefighters, including new hires. Request \$20,000 for 2020.
206-206-000-741-100 – Fire Protective Gear	Cost for improvements made to firefighting protective equipment. Recommend that it be reduced to \$20,000 for 2020.
206-206-000-741-200 – Fire/Rescue Gen Op Equipment	Cost of capital improvements made for confined rescue equipment. Recommend that it be reduced to \$10,000 for 2020.
206-206-000-742-000 – Fire Prevention Materials	Cost of fire prevention/demonstration materials. No change for 2020.
206-206-000-757-000 – Operating Supplies	Cost of departmental supplies. No change for 2020.
206-206-000-757-004 – Medical Supplies	Cost of EMS supplies, including purchase of SPEC PAK Patient extrication system device for E14-3 & 4. Recommend that it be reduced to \$10,000 for 2020.
206-206-000-757-005 – Fire Investigation	Cost of fire investigative manuals, equipment, supplies, smoke alarms and drone surveillance unit for investigative and research purposes. Recommend that it be reduced to \$6,500 for 2020.
206-206-000-757-006 – Operating Supplies/Tools	Cost of supplies and batteries necessary for firefighting equipment. No change for 2020.
206-206-000-800-001 – Administration Fees	Figures provided by the Accounting Department.

Line Item	Explanation
206-206-000-801-000 – Professional Services	Cost of legal, professional and administrative services provided to the department. Recommend increasing to \$40,000 due to labor negotiations.
206-206-000-857-000 - Communications	Cost of maintenance and service of department radios (portable, mobile). No change for 2020.
206-206-000-857-001 – Communications-Dispatch	Cost of dispatching services contracted with Emergent Health (HVA). Increase of 4% projected in July of 2019 for half of 2020. Request \$81,600.
206-206-000-863-001 – Auto & Truck Main Station #1	Maintenance and repairs of autos and trucks at Station #1/Ford Blvd. Recommend that it be reduced to \$30,000 for 2020.
206-206-000-863-003 – Auto & Truck Main Station #3	Maintenance and repairs of autos and trucks at Station #3/Hewitt St. No change for 2020.
206-206-000-863-004 – Auto & Truck Main Station #4	Maintenance and repairs of autos and trucks at Station #4/Textile Rd. Recommend that it be reduced to \$20,000 for 2020.
206-206-000-867-000 – Gas & Oil	Gas and oil for department vehicles. Increase due to price increases. Request \$33,165 for 2020.
206-206-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.

Line Item	Explanation
206-206-000-876-100 – Retiree Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14. This may be adjusted, dependent on union negotiations.
206-206-000-900-000 - Publishing	Cost of electronic and print publications for postings. No change for 2020.
206-206-000-913-000 – Insurance & Bonds Fleet	Figures provided by the Accounting Director. Due to the new fire trucks, amount increased to \$56,942.
206-206-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
206-206-000-920-004 – Utilities Heat	Heating of all department stations/facilities. Based on the expenditures to date, recommend decreasing to \$15,000 for 2020.
206-206-000-920-005 – Utilities Light	Electricity for department stations/facilities. Request increase to \$24,000 for 2020. Recommend looking at energy efficiency review again.
206-206-000-920-006 – Utilities Telephone	Telephone/internet service to department facilities. No change for 2020.
206-206-000-920-007 – Utilities Water and Sewer	Water/sewer services to department facilities. Request an increase to \$5,000.
206-206-000-931-005 – Bldg Maintenance Station #1	Cost of building maintenance and repairs for Station #1. Request an increase to \$10,000.

Line Item	Explanation
206-206-000-931-007 – Bldg Maintenance Station #3	Cost of building maintenance and repairs for Station #3. Request an increase to \$5,000 for 2020.
206-206-000-931-008 – Bldg Maintenance Station #4	Cost of building maintenance and repairs for Station #4. Request an increase to \$5,000.
206-206-000-933-000 – Equipment Maintenance	Maintenance/testing costs for SCBA, JAWS & fire extinguishers. No change from the 2019 original budget.
206-206-000-933-001 – Maintenance Contracts	Maintenance contracts for copiers, sirens, generators, etc. No change from the 2019 original budget.
206-206-000-943-000 – Motor Pool Lease/Maintenance	Debt payment to General Fund for fire/rescue engine purchase in 2015. No change for 2020.
206-206-000-944-000 – Fire Hydrant Charge	YCUA charges for hydrant maintenance (\$1 X 2700 hydrants). No change.
206-206-000-956-000 - Miscellaneous	Miscellaneous department expenses. No change for 2020.
206-206-000-956-010 Tax Refund Expense	Michigan Tax Tribunal expenses. No change for 2020.
206-206-000-958-000 Membership and Dues	Firefighter membership fees and dues (IAFC, IAAI, NFPA, MFIS, etc.). No change.
206-206-000-960-000 Education and Training	Education and training of department personnel. No change for 2020.

Civil Service Commission

Line Item	Explanation
206-220-000-704-000 – Appointed Officials	Salary of appointed officials. Recommend increase to \$75 per meeting.
206-220-000-706-000 – Salary-Permanent Wages	Salary of secretary to the commission. No change.
206-220-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
206-220-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
206-220-000-801-000 – Professional Services	Professional services for the Civil Service Commission. No change for 2020.
206-220-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
206-220-000-900-000 - Publishing	Publishing costs for 2020, no change.

Pension & Insurance

Line Item	Explanation
206-852-000-876-003 – OPEB Funding – Retiree Health	Cost of Retiree Health Care – OPEB funding. Figures provided by the Accounting Director.
206-852-000-876-004 – Retirement-Fire Department	Cost for Township's portion of the Fire/Act 345 retirement. Figures provided by the Accounting Director.

2020 Capital Outlay

Line Item	Explanation
206-970-000-971-008 – Capital Outlay/Improvement	Cost to refurbish kitchen at Fire HQ and Hewitt Road Station and purchase new appliances for all stations. Recommend that \$100,000 be budgeted.
206-970-000-979-000 – Capital Outlay-Fire Apparatus	Purchase of fire truck – one (1) replacement engine to be purchased in 2020. Request \$525,000. Payback to General Fund in 2020.
206-970-000-979-001 – Protective Equipment	Cost of improvements to firefighting protective equipment. Line item moved to #206-206-000-741-100.
206-970-000-979-002 – General Fire/Rescue Equipment	Capital improvements made for confined rescue equipment. Line item moved to #206-206-000-741-200.
206-970-000-980-001 – Computer/Comm/Furnishing	Cost of capital improvements to fire station furnishings, computers, etc. Requesting increase to purchase new mattresses and box springs in 2020. Request \$20,000.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 206 - FIRE FUND							
Dept 000.000							
206-000.000-402.005	CURRENT TAXES FIRE PENSION	1,364,322	1,418,644	1,766,002	1,766,002	1,722,956	1,791,856
206-000.000-402.006	ESA REIMBURSEMENT PEN	7,540	3,355	0	0	6,054	0
206-000.000-403.000	CURRENT PROPERTY TAXES	3,536,460	3,664,577	3,987,671	3,987,671	3,894,965	4,050,723
206-000.000-403.001	ESA REIMBURSEMENT OP	35,007	4,402	0	0	15,605	0
206-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	1,216	3,423	0	0	0	0
206-000.000-403.005	CUR PROP TAX ADJ - FIRE PENS	31,037	1,542	0	0	0	0
206-000.000-403.010	CURRENT CAPITAL IMPROV TAXES	0	0	643,962	643,962	627,936	653,053
206-000.000-405.000	IN LIEU OF TAXES	8,595	6,202	0	0	6,100	6,000
206-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	3,972	7,223	0	0	0	0
206-000.000-417.005	DELQUENT PERS PROP-FIRE PENSI	1,586	2,838	0	0	0	0
206-000.000-476.491	FIRE PROTECT PERMT	450	450	750	750	450	750
206-000.000-529.000	FEDERAL GRANTS - OTHER	6,343	0	0	0	0	0
206-000.000-607.011	FIRE PLAN REVIEW - CHG FOR SERVICES	2,300	2,585	1,000	1,000	1,470	1,000
206-000.000-607.012	ADDRESS ASSIGN - CHG FOR SERVICES	735	2,015	200	200	0	200
206-000.000-607.270	LIQUOR INSPECT - CHG FOR SERVICES	900	1,050	1,000	1,000	0	1,000
206-000.000-664.001	INTEREST EARNED	11,742	24,376	0	0	40,732	15,000
206-000.000-673.002	SALES OF FIXED ASSETS-EQUIP.	936	0	0	0	0	0
206-000.000-694.001	OTHER INCOME-MISCELLANEOUS	2,358	126	2,000	2,000	1,065	2,000
206-000.000-694.004	INSURANCE REIMBURSEMENTS	4,779	27,704	0	0	6,657	0
206-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	0	74,405	0	0
NET OF REVENUES/APPROPRIATIONS - 000.000 -		5,020,278	5,170,512	6,402,585	6,476,990	6,323,990	6,521,582

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 206.000 - FIRE							
206-206.000-705.000	SALARY - SUPERVISION	81,696	84,179	86,684	86,684	68,318	88,851
206-206.000-705.002	SALARIES OFFICERS	456,282	505,571	510,828	517,794	394,013	524,919
206-206.000-706.000	SALARY - PERMANENT WAGES	977,580	1,015,601	1,066,811	1,083,400	852,557	1,124,921
206-206.000-706.011	PERMANENT WAGES- FIRE CLERICA	47,729	49,356	49,192	49,192	40,130	51,144
206-206.000-706.100	NEGOTIATED CONTRACT ADJUSTMENT	50,406	2,917	0	15,306	15,306	0
206-206.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	36,251	42,820	51,455	45,000	48,766	48,280
206-206.000-708.005	SALARIES PAY OUT OF RETIREES	43,421	22,819	8,411	8,411	8,071	5,000
206-206.000-708.007	FIRE COMP TIME PAYOUT	41,871	33,092	72,224	71,215	5,805	88,877
206-206.000-708.008	RETIREE TIME PAYOUTS	55,444	67,814	23,150	24,159	24,159	9,174
206-206.000-708.010	HEALTH INS BUYOUT	10,810	7,500	9,000	9,000	4,500	9,000
206-206.000-708.200	FIRE FIGHTER CLOTHING ALLOWAN	5,521	5,249	5,600	5,600	108	5,200
206-206.000-708.206	FIRE FIGHTER FOOD ALLOWANCE	28,063	26,371	29,250	25,750	351	26,000
206-206.000-709.000	REG OVERTIME	82,654	98,149	90,000	82,500	54,415	92,250
206-206.000-709.001	HOLIDAY OVERTIME	21,111	35,904	20,000	20,000	29,192	20,500
206-206.000-709.002	SALARY - CONTRACTUAL OVERTIME	117,292	120,937	124,352	129,800	98,911	131,674
206-206.000-715.000	F.I.C.A./MEDICARE	155,090	158,172	175,064	175,064	125,095	182,736
206-206.000-717.000	SALARIES HOLIDAY PAY	90,487	70,733	74,885	74,885	72,067	73,608
206-206.000-719.000	HEALTH INSURANCE	328,560	364,634	438,427	445,100	417,744	485,923
206-206.000-719.001	SICK AND ACCIDENT	479	459	382	382	350	382
206-206.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(47,852)	(45,463)	(51,578)	(31,200)	0	(40,202)
206-206.000-719.005	HOSPITAL PHYSICALS	13,075	12,315	15,000	14,000	13,127	15,000
206-206.000-719.010	HEALTH CARE TAX	577	346	1,000	1,000	0	1,000
206-206.000-719.015	DENTAL BENEFITS	26,168	25,202	33,583	33,583	23,885	30,387
206-206.000-719.016	VISION BENEFITS	5,089	5,299	6,296	6,296	4,886	6,404
206-206.000-719.020	HEALTH CARE DEDUCTION	69,183	69,163	127,155	102,155	75,709	124,355
206-206.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	1,555	2,220	2,160	2,160	1,745	2,250
206-206.000-720.000	LIFE INSURANCE	11,167	12,418	10,653	10,653	12,169	10,653
206-206.000-727.000	OFFICE SUPPLIES	992	1,954	2,000	2,000	1,613	2,000
206-206.000-730.000	POSTAGE	198	712	500	500	236	500
206-206.000-741.000	UNIFORMS - LAUNDRY & CLEANING	13,565	14,029	15,000	15,000	11,820	15,000
206-206.000-741.001	UNIFORMS-NEW AND BADGES	15,221	4,972	5,000	5,000	2,131	20,000
206-206.000-741.100	FIRE PROTECTIVE GEAR	0	0	50,000	50,000	13,935	20,000
206-206.000-741.200	FIRE/RESCUE GEN OP EQUIP	0	0	13,500	12,500	2,916	10,000
206-206.000-742.000	FIRE PREVENTION MATERIALS	2,465	2,552	3,500	3,500	3,291	3,500
206-206.000-757.000	OPERATING SUPPLIES	13,698	14,553	14,000	14,000	10,399	14,000
206-206.000-757.004	MEDICAL SUPPLIES	6,824	9,631	10,800	10,800	8,413	10,000
206-206.000-757.005	FIRE INVESTIGATION	551	634	9,500	10,500	525	6,500

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
206-206.000-757.006	OPERATING SUPPLIES/TOOLS	445	177	500	500	274	500
206-206.000-800.001	ADMINISTRATION FEES	66,201	69,951	74,295	74,295	61,913	74,416
206-206.000-801.000	PROFESSIONAL SERVICES	40,710	9,637	20,000	20,000	22,021	40,000
206-206.000-857.000	COMMUNICATIONS	4,495	3,015	8,000	8,000	4,366	8,000
206-206.000-857.001	COMMUNICATIONS - DISPATCH	74,370	76,611	80,000	80,000	64,474	81,600
206-206.000-863.001	AUTO & TRUCK MAIN STATION #1	48,835	37,118	60,000	75,000	71,077	30,000
206-206.000-863.003	AUTO & TRUCK MAIN STATION #3	21,483	13,286	20,000	20,000	19,621	20,000
206-206.000-863.004	AUTO & TRUCK MAIN STATION #4	26,493	18,556	20,000	22,000	21,917	20,000
206-206.000-867.000	GAS & OIL	27,579	36,315	33,000	33,000	23,200	33,165
206-206.000-876.000	RETIREMENT/MERS	10,981	10,980	15,000	15,000	12,421	15,500
206-206.000-876.100	RETIREMENT HEALTH CARE SAVINGS	10,300	12,625	13,000	26,000	20,750	26,000
206-206.000-900.000	PUBLISHING	87	0	1,000	1,000	96	1,000
206-206.000-913.000	INSURANCE & BONDS FLEET	36,564	35,377	37,019	37,019	29,328	56,942
206-206.000-917.000	WORKERS COMPENSATION INSURANC	72,895	75,003	78,082	78,082	61,661	78,082
206-206.000-920.004	UTILITIES HEAT	14,554	9,710	20,000	20,000	8,494	15,000
206-206.000-920.005	UTILITIES LIGHT	25,195	21,249	22,000	22,000	16,879	24,000
206-206.000-920.006	UTILITIES TELEPHONE	18,309	18,077	17,000	17,000	15,921	17,000
206-206.000-920.007	UTILITIES WATER AND SEWER	5,074	4,218	4,000	4,000	3,028	5,000
206-206.000-931.005	BLDG MAINTENANCE STATION #1	8,644	10,018	9,000	9,000	7,726	10,000
206-206.000-931.007	BLDG MAINTENANCE STATION #3	2,389	3,263	4,000	6,500	5,728	5,000
206-206.000-931.008	BLDG MAINTENANCE STATION #4	4,872	4,521	4,000	7,000	5,775	5,000
206-206.000-933.000	EQUIPMENT MAINTENANCE	2,675	3,569	3,000	1,500	671	3,000
206-206.000-933.001	MAINTENANCE CONTRACTS	8,940	5,107	10,000	20,500	17,077	10,000
206-206.000-943.000	MOTORPOOL LEASE/MAINTENANCE	59,534	59,534	59,522	59,522	49,602	59,522
206-206.000-944.000	FIRE HYDRANT CHARGE	2,439	0	2,700	2,700	0	2,700
206-206.000-956.000	MISCELLANEOUS	494	500	500	500	209	500
206-206.000-956.010	TAX REFUND EXPENSE	0	0	500	500	0	500
206-206.000-958.000	MEMBERSHIP AND DUES	2,888	3,012	4,500	4,500	2,719	4,500
206-206.000-960.000	EDUCATION AND TRAINING	8,710	10,883	15,000	17,000	14,860	15,000
NET OF REVENUES/APPROPRIATIONS - 206.000 - FIRE		(3,369,378)	(3,395,126)	(3,739,402)	(3,813,807)	(3,008,466)	(3,881,713)

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 220.000 - CIVIL SERVICE COMMISSION							
206-220.000-704.000	APPOINTED OFFICIALS	425	275	2,500	2,500	380	5,000
206-220.000-706.000	SALARY - PERMANENT WAGES	180	135	400	400	180	400
206-220.000-715.000	F.I.C.A./MEDICARE	20	14	50	50	19	150
206-220.000-723.000	DEFERRED COMPENSATION EMPLOYE	6	4	30	30	5	75
206-220.000-801.000	PROFESSIONAL SERVICES	17,460	2,460	10,000	10,000	7,460	10,000
206-220.000-876.000	RETIREMENT/MERS	34	25	40	40	43	40
206-220.000-900.000	PUBLISHING	0	1,699	1,500	1,500	0	1,500
NET OF REVENUES/APPROPRIATIONS - 220.000 - CIVIL SERVICE COMMIS		(18,125)	(4,612)	(14,520)	(14,520)	(8,087)	(17,165)
Dept 852.000 - PENSION & INSURANCE							
206-852.000-876.003	OPEB FUNDING- RETIREE HEALTH	629,226	625,958	767,327	767,327	767,327	753,617
206-852.000-876.004	RETIREMENT-FIRE DEPT	763,874	786,578	998,711	998,711	998,711	1,067,076
NET OF REVENUES/APPROPRIATIONS - 852.000 - PENSION & INSURANCE		(1,393,100)	(1,412,536)	(1,766,038)	(1,766,038)	(1,766,038)	(1,820,693)
Dept 970.000 - CAPITAL OUTLAY							
206-970.000-971.008	CAPTAL OUTLAY -IMPROVEMENT	19,281	39,927	0	0	0	100,000
206-970.000-976.005	CAPITAL OUTLAY FIRE STATION	9,088	392,977	140,000	140,000	2,004	0
206-970.000-979.000	CAPITAL OUTLAY FIRE APPARATUS	0	41,754	525,000	525,000	523,000	525,000
206-970.000-979.001	PROTECTIVE EQUIPMENT	8,611	6,224	0	0	0	0
206-970.000-979.002	GENERAL FIRE/RESCUE EQUIP	4,852	4,572	0	0	0	0
206-970.000-979.005	CAP OUTLAY-FIRE EQUIP-FED GRAN	6,208	1,143	0	0	0	0
206-970.000-980.001	COMPUTER/COMM/FURNISHING	2,953	34,907	10,000	10,000	7,000	20,000
NET OF REVENUES/APPROPRIATIONS - 970.000 - CAPITAL OUTLAY		(50,993)	(521,504)	(675,000)	(675,000)	(532,004)	(645,000)
ESTIMATED REVENUES - FUND 0.00		5,020,278	5,170,512	6,402,585	6,476,990	6,323,990	6,521,582
APPROPRIATIONS - FUND 200.00		4,831,596	5,333,778	6,194,960	6,269,365	5,314,595	6,364,571
NET OF REVENUES/APPROPRIATIONS - FUND 206		188,682	(163,266)	207,625	207,625	1,009,395	157,011

NARRATIVE

Fund 208 - Parks

Revenues

Line Item	Explanation
208-000-000-651-000 – Charge Services-Handball Court	Funds generated by the rental of the racquetball/wallyball courts located at the Community Center. Based on the revenues to date, recommend decreasing to \$6,000 for 2020. Since people are not playing handball as much, it is my suggestion that this become a department in the General Fund beginning in 2021.
208-000-000-664-001 – Interest Earned	Interest earned on funds deposited in the bank.
208-000-000-699-000 – Appropriated Prior Year Balance	Amount needed from Fund Balance.

Expenditures

Line Item	Explanation
208-208-000-703-000 – Salaries-Elected Officials	Per diem compensation for the nine elected Park Commissioners. Recommend an increase to \$75 in 2020.
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.
208-208-000-958-000 – Membership and Dues	This line item covers the annual membership with the Michigan Parks & Recreation Association. No change.

11/13/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 208 - PARKS FUND							
Dept 000.000							
208-000.000-651.000	CHARGE-SERVICES HANDBALL COUR	5,477	5,696	7,000	7,000	4,608	6,000
208-000.000-664.001	INTEREST EARNED	188	477	0	0	503	300
208-000.000-694.001	OTHER INCOME-MISCELLANEOUS	15	0	0	0	0	0
208-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	0	0	0	2,522
NET OF REVENUES/APPROPRIATIONS - 000.000 -		5,680	6,173	7,000	7,000	5,111	8,822
Dept 208.000 - PARKS							
208-208.000-703.000	SALARIES - ELECTED OFFICIALS	3,950	4,000	5,800	5,600	2,950	8,100
208-208.000-715.000	F.I.C.A./MEDICARE	57	58	91	91	43	117
208-208.000-723.000	DEFERRED COMPENSATION EMPLOYE	51	52	82	82	38	105
208-208.000-801.000	PROFESSIONAL SERVICES	0	0	500	0	0	0
208-208.000-956.000	MISCELLANEOUS	0	0	0	700	0	0
208-208.000-958.000	MEMBERSHIP AND DUES	500	500	500	500	500	500
NET OF REVENUES/APPROPRIATIONS - 208.000 - PARKS		(4,558)	(4,610)	(6,973)	(6,973)	(3,531)	(8,822)
ESTIMATED REVENUES - FUND 000.00		5,680	6,173	7,000	7,000	5,111	8,822
APPROPRIATIONS - FUND 208.00		4,558	4,610	6,973	6,973	3,531	8,822
NET OF REVENUES/APPROPRIATIONS - FUND 208		1,122	1,563	27	27	1,580	0

Fund 212 – BSR II

Revenues

Line Item	Explanation
212-000-000-403-000 – Current Property Taxes	Reflects revenues from taxes that are collected for the fire pension, this revenue estimate is based on taxable values and projected adjustments from Board of Review, Michigan Tax Tribunal and other state approved assessment reductions like Industrial Facilities exemptions and Renaissance Zones. In the adopted 2019 budget the new Renaissance Zone for the ACM property was included in our revenue estimate, this was a mistake. For the 2020 draft budget, a 4% increase (over the 2019 activity) is budgeted.
212-000-000-476-489 – Bicycle Paths Fee	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. No change for 2020.
212-000-000-540-250 – Cnty Grant - Connect Huron #1	Connecting Communities grant dollars for the Huron Street Pathway Phase #1, from Joe Hall Drive south to S. Huron River Drive. Approved at the 8/20/19 Township Board meeting).
212-000-000-664-001 – Interest Earned	Interest earned on accounts. Figures provided by the Accounting Director.

Line Item	Explanation
212-000-000-697-000 – Transfer In: General Fund	Transfer from the General Fund to cover a portion of the Township’s road bond. The total bond payment for 2020 is \$600,000. It will be paid off in 2022.
212-212-000-699-000 – Appropriated Prior Year Balance	Amount needed from Fund Balance to pay for Huron Street pedestrian path project.

Expenditures

Line Item	Explanation
212-212-000-757-775 – Operating Supplies: Ford Lk Park	Cost of supplies needed to operate parks (printing of daily & seasonal permits, shirts and ranger uniforms, office supplies, etc.). This was previously budgeted in Fund 230 – Recreation.
212-212-000-801-000 – Professional Services	No change from the 2019 original budget.
212-212-000-801-300 – Professional Svcs-Skate Park	We do not expect any professional services in 2020.
212-212-000-818-006 – Highways & Streets Maintenance & Sidewalks	Dust control, street sweeping, limestone lift on Township roads and sidewalk replacement. No change.
212-212-000-931-004 – Repairs & Maintenance-Parks	Repairs and maintenance in non-Ford Lake parks. No change for 2020.
212-212-000-931-775 – Repairs – Ford Lake Parks	Repairs and maintenance in Ford Lake parks. No change for 2020.
212-212-000-968-230 – Transfer To: Recreation Fund	Transfer made to Fund 230 - Recreation for operational expenses. Based on their proposed budget, \$468,519 has been budgeted for 2020 (see Fund 230 – Recreation).
212-212-000-969-584 – Contribution to Golf Course	Transfer made to Fund 584 – Golf Course for operational expenses. Based on their proposed budget, \$232,094 has been budgeted for 2020 (see Fund 584 – Golf Course).

Line Item	Explanation
212-970-000-975-795 – Park Improvements	<p>As we continue to improve and upgrade our parks, we are recommending that \$90,000 be budgeted for improvements in 2020.</p> <p>The \$25,000 shown in the 2019 activity was a release of the retainer to Play Environments for playground equipment installed.</p>
212-970-000-997-250 – Capital-Pathway Huron #1	Huron Street Pathway Phase #1, from Joe Hall Drive south to S. Huron River Drive. Connecting Communities grant dollars budgeted in 212-000-000-540-250. Approved at the 8/20/19 Township Board meeting.
212-970-000-997-300 – Capital-Pathway Huron #2	Huron Street Pathway Phase #2 engineering cost for pedestrian path project over I-94.

Line Item	Explanation
212-991-000-991-001 – Debt Service-Highways & Streets	Principal payment for road bonds. \$600,000 has been budgeted for 2020. 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	Debt service interest on road bond. No change for 2020, figures provided by the Accounting Director.

11/13/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019



GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 212 - BIKE, SIDEWALK, REC, ROADS, GF							
Dept 000.000							
212-000.000-403.000	CURRENT PROPERTY TAXES	1,138,541	1,179,793	1,283,545	1,283,545	1,253,948	1,304,092
212-000.000-403.001	ESA REIMBURSEMENT OP	21,972	1,581	0	0	5,606	0
212-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	517	1,212	0	0	0	0
212-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	1,323	4,271	0	0	0	0
212-000.000-476.489	BICYCLE PATHS FEE	20,760	14,489	10,000	10,000	14,932	10,000
212-000.000-531.000	COMMUNITY DEV BLOCK GRANT CDB	0	0	0	6,000	0	0
212-000.000-540.000	COUNTY GRANT	0	0	0	15,000	5,627	0
212-000.000-540.100	COUNTY GRANT - PARK	0	0	0	14,885	11,385	0
212-000.000-540.200	COUNTY GRANT - CONNECTING	0	0	0	393,100	226,437	0
212-000.000-540.250	CNTY GRANT - CONNECT HURON #1	0	0	0	0	0	210,000
212-000.000-575.000	WCCVB - CTAP WAYFINDING GRANT	0	10,000	0	0	0	0
212-000.000-581.500	CONTRIBUTIONS - LOCAL SCHOOL	0	0	0	40,000	0	0
212-000.000-664.001	INTEREST EARNED	5,112	9,692	5,000	5,000	12,757	6,000
212-000.000-675.000	CONTRIBUTIONS & DONATIONS	1,500	0	0	0	0	0
212-000.000-697.000	TRANSFER IN: GENERAL FUND	363,455	433,000	327,000	327,000	327,000	321,000
212-000.000-697.707	TRANSFER IN: BONDS & ESCROW	0	50,000	0	0	0	0
212-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	0	97,868	0	26,521
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,553,180	1,704,038	1,625,545	2,192,398	1,857,692	1,877,613

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 212.000 - BIKE,SIDEWALK,ROAD,REC & GF							
212-212.000-757.775	OPERATING SUPP: FORD LAKE PAR	0	0	0	0	0	2,500
212-212.000-801.000	PROFESSIONAL SERVICES	1,002	21,936	20,000	23,103	19,325	20,000
212-212.000-801.300	PROF SERV - SKATE PARK	0	0	0	32,335	11,385	0
212-212.000-818.006	HIGHWAYS & STREETS & SIDEWALKS	17,262	43,786	50,000	50,000	40,062	50,000
212-212.000-931.004	REPAIRS & MAINTENANCE - PARKS	19,128	24,659	20,000	16,897	11,333	20,000
212-212.000-931.775	REPAIRS - FORD LAKE PARKS	22,167	11,048	20,000	20,000	17,583	20,000
212-212.000-968.230	TRANSFER TO: RECREATION FUND	400,000	470,000	501,663	501,663	475,000	468,519
212-212.000-969.584	CONTRIBUTION TO GOLF COURSE	188,796	190,000	213,422	213,422	125,000	232,094
212-212.000-977.000	EQUIPMENT	0	0	0	9,867	9,838	0
NET OF REVENUES/APPROPRIATIONS - 212.000 - BIKE,SIDEWALK,ROAD,f		(648,355)	(761,429)	(825,085)	(867,287)	(709,526)	(813,113)
Dept 970.000 - CAPITAL OUTLAY							
212-970.000-975.170	WCCVB - CTAP WAYFINDING GRANT	0	12,000	0	0	0	0
212-970.000-975.795	PARK IMPROVEMENTS	1,298	319,884	145,960	113,806	29,848	90,000
212-970.000-976.008	CAPITAL OUTLAY - COMMUNITY CT	108,077	0	0	34,701	20,870	0
212-970.000-977.000	EQUIPMENT	0	81,609	0	32,154	32,153	0
212-970.000-997.002	CAPITAL OUTLAY/SIDEWALK	17,388	0	0	0	0	0
212-970.000-997.007	CAPITAL OUTLAY - PATHWAY	0	29,458	0	489,950	339,901	0
212-970.000-997.250	CAPITAL - PATHWAY HURON #1	0	0	0	0	0	310,000
212-970.000-997.300	CAPITAL - PATHWAY HURON #2	0	0	0	0	0	10,000
NET OF REVENUES/APPROPRIATIONS - 970.000 - CAPITAL OUTLAY		(126,763)	(442,951)	(145,960)	(670,611)	(422,772)	(410,000)
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	78,250	66,250	54,500	54,500	54,250	54,500
NET OF REVENUES/APPROPRIATIONS - 991.000 - DEBT SERVICES		(678,250)	(666,250)	(654,500)	(654,500)	(654,250)	(654,500)
ESTIMATED REVENUES - FUND 0.00		1,553,180	1,704,038	1,625,545	2,192,398	1,857,692	1,877,613
APPROPRIATIONS - FUND 210.00		1,453,368	1,870,630	1,625,545	2,192,398	1,786,548	1,877,613
NET OF REVENUES/APPROPRIATIONS - FUND 212		99,812	(166,592)	0	0	71,144	0

NARRATIVE

Fund 226 – Environmental Services

Revenues

Line Item	Explanation
226-000-000-403-000 – Current Property Taxes	Reflects revenues from taxes that are collected, this revenue estimate is based on taxable values and projected adjustments from Board of Review, Michigan Tax Tribunal and other state approved assessment reductions like Industrial Facilities exemptions and Renaissance Zones. In the adopted 2019 budget the new Renaissance Zone for the ACM property was included in our revenue estimate, this was a mistake. Department heads adjusted their spending accordingly. For the 2020 draft budget, a 4% increase (over 2019 activity) is budgeted.
226-000-000-403-001 – ESA (Essential Services Assessment) Reimbursement Operating	Revenue from the reimbursement for ESA (Essential Services Assessment) for personal property due to loss attributed to the small business tax payer exemption and eligible manufacturing personal property. The reimbursement is calculated by the State of Michigan and is received in February. Since the amount expected in 2020 is minimal, nothing has been budgeted in this line item, same as 2019.
226-000-000-642-000 – Sale of Recycle Bins	Revenue from the sale of recycling bins. No change for 2020.
226-000-000-642-001 – Sale of Trash Pickup Stickers	Revenue from the sale of trash stickers. No change for 2020.

Line Item	Explanation
226-000-000-664-001 – Interest Earned	Interest earned on bank accounts. Figures provided by the Accounting Director.
226-000-000-699-000 – Appropriated Prior Year Balance	Amount needed from Fund Balance for operating expenses in 2020.

Expenditures

Line Item	Explanation
226-226-000-705-000 – Salary-Supervision	<p>Salary for the Residential Services Director. This position was filled in 2019.</p> <p>A 2.5% increase is budgeted for this position from July through December.</p>
226-226-000-706-000 – Salary-Permanent Wages	<p>Salaries for 75% of two (2) Floater II/Clerk III positions, a Chipper Operator and 50% of a Mechanic, all AFSCME positions. A 2.5% contractual increase is budgeted for 2020.</p> <p>Even though the increase is budgeted, a decrease is shown. This is due to a new employee being hired to fill a vacancy and the contractual starting wage being less per hour.</p>
226-226-000-707-000 – Salary-Temporary/Seasonal	<p>Seasonal employees who work on chipper trucks. Based on the expenditures to date, recommend a decrease for 2020.</p>
226-226-000-708-010 – Health Insurance Buyout	<p>Health insurance buyout for employees who receive health insurance through another source.</p> <p>A decrease is shown due to the Building Operations Director now being budgeted 100% in 101.265 instead of 50% of the position being budgeted here.</p>
226-226-000-709-000 – Regular Overtime	<p>Overtime expenses for the department. Based on the expenditures to date, recommend a decrease for 2020.</p>

Line Item	Explanation
226-226-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director. An increase is shown due to the RSD Director's position now being budgeted 100% in this budget.
226-226-000-719-000 – Health Insurance	<p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>A greater increase is shown due to the RSD Director's position now being budgeted 100% in this budget.</p>
226-226-000-719-001 – Sick & Accident	Our new rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
226-226-000-719-003 – Employee Paid Health Contra	Amount employees pay toward health care coverage. An increase is shown due to the RSD Director's position now being budgeted 100% in this budget.
226-226-000-719-015 – Dental Benefits	We received a new 2 year guarantee with no increase in dental insurance rates.
226-226-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.
226-226-000-719-020 – Health Care Deduction	<p>This line item is used to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.</p> <p>An increase is shown due to the RSD Director's position now being budgeted 100% in this budget.</p>

Line Item	Explanation
226-226-000-719-021 – Admin Fee – Health Deductible	<p>The card used to pay the health care deductibles is administered by Clarity Benefits.</p> <p>An increase is shown due to the RSD Director’s position now being budgeted 100% in this budget.</p>
226-226-000-720-000 – Life Insurance	Our new rates for life insurance are \$226.80/year for each employee. Figures provided by Human Resources.
226-226-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
226-226-000-724-001 – Unemployment Expense	Cost of unemployment. No change recommended for 2020.
226-226-000-726-000 – Recycle Bins – New Homeowner	Cost to purchase recycling bins. Based on the expenditures to date, recommend decreasing to \$1,500 for 2020.
226-226-000-726-001 – Stickers for Trash Pick Up	Cost to purchase trash stickers from Waste Management. Based on the expenditures to date, recommend increasing to \$6,000 for 2020.
226-226-000-727-000 – Office Supplies	Used to purchase office supplies for the department. No change for 2020.
226-226-000-730-000 - Postage	Used for a portion of the cost of the annual mailing of the Helpful Handbook and magnets. The activity to date is low because they will be mailed in December. No change for 2020.
226-226-000-741-000 – Boot Reimb & Uniforms Purchase	Cost to purchase and launder uniforms, as well as a boot allowance per contract. No change for 2020.
226-226-000-757-000 – Operating Supplies	Cost to purchase safety equipment used for chipping. No change for 2020.
226-226-000-776-000 – Maintenance Supplies	Cost of maintenance supplies for the department. No change for 2020.

Line Item	Explanation
226-226-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
226-226-000-804-000 – Contractual/Rolloff Disposal	Cost of the trash dumpsters at the Civic Center, Ford Lake Park, Golf Course and the Community Center. This rate is good until June 30, 2020, when our contract with Waste Management ends. For the draft budget, we are budgeting a 2.5% increase for July through December.
226-226-000-804-001 – Contractual/Rubbish Pick Up	Covers the “per resident” fee, \$6.89 paid to Waste Management for curbside pickup. This rate is good until June 30, 2020, when our contract with Waste Management ends. For the draft budget, we are budgeting a 2.5% increase for July through December.
226-226-000-804-003 – Contractual/Yard Waste Pick Up	The “per resident” fee, \$2.08 paid to Waste Management for yard waste pick up. This rate is good until June 30, 2020, when our contract with Waste Management ends. For the draft budget, we are budgeting a 2.5% increase for July through December.
226-226-000-804-004 – Twp Disposal Fee	Dumping fees to the Compost Site for the amount that would be charged to anyone for dumping yard waste, wood chips and brush. This represents 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. No change for 2020.
226-226-000-804-006 – Recycling Disposal	Cost of hauling recycling containers from Compost Site to Great Lakes. Based on the expenditures to date, recommend decreasing to \$12,000 for 2020.
226-226-000-804-007 – Recycling Pick Up Curbside	“Per resident” fee, \$2.01 paid to Waste Management for recycling pick up. This rate is good until June 30, 2020, when our contract with Waste Management ends. For the draft budget, we are budgeting a 2.5% increase for July through December.

Line Item	Explanation
226-226-000-804-008 – Curbside Recycling Disposal	Per ton fee paid for (or received from) recycling collected from residential homes. Amount is dependent on the market for recyclables and contamination of recycling materials. Based on the expenditures to date, recommend an increase to \$140,000 for 2020.
226-226-000-818-017 – Tire Shredding/Contract Services	Fees paid to scrap tires that are dumped throughout the Township. No change for 2020.
226-226-000-867-000 – Gas & Oil	WEX\Fuelcloud; this line item is used for the fuel used by our chipper trucks. No change for 2020.
226-226-000-867-200 – Gas & Oil - YCUA	Cost of fuel used from the YCUA facility. No change for 2020.
226-226-000-867-300 – Fuel Surcharge-Curbside	Contractual charge from Waste Management for fuel costs. Based on the expenditures to date, recommend decreasing to \$25,000 for 2020.
226-226-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
226-226-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.
226-226-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.
226-226-000-900-000 - Publishing	Contract with Allegra Print & Mail Marketing from 2017 through 2021 to print the Helpful Handbook. Per the contract, Allegra has the ability to adjust pricing 5-10% if needed for any price increases on consumables (toner, ink, paper, etc.). A 5% increase is budgeted.
226-226-000-913-000 – Insurance & Bonds Fleet	Figures provided by the Accounting Director.

Line Item	Explanation
226-226-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
226-226-000-920-005 – Utilities-Light	The cost for Ford Lake Park utilities has been moved to the Parks & Grounds budget, 101-774-000-920-775 for 2020.
226-226-000-920-009 – Utilities Maintenance Heating	The cost for Ford Lake Park utilities has been moved to the Parks & Grounds budget, 101-774-000-920-775 for 2020.
226-226-000-933-000 – Equipment Maintenance	Cost to repair chippers. No change for 2020.
226-226-000-939-000 – Auto Maintenance	Covers the cost of annual inspections and fees for trucks and chipping vehicles. No change for 2020.
226-226-000-939-031 – Motorpool-Miscellaneous Repair	New line item for 2020, covers cost of vehicle repairs. Figures provided by the Accounting Director.
226-226-000-943-000 – Motorpool Lease/Maintenance	Motorpool charges for the department. Figures provided by the Accounting Director.
226-226-000-956-000 - Miscellaneous	Random drug screenings, medical cards, Class A driver's licenses and other small items. Recommended to remain at \$500 for 2020.
226-226-000-960-000 – Education and Training	Recommend that \$10,000 be budgeted to educate residents on the “Recycle Right” program.
226-226-000-977-000 – Equipment	Used for equipment purchases for the department. Nothing budgeted at this time.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 226 - ENVIRONMENTAL SERVICES FUND							
Dept 000.000							
226-000.000-403.000	CURRENT PROPERTY TAXES	2,438,215	2,526,460	2,749,847	2,749,847	2,685,337	2,792,722
226-000.000-403.001	ESA REIMBURSEMENT OP	11,473	2,641	0	0	9,363	0
226-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	1,103	2,866	0	0	0	0
226-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	2,806	5,226	0	0	0	0
226-000.000-642.000	SALE OF RECYCLING BINS	2,750	1,955	2,500	2,500	1,320	2,500
226-000.000-642.001	SALE OF TRASH PICKUP STICKERS	7,792	7,604	7,000	7,000	7,657	7,000
226-000.000-642.002	SALE OF WHITE GOOD STICKERS	20	0	0	0	351	0
226-000.000-664.001	INTEREST EARNED	10,348	19,656	15,000	15,000	20,353	15,000
226-000.000-673.002	SALES OF FIXED ASSETS-EQUIP.	0	650	0	0	0	0
226-000.000-694.001	OTHER INCOME-MISCELLANEOUS	6,836	8,000	0	0	9,500	0
226-000.000-694.004	INSURANCE REIMBURSEMENTS	885	686	0	0	883	0
226-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	242,682	256,676	0	133,299
NET OF REVENUES/APPROPRIATIONS - 000.000 -		2,482,228	2,575,744	3,017,029	3,031,023	2,734,764	2,950,521

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 226.000 - ENVIRONMENTAL							
226-226.000-705.000	SALARY - SUPERVISION	69,837	43,549	73,984	73,984	10,750	87,075
226-226.000-706.000	SALARY - PERMANENT WAGES	115,893	112,659	149,501	149,501	104,937	149,197
226-226.000-707.000	SALARY - TEMPORARY/SEASONAL	26,085	39,289	40,000	40,000	21,084	35,000
226-226.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	11,455	1,298	0	0	0	0
226-226.000-708.009	AUTO ALLOWANCE	3,000	0	0	0	0	0
226-226.000-708.010	HEALTH INS BUYOUT	3,750	3,750	3,750	3,750	1,125	2,250
226-226.000-709.000	REG OVERTIME	677	3,464	3,000	3,000	888	2,000
226-226.000-715.000	F.I.C.A./MEDICARE	15,736	12,028	17,964	17,964	9,092	18,907
226-226.000-719.000	HEALTH INSURANCE	32,058	25,536	56,262	56,262	27,332	68,252
226-226.000-719.001	SICK AND ACCIDENT	1,616	1,376	1,201	1,201	1,082	1,201
226-226.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(3,881)	(1,819)	(4,050)	(4,050)	0	(4,650)
226-226.000-719.015	DENTAL BENEFITS	3,216	2,293	4,054	4,054	2,102	4,053
226-226.000-719.016	VISION BENEFITS	658	561	910	910	607	955
226-226.000-719.020	HEALTH CARE DEDUCTION	11,450	2,899	13,922	13,922	1,789	16,809
226-226.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	197	137	225	225	119	293
226-226.000-720.000	LIFE INSURANCE	670	627	907	907	642	907
226-226.000-723.000	DEFERRED COMPENSATION EMPLOYE	339	513	520	520	274	520
226-226.000-724.001	UNEMPLOYMENT EXPENSE	0	0	2,000	2,000	0	2,000
226-226.000-726.000	RECYCLE BINS NEW HOMEOWNERS	3,219	0	3,000	2,000	0	1,500
226-226.000-726.001	STICKERS FOR TRASH PICK-UP	6,750	6,784	4,000	7,000	5,981	6,000
226-226.000-727.000	OFFICE SUPPLIES	893	1,316	1,000	1,000	743	1,000
226-226.000-730.000	POSTAGE	4,815	7,334	9,000	9,000	322	9,000
226-226.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	225	225	1,000	1,000	721	1,000
226-226.000-757.000	OPERATING SUPPLIES	318	978	1,300	1,300	700	1,300
226-226.000-776.000	MAINTENANCE SUPPLIES	73	0	500	500	139	500
226-226.000-800.001	ADMINISTRATION FEES	13,810	22,836	21,659	21,659	18,049	21,659
226-226.000-804.000	CONTRACTUAL/ROLLOFF DISPOSAL	16,083	17,338	16,500	16,500	14,211	16,706
226-226.000-804.001	CONTRACTUAL/RUBBISH PICKUP	1,217,201	1,266,578	1,260,000	1,260,000	959,522	1,275,750
226-226.000-804.003	CONTRACTUAL/YARDWASTE PICKUP	354,769	366,814	380,000	380,000	282,651	384,750
226-226.000-804.004	TWP DISPOSAL FEE	163,512	159,644	165,000	165,000	162,015	165,000
226-226.000-804.006	RECYCLING DISPOSAL	11,540	11,113	15,000	15,000	7,466	12,000
226-226.000-804.007	RECYCLING PICK-UP CURBSIDE	352,379	334,332	370,000	370,000	277,236	374,625
226-226.000-804.008	CURBSIDE RECYCLING DISPOSAL	8,148	146,107	130,000	130,000	123,558	140,000
226-226.000-818.017	SHREDDING - TIRES & PAPER	1,406	1,440	1,500	1,500	1,377	1,500
226-226.000-867.000	GAS & OIL	7,866	3,080	4,000	4,000	786	4,000
226-226.000-867.200	GAS & OIL - YCUA	0	5,577	5,500	5,500	5,141	5,500

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
226-226.000-867.300	FUEL SURCHARGE-CURBSIDE	7,789	26,349	30,000	30,000	12,743	25,000
226-226.000-876.000	RETIREMENT/MERS	30,186	30,363	20,905	20,905	13,891	21,809
226-226.000-876.003	OPEB FUNDING- RETIREE HEALTH	15,843	15,820	20,647	20,647	20,647	19,762
226-226.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	729	4,225	4,225	1,439	4,225
226-226.000-900.000	PUBLISHING	20,545	4,897	21,500	21,500	21,464	22,575
226-226.000-913.000	INSURANCE & BONDS FLEET	6,771	6,551	6,855	6,855	5,433	6,841
226-226.000-917.000	WORKERS COMPENSATION INSURANC	5,405	5,793	6,004	6,004	4,614	6,004
226-226.000-920.005	UTILITIES LIGHT	1,529	1,205	2,000	2,000	582	0
226-226.000-920.009	UTILITIES MAINTENANCE HEATING	1,389	634	3,000	3,000	1,068	0
226-226.000-933.000	EQUIPMENT MAINTENANCE	2,933	2,839	6,000	6,000	2,785	6,000
226-226.000-939.000	AUTO MAINTENANCE	6,922	653	7,000	7,000	2,385	7,000
226-226.000-939.031	MOTORPOOL-MISC REPAIR	0	0	5,000	3,000	0	2,500
226-226.000-943.000	MOTORPOOL LEASE/MAINTENANCE	4,100	5,536	10,284	10,284	8,570	11,746
226-226.000-956.000	MISCELLANEOUS	381	347	500	500	174	500
226-226.000-960.000	EDUCATION AND TRAINING	50	0	10,000	10,000	0	10,000
226-226.000-977.000	EQUIPMENT	0	0	0	13,994	0	0
226-226.000-985.000	CAPITAL OUTLAY/VEHICLES	0	0	110,000	110,000	0	0
NET OF REVENUES/APPROPRIATIONS - 226.000 - ENVIRONMENTAL		(2,559,606)	(2,701,372)	(3,017,029)	(3,031,023)	(2,138,236)	(2,950,521)
ESTIMATED REVENUES - FUND 0.00		2,482,228	2,575,744	3,017,029	3,031,023	2,734,764	2,950,521
APPROPRIATIONS - FUND 22 0.00		2,559,606	2,701,372	3,017,029	3,031,023	2,138,236	2,950,521
NET OF REVENUES/APPROPRIATIONS - FUND 226		(77,378)	(125,628)	0	0	596,528	0

NARRATIVE

Fund 230 – Recreation 2020

Revenues

Line Item	Explanation
230-000-000-529-000 – Federal Grants-Other	Revenues received for Senior Nutrition Grant Program, a Federal Program through the County. We serve approximately 500 meals monthly.
230-000-000-630-000 – Recreation/Adult Sports	Revenues generated from adult sports programs (racquetball, softball, soccer, tennis). Due to lower enrollment, this line has been reduced and based on the revenue to date, it may need to be adjusted further.
230-000-000-631-000 – Recreation/Youth Sports	Revenues generated from youth sports programs (t-ball, coach pitch, baseball, softball, basketball, soccer, tennis, gymnastics, flag football, sports camps, Start Smart pre-school age sports programs, and karate). Based on the revenue to date, this amount may need to be adjusted.
230-000-000-632-000 – Recreation/Dance	Revenues generated from youth & adult dance and fitness classes (Yoga, Zumba, Ballroom, Mr. Smooth Ballroom). Due to lower enrollment, this line has been reduced and based on the revenue to date, it may need to be adjusted further.
230-000-000-635-000 – Recreation/Senior Citizen Dues	Revenues generated from annual “50 & Beyond” member dues (individual & family memberships offered). Based on the revenue to date, this amount may need to be reduced.

Line Item	Explanation
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, Karate, Rosie Show, etc.). Based on the revenue to date, this amount may need to be reduced.
230-000-000-637-000 – Recreation/Sr. Citizen Activity Fees	Revenues generated from “50 & Beyond” programs, travel, Pickleball and special events (daddy daughter, Christmas Lunch, etc.).
230-000-000-638-000 - Miscellaneous	Non-Program revenues such as vending machine commissions.
230-000-000-639-000 – Building/Field Rental	Revenues generated from room & gym rentals as well as from outdoor field & court rentals; WCC room useage.
230-000-000-641-001 – Ford Lake Gate Fees	Revenues generated from park 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 Recreation Fund.
230-000-000-675-000 – Contributions & Donations	Revenues received from individuals, businesses and organizations who donate to the department. Donations are usually earmarked for a specific item or program.
230-000-000-675-006 – Senior Grant Private Grantor	One-time grant received for 50 & Beyond Program. It has not been determined that we will receive this again in 2020
230-000-000-675-008 – Donations – Art in the Park	Created for future donations to collaborative community art projects.

Line Item	Explanation
230-000-000-694-004 – Misc. Revenue-Insurance Reimb	Insurance claims paid to fix and repair. A budget amendment is usually 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. Request is a 6.6% decrease from 2019.

Expenditures

Line Item	Explanation
230-751-000-705-000 – Salary-Supervision	Salary of Recreation Services Manager. A 2.5% increase is budgeted, per the Board’s direction.
230-751-000-706-000 – Salary-Permanent Wages	Salaries of Senior Citizen Coordinator, Recreation Supervisor, Floater II/Clerk III and three Building Attendant positions. A 2.5% contractual increase is budgeted.
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, art, etc.)	These part-time positions teach, coordinate and supervise most of our programs. Usually 4-6 employees ranging \$10 to \$20 per hour. Based on the expenditures to date, recommend decrease for 2020.
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 includes instructor pay for Zumba and youth dance instructors. Based on the expenditures to date, recommend decrease for 2020.
230-751-000-707-775 – Salary-Temporary Ford Lake Park	Includes Park Rangers & Park Attendants. Usually 14 to 17 employees ranging \$9.50 to \$13 per hour.
230-751-000-708-010 – Health Insurance Buyout	Health insurance buyout for employees who receive health insurance through another source.
230-751-000-709-000 – Regular Overtime	Overtime costs for the department. Recommend that \$250 be budgeted for 2020.

Line Item	Explanation
230-751-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
230-751-000-719-000 – Health Insurance	<p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>Even though the increase is budgeted, a decrease is shown due to an employee within the department moving to 2 person coverage instead of family coverage.</p>
230-751-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
230-751-000-719-003 – Employee Paid Health Contra	<p>Amount employees pay toward health care coverage.</p> <p>Even though the increase is budgeted, a decrease is shown due to an employee within the department moving to 2 person coverage instead of family coverage.</p>
230-751-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>A decrease is shown due to an employee within the department moving to 2 person coverage instead of family coverage.</p>
230-751-000-719-016 – Vision Benefits	<p>Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.</p> <p>Even though the increase is budgeted, a decrease is shown due to an employee within the department moving to 2 person coverage instead of family coverage.</p>

Line Item	Explanation
230-751-000-719-020 – Health Care Deduction	Cost to fund Clarity Benefits card associated with health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
230-751-000-719-021 – Admin Fees – Health Deductible	Cost to manage card used to pay health care deductibles, administered by Clarity Benefits.
230-751-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. Figures provided by Human Resources.
230-751-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
230-751-000-727-000 – Office Supplies	Cost of general office supplies, fliers, rulers, programs, etc.
230-751-000-730-000 - Postage	Cost of Recreation department mailings.
230-751-000-740-000 – Operating Supplies	Supplies and equipment needed to operate programs and services.
230-751-000-740-100 – Rec Youth Sports Program Supplies	Cost of supplies needed to operate Youth Sports (including renting gym space). Also covers instructor pay for contractual classes (e.g. Karate).
230-751-000-740-150 – Rec Adult Sports Supplies	Cost of supplies needed to operate Adult Sports programs. Based on expenditures to date, this line has been reduced for 2020.
230-751-000-740-200 – Rec Dance Programs	Supplies needed to operate Dance program (dance costumes, etc.). Also pays contractual Ballroom Dance Instructor(s) and Yoga instructors.

Line Item	Explanation
230-751-000-740-400 – Rec Enrichment Programs	Cost of supplies needed to operate Enrichment Programs (special events, classes, etc.). Also covers instructor pay for contractual classes (e.g. Jump-a-Rama, Art classes). Based on the revenue to date, this number may need to be adjusted.
230-751-000-740-500 – Rec Senior Programs	Cost of supplies needed to operate Senior Programs, including caterer for Christmas Luncheon.
230-751-000-740-600 – Arts and Crafts Park Program	New line item for 2020 will cover cost of supplies for annual Rosie the Riveter Craft Show. Will also include cost of paying DJ. Request \$1,800.
230-751-000-757-775 – Operating Supplies – FLP	Cost of supplies needed to operate parks (printing of daily & seasonal permits, shirts and ranger uniforms, office supplies, etc.). This cost has been moved to Fund 212 – BSR II for 2020.
230-751-000-776-003 – Maint. Supplies-Community Ctr.	Custodial supplies for Community Center.
230-751-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
230-751-000-818-000 – Contractual Services	Wages of sports officials who are not on payroll, including referees and umpires.
230-751-000-818-002 – Contractual Services-Comm Ctr.	Maintenance of the Community Center.
230-751-000-850-000 - Telephone	Telephone usage at the Community Center.
230-751-000-867-000 – Gas & Oil	Fuel for Township bus, two trucks (for the rangers' use), Township Senior van and Recreation Department vehicle.

Line Item	Explanation
230-751-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
230-751-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.
230-751-000-876-100 – Retirement Health Care Savings	Amount placed into health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.
230-751-000-880-000 – Community Promotion	Cost of promotion through Constant Contact (web-based newsletter program), mailing of postcards to advertise programs and the cost of a community wide newsletter. Activity to date is \$0 because costs are incurred later in the year.
230-751-000-890-000 – Senior Nutrition Program	Cost of Senior Nutrition Program, reimbursed by a grant.
230-751-000-913-000 – Insurance and Bonds	Figures provided by the Accounting Director.
230-751-000-917-000 – Workers Compensation	Figures provided by the Accounting Director.
230-751-000-920-003 – Utilities-Community Center	Utility costs at the Community Center.
230-751-000-931-003 – Repairs-Community Center	Cost of maintenance supplies and repairs to the Community Center.
230-751-000-931-021 – Non Recurring R&M-Comm Ctr.	Cost of unexpected “one time” repairs throughout the year.
230-751-000-933-001 – Maintenance Contracts	Maintenance agreement with Ricoh for copier.
230-751-000-939-031 – Motorpool/Misc. Repair	New line item for 2020, covers cost of vehicle repairs. Figures provided by the Accounting Director.

Line Item	Explanation
230-751-000-941-000 – Equipment Rental/Leasing	Previously covered cost of renting port-a-johns for various parks. This amount has been moved to the General Fund Parks & Grounds budget, 101-774-000-941-000 for 2020.
230-751-000-943-000 – Motorpool Lease/Maintenance	Lease and maintenance cost of recreation department vehicles including Township senior bus, senior van, Ford Escape and two Ford trucks. Figures provided by Accounting Director.
230-751-000-957-000 – Bank Charges	Processing fees for accepting credit cards. This cost is built into program fees. Figures provided by the Accounting Director.
230-751-000-958-000 – Membership & Dues	Membership dues paid for staff, Park Commissioners and department for the Michigan Recreation & Park Association.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 230 - RECREATION FUND							
Dept 000.000							
230-000.000-529.000	FEDERAL GRANTS - OTHER	16,000	16,000	16,000	16,000	16,000	16,000
230-000.000-540.000	COUNTY GRANT	0	4,319	0	0	0	0
230-000.000-630.000	RECREATION/ADULT SPORTS	17,765	15,995	18,000	18,000	16,710	16,000
230-000.000-631.000	RECREATION/YOUTH SPORTS	67,656	67,955	70,000	70,000	56,186	69,880
230-000.000-632.000	RECREATION/DANCE	48,209	49,492	57,000	57,000	39,260	50,000
230-000.000-635.000	RECREATION/SENIOR CITIZEN DUE	12,207	11,496	11,500	11,500	10,485	11,500
230-000.000-636.000	RECREATION/OTHER ACTIVITIES	38,198	34,175	30,000	30,000	23,406	33,000
230-000.000-637.000	RECREATION/SR. CITZ. ACT. FEE	8,407	18,188	11,000	11,000	15,227	12,000
230-000.000-638.000	MISCELLANEOUS	787	893	700	700	1,031	700
230-000.000-639.000	BUILDING / FIELD RENTAL	56,081	39,770	38,000	38,000	45,779	40,000
230-000.000-640.000	OTHER INCOME RECREATION	1,470	0	0	0	0	0
230-000.000-641.001	FORD LAKE GATE FEES	52,484	44,605	50,000	50,000	47,113	50,000
230-000.000-641.002	FORD LAKE SHELTER RENT	5,780	6,534	7,000	7,000	6,108	7,000
230-000.000-664.001	INTEREST EARNED	265	989	400	400	1,627	600
230-000.000-675.006	SENIOR GRANT- PRIVATE GRANTOR	0	24,820	0	0	0	0
230-000.000-675.008	CONTRIBUTIONS - ROSIE & ART IN THE PARK	0	0	0	0	2,650	0
230-000.000-675.400	DONATIONS - SENIOR LUNCH	0	0	0	0	509	0
230-000.000-694.004	INSURANCE REIMBURSEMENTS	961	745	0	0	1,458	0
230-000.000-697.212	TRANSFER IN: FROM BSRII FUND	400,000	470,000	501,663	501,663	475,000	468,519
230-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	0	10,123	0	0
NET OF REVENUES/APPROPRIATIONS - 000.000 -		726,270	805,976	811,263	821,386	758,549	775,199

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 751.000 - RESIDENT SVCS: RECREATION							
230-751.000-705.000	SALARY - SUPERVISION	61,449	63,832	65,578	65,578	51,684	67,217
230-751.000-706.000	SALARY - PERMANENT WAGES	167,855	179,507	190,957	190,957	135,591	193,088
230-751.000-707.000	SALARY - TEMPORARY/SEASONAL	8,476	4,140	9,000	9,000	5,968	7,000
230-751.000-707.100	SALARY - TEMP PROGRAM STAFF	21,527	19,906	21,500	21,500	13,179	15,000
230-751.000-707.200	SALARY - TEMP DANCE STAFF	11,900	13,091	16,000	16,000	9,845	13,000
230-751.000-707.775	SALARY - TEMP. FORD LAKE PARK	41,751	39,527	48,000	48,000	41,479	48,000
230-751.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	6,018	7,705	3,935	13,339	13,338	0
230-751.000-708.010	HEALTH INS BUYOUT	1,715	3,000	3,000	3,000	1,500	3,000
230-751.000-709.000	REG OVERTIME	1,617	936	200	1,600	1,352	250
230-751.000-715.000	F.I.C.A./MEDICARE	18,497	19,527	20,982	21,701	16,026	20,162
230-751.000-719.000	HEALTH INSURANCE	59,519	77,631	70,015	70,015	78,281	66,964
230-751.000-719.001	SICK AND ACCIDENT	2,155	2,294	1,528	1,528	1,750	1,527
230-751.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(9,776)	(4,887)	(4,800)	(4,800)	0	(4,200)
230-751.000-719.015	DENTAL BENEFITS	5,150	5,583	5,212	5,212	5,006	4,562
230-751.000-719.016	VISION BENEFITS	1,162	1,257	1,082	1,082	1,074	1,033
230-751.000-719.020	HEALTH CARE DEDUCTION	10,349	11,342	17,745	17,745	7,174	17,745
230-751.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	270	331	270	270	312	270
230-751.000-720.000	LIFE INSURANCE	891	1,041	907	907	1,040	907
230-751.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,189	1,094	741	741	1,007	832
230-751.000-727.000	OFFICE SUPPLIES	1,466	1,290	1,700	1,700	1,165	1,300
230-751.000-730.000	POSTAGE	558	388	4,000	4,000	3,131	4,000
230-751.000-740.000	OPERATING SUPPLIES	813	496	800	800	671	700
230-751.000-740.100	REC YOUTH SPORTS PROG	17,717	16,075	19,000	19,000	13,040	19,000
230-751.000-740.150	REC ADULT SPORTS PROG	1,872	998	1,500	1,500	659	1,000
230-751.000-740.200	REC DANCE PROGRAMS	10,866	14,828	12,000	12,000	10,136	12,000
230-751.000-740.300	REC CAMP PROGRAMS	119	0	0	0	0	0
230-751.000-740.400	REC ENRICHMENT PROGRAMS	25,638	28,890	22,000	22,000	20,653	26,000
230-751.000-740.500	REC SENIOR PROGRAMS	2,211	1,712	2,450	2,450	126	2,450
230-751.000-740.600	ARTS & CRAFT PARK PROGRAM	685	820	0	2,000	1,242	1,800
230-751.000-757.775	OPERATING SUPP: FORD LAKE PAR	2,500	2,483	2,500	2,500	2,019	0
230-751.000-776.003	MAINT SUPPLIES - COMMUNITY CT	4,893	6,292	4,700	5,400	4,795	4,700
230-751.000-800.001	ADMINISTRATION FEES	25,051	19,083	19,585	19,585	16,321	19,604
230-751.000-818.000	CONTRACTUAL SERVICES	11,097	9,409	12,000	12,000	9,200	12,000
230-751.000-818.002	CONTRACTUAL SERVICES COMM CEN	13,719	24,846	17,000	16,500	15,878	16,500
230-751.000-850.000	TELEPHONE	1,014	1,054	2,000	2,000	907	2,000
230-751.000-867.000	GAS & OIL	2,335	3,282	3,000	2,900	2,272	3,000

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
230-751.000-876.000	RETIREMENT/MERS	35,835	27,610	35,738	35,738	26,522	24,238
230-751.000-876.003	OPEB FUNDING- RETIREE HEALTH	40,972	39,894	29,928	29,928	29,928	28,555
230-751.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	1,140	2,600	2,600	2,036	3,900
230-751.000-880.000	COMMUNITY PROMOTION	1,050	546	7,500	2,600	0	6,000
230-751.000-890.000	SENIOR NUTRITION PROGRAM	8,014	8,770	16,000	16,000	6,638	16,000
230-751.000-913.000	INSURANCE & BONDS FLEET	7,350	7,114	7,443	7,443	5,897	7,428
230-751.000-917.000	WORKERS COMPENSATION INSURANC	8,678	8,401	8,746	8,746	6,838	8,746
230-751.000-920.003	UTILITIES - COMMUNITY CENTER	58,814	57,858	59,000	59,000	43,166	58,000
230-751.000-931.003	REPAIRS COMMUNITY CENTER	1,543	1,550	1,700	2,100	2,055	1,700
230-751.000-931.021	NON RECURRING R & M-COMM CTR	75	3,120	4,000	4,500	4,316	4,500
230-751.000-933.001	MAINTENANCE CONTRACTS	7,734	7,378	5,000	5,000	4,687	5,000
230-751.000-939.031	MOTORPOOL-MISC REPAIR	0	10,368	7,500	7,500	5,784	2,500
230-751.000-941.000	EQUIPMENT RENTAL/LEASING	3,100	3,250	3,800	4,300	4,170	0
230-751.000-943.000	MOTORPOOL LEASE/MAINTENANCE	15,211	16,700	20,921	20,921	17,434	20,921
230-751.000-957.000	BANK CHARGES	4,612	4,358	5,000	5,000	3,643	5,000
230-751.000-958.000	MEMBERSHIP AND DUES	290	235	300	300	255	300
230-751.000-967.100	COUNTY COMMUNITIES GRANT	0	4,140	0	0	0	0
230-751.000-974.022	SENIOR REC CENTER - EQUIPMENT	4,924	24,776	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - 751.000 - RESIDENT SVCS: RECRE.		(732,470)	(806,011)	(811,263)	(821,386)	(651,190)	(775,199)
ESTIMATED REVENUES - FUND 0.00		726,270	805,976	811,263	821,386	758,549	775,199
APPROPRIATIONS - FUND 23 0.00		732,470	806,011	811,263	821,386	651,190	775,199
NET OF REVENUES/APPROPRIATIONS - FUND 230		(6,200)	(35)	0	0	107,359	0

NARRATIVE

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 and Drug Court Docket. The current grant expires September 30, 2019. The court is currently applying for grant money under the drug court program through Supreme Court Administrative Office. 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. This line item remains the same as the previous year.

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 reduced 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 year there has been a decrease in cases filed and therefore a decrease in costs collected. The Court has made a number of changes to improve collections over the past few years. The Court anticipates that while production from law enforcement may continue to decrease or flatten, the trend of improved collections will continue. The amount may need to be adjusted based on year to date revenues.</p>

Line Item	Explanation
236-000-000-602-544 – 14B State of MI Caseflow Assistnc	<p>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 caseflow assistance has been steadily increasing, but due to reductions in caseload for the prior 2 years, it is anticipated that the number of qualifying cases will remain decreased in 2020. The amount may need to be further reduced based on year to date revenues.</p>
236-000-000-603-136 – 14B Civil Fees	<p>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. Year to date civil case filings are lower than last year. As a result this line item is reduced.</p>

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 the numbers of cases and tickets filed has decreased, this line item is decreased. The amount may need to be reduced further based on year to date revenues.
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. This line item is particularly effected by the number of citations issued as a result of traffic stops. In the past two years there has been a decrease in cases filed and therefore a decrease in costs collected. The amount may need to be reduced further based on year to date revenues.
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 2020. The amount may need to be reduced further based on year to date revenues.

Line Item	Explanation
236-000-000-664-001 – Interest Earned	Interest earned on accounts.
236-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects the amount needed from Fund Balance for operations.

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); two Probation Agents; one Probation Secretary and two Judicial Secretaries. An increase is shown due to budgeting for the additional Probation Agent position (to be filled in 2019).
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 2.5% increase is budgeted for 2020.
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. Due to the court being at full staff, this line item has been eliminated.
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.

Line Item	Explanation
236-136-000-709-000 – Regular Overtime	Overtime costs for the court. No change.
236-136-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
236-136-000-719-000 – Health Insurance	<p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>The increase shown is greater than 3% due to budgeting for the additional Probation Agent position (to be hired in 2019).</p>
236-136-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
236-136-000-719-003 – Employee Paid Health Contra	<p>Amount employees pay toward health care coverage.</p> <p>An increase is shown due to budgeting for the additional Probation Agent position (to be filled in 2019).</p>
236-136-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>An increase is shown due to budgeting for the additional Probation Agent position (to be filled in 2019).</p>

Line Item	Explanation
236-136-000-719-016 – Vision Benefits	<p>Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.</p> <p>A greater increase is shown due to budgeting for the additional Probation Agent position (to be filled in 2019).</p>
236-136-000-719-020 – Health Care Deduction	<p>Cost to fund Clarity Benefits card associated with health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.</p> <p>An increase is shown due to budgeting for the additional Probation Agent position (to be filled in 2019).</p>
236-136-000-719-021 – Admin Fees – Health Deductible	<p>Cost to manage card used to pay health care deductibles, administered by Clarity Benefits.</p>
236-136-000-720-000 – Life Insurance	<p>Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.</p>
236-136-000-723-000 – Deferred Compensation Employer	<p>Figures provided by the Accounting Director.</p>
236-136-000-727-000 – Office Supplies	<p>The Court anticipates office supply purchasing for 2020 to remain similar to 2019.</p>
236-136-000-730-000 - Postage	<p>The Court anticipates postage for 2020 to remain similar to 2019.</p>

Line Item	Explanation
236-136-000-739-000 – Library Subscription	Cost of subscription services for Michigan Compiled Laws; Michigan Supreme and Appeal Court cases; Civil and Criminal Jury Instructions. No change for 2020.
236-136-000-740-000 – Operating Supplies	The Court anticipates operating expenses for 2020 to remain similar to 2019.
236-136-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
236-136-000-801-007 – Attorney Fees Criminal	This has been moved to the General Fund in line item 101.137.000.801.007 per the Board's direction.
236-136-000-801-009 – 14B Other Contractual Service	Includes payments for Labor Law Attorney, if needed. In addition, it is used for payment to the Dispute Resolution Center (DRC). The DRC mediates all small claims matters filed to achieve resolution among the parties rather than a resolution imposed by the Court. The Dispute Resolution Center (DRC) has requested an increase in fees paid to them. We currently pay them \$7,500 annually. We do not recommend an increase at this time. No change for 2020.
236-136-000-801-010 – Contractual/Visiting Judge	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. No change for 2020.

Line Item	Explanation
236-136-000-801-012 – Contractual/Interpreter Fees	Cost of a language or deaf interpreter for defendants in a criminal or civil case. This is a statutory obligation of the Court. No change for 2020.
236-136-000-802-100 – Court Innovation Grant	Funds received through a grant from the Supreme Court Administrative Office for a Human Trafficking Docket and Drug Court Docket. The current grant expires September 30, 2019. The court is currently applying for grant money under the drug court program through Supreme Court Administrative Office. If the court receives the 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.
236-136-000-812-000 – 14B Jury Fees	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. No change for 2020.
236-136-000-812-002 – 14B Enhanced Jury Fees	Payment for Jury duty for the second (or subsequent) half, or full, day of service. No change for 2020.
236-136-000-812-003 – 14B Juror Expenses	Cost of water, coffee and snacks offered the Jury panel during jury selection day. May also be used to supply lunch for the jury, if the lunch break occurs during actual deliberations. No change for 2020.

Line Item	Explanation
236-136-000-819-006 – Computer Programs/Lien	<p>This line item represents the licensing fee charged by the Michigan State Police for access to the Law Enforcement Information Network (LEIN), in order to obtain copies of criminal histories, warrant entry and recall, and Secretary of State driving records. In 2013 the Court joined CLEMIS. This gives the Court access to electronic data for downloading citations issued by the Washtenaw County Sheriff's Department. This will streamline the citation process and give the Court immediate access to citation information thus allowing the public to contact the Court upon receipt of the ticket and pay it or request a hearing. Currently law enforcement has 72 hours to file a ticket with the court. In addition all citation information will be electronic which will allow the clerks to upload the citation rather than inputting it manually as is the current practice. A final benefit will be that this near immediate upload of citations to the Court's case management software will allow defendants to pay certain citations on-line through a web based payment program the Court is in the process of implementing.</p> <p>In addition to the above computer programs the Court has a contract to utilize RANT software as an assessment tool to determine eligibility for drug court. The contract for RANT is \$1,000 annually.</p> <p>This line item also covers the costs of Court Innovations contract services for online mediation, warrant review, DWLS review and online payment request applications. That contract is \$6480 annually.</p>

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 renewing the contract 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.
236-136-000-850-000 - Telephone	Figures provided by Township IT. No change for 2020.
236-136-000-860-000 - Travel	Used to pay mileage to employees for travel directed by the Court. No change for 2020.
236-136-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
236-136-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.
236-136-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/14.

Line Item	Explanation
236-136-000-900-000 - Publishing	Covers the cost of file folders for criminal and civil cases, as well as printing Traffic Citations for the Sheriff's Dept. and citation books for the Ordinance Department. No change for 2020 at this time. The amount may need to be adjusted.
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	Utility costs for the Court. No change for 2020.
236-136-000-931-000 – Repairs and Maintenance	Repair and maintenance expenses for the Court. No change for 2020.
236-136-000-933-001 – Maintenance Contracts	Cost of W.J. O'Neil maintenance contract. No change for 2020.
236-137-000-956-000 – Miscellaneous	Costs associated with Recovery garden. No change for 2020.
236-136-000-957-000 – Bank Charges	Cost of banking fees, most notably for charge card expenses. No change for 2020.
236-136-000-958-000 – Membership and Dues	Cost of annual Bar dues for the Judge and Magistrate; State Association dues for the Judge, Magistrate and Probation Officer and State fees for certification of court recorders. No change for 2020.
236-136-000-960-000 – Education and Training	Cost of attendance and related expenses for continuing training for professional staff. No change for 2020.

Line Item	Explanation
236-136-000-977-000 - Equipment	Cost to purchase new equipment. There is a need to upgrade computers. The Court plans to upgrade them on a 5 year cycle as recommended by both County and Township IT.

11/13/19

Note: This budget is part of the Township's obligation for court. We pulled them from the General Fund several years ago to show the revenue/expenditures. We need to add security and staff to the court, and possibly the Township as well. This could be budgeted in Police.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 236 - 14B DISTRICT COURT							
Dept 000.000							
236-000.000-569.019	STATE GRANT REVENUE	179,053	95,962	156,000	156,000	113,056	146,000
236-000.000-601.136	14B STATE SHARED REVENUE	34,293	57,155	45,724	45,724	22,862	45,724
236-000.000-601.137	14B ST OF MI JUROR COMP REIMB	1,330	2,937	2,600	2,600	1,626	2,500
236-000.000-602.136	14B COURT COSTS	555,227	555,459	575,000	575,000	433,573	529,000
236-000.000-602.544	14B-ST OF MI CASEFLOW ASSISTA	15,155	16,875	35,000	35,000	12,655	32,000
236-000.000-603.136	14B CIVIL FEES	216,819	219,041	175,000	175,000	205,757	161,000
236-000.000-604.000	14B PROBATION FEES	107,354	108,639	115,000	115,000	78,802	106,000
236-000.000-605.001	14B ORDINANCE FINES AND COSTS	831,988	568,356	680,000	680,000	426,613	625,000
236-000.000-605.002	FINES & FORFEITS	400	0	0	0	0	0
236-000.000-605.003	14B BOND FORFEITURES	24,110	28,965	20,000	20,000	18,306	18,500
236-000.000-605.004	14B INTEREST EARNED	0	0	3,000	3,000	0	0
236-000.000-655.100	SETTLEMENTS & JUDGMENTS	0	7,302	0	0	163	0
236-000.000-664.001	INTEREST EARNED	3,111	6,163	0	0	3,653	3,000
236-000.000-694.001	OTHER INCOME-MISCELLANEOUS	162	0	0	0	0	0
236-000.000-694.004	INSURANCE REIMBURSEMENTS	1,188	921	0	0	1,138	0
236-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	0	909	0	107,594
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,970,190	1,667,775	1,807,324	1,808,233	1,318,204	1,776,318

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 136.000 - COURT							
236-136.000-703.001	SALARY - JUDGE	45,724	45,724	45,724	45,724	36,931	45,724
236-136.000-706.000	SALARY - PERMANENT WAGES	467,334	488,351	513,573	513,573	381,055	556,612
236-136.000-706.001	SALARY - BAILIFF	40,601	42,045	42,826	42,826	37,722	43,897
236-136.000-706.002	SALARY - MAGISTRATE/COURT ADMIN	75,905	78,261	80,589	80,589	63,513	82,604
236-136.000-707.000	SALARY - TEMPORARY/SEASONAL	5,730	4,673	8,000	8,000	15,859	0
236-136.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,542	5,830	3,756	4,600	843	0
236-136.000-708.010	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	3,000
236-136.000-709.000	REG OVERTIME	131	2,273	3,000	3,000	2,047	3,000
236-136.000-715.000	F.I.C.A./MEDICARE	41,941	43,225	50,701	50,766	34,343	54,105
236-136.000-719.000	HEALTH INSURANCE	171,735	184,543	250,886	250,886	198,962	280,736
236-136.000-719.001	SICK AND ACCIDENT	5,506	5,276	4,773	4,773	3,643	4,773
236-136.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(21,476)	(18,000)	(17,100)	(17,100)	0	(18,900)
236-136.000-719.015	DENTAL BENEFITS	13,437	11,991	14,543	14,543	10,620	16,250
236-136.000-719.016	VISION BENEFITS	2,523	2,560	3,099	3,099	2,254	3,563
236-136.000-719.020	HEALTH CARE DEDUCTION	33,618	40,303	66,553	66,553	32,189	69,493
236-136.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	1,035	956	1,170	1,170	705	945
236-136.000-720.000	LIFE INSURANCE	2,475	2,603	3,062	3,062	2,372	3,062
236-136.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,523	613	661	661	687	675
236-136.000-724.001	UNEMPLOYMENT EXPENSE	5,814	0	0	0	795	0
236-136.000-727.000	OFFICE SUPPLIES	9,719	9,620	10,500	10,500	8,713	10,500
236-136.000-730.000	POSTAGE	8,499	8,299	8,000	8,000	7,848	8,000
236-136.000-739.000	LIBRARY SUBSCRIPTION	4,567	4,854	5,000	5,000	4,612	5,000
236-136.000-740.000	OPERATING SUPPLIES	5,701	6,688	6,000	6,000	5,696	6,000
236-136.000-800.001	ADMINISTRATION FEES	31,735	36,310	37,317	37,317	31,098	37,315
236-136.000-801.007	ATTORNEY FEES CRIMINAL	41,736	40,140	74,982	74,982	39,768	0
236-136.000-801.009	14B OTHER CONTRACTUAL SERVICE	7,500	7,525	10,000	10,000	3,750	10,000
236-136.000-801.010	CONTRACTUAL/VISITING JUDGE	818	435	1,000	1,000	0	1,000
236-136.000-801.012	CONTRACTUAL/INTERPRETER FEES	7,557	10,578	6,500	6,500	6,974	6,500
236-136.000-802.100	COURT INNOVATION GRANT	188,793	95,962	156,000	156,000	109,192	146,000
236-136.000-811.000	14B TRANSCRIPTS	0	228	0	0	0	0
236-136.000-812.000	14B JURY FEES	2,163	2,738	2,500	2,500	1,935	2,500
236-136.000-812.002	14B ENHANCED JURY FEES	700	1,733	1,000	1,000	945	1,000
236-136.000-812.003	14B JUROR EXPENSES	302	617	300	300	450	300
236-136.000-819.006	COMPUTER PROGRAMS/LIEN	10,099	21,063	24,960	24,960	12,243	24,960
236-136.000-819.010	COMPUTER NETWORK SUPPORT	27,198	26,928	35,000	35,000	0	40,713
236-136.000-850.000	TELEPHONE	1,840	2,141	2,500	2,500	1,795	2,500
236-136.000-860.000	TRAVEL	1,777	2,414	2,000	2,000	1,632	2,000

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
236-136.000-876.000	RETIREMENT/MERS	117,677	117,705	174,067	174,067	131,714	153,735
236-136.000-876.003	OPEB FUNDING- RETIREE HEALTH	79,387	77,338	95,589	95,589	95,589	92,391
236-136.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	0	1,300	1,300	450	3,900
236-136.000-900.000	PUBLISHING	1,762	2,516	3,000	3,000	0	3,000
236-136.000-914.000	INSURANCE & BONDS FIRE & LIAB	9,093	8,797	9,205	9,205	7,292	9,186
236-136.000-917.000	WORKERS COMPENSATION INSURANC	6,386	6,577	6,679	6,679	5,122	6,679
236-136.000-920.014	UTILITIES - COURT	16,635	15,691	17,600	17,600	14,245	17,600
236-136.000-931.000	REPAIRS AND MAINTENANCE	9,381	32,080	10,000	10,000	12,307	10,000
236-136.000-933.000	EQUIPMENT MAINTENANCE	110	0	0	0	0	0
236-136.000-933.001	MAINTENANCE CONTRACTS	0	4,692	6,500	6,500	3,910	6,500
236-136.000-956.000	MISCELLANEOUS	0	617	500	500	0	500
236-136.000-957.000	BANK CHARGES	10,493	9,203	8,500	8,500	7,282	8,500
236-136.000-958.000	MEMBERSHIP AND DUES	1,510	1,610	2,000	2,000	1,155	2,000
236-136.000-960.000	EDUCATION AND TRAINING	1,041	1,342	2,000	2,000	285	2,000
236-136.000-969.101	TRANSFER TO GENERAL FUND	400,000	150,000	0	0	0	0
236-136.000-974.025	CAPITAL OUTLAY/SECURITY	5,300	4,574	0	0	0	0
236-136.000-977.000	EQUIPMENT	2,712	480	6,500	6,500	1,499	6,500
NET OF REVENUES/APPROPRIATIONS - 136.000 - COURT		(1,910,289)	(1,655,722)	(1,805,815)	(1,806,724)	(1,343,541)	(1,776,318)
ESTIMATED REVENUES - FUND 0.00		1,970,190	1,667,775	1,807,324	1,808,233	1,318,204	1,776,318
APPROPRIATIONS - FUND 230.00		1,910,289	1,655,722	1,805,815	1,806,724	1,343,541	1,776,318
NET OF REVENUES/APPROPRIATIONS - FUND 236		59,901	12,053	1,509	1,509	(25,337)	0

NARRATIVE

Fund 248 – Housing & Business Inspection

THIS BUDGET IS NOW INCLUDED WITH FUND 266 – ENFORCEMENT

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019



GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 248 - HOUSING & BUSINESS INSPECTION FUND							
Dept 000.000							
248-000.000-451.300	RENTAL REGISTRATON FEE	22,095	1,780	1,500	1,500	18,563	0
248-000.000-607.300	CHRG FOR SERV-SF RENTAL INSPECT	138,815	104,935	130,000	130,000	91,500	0
248-000.000-607.310	TAX SP ASSESS -SF RENTAL PROP INSPECT	20,620	17,410	15,000	15,000	24,360	0
248-000.000-607.320	CHRG FOR SERV-MF RENTAL INSPECT	0	180,733	100,000	100,000	117,045	0
248-000.000-607.330	TAX SP ASSESS -MF RENTAL PROP INSPECT	0	0	2,000	2,000	0	0
248-000.000-607.400	CHRG FOR SERV-VACANT PROP INSPECT	11,680	11,640	8,000	8,000	9,315	0
248-000.000-607.410	TAX SP ASSESS - VACANT PROP INSPECT	18,483	15,172	15,000	15,000	9,480	0
248-000.000-608.000	CHARGE - BUSINESS REGISTRATION	0	3,880	3,000	3,000	5,030	0
248-000.000-664.001	INTEREST EARNED	1,121	1,787	1,200	1,200	3,019	0
248-000.000-694.004	INSURANCE REIMBURSEMENTS	252	196	0	0	285	0
248-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	18,007	18,007	0	0
NET OF REVENUES/APPROPRIATIONS - 000.000 -		213,066	337,533	293,707	293,707	278,597	0

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 248.000 - RENTAL INSPECTION							
248-248.000-705.000	SALARY - SUPERVISION	7,726	7,961	8,197	8,197	6,461	0
248-248.000-706.000	SALARY - PERMANENT WAGES	155,045	164,756	144,357	144,357	116,266	0
248-248.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,585	531	0	0	0	0
248-248.000-708.010	HEALTH INS BUYOUT	3,375	3,375	2,625	2,625	1,688	0
248-248.000-709.000	REG OVERTIME	132	133	1,000	1,000	440	0
248-248.000-715.000	F.I.C.A./MEDICARE	12,703	13,551	13,478	13,478	9,354	0
248-248.000-719.000	HEALTH INSURANCE	25,299	32,532	41,260	41,260	40,123	0
248-248.000-719.001	SICK AND ACCIDENT	1,696	1,773	1,289	1,289	1,181	0
248-248.000-719.003	EMPLOYEE PAID HEALTH CONTRA	0	(2,050)	(2,550)	(2,550)	0	0
248-248.000-719.015	DENTAL BENEFITS	2,480	2,556	2,497	2,497	2,418	0
248-248.000-719.016	VISION BENEFITS	426	580	590	590	644	0
248-248.000-719.020	HEALTH CARE DEDUCTION	7,114	11,126	12,583	12,583	7,365	0
248-248.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	248	241	248	248	168	0
248-248.000-720.000	LIFE INSURANCE	701	809	765	765	701	0
248-248.000-727.000	OFFICE SUPPLIES	277	232	300	300	266	0
248-248.000-730.000	POSTAGE	1,833	1,637	2,000	2,000	1,729	0
248-248.000-741.001	UNIFORMS-NEW AND BADGES	0	889	1,000	1,000	733	0
248-248.000-800.001	ADMINSTRATION FEES	16,877	19,201	18,225	18,225	15,188	0
248-248.000-867.000	GAS & OIL	5,684	6,344	6,000	6,000	3,266	0
248-248.000-876.000	RETIREMENT/MERS	19,019	19,402	21,575	21,575	18,012	0
248-248.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	874	975	975	796	0
248-248.000-913.000	INSURANCE & BONDS FLEET	1,936	1,871	1,958	1,958	1,552	0
248-248.000-917.000	WORKERS COMPENSATION INSURANCE	2,069	2,421	2,523	2,523	1,528	0
248-248.000-939.031	MOTORPOOL-MISC REPAIR	0	69	5,000	5,000	440	0
248-248.000-943.000	MOTORPOOL LEASE/MAINTENANCE	10,250	14,700	6,812	6,812	5,677	0
248-248.000-977.000	EQUIPMENT	0	210	1,000	1,000	750	0
NET OF REVENUES/APPROPRIATIONS - 248.000 - RENTAL INSPECTION		(276,475)	(305,724)	(293,707)	(293,707)	(236,746)	0
ESTIMATED REVENUES - FUND 0.00		213,066	337,533	293,707	293,707	278,597	0
APPROPRIATIONS - FUND 240.00		276,475	305,724	293,707	293,707	236,746	0
NET OF REVENUES/APPROPRIATIONS - FUND 248		(63,409)	31,809	0	0	41,851	0

NARRATIVE

Fund 249 - Building Revenues

Line Item	Explanation
249-000-000-476-477 – Licensed Contractor Registration	Fee revenue generated from new registrations of licensed contractors doing business with the Building Department. Budgeted decrease based on 2019 activity.
249-000-000-476-479 – Building Permit	Fee revenue from building permits for new construction, renovation or demolition of existing structures that requires plan review and/or inspection by a state registered building inspector or plan reviewer. Increase projected based on current and anticipated construction activity. This number may need to be adjusted.
249-000-000-476-480 – Electrical Permit	Fee revenue from electrical permits for installation of new electrical circuits and equipment that requires plan review and/or inspection by a state registered electrical inspector or plan reviewer. Increase projected based on current and anticipated activity. This number may need to be adjusted.
249-000-000-476-481 – Mechanical Permit	Fee revenue from mechanical permits for installation of heating and cooling systems, refrigeration equipment, fire suppression and alarm systems, and other mechanical equipment that requires plan review and/or inspection by a state registered mechanical inspector or plan reviewer. Increase projected based on current and anticipated activity.

Line Item	Explanation
249-000-000-476-482 – Plumbing Permit	Fee revenue from plumbing permits for installation of new water/sewer lines and other equipment that requires plan review and/or inspection by a state registered plumbing inspector or plan reviewer. 20% increase projected based on current and anticipated activity.
249-000-000-476-484 – Misc/Reinspect	Fee revenue for unplanned re-inspections done by state registered inspectors that are necessary for final approval of permitted work after the first inspection is failed. Revenue is unpredictable because it is based on contractor performance. Decrease is projected based on current and anticipated construction activity.
249-000-000-476-486 – Sign Permits	Fee revenue from issuance of sign permits that require building inspection when installed. No change is projected.
249-000-000-607-010 – Enviro/Plot Plan-Charge for Services	Fee revenue for soil erosion and sedimentation control (SESC) permits that require inspection by a trained and certified inspector after significant rain events. Trained personnel also respond to resident complaints about flooding and storm water issues. 50% increase projected based on current and anticipated construction activity.
249-000-000-607-270 – Charge for Serv-Liquor Inspection	Fee revenue for building code inspections conducted for annual liquor license renewal for on-premise liquor establishments. No change.
249-000-000-664-001 – Interest Earned	Interest earned on the funds deposited at various banks. Figures provided by the Accounting Director.
249-000-000-699-000 – Appropriated Prior Year Balance	Revenue from prior years used for current year operating expenses. None required.

Expenditures

Line Item	Explanation
249-249-000-705-000 – Salary-Supervision	Salary for the Chief Building Official to administer and interpret state building codes, manage Building Department operations, and coordinate building plan review and inspection services. This line item also includes 25% of the OCS Executive Coordinator position. Wages are set by Board resolution and labor contracts. A 2.5% increase is budgeted.
249-249-000-706-000 – Salary-Permanent Wages	Wages for one (1) hourly Floater II/Clerk III position and 25% of the Planning & Development Coordinator. A 2.5% contractual increase is budgeted.
249-249-000-706-004 – Building Inspection	<p>Hourly wages for one (1) state registered building inspector who performs inspections and plan reviews for building permits. Wages are determined by the AFSCME labor contract. A 2.5% contractual increase is budgeted.</p> <p>A decrease is shown due to a building inspector position that has been eliminated. One of the inspectors received his building certification so the position is not needed at this time.</p>
249-249-000-706-005 – Electrical Inspection	<p>Hourly wages for one (1) state registered electrical inspector who performs plan reviews and inspections for electrical permits. Wages are determined by the AFSCME labor contract. A 2.5% contractual increase is budgeted.</p> <p>The amount shown is greater due to the employee receiving his building certification.</p>

Line Item	Explanation
249-249-000-706-006 – Plumbing Inspection	Hourly wages for one (1) state registered plumbing inspector who performs plan reviews and inspections for plumbing permits. Wages are determined by the AFSCME labor contract. A 2.5% contractual increase is 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. An increase is shown due to an employee opting out of health care coverage.
249-249-000-709-000 – Regular Overtime	Overtime wages for inspectors and clerks as necessary for emergencies, special customer requests, and special projects. No change.
249-249-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
249-249-000-719-000 – Health Insurance	<p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>Even though the increase is budgeted, a decrease is shown due to a building inspector position that has been eliminated. One of the inspectors received his building certification so the position is not needed at this time. In addition, another employee opted out of health coverage.</p>
249-249-000-719-001 – Sick & Accident	<p>Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.</p> <p>Even though the increase is budgeted, a decrease is shown due to a building inspector position that has been eliminated. One of the inspectors received his building certification so the position is not needed at this time.</p>

Line Item	Explanation
249-249-000-719-003 – Employee Paid Health Contra	<p>This line item reflects the amount employees pay toward their health care coverage.</p> <p>A decrease is shown due to the building inspector position that has been eliminated. One of the inspectors received his building certification so the position is not needed at this time. In addition, another employee opted out of health coverage.</p>
249-249-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>A decrease is shown due to a building inspector position that has been eliminated. One of the inspectors received his building certification so the position is not needed at this time.</p>
249-249-000-719-016 – Vision Benefits	<p>Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.</p> <p>Even though the increase is budgeted, a decrease is shown due to a building inspector position that has been eliminated. One of the inspectors received his building certification so the position is not needed at this time.</p>

Line Item	Explanation
249-249-000-719-020 – Health Care Deduction	<p>This line item is used to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.</p> <p>A decrease is shown due to a building inspector position that has been eliminated. One of the inspectors received his building certification so the position is not needed at this time. In addition, another employee opted out of health coverage.</p>
249-249-000-719-021 – Admin Fees-Health Deductible	<p>The card used to pay the health care deductibles is administered by Clarity Benefits.</p> <p>A decrease is shown due to a building inspector position that has been eliminated. One of the inspectors received his building certification so the position is not needed at this time. In addition, another employee opted out of health coverage.</p>
249-249-000-720-000 – Life Insurance	<p>Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.</p> <p>A decrease is shown due to a building inspector position that has been eliminated. One of the inspectors received his building certification so the position is not needed at this time.</p>
249-249-000-727-000 – Office Supplies	Expenses for office supplies such as inspection forms, placards, pens, etc. Expenses increased due to higher activity levels based on 2019 costs.
249-249-000-730-000 – Postage	Postage expenses for Building Department operations. Expenses to be used for permit expiration letters sent to customers who fail to call for inspections. No change.

Line Item	Explanation
249-249-000-740-001 – Ordinance & Zoning Code Books	Expenses to purchase copyrighted State of Michigan code publications required for state registered plan reviewers and inspectors. State codes are updated periodically. Expenses increased due to new code versions being adopted.
249-249-000-741-001 – Uniforms-New and Badges	Expenses for new and replacement uniform clothing apparel and other related items for Building Department field staff. No change.
249-249-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
249-249.000-801.000 – Professional Services	Services for special projects rendered under professional contract. Funding budgeted for Phase II and Phase III of paper records conversion project through the State of Michigan. Phase I was completed late in 2018.
249-249-000-818-000 – Contractual Services	Expenses for private contract services performed by state registered inspectors and plan reviewers on an as-needed basis. Also used to hire private contractors to cover scheduled and unscheduled leave of department employees for all trades. Expense increased 6% due to increased construction activity and demand for services.
249-249-000-867-000 – Gas & Oil	Fuel and oil expenses for vehicles assigned to building department staff.
249-249-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
249-249-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.

Line Item	Explanation
249-249-000-876-100 – Retirement Health Care Savings	This line item reflects the amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.
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.
249-249.000-939.031 – Motorpool-Misc Repair	Funding for unscheduled major repairs to vehicles assigned to the Building Dept. Figures provided by the Accounting Director.
249-249-000-943-000 – Motorpool Lease/Maintenance	Lease payments to the Township motor pool for vehicles assigned to the building department; direct payment for minor scheduled repairs of same vehicles. Figures provided by the Accounting Director.
249-249-000-958-000 – Membership & Dues	Mandatory memberships and dues to professional organizations for continuing education credits required to maintain state certification for inspection staff. Slight increase.
249-249-000-977-000 - Equipment	Expenses to purchase new equipment and to replace old equipment no longer serviceable. Equipment includes computers, printers and inspection tools used in the field. Funding increased for aging equipment replacement.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 249 - BUILDING DEPARTMENT							
Dept 000.000							
249-000.000-476.477	LICENSED CONTRACTOR REGISTRATION	6,255	4,795	5,000	5,000	2,070	3,000
249-000.000-476.478	REFRIGERATION PERMIT	50	45	0	0	0	0
249-000.000-476.479	BUILDING PERMIT	550,858	609,100	575,000	575,000	510,708	580,000
249-000.000-476.480	ELECTRICAL PERMIT	75,001	51,582	67,000	67,000	74,236	75,000
249-000.000-476.481	MECHANICAL PERMIT	135,588	149,756	110,000	110,000	154,971	121,000
249-000.000-476.482	PLUMBING PERMIT	67,995	65,265	62,000	62,000	87,124	75,000
249-000.000-476.484	MISC / REINSPECT	15,750	36,443	15,000	15,000	5,650	10,000
249-000.000-476.486	SIGN PERMITS	3,095	1,575	3,500	3,500	2,600	3,500
249-000.000-607.010	ENVIRO/PLOT PLAN - CHG FOR SERVICES	14,925	18,359	10,000	10,000	14,638	15,000
249-000.000-607.012	ADDRESS ASSIGN - CHG FOR SERVICES	0	15	0	0	0	0
249-000.000-607.270	LIQUOR INSPECT - CHG FOR SERVICES	1,050	750	1,000	1,000	700	1,000
249-000.000-664.001	INTEREST EARNED	6,275	19,819	10,000	10,000	22,358	18,000
249-000.000-694.001	OTHER INCOME-MISCELLANEOUS	735	595	0	0	560	0
249-000.000-694.004	INSURANCE REIMBURSEMENTS	252	196	0	0	374	0
249-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	0	52,325	0	0
NET OF REVENUES/APPROPRIATIONS - 000.000 -		877,829	958,295	858,500	910,825	875,989	901,500

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 249.000 - BUILDING DEPARTMENT							
249-249.000-705.000	SALARY - SUPERVISION	58,989	68,228	118,506	118,506	86,798	101,264
249-249.000-706.000	SALARY - PERMANENT WAGES	42,862	44,290	45,612	45,612	36,047	64,553
249-249.000-706.004	BUILDING INSPECTION	111,040	80,521	123,693	123,693	47,269	61,828
249-249.000-706.005	ELECTRICAL INSPECTION	53,672	58,655	60,266	60,266	48,830	63,960
249-249.000-706.006	PLUMBING INSPECTION	45,191	55,414	58,123	58,123	45,726	59,696
249-249.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,062	1,062	0	14,567	14,567	0
249-249.000-708.010	HEALTH INS BUYOUT	5,478	3,750	750	750	1,875	3,750
249-249.000-709.000	REG OVERTIME	347	414	1,000	1,000	296	1,000
249-249.000-715.000	F.I.C.A./MEDICARE	23,932	23,789	29,602	30,717	21,124	27,238
249-249.000-719.000	HEALTH INSURANCE	61,229	66,603	125,443	125,443	73,731	82,847
249-249.000-719.001	SICK AND ACCIDENT	2,833	2,448	2,430	2,430	1,925	2,100
249-249.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(7,163)	(5,925)	(8,550)	(8,550)	0	(5,550)
249-249.000-719.015	DENTAL BENEFITS	5,742	4,859	6,744	6,744	4,397	5,277
249-249.000-719.016	VISION BENEFITS	1,062	1,061	1,451	1,451	943	1,214
249-249.000-719.020	HEALTH CARE DEDUCTION	15,141	10,973	33,294	33,294	12,455	21,464
249-249.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	360	376	563	563	285	383
249-249.000-720.000	LIFE INSURANCE	1,095	1,199	1,469	1,469	1,075	1,247
249-249.000-727.000	OFFICE SUPPLIES	2,298	1,581	2,000	2,000	1,581	2,500
249-249.000-730.000	POSTAGE	604	1,173	3,000	3,000	628	3,000
249-249.000-740.001	Ordinance & Zoning Code Books	1,717	3,852	4,000	4,000	2,078	5,000
249-249.000-741.001	UNIFORMS-NEW AND BADGES	0	2,017	2,000	2,000	440	2,000
249-249.000-800.001	ADMINSTRATION FEES	21,076	28,030	33,431	33,431	27,859	32,992
249-249.000-801.000	PROFESSIONAL SERVICES	5,820	107,410	0	15,639	2,979	150,000
249-249.000-818.000	CONTRACTUAL SERVICES	65,725	91,805	75,000	75,000	70,925	80,000
249-249.000-867.000	GAS & OIL	4,724	5,229	6,000	6,000	3,694	6,000
249-249.000-876.000	RETIREMENT/MERS	35,193	36,036	48,127	48,127	36,130	34,216
249-249.000-876.003	OPEB FUNDING- RETIREE HEALTH	0	33,903	37,509	37,509	37,509	37,391
249-249.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	1,725	5,525	5,525	3,300	5,525
249-249.000-913.000	INSURANCE & BONDS FLEET	1,936	1,871	2,040	2,040	2,148	1,955
249-249.000-917.000	WORKERS COMPENSATION INSURANCE	3,953	4,490	4,611	4,611	3,491	4,703

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019



GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
249-249.000-939.031	MOTORPOOL-MISC REPAIR	0	0	7,500	7,500	598	5,000
249-249.000-943.000	MOTORPOOL LEASE/MAINTENANCE	26,210	19,642	16,918	16,918	14,098	14,146
249-249.000-958.000	MEMBERSHIP AND DUES	905	2,905	2,500	2,500	1,690	3,000
249-249.000-960.000	EDUCATION AND TRAINING	0	0	0	300	254	0
249-249.000-977.000	EQUIPMENT	3,620	8,387	4,000	3,700	3,319	5,000
249-249.000-985.000	CAPITAL OUTLAY/VEHICLES	0	0	0	21,004	0	0
NET OF REVENUES/APPROPRIATIONS - 249.000 - BUILDING DEPARTMEN		(596,653)	(767,773)	(854,557)	(906,882)	(610,064)	(884,699)
ESTIMATED REVENUES - FUND 0.00		877,829	958,295	858,500	910,825	875,989	901,500
APPROPRIATIONS - FUND 240.00		596,653	767,773	854,557	906,882	610,064	884,699
NET OF REVENUES/APPROPRIATIONS - FUND 249		281,176	190,522	3,943	3,943	265,925	16,801

2020 BUDGET NARRATIVE

Fund 250 – LDFA (Local Development Finance Authority)

Revenues

Line Item	Explanation
250-000-000-402-250 – Current Tax Revenue-Captured	The 2020 revenues are based on the 2019 property tax values for the LDFA district. The captured funds are then transferred to Fund 398 – General Obligation Bonds for Seaver Farms Infrastructure to cover the bond payments for the infrastructure improvements. The Bond principal and interest payment totals \$232,460 and we will collect only \$121,664 due to the loss in personal property taxes. The balance will come from the General Obligation Bond Fund Balance.
250-000-000-664-001 – Interest Earned	This line item reflects interest earned.
250-000-000-699.000 – Appropriated Prior Year Balance	Amount in LDFA Fund Balance that we will transfer to Fund 398 to help with the payment deficiencies.

Expenditures

Line Item	Explanation
250-991-000-968-398 – Transfer to 2013 Bond Debt	This line item reflects captured funds to be transferred to Fund 398 General Obligation Bond for Seaver Farms Infrastructure to cover the bond payments for infrastructure improvements.

8/29/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019



GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTH							
Dept 000.000							
250-000.000-402.250	CURRENT TAX REVENUE-CAPTURED	143,805	119,415	225,270	225,270	231,126	121,664
250-000.000-664.001	INTEREST EARNED	262	677	300	300	1,391	300
250-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	0	0	0	7,500
NET OF REVENUES/APPROPRIATIONS - 000.000 -		144,067	120,092	225,570	225,570	232,517	129,464
Dept 991.000 - DEBT SERVICES							
250-991.000-968.398	TRANSFER TO: 2006 BOND DEBT	217,026	119,415	225,270	225,270	225,270	129,164
NET OF REVENUES/APPROPRIATIONS - 991.000 - DEBT SERVICES		(217,026)	(119,415)	(225,270)	(225,270)	(225,270)	(129,164)
ESTIMATED REVENUES - FUND 0.00		144,067	120,092	225,570	225,570	232,517	129,464
APPROPRIATIONS - FUND 250.00		217,026	119,415	225,270	225,270	225,270	129,164
NET OF REVENUES/APPROPRIATIONS - FUND 250		(72,959)	677	300	300	7,247	300

NARRATIVE

Fund 252 - Hydro

Revenues

Line Item	Explanation
252-252-000-641-003 – Ford Lake Hydro Station	Revenues from the selling electricity from the Hydro Station to DTE Energy. Recommend the same for 2020
252-252-000-664-001 – Interest Earned	Interest earned on funds deposited in the bank.
252-000-000-697-000 – Transfer In: General Fund	Payment from DTE for Hydro Escrow. This is not revenue, it is Township dollars being repaid. We need to start a maintenance/repair fund for the future of the Hydro Station.
252-252-000-699-000 – Appropriated Prior Year Balance	Funds needed from Fund Balance to support expenses. None expected for 2020.

Expenditures

252-252-000-705-000 – Salary-Supervision	60% of salary for Operations Manager, the other 40% is budgeted in 101-227 – Human Resources for safety compliance. A 2.5% increase is budgeted.
252-252-000-706-000 – Salary-Permanent Wages	Wages for one full-time operator, a non-union position. A 2.5% contractual increase is budgeted.
252-252-000-707-000 – Salary-Temporary/Seasonal	Wages for part-time Hydro Operator. This employee is responsible for days when full-time staff are not scheduled and assists in activities related to dam O&M requiring additional staff.
252-252-000-709-000 – Regular Overtime	Overtime costs for Hydro employees. Due to changes in staffing, this amount can be eliminated for 2020.
252-252-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
252-252-000-719-000 – Health Insurance	<p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>A decrease is shown due to 40% of the Operations Manager’s salary being budgeted in 101-227 – Human Resources.</p>

Line Item	Explanation
252-252-000-719-001 – Sick & Accident	<p>Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.</p> <p>A decrease is budgeted due to 40% of the Operations Manager's salary being budgeted in 101-227 – Human Resources.</p>
252-252-000-719-003 – Employee Paid Health Contra	<p>This line item reflects the amount employees pay toward their health care coverage. A decrease is budgeted due to 40% of the Operations Manager's salary being budgeted in 101-227 – Human Resources.</p>
252-252-000-719-015 – Dental Benefits	<p>We received a new 2 year guarantee with no increase in dental insurance rates.</p> <p>A decrease is budgeted due to 40% of the Operations Manager's salary being budgeted in 101-227 – Human Resources.</p>
252-252-000-719-016 – Vision Benefits	<p>Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.</p> <p>Even though the increase is budgeted, a decrease is shown due to 40% of the Operations Manager's salary being budgeted in 101-227 – Human Resources.</p>

Line Item	Explanation
252-252-000-719-020 – Health Care Deduction	<p>This line item is used to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.</p> <p>A decrease is budgeted due to 40% of the Operations Manager's salary being budgeted in 101-227 – Human Resources.</p>
252-252-000-719-021 – Admin Fees-Health Deductible	The card used to pay the health care deductibles is administered by Clarity Benefits.
252-252-000-720-000 – Life Insurance	<p>Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.</p> <p>A decrease is budgeted due to 40% of the Operations Manager's salary being budgeted in 101-227 – Human Resources.</p>
252-252-000-723-000 – Deferred Comp Employer	Figures provided by the Accounting Director.
252-252-000-727-000 – Office Supplies	Cost of supplies and material used in completing reports by the department. This is unchanged from prior year.
252-252-000-730-000 - Postage	Cost to mail business related material. This is unchanged from last year.
252-252-000-740-000 – Operating Supplies	Cover cost in mailing business related material. This amount is unchanged from last year.
252-252-000-741-000 – Boot Reimb & Uniforms Purchase	Cost to purchase operators uniforms and boot allowance. No change for 2020.

Line Item	Explanation
252-252-000-776-000 – Maintenance Supplies	Cost associated with maintaining Hydro Station including housekeeping, general maintenance supplies and hand tools. The amount will remain the same as 2019.
252-252-000-801-000 – Professional Services	Cost of an independent engineering firm to perform technical support related to dam safety and compliance for Ford Lake Dam. The Township does not have a professional engineer with dam experience on staff. The Part 12 Safety Inspection is due (it is due every 5 years) and the EAP reprint is scheduled. No change is recommended for 2020.
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 costs associated to this line item. The requested funds for 2020 are increased from the 2019 original budget due to Confine Space rescue costs increasing.
252-252-000-850-000 - Telephone	Communication lines for Hydro Station and cell service for water quality stations deployed as part of operation plan for the department. Based on the expenditures to date, an increase to \$1,600 is requested for 2020.
252-252-000-867-000 – Gas & Oil	Cost of fuel used by the department in equipment and vehicles. A small increase for 2020 is budgeted.
252-252-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
252-252-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.

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	Heating costs for the powerhouse in winter months. Also, accounting for an increase in usage due to a new natural gas standby generator. No change from the prior year.
252-252-000-930-000 – Repairs Maintenance-Machinery	Cost of repairs and maintenance of equipment. Amount is unchanged for 2020.
252-252-000-930-001 – Repairs/Maint Hydro Infrastructure	Costs to maintain Hydro Station structure- powerhouse and dam. Activities include concrete repairs to spalling concrete and general repairs. \$20,000 proposed for 2020 to cover general upkeep.
252-252-000-931-013 – Repairs & Maint-Other Dams	Cost to maintain Sargent Charles Dam. For 2020, it is recommended that funds be used to add large rock along the shoreline.
252-252-000-939-031 – MotorPool Misc Repair	New line item for 2020, covers cost of vehicle repairs. Figures provided by the Accounting Director.
252-252-000-943-000 – MotorPool Lease/Maintenance	Figures provided by the Accounting Director.
252-252-000-956-000 - Miscellaneous	Bank fees associated with DTE Escrow Fund and other small expenses.
252-252-000-956-009 – City Share/Hydro Station	Expected amount the Township will have to pay the City (10% gross of DTE revenue) from a judgment when JYRO was dissolved.

Line Item	Explanation
252-252-000-956-019 – Hydro-Fish Study-Escrow Expense	Expected amount the Township will have to put into Fish Escrow for future fish enhancement. 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	Replace obsolete PLC. The PLC controls the Generator sequence of operation. The new PLC will have a lake level control feature that old does not have. Estimated to be \$80,000.
252-252-000-977-000 - Equipment	Nothing budgeted for 2020.

11/13/19

Planned PLC replacement in 976.000

DTE payment is deposited in General Fund then moved into Hydro, line item 252-000-000-694-252

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 252 - HYDRO STATION FUND							
Dept 000.000							
252-000.000-641.003	FORD LAKE HYDRO STATION	447,721	479,121	400,000	400,000	435,995	400,000
252-000.000-664.001	INTEREST EARNED	3,247	7,914	2,000	2,000	7,664	2,500
252-000.000-694.001	OTHER INCOME-MISCELLANEOUS	60	13,340	0	0	4,169	0
252-000.000-694.004	INSURANCE REIMBURSEMENTS	304	235	0	0	282	0
252-000.000-697.000	TRANSFER IN: GENERAL FUND	0	0	79,000	79,000	79,000	81,000
252-000.000-697.007	TRANSFER IN: ENVIRO CLEANUP	11,784	0	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - 000.000 -		463,116	500,610	481,000	481,000	527,110	483,500

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 252.000 - HYDRO STATION: FORD LAKE							
252-252.000-705.000	SALARY - SUPERVISION	0	0	0	0	0	42,035
252-252.000-706.000	SALARY - PERMANENT WAGES	57,820	59,577	105,030	104,751	75,720	46,904
252-252.000-707.000	SALARY - TEMPORARY/SEASONAL	17,150	23,972	15,000	15,000	10,521	15,375
252-252.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	0	916	0	0	0	0
252-252.000-709.000	REG OVERTIME	5,472	9,971	4,000	4,279	4,279	0
252-252.000-715.000	F.I.C.A./MEDICARE	4,933	6,424	8,559	8,559	6,751	7,027
252-252.000-719.000	HEALTH INSURANCE	18,600	20,429	50,011	50,011	34,869	41,209
252-252.000-719.001	SICK AND ACCIDENT	479	459	748	748	541	611
252-252.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(1,800)	(1,575)	(3,600)	(3,600)	0	(2,880)
252-252.000-719.015	DENTAL BENEFITS	1,417	1,332	2,665	2,665	1,888	2,345
252-252.000-719.016	VISION BENEFITS	257	269	590	590	369	496
252-252.000-719.020	HEALTH CARE DEDUCTION	7,482	937	11,830	11,830	1,499	9,464
252-252.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	90	83	180	180	101	180
252-252.000-720.000	LIFE INSURANCE	198	208	454	454	321	363
252-252.000-723.000	DEFERRED COMPENSATION EMPLOYE	221	144	195	195	0	195
252-252.000-727.000	OFFICE SUPPLIES	241	190	350	350	257	350
252-252.000-730.000	POSTAGE	113	34	100	100	34	100
252-252.000-740.000	OPERATING SUPPLIES	68	134	300	300	186	300
252-252.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	601	710	850	850	791	850
252-252.000-776.000	MAINTENANCE SUPPLIES	8,814	8,136	9,050	9,050	7,271	9,050
252-252.000-801.000	PROFESSIONAL SERVICES	26,729	28,992	50,000	50,000	60,294	50,000
252-252.000-818.013	CONTRACTUAL SERVICES/HYDRO ST	5,148	3,730	7,500	9,500	6,324	9,000
252-252.000-850.000	TELEPHONE	587	1,293	1,400	1,400	1,018	1,600
252-252.000-867.000	GAS & OIL	2,317	3,525	2,400	2,400	2,541	2,600
252-252.000-876.000	RETIREMENT/MERS	11,065	11,064	17,254	17,254	12,759	11,720
252-252.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	9	1,300	1,300	809	1,300
252-252.000-915.000	INSURANCE AND BONDS	2,322	2,247	2,351	2,351	1,862	2,346
252-252.000-917.000	WORKERS COMPENSATION INSURANC	1,506	1,519	1,578	1,578	1,247	1,578
252-252.000-920.017	UTILITIES - HYDRO	2,134	1,102	2,400	2,400	884	2,400
252-252.000-930.000	REPAIRS MAINTENANCE-MACHINERY	13,041	9,915	9,000	9,000	3,701	9,000
252-252.000-930.001	REPAIRS/MAINT HYDRO INFRASTRU	43,416	10,159	60,000	51,300	14,531	20,000
252-252.000-931.013	REPAIRS & MAINT - OTHER DAMS	0	0	10,000	10,000	2,450	2,000
252-252.000-939.031	MOTORPOOL-MISC REPAIR	0	0	2,000	2,000	1,088	2,500
252-252.000-943.000	MOTORPOOL LEASE/MAINTENANCE	6,000	6,018	5,879	5,879	4,899	5,817
252-252.000-956.000	MISCELLANEOUS	1,663	3,500	2,800	3,500	3,500	2,800

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
252-252.000-956.009	CITY SHARE/HYDRO STATION	44,772	47,912	40,000	40,000	43,600	40,000
252-252.000-956.019	HYDRO-FISH STUDY-ESCROW EXPEN	8,075	8,060	8,000	8,000	0	8,000
252-252.000-956.025	LICENSES AND FEES/FERC	2,235	2,831	3,800	3,800	1,632	3,800
252-252.000-971.100	CAPITAL OUTLAY - TYLER DAM PROJECT	11,784	0	0	0	0	0
252-252.000-976.000	CAPITAL OUTLAY NEW EQUIPMENT	0	7,385	10,000	16,000	11,673	80,000
252-252.000-977.000	EQUIPMENT	35,706	342,085	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - 252.000 - HYDRO STATION: FORD		(340,656)	(623,696)	(443,974)	(443,974)	(320,210)	(430,435)
ESTIMATED REVENUES - FUND 0.00		463,116	500,610	481,000	481,000	527,110	483,500
APPROPRIATIONS - FUND 250.00		340,656	623,696	443,974	443,974	320,210	430,435
NET OF REVENUES/APPROPRIATIONS - FUND 252		122,460	(123,086)	37,026	37,026	206,900	53,065

NARRATIVE

Fund 266 – Law & Code Enforcement

Revenues

Note: Fund 248 Housing & Commercial Business Inspection revenue has been reallocated to Fund 266 Law & Code Enforcement revenue in order to align all code enforcement staff, equipment, supplies and activities under a single budget cost center to be more efficient and transparent.

Line Item	Explanation
266-000-000-403-000 – Current Property Taxes	Line item reflects revenues from property taxes for the Law Enforcement Fund, based on value & millage rates. During our tax settlement this year, we found that the revenues for current property taxes did not meet the budgeted amounts for 2019. 2019 was our first year with Renaissance Zoning and the taxable value was not taken off the budget calculations. For the 2020 draft budget, a 4% increase (over the 2019 activity to date) is budgeted.
266-000-000-403-001 – ESA Reimbursement Operating	As in previous years, nothing is budgeted since it is not a predictable number.
266-000-000-405-000 – In Lieu of Taxes	Revenue collected pursuant to municipal services agreements and payments in lieu of taxes agreement for Clark East Towers.

Line Item	Explanation
266-000-000-451-300 – Rental Registration Fee	<p>Fees paid by property owners to register rental dwelling units. Revenue is projected to decrease due to 1) a reduction in the number of new single family rental properties; and 2) all existing multifamily properties have now been registered.</p> <p><i>Note: Previous year numbers can be seen in Fund 248 – Housing & Commercial Business Inspection.</i></p>
266-000-000-574-001 – State Revenue-Liquor Enforcement	State revenue collected from licensed liquor establishments and disbursed to local jurisdictions. Use restricted to liquor law enforcement.
266-000-000-607-270 – Charge for Serv-Liquor Inspec	Fees collected from bars and restaurants for annual liquor license renewal.
266-000-000-607-300 – Charge for Serv-SF Rental Inspec	Fees paid by property owners for inspection of single family rental dwellings. Revenue is projected to slightly decrease due to a reduction in the number of registered rental properties and year to date numbers.
266-000-000-607-310 – Tax Sp Assess-SF Rental Inspec	Fees from delinquent single family rental inspection invoices incurred in 2018 and 2019 that were designated as a special assessment and added to Winter 2019 property tax bills. Revenue is projected to slightly increase based upon an estimate of delinquent invoices at the time of budget preparation, which is several months prior to actual roll-over and is subject to change.
266-000-000-607-320 – Charge for Serv-MF Rental Inspec	Fees paid by property owners for inspection of multifamily rental dwellings and buildings. Revenue is estimated to slightly increase based on the number of buildings and units projected to be inspected in 2020.

Line Item	Explanation
266-000-000-607-330 – Tax Sp Assess-MF Rental Inspect	Fees from delinquent multifamily rental inspection invoices incurred in 2018 and 2019 that were designated as a special assessment and added to Winter 2019 property tax bills. Revenue is projected to decrease based upon an estimate of delinquent invoices at the time of budget preparation, which is several months prior to actual roll-over and is subject to change.
266-000-000-607-400 – Charge for Serv-Vacant Prop Inspect	Fee revenue from vacant building inspection services. Projected revenue to increase due to more vacant buildings registered with current payments.
266-000-000-607-410 – Tax Sp Assess-Vacant Prop Inspect	Fees from delinquent vacant building inspection invoices incurred in 2018 and 2019 that will be designated as a special assessment and added to the Winter 2019 property tax bills. Revenue is projected based upon an estimate of delinquent invoices at the time of budget preparation, which is several months prior to actual roll-over.
266-000.000-608.000 – Business Registration	Fee revenue from new businesses that register in compliance with the Business Registration ordinance. Revenue is projected to decrease as only new businesses and businesses that have not previously registered need to do so.
266-000-000-664-001 – Interest Earned	Interest earned on funds deposited in banks. Figure provided by the Accounting Director.
266-000-000-694.001 – Other Income-Miscellaneous	Revenue received from miscellaneous code enforcement fees such as verification of zoning compliance. We do not budget for this since it is unpredictable.

Line Item	Explanation
266-000-000-694-004 – Misc Revenue-Insurance Reimb	Revenue received through insurance reimbursement or other miscellaneous sources. Nothing is budgeted at this time.
266-000-000-699-000 – Appropriated Prior Year Balance	Prior years' millage revenue transferred from Fund Balance to meet current year operating expenses. Nothing budgeted for 2020.

Expenditures

Line Item	Explanation
266-301-000-705-000 – Salary-Supervision	Salary for the Police Services/OCS Director and 25% of salary for the OCS Executive Coordinator. A 2.5% increase is budgeted, per the Board’s direction.
266-301-000-706-000 – Salary – Permanent Wages	Wages of one full-time custodian. A 2.5% contractual increase is budgeted for 2020.
266-301-000-708-004 – Salaries Pay Out-PTO & Sick Time	Used for payouts of PTO time. Nothing budgeted for 2020.
266-301-000-708-009 – Auto Allowance	Automobile allowance for the Police Services/OCS Director. No change.
266-301-000-708-010 – Health Insurance Buyout	Used for health insurance buyout for employees who receive health insurance through another source. No change for 2020.
266-301-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
266-301-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020.
266-301-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
266-301-000-719-003 - Employee Paid Health Contra	Amount employees pay toward health care coverage.
266-301-000-719-015 – Dental Benefits	We received a new 2 year guarantee with no increase in dental insurance rates.

Line Item	Explanation
266-301-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.
266-301-000-719-020 – Health Care Deduction	Cost to fund Clarity Benefits card associated with health insurance plan. Health care deductible accounts are budgeted at 70% of total that could possibly be expended.
266-301-000-719-021 – Admin Fee – Health Deductible	Cost to manage card used to pay health care deductibles, administered by Clarity Benefits.
266-301-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. Figures provided by Human Resources.
266-301-000-727-000 – Office Supplies	Expenses for office supplies for the Police Services Administrator/OCS Director position. No change.
266-301-000-730-000 - Postage	Postage expenses for neighborhood watch mailings. The budget is neutral.
266-301-000-740-000 – Operating Supplies	Operating supplies for police services including neighborhood watch street signs and first responder maps. No change.
266-301-000-800-001 – Administration Fees	Internal cost allocation charged to police services for township office space, technology, equipment and accounting services for staff funded within this cost center. Includes costs formerly allocated in Fund 248.
266-301-000-830-004 – Community Work Program	Expenses for roadside trash pickup through the county work program or alternate private source. Funding reduced from the 2019 original budget based on competitive pricing.

Line Item	Explanation
266-301-000-831-000 – Sheriff Patrol Contract	This line is used to fund the police services contract with Washtenaw County and the Sheriff's Office for 38 Police Service Units (PSU) to provide full time patrol response services, traffic enforcement and proactive investigative services. 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. At full staffing, the contract for 38 PSU's provides deployment of 45 sworn officers in Ypsilanti Township, civilian support staff, detective bureau services, community engagement programs, and support team services including SWAT, CNT, computer forensics and K-9 services. The contract expense is neutral at a price of \$160,650 per PSU with no increase from 2019. The three additional officers have not been hired as of August 2019.
266-301-000-831-001 – Sheriff Patrol-Overtime	Regular and special deputy overtime for shift extensions, backfilling of sick calls and vacations, special investigations and off-duty court attendance. Patrol shift overtime is pre-authorized to maintain minimum staffing levels on all shifts. The overtime budget is significantly decreased based on current 2019 expenses.
266-301-000-831-007 – Liquor Inspection Expenditure	Wages paid to youth/student decoys for underage liquor sales enforcement. No change.

Line Item	Explanation
266-301-000-831-008 – Sheriff Patrol-Schl Collb Ctr	<p>Contract costs for two School Resource Officers (SRO) during summer collaborations with Lincoln Consolidated Schools and Ypsilanti Community Schools. SRO's are re-assigned to Ypsilanti Township during summer months when school is out of session, focusing on youth engagement in neighborhoods. The summer assignment cost is based on the standard PSU price prorated for the length of assignment.</p> <p>The amount is based on the length of the contract and has been reduced due to the length of the school calendar.</p>
266-301-000-831-010 – Public Nuisance Abatement	Funds allocated for special investigations conducted by the sheriff's office Community Action Team to address violent crime in neighborhoods. No change.
266-301-000-831-012 – Animal Control Enforcement Cont.	Funds allocated to Washtenaw County to support the county's animal control contract with the Humane Society of Huron Valley. No change.
266-301-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
266-301-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.
266-301-000-876-100 – Retirement Health Care Savings	This line item reflects the amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.

Line Item	Explanation
266-301-000-900-000 – Publishing	Cost of printing Neighborhood Watch notices, previously budgeted in 101-267-000-900-000.
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	Expenses for utility services at the Holmes Rd police substation. The substation is used by the Washtenaw County Sheriff's Office and as meeting space for neighborhood watch. No change for 2020.
266-301-000-920-016 – Utilities/2057 Tyler Police	Expenses for utility services at the West Willow Community Resource Center (CRC) at 2057 Tyler Rd. The center is used by the New West Willow Neighborhood Association for meetings, youth recreation programs, and a community garden. Funding is reduced based on actual current expense.
266-301-000-920-019 – Utilities – 1501 S. Huron Station	Expenses for utility services at the Law Enforcement Center (LEC) that houses Washtenaw County sheriff's deputies, shift sergeants, operational lieutenant, civilian support personnel and K-9 Teams. In addition, the U.S. Marshal's Detroit Fugitive Apprehension Team (DFAT) maintains an office at the LEC. It is also used by the Michigan State Police, the Michigan Department of Corrections, and members of the county Metro SWAT/CNT teams. Funding is reduced based on current actual expense.
266-301-000-931-011 – Building Maintenance/1405 Holmes	Expenses for maintenance of the Holmes Rd police substation. Funding is reduced based on actual current expenses after 2018 renovations.

Line Item	Explanation
266-301-000-931-012 – Building Maintenance/2057 Tyler	Expenses for maintenance of the West Willow Community Resource Center (CRC) at 2057 Tyler Rd. The center is used by the New West Willow Neighborhood Association for meetings, youth recreation programs, a tool lending library, and a community garden. No change.
266-301-000-931-015 – Building Maintenance/1501S. Huron	Expenses for maintenance of the Law Enforcement Center (LEC) that houses Washtenaw County sheriff's deputies, shift sergeants, operational lieutenant, civilian support personnel and K-9 Teams. In addition, the U.S. Marshal's Detroit Fugitive Apprehension Team (DFAT) maintains an office at the LEC. It is also used by the Michigan State Police, the Michigan Department of Corrections, and members of the county Metro SWAT/CNT teams. Funding adjusted based on current actual expense and estimated maintenance of a new generator installed in 2019.
266-301-000-933-000 – Equipment Maintenance	Expenses to maintain township owned police equipment including motor carrier truck scales, traffic analysis devices, Radar Sign speed display units. No change.
266-301-000-933-020 – Public Camera Maintenance	Operating expenses to maintain public surveillance cameras that are installed at select locations as a police investigative resource not included in a neighborhood special assessment district. Increased funding allocated to support the addition of new cameras at strategic locations.
266-301-000-942-000 – Lease-Motorpool	Expenses to rent vehicles for use by the sheriff's Community Action Team. Funding reduced.
266-301-000-958-000 – Membership and Dues	Expense for a subscription membership to an online research service for investigative use. No change.

Line Item	Explanation
266-301-000-968-100 – Trans to General for LEC Bldg	Money transferred to the General Fund to reimburse the cost of renovation of the Law Enforcement Center at 1501 S. Huron St. No change for 2020.
266-301-000-977-000 - Equipment	Funds allocated to purchase or replace Township owned equipment for police services, such as digital cameras and radar units, as well as public surveillance cameras not included in a special assessment district. Funding increased to support the purchase and installation of additional public cameras at strategic locations.

Ordinance Department

Expenditures

Note: Fund 248 Housing & Commercial Business Inspection expenses have been reallocated to Fund 266-304 Ordinance Department expenses in order to align all code enforcement staff, equipment, supplies and activities under a single budget cost center to be more efficient and transparent.

Line Item	Explanation
266-304-000-705-000 – Salary-Supervision	This line item reflects 37.5% of the OCS Executive Coordinator’s salary (12.5% was previously budgeted in Fund 248 – Housing & Business Inspection).
266-304-000-706-000 – Salary-Permanent Wages	Salary for two Ordinance Administrators, four Ordinance Enforcement Assistants, and two Floater II/Clerk III positions. This account previously funded only 25% of the salary for three Ordinance Enforcement Assistants with the other 75% in Fund 248, which has been eliminated. This request includes the addition of one Ordinance Enforcement Assistant which has become necessary to adequately keep up with code enforcement demands associated with rental housing certifications. Salary and wages are determined by labor contracts with the AFSCME and Teamsters unions. A 2.5% contractual increase is budgeted.

Line Item	Explanation
266-304-000-706-012 – Salary-Neighborhood Watch/ Community Engagement	Salary for one Community Engagement Specialist who reports directly to the Township Supervisor. This employee coordinates and administers neighborhood watch and other community engagement services. The salary is established in the Teamster labor contract. In addition, one part time Community Engagement Specialist is requested to fill gaps in coverage of neighborhood meetings and special events. Funding has been added to support up to 20 hours per week for the part time employee to be determined.
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	Wage expenses for special code enforcement projects and focused neighborhood enforcement performed outside of regular work hours. No change.
266-304-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
266-304-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020.
266-304-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
266-304-000-719-003 – Employee Paid Health Contra	This line item reflects the amount employees pay toward their health care coverage.

Line Item	Explanation
266-304-000-719-015 – Dental Benefits	We received a new 2 year guarantee with no increase in dental insurance rates.
266-304-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.
266-304-000-719-020 – Health Care Deduction	This line item is used to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
266-304-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Clarity Benefits.
266-304-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.
266-304-000-727-000 – Office Supplies	Expenses for office supplies such as envelopes, pens, portable printer ink, etc. Funding increased due to reallocation of Fund 248 budget.
266-304-000-730-000 - Postage	Postage expenses for Ordinance Dept. operations. Funding increased due to the reallocation of Fund 248 expenses.
266-304-000-740-000 – Operating Supplies	Operating supplies for the Ordinance Dept such as batteries, digital media, software, inspection tools and supplies. Funding increased due to reallocation of Fund 248 budget.

Line Item	Explanation
266-304-000-741-001 – Uniforms-New & Badges	Expenses for new and replacement uniform boots and clothing for Ordinance Officers. Funding increased due to reallocation of Fund 248 budget.
266-304-000-860-000 – Travel	Reimbursement for business use of personal vehicle for the Community Engagement Specialist positions. The budget is decreased based on current year and projected expenses.
266-304-000-867-000 – Gas & Oil	Fuel and oil expenses for vehicles assigned to the Ordinance Dept. Funding increased due to reallocation of Fund 248 budget and fuel costs.
266-304-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
266-304-000-876-100 – Retirement Health Care Savings	This line item reflects the amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.
266-304-000-939.031 – Motorpool-Misc Repair	Expenses for unscheduled vehicle repairs not covered in lease payments. Funding allocated per vehicle.
266-304-000-943-000 – Motorpool Lease/Maintenance	Lease payments to the township motor pool and scheduled maintenance expenses for vehicles assigned to the Ordinance Dept. Funding increased due to reallocation of Fund 248 expenses.
266-304.000-977.000 – Equipment	Expenses for new and replacement equipment for field inspectors (computers, printers, inspection tools).

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 266 - LAW ENFORCEMENT FUND							
Dept 000.000							
266-000.000-403.000	CURRENT PROPERTY TAXES	6,730,059	6,973,119	7,592,571	7,592,571	7,411,812	7,708,206
266-000.000-403.001	ESA REIMBURSEMENT OP	62,513	7,860	0	0	27,866	0
266-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	2,191	7,677	0	0	0	0
266-000.000-405.000	IN LIEU OF TAXES	11,805	11,791	11,805	11,805	11,608	11,800
266-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	7,769	15,304	0	0	0	0
266-000.000-451.300	RENTAL REGISTRATON FEE	0	0	0	0	0	2,500
266-000.000-574.001	STATE REVENUE-LIQUOR ENFORCMN	23,979	23,888	23,000	23,000	22,615	24,000
266-000.000-607.270	LIQUOR INSPECT - CHG FOR SERVICES	1,500	1,400	1,200	1,200	1,150	1,000
266-000.000-607.300	CHRG FOR SERV-SF RENTAL INSPECT	0	0	0	0	0	120,000
266-000.000-607.310	TAX SP ASSESS -SF RENTAL PROP INSPECT	0	0	0	0	0	25,000
266-000.000-607.320	CHRG FOR SERV-MF RENTAL INSPECT	0	0	0	0	0	130,000
266-000.000-607.330	TAX SP ASSESS -MF RENTAL PROP INSPECT	0	0	0	0	0	1,000
266-000.000-607.400	CHRG FOR SERV-VACANT PROP INSPECT	0	0	0	0	0	10,000
266-000.000-607.410	TAX SP ASSESS - VACANT PROP INSPECT	0	0	0	0	0	8,000
266-000.000-608.000	CHARGE - BUSINESS REGISTRATION	0	0	0	0	0	2,000
266-000.000-664.001	INTEREST EARNED	25,026	61,573	35,000	35,000	77,084	75,000
266-000.000-694.001	OTHER INCOME-MISCELLANEOUS	1,023	200	0	0	3,940	0
266-000.000-694.004	INSURANCE REIMBURSEMENTS	556	431	0	0	5,342	0
266-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	0	170,520	0	0
NET OF REVENUES/APPROPRIATIONS - 000.000 -		6,866,421	7,103,243	7,663,576	7,834,096	7,561,417	8,118,506

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 301.000 - SHERIFF SERVICES							
266-301.000-705.000	SALARY - SUPERVISION	101,172	104,247	107,349	107,349	84,604	110,032
266-301.000-706.000	SALARY - PERMANENT WAGES	17,634	18,102	35,901	35,901	14,830	38,163
266-301.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	2,381	5,566	0	5,576	5,575	0
266-301.000-708.009	AUTO ALLOWANCE	6,250	5,750	6,000	6,000	5,000	6,000
266-301.000-708.010	HEALTH INS BUYOUT	3,750	3,750	3,750	3,750	1,875	3,750
266-301.000-709.000	REG OVERTIME	202	0	0	0	0	0
266-301.000-715.000	F.I.C.A./MEDICARE	9,972	10,416	11,704	12,131	8,415	12,083
266-301.000-719.000	HEALTH INSURANCE	0	0	8,336	8,336	7,868	8,585
266-301.000-719.001	SICK AND ACCIDENT	599	574	842	842	788	859
266-301.000-719.003	EMPLOYEE PAID HEALTH CONTRA	0	0	(600)	(600)	0	(600)
266-301.000-719.015	DENTAL BENEFITS	1,614	1,518	2,079	2,079	1,794	2,078
266-301.000-719.016	VISION BENEFITS	282	314	443	443	369	465
266-301.000-719.020	HEALTH CARE DEDUCTION	0	0	2,975	2,975	63	2,975
266-301.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	90	83	180	180	124	90
266-301.000-720.000	LIFE INSURANCE	247	260	510	510	468	510
266-301.000-727.000	OFFICE SUPPLIES	0	218	500	500	93	500
266-301.000-730.000	POSTAGE	0	4,040	7,000	7,000	39	7,000
266-301.000-740.000	OPERATING SUPPLIES	103	382	5,000	5,000	176	5,000
266-301.000-800.001	ADMINISTRATION FEES	28,037	27,878	37,711	37,711	31,426	57,799
266-301.000-830.004	COMMUNITY WORK PROGRAM	0	0	80,000	60,000	10,500	60,000
266-301.000-831.000	SHERIFF PATROL CONTRACT	5,536,583	5,622,750	6,104,700	6,104,700	4,685,625	6,104,700
266-301.000-831.001	SHERIFF PATROL - OVERTIME	403,993	211,089	350,000	350,000	140,222	250,000
266-301.000-831.005	COMMUNITY SERVICE- SHERIFF DEPT	22,760	27,000	0	0	0	0
266-301.000-831.007	LIQUOR INSPECTION EXPENDITURE	0	0	2,000	2,000	0	2,000
266-301.000-831.008	SHERIFF PATROL-SCHL COLLB CTR	55,510	46,156	74,150	74,150	58,098	65,000
266-301.000-831.010	PUBLIC NUISANCE ABATEMENT	2,000	0	3,000	3,000	0	3,000
266-301.000-831.012	ANIMAL CONTROL ENFORCEMENT CONTRIB	45,000	45,000	45,000	45,000	45,000	45,000
266-301.000-876.000	RETIREMENT/MERS	13,848	13,757	20,603	20,603	15,593	21,344
266-301.000-876.003	OPEB FUNDING- RETIREE HEALTH	51,401	49,230	40,879	40,879	40,879	38,362
266-301.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	0	1,300	1,300	0	1,300
266-301.000-900.000	PUBLISHING	0	0	0	0	0	10,000
266-301.000-913.000	INSURANCE & BONDS FLEET	4,257	4,118	4,309	4,309	3,414	6,255
266-301.000-917.000	WORKERS COMPENSATION INSURANC	3,831	3,822	3,976	3,976	3,670	6,499
266-301.000-920.015	UTILITIES/ 1405 HOLMES RD	8,300	7,000	10,000	10,000	5,381	10,000
266-301.000-920.016	UTILITIES/2057 TYLER POLICE	2,428	1,625	3,000	3,000	1,139	2,000
266-301.000-920.019	UTILITIES 1501 S HURON STATIO	26,615	28,413	25,000	25,000	14,537	20,000

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
266-301.000-931.011	BLDG MAINT/1405 HOLMES	3,477	27,921	7,500	7,500	3,416	5,000
266-301.000-931.012	BLDG MAINT/2057 TYLER RD	3,345	1,731	4,000	4,000	1,324	4,000
266-301.000-931.015	BLDG MAINT - 1501 S HURON STA	12,321	43,507	25,000	35,478	31,342	30,000
266-301.000-933.000	EQUIPMENT MAINTENANCE	1,922	0	5,000	5,000	145	5,000
266-301.000-933.020	PUBLIC CAMERA MAINTENANCE	680	469	10,000	10,000	3,022	35,000
266-301.000-942.000	LEASE - MOTORPOOL	2,804	2,757	3,000	3,000	403	2,000
266-301.000-958.000	MEMBERSHIP AND DUES	870	1,040	1,500	1,500	670	1,500
266-301.000-968.100	TRANS TO GENERAL FOR LEC BLDG	181,865	50,000	181,865	181,865	151,554	181,865
266-301.000-971.001	CAPITAL OUTLAY - OTHER	0	0	0	122,467	23,071	0
266-301.000-977.000	EQUIPMENT	12,384	9,305	20,000	20,000	5,903	50,000
NET OF REVENUES/APPROPRIATIONS - 301.000 - SHERIFF SERVICES		(6,568,527)	(6,379,788)	(7,255,462)	(7,374,410)	(5,408,415)	(7,215,114)

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 304.000 - ORDINANCE							
266-304.000-705.000	SALARY - SUPERVISION	15,452	15,921	16,395	16,395	12,921	25,206
266-304.000-706.000	SALARY - PERMANENT WAGES	134,969	154,734	190,661	190,661	143,118	386,095
266-304.000-706.012	WAGES-NEIGHBRD WATCH/ENFORCEM	19,008	37,737	42,848	42,848	33,770	63,648
266-304.000-707.000	SALARY - TEMPORARY/SEASONAL	0	0	0	20,000	7,710	0
266-304.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	5,361	5,131	0	2,389	4,019	0
266-304.000-708.010	HEALTH INS BUYOUT	5,465	6,750	7,500	7,500	3,375	10,125
266-304.000-709.000	REG OVERTIME	562	269	2,500	2,500	775	2,500
266-304.000-715.000	F.I.C.A./MEDICARE	14,174	17,180	19,692	19,875	15,403	35,517
266-304.000-719.000	HEALTH INSURANCE	19,145	29,452	57,096	57,096	53,105	132,212
266-304.000-719.001	SICK AND ACCIDENT	1,125	1,598	1,870	1,870	1,750	3,580
266-304.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(2,700)	(2,100)	(4,050)	(4,050)	0	(9,000)
266-304.000-719.015	DENTAL BENEFITS	2,891	3,777	5,519	5,519	4,694	10,082
266-304.000-719.016	VISION BENEFITS	581	793	1,156	1,156	861	2,247
266-304.000-719.020	HEALTH CARE DEDUCTION	8,483	8,836	13,318	13,318	8,839	32,550
266-304.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	144	132	225	225	168	540
266-304.000-720.000	LIFE INSURANCE	333	738	1,130	1,130	1,040	2,126
266-304.000-723.000	DEFERRED COMPENSATION EMPLOYE	0	0	0	0	106	0
266-304.000-727.000	OFFICE SUPPLIES	243	152	300	300	188	800
266-304.000-730.000	POSTAGE	1,164	322	500	500	380	2,500
266-304.000-740.000	OPERATING SUPPLIES	772	604	1,000	1,000	509	1,500
266-304.000-741.001	UNIFORMS-NEW AND BADGES	0	817	1,000	1,000	104	3,000
266-304.000-860.000	TRAVEL	526	749	1,700	1,700	806	1,500
266-304.000-867.000	GAS & OIL	2,482	3,802	4,000	4,000	3,922	8,000
266-304.000-876.000	RETIREMENT/MERS	26,930	29,129	27,605	27,605	22,248	52,978
266-304.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	1,351	2,925	2,925	2,279	5,200
266-304.000-939.031	MOTORPOOL-MISC REPAIR	0	948	5,000	5,000	1,193	10,000
266-304.000-943.000	MOTORPOOL LEASE/MAINTENANCE	10,000	10,000	5,354	5,354	4,462	15,000
266-304.000-977.000	EQUIPMENT	0	0	0	0	0	5,000
266-304.000-985.000	CAPITAL OUTLAY/VEHICLES	0	0	0	29,000	0	0
NET OF REVENUES/APPROPRIATIONS - 304.000 - ORDINANCE		(267,110)	(328,822)	(405,244)	(456,816)	(327,745)	(802,906)
ESTIMATED REVENUES - FUND 0.00		6,866,421	7,103,243	7,663,576	7,834,096	7,561,417	8,118,506
APPROPRIATIONS - FUND 26.0.00		6,835,637	6,708,610	7,660,706	7,831,226	5,736,160	8,018,020
NET OF REVENUES/APPROPRIATIONS - FUND 266		30,784	394,633	2,870	2,870	1,825,257	100,486

2020 BUDGET NARRATIVE

Fund 398 – 2013 Bonds (General Obligation Bonds)

Revenues

Line Item	Explanation
398-000-000-581-250 – Transfer In: LDFA Fund	This line item reflects the amount transferred from the LDFA Fund to refund the Improvement Bonds, Series 2006 dated June 6, 2013. Bosal is the only property in the LDFA and it has been sold. From the original amount of \$3,200,000, our current balance will be \$2,070,000 on 12/31/19, \$1,885,000 on 12/31/2020 and paid off in 2029. The decrease is due to the drop in personal property taxes.
398-000-000-664-001 – Interest Earned	Figures provided by the Accounting Director.
398-000-000-699.000 – Appropriated Prior Year Balance	This line item reflects the amount that will be used from prior year fund balance to make up the payment deficiencies.

Expenditures

Line Item	Explanation
398-991-000-991-020 – Debt Repayment – Bonds/Seaver	This line item reflects our bond payment.
398-991-000-991-021 – Debt Interest – Bonds/Seaver	This line item reflects the interest payment on the bond.
398-991-000-991-023 – Bond Cost of Issuance	This line item reflects the cost of issuing bond. We need to add \$2,000 for Standard & Poor's Annual Surveillance fee.

8/27/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 398 - DEBT 2006 BOND FUND							
Dept 000.000							
398-000.000-581.250	TRANSFER IN: FROM LDFA FUND	217,026	119,415	225,270	225,270	225,270	129,164
398-000.000-664.001	INTEREST EARNED	120	3,819	1,000	1,000	2,863	750
398-000.000-697.498	TRANSFER IN: CAP FUND SEAVER	7,714	331,156	0	0	0	0
398-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	8,570	8,570	0	105,046
NET OF REVENUES/APPROPRIATIONS - 000.000 -		224,860	454,390	234,840	234,840	228,133	234,960
Dept 991.000 - DEBT SERVICES							
398-991.000-991.020	DEBT REPAYMENT- BONDS-SEAVER	170,000	175,000	180,000	180,000	180,000	185,000
398-991.000-991.021	DEBT INTEREST BONDS-SEAVER	60,240	56,100	51,840	51,840	51,840	47,460
398-991.000-991.023	BOND COST OF ISSUANCE	250	450	3,000	3,000	450	2,500
NET OF REVENUES/APPROPRIATIONS - 991.000 - DEBT SERVICES		(230,490)	(231,550)	(234,840)	(234,840)	(232,290)	(234,960)
ESTIMATED REVENUES - FUND 0.00		224,860	454,390	234,840	234,840	228,133	234,960
APPROPRIATIONS - FUND 398.00		230,490	231,550	234,840	234,840	232,290	234,960
NET OF REVENUES/APPROPRIATIONS - FUND 398		(5,630)	222,840	0	0	(4,157)	0

NARRATIVE

Fund 584 – Golf Course

Revenues

Line Item	Explanation
584-000-000-650-000 – Sales Merchandise Pro Shop	Revenue received from sale of merchandise sold in golf shop. Sales of merchandise and sales of food and beverage are split into two general ledger numbers in order to track sales more efficiently. Recommended budget amount has been increased to \$24,000 for 2020. Based on the revenue to date, this number may need to be adjusted.
584-000-000-650-005 – Sales Food and Beverage	Revenue received from sale of food and beverage sold in the golf shop. Sales of merchandise and sales of food and beverage are split into two general ledger numbers in order to track sales more efficiently. The recommended budget amount has been increased to \$33,000 for 2020. Based on the revenue to date, this number may need to be adjusted.
584-000-000-651-001 – Use & Admission Fee-18 Holes	Revenue received from 18-hole play. Recommended that budget be increased to \$205,000 for 2020. Based on the revenue to date, this number may need to be adjusted.
584-000-000-651-002 – Use & Admission Fee-9 Holes	Revenue received from 9-hole play. Recommended that budget increase to \$60,000 for 2020. Based on the revenue to date, this number may need to be adjusted.

Line Item	Explanation
584-000-000-651-003 – Use & Admission Fee-Leagues	Revenue from League play. With possible addition of leagues on Thursdays it is recommended that the budget be increased to \$35,000 for 2020. Based on the revenue to date, this number may need to be adjusted.
584-000-000-651-004 – Gift Cards and Coupons	Revenue received from gift cards and coupons outstanding at year end. It is recommended that the budget be increased to \$750 for the 2020 season.
584-000-000-651-005 – Use & Admission Fee-Seas Pass	This line item reflects revenue from the sale of seasonal membership passes. Due to a vast majority of Season Pass Holders being 5 days and a loss of 7 day memberships, it is recommended that the budget be reduced to \$37,000 for 2020.
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 collected in 2019, it is recommended that this budget be increased to \$139,000 for 2020. Based on the revenue to date, this number may need to be adjusted.
584-000-000-667-005 – Golf Cart Storage Rental	This line item reflects revenue received from the storage of personal golf carts. Due to this being a grand fathered clause only 6 personal carts and one cart off site still remain and it is recommended that the budget be increased to the maximum amount of \$2,100 for 2020.

Line Item	Explanation
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 scorecards and special revenues that do not have a designated line item.
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 increasing costs and a large depreciation expense from finalizing the cart path project.

Expenditures

Line Item	Explanation
584-584-000-702-001 – Salaries-Greenskeeper	This line item is used for the salary of the Golf Course Superintendent. A 2.5% increase is budgeted, per the Board's direction.
584-584-000-702-002 – Salaries-Golf Operations Director	This line item is used for the salary of the Golf Operations Director. A 2.5% increase is budgeted, per the Board's direction.
584-584-000-706-000 – Salary-Permanent Wages	This line item is used for the salary of the Assistant to the Golf Course Superintendent. A 2.5% increase is budgeted.
584-584-000-706-008 – Salary-Wages Pro Shop Assistant	This line item is used for the salary of the Assistant to the Golf Operations Director. A 2.5% increase is budgeted.
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. It is recommended that this budget remains the same as the 2020 original budget.
584-584-000-707-002 – Wages-Temporary Pro Shop	This line item is used for seasonal employees who work in the golf shop. It is recommended that the budget be increased to \$31,000 due to a minimum wage increase for the 2020 season. Based on year to date numbers, it could be reduced.
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.

Line Item	Explanation
584-584-000-709-000 – Regular Overtime	This line item reflects overtime costs for the Assistant Superintendent position. It is recommended that approximately \$4,000 of overtime be budgeted to be used on an as needed basis during the busier months of May through September. During the rest of the season no more than 40 hours per week is expected.
584-584-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
584-584-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020.
584-584-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
584-584-000-719-003 – Employee Paid Health Contra	This line item reflects the amount employees pay toward their health care coverage.
584-584-000-719-015 – Dental Benefits	We received a new 2 year guarantee with no increase in dental insurance rates.
584-584-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.

Line Item	Explanation
584-584-000-719-020 – Health Care Deduction	This line item is used to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
584-584-000-719-021 – Admin Fees – Health Deductible	The card used to pay the health care deductibles is administered by Clarity Benefits.
584-584-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.
584-584-000-723-000 – Deferred Compensation Employer	Figures 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 item is used for office supplies in the maintenance area. It is recommended that the budget remains at \$100 for 2020.
584-584-000-727-002 – Office Supplies Pro Shop	This line items is used for office supplies in the pro shop. It is recommended that the budget remain at \$200 for 2020.
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 \$6,500 for 2020.

Line Item	Explanation
584-584-000-757-002 – Operating Supplies-Pro Shop	This line item is used for the purchase of operational supplies needed in the golf shop such as credit card processing supplies, miscellaneous food related equipment, thermal paper, score pencils, and employee uniforms. It is recommended that the budget remain at \$3,500 for 2020.
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. A monthly maintenance fee of 603.75 for 6 months is also charged. We also have to pay personal property taxes. It is recommended that the budget remain at \$55,257 for 2020 to cover the maintenance fee.
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 food and 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. It is recommended to remain the same at \$15,000 for 2020.
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 that \$15,000 be budgeted for 2020.

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 golf shop. It is recommended that the budget remain at \$250 for 2020.
584-584-000-776-005 – Bldg Maint Supplies-Maintenance	This line item is for the purchase of maintenance supplies for the maintenance building. It is recommended that the budget remain at \$750 for 2020.
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 2020.
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 remain at \$16,000 for 2020.
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 remain at \$4,500 for 2020.
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 that the budget remain at \$1,500 for 2020.
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 that the budget remain at \$3,500 for 2020.

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 the budget remain at \$1,200 for 2020.
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 thus far in 2019, it is recommended that the budget be increased to \$8,000 for 2020.
584-584-000-867-100 – Gas & Oil-Other Equipment	This line item is used for gas and oil for the golf equipment. It is recommended that the budget remain at \$13,000 for 2020.
584-584-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
584-584-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/14.
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 to secure sponsors to reduce the cost, however an amount of \$2,000 should be budgeted in the event that sponsors are not secured for 2020.
584-584-000-900-003 – Golf Course Advertising	This line item is for the advertisement of the golf 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 the expenditures to date, it is recommended that it be increased to \$17,000 for 2020.
584-584-000-920-009 – Utilities-Maintenance Heating	This line item is used for gas service in the maintenance building. It is recommended that the budget remain at \$3,000 for 2020.
584-584-000-920-010 – Utilities-Maintenance Phone	This line item is used for phone service at the maintenance garage. It is recommended that the budget remain at \$700 for 2020.
584-584-000-920-011 – Utilities-Maintenance Water	Based on current spending it is recommended that this budget remain at \$1,000 for 2020.
584-584-000-920-013 – Utilities-Pro Shop	This line item is used for phone service and Comcast service in the golf shop. Based on expenditures to date, recommend decreasing to \$2,000 for 2020.
584-584-000-930-000 – Repairs Maintenance Machinery	This line item is used for repair and winter maintenance of machinery at the golf course. Due to the addition of new equipment it is recommended that the budget remain at \$3,500 for 2020.

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 the budget remain at \$500 for 2020.
584-584-000-931-010 – Building Maintenance Pro Shop	This line item is used to cover the cost of maintaining the golf shop. It is recommended that the budget remain at \$2,000 for 2020.
584-584-000-933-000 – Equipment Maintenance	This line item is used to cover the cost of maintaining the golf course equipment. It is recommended that the budget be increased to \$35,000 for 2020.
584-584-000-939-001 – Vehicle Maintenance	It is recommended that the budget remain at \$500 for 2020.
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. It is recommended that the budget remain at \$1,800 in 2020 to allow for repairs to the carts during the final year of the cart lease.
584-584-000-943-000 – Motorpool Lease/Maintenance	This line item is used for motor pool lease charges. Figures provided by the Accounting Director.
584-584-000-956-008 – Miscellaneous Expenses-Pro Shop	This line item is for incidental items occasionally needed. It is recommended that the budget remain at \$500 for 2020.
584-584-000-957-000 – Bank Charges	Figures provided by Accounting Director.
584-584-000-958-001 – Memberships & Dues Nat'l Super	This line item is used for the payment of membership dues for the golf course superintendent and it is recommended that this line item remains at \$400 for 2020.

Line Item	Explanation
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. It is recommended that the budget remain at \$600 for 2020.
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 the 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 \$70,160 annually.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 584 - GOLF COURSE FUND							
Dept 000.000							
584-000.000-650.000	SALES MERCHANDISE PRO SHOP	18,927	21,308	23,000	23,000	23,446	24,000
584-000.000-650.005	SALES FOOD & BEVERAGE	28,134	31,251	30,000	30,000	34,862	33,000
584-000.000-651.001	USE & ADMISSION FEE 18 HOLES	197,468	191,977	200,000	200,000	232,445	205,000
584-000.000-651.002	USE & ADMISSION FEE 9 HOLES	39,102	45,423	55,000	55,000	53,741	60,000
584-000.000-651.003	USE & ADMISSION FEE LEAGUES	19,825	28,488	32,000	32,000	30,664	35,000
584-000.000-651.004	GIFT CARDS AND COUPONS	262	1,084	500	500	3,172	750
584-000.000-651.005	USE& ADMISSION FEE SEASON PAS	41,555	38,923	38,000	38,000	39,898	37,000
584-000.000-664.001	INTEREST EARNED	695	825	0	0	1,783	0
584-000.000-667.004	EQUIPMENT RENTALS -CARTS	122,924	124,827	133,000	133,000	144,145	139,000
584-000.000-667.005	GOLF CART STORAGE RENTAL	1,750	2,100	2,100	2,100	2,100	2,100
584-000.000-694.001	OTHER INCOME-MISCELLANEOUS	106	491	0	0	7,164	0
584-000.000-694.004	INSURANCE REIMBURSEMENTS	1,138	5,422	0	4,634	5,622	0
584-000.000-694.007	MISCELLANEOUS INCOME OVR&SHOR	(24)	0	0	0	0	0
584-000.000-697.000	TRANSFER IN: GENERAL FUND	150,000	0	0	0	0	0
584-000.000-697.212	TRANSFER IN: FROM BSRII FUND	188,796	190,000	213,422	213,422	125,000	232,094
584-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	30,000	30,000	0	0
NET OF REVENUES/APPROPRIATIONS - 000.000 -		810,658	682,119	757,022	761,656	704,042	767,944

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 584.000 - GOLF COURSE FUND							
584-584.000-702.001	SALARIES - GREENSKEEPER	77,456	79,809	82,185	82,185	64,772	84,240
584-584.000-702.002	SALARIES - PRO SHOP DIRECTOR	47,077	49,451	50,923	50,923	40,134	52,196
584-584.000-706.000	SALARY - PERMANENT WAGES	30,542	31,470	32,406	32,406	25,540	33,216
584-584.000-706.008	WAGES PROSHOP	0	24,130	31,065	37,065	28,824	37,992
584-584.000-707.001	WAGES- TEMPORARY MAINTENANCE	42,976	51,303	50,000	48,224	40,859	50,000
584-584.000-707.002	WAGES- TEMPORARY PRO SHOP	48,365	28,567	30,000	30,000	27,766	31,000
584-584.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	738	761	0	0	0	0
584-584.000-708.010	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	3,000
584-584.000-709.000	REG OVERTIME	7,082	7,956	12,000	6,000	5,562	4,000
584-584.000-715.000	F.I.C.A./MEDICARE	13,730	15,716	16,573	16,573	13,293	16,114
584-584.000-719.000	HEALTH INSURANCE	19,736	38,475	58,346	58,346	53,484	60,097
584-584.000-719.001	SICK AND ACCIDENT	798	1,057	1,146	1,146	1,050	1,146
584-584.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(3,625)	(3,912)	(4,200)	(4,200)	0	(4,200)
584-584.000-719.015	DENTAL BENEFITS	2,267	3,222	4,155	4,155	3,463	4,155
584-584.000-719.016	VISION BENEFITS	449	701	885	885	738	930
584-584.000-719.020	HEALTH CARE DEDUCTION	3,323	16,467	17,325	17,325	15,343	14,805
584-584.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	158	233	270	270	201	270
584-584.000-720.000	LIFE INSURANCE	330	493	680	680	624	680
584-584.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,188	1,038	1,170	1,170	894	0
584-584.000-724.001	UNEMPLOYMENT EXPENSE	1,684	2,818	2,000	6,576	4,594	4,000
584-584.000-727.001	OFFICE SUPPLIES MAINTENANCE	85	81	100	100	40	100
584-584.000-727.002	OFFICE SUPPLIES PRO SHOP	128	50	200	200	0	200
584-584.000-757.001	OPERATING SUPPLIES MAINTENANC	7,762	5,848	6,500	6,500	6,333	6,500
584-584.000-757.002	OPERATING SUPPLIES PRO SHOP	2,381	3,037	3,500	3,500	2,708	3,500
584-584.000-757.003	OPERATING SUPPLIES-CART RENTA	50,681	52,518	55,257	55,257	48,150	55,257
584-584.000-757.007	COST OF SALES PRO SHOP	11,380	16,075	15,000	15,000	14,023	15,000
584-584.000-757.008	COST OF SALES FOOD & BEV	11,611	12,100	17,000	14,000	13,160	15,000
584-584.000-776.004	BLDG MAIN SUPPLIES PRO SHOP	83	58	250	250	32	250
584-584.000-776.005	BLDG MAIN SUPPLIES MAINTENANC	1,064	705	750	550	547	750
584-584.000-783.001	SEED PLANTING -FERTILIZER	21,968	25,065	26,000	24,350	23,659	26,000
584-584.000-783.002	SEED PLANTING -CHEMICALS	16,263	15,108	16,000	15,000	13,146	16,000
584-584.000-783.003	SEED PLANTING -TOP SOIL	4,809	1,578	4,500	4,500	3,479	4,500
584-584.000-783.004	TREE MAINTENANCE	495	2,585	1,500	0	0	1,500
584-584.000-800.001	ADMINISTRATION FEES	23,294	17,758	18,220	18,220	15,183	18,243
584-584.000-801.000	PROFESSIONAL SERVICES	2,946	3,107	3,500	3,500	2,451	3,500
584-584.000-818.000	CONTRACTUAL SERVICES	9,864	159	1,200	1,200	279	1,200

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
584-584.000-867.000	GAS & OIL	4,778	7,507	7,000	7,000	6,477	8,000
584-584.000-867.100	GAS & OIL - OTHER EQUIP	12,138	13,196	13,000	13,240	11,613	13,000
584-584.000-876.000	RETIREMENT/MERS	15,116	15,329	19,231	19,231	16,138	20,154
584-584.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	675	2,600	2,600	1,025	2,600
584-584.000-900.000	PUBLISHING	988	1,013	2,000	1,300	730	2,000
584-584.000-900.003	GOLF COURSE ADVERTISING	1,570	829	2,000	900	708	2,000
584-584.000-914.000	INSURANCE & BONDS FIRE & LIAB	8,705	8,423	8,814	8,814	6,982	8,796
584-584.000-917.000	WORKERS COMPENSATION INSURANC	4,202	4,086	4,207	4,207	3,262	4,207
584-584.000-920.008	UTILITIES-MAINTENANCE ELECTRIC	15,440	13,339	13,000	11,000	14,312	17,000
584-584.000-920.009	UTILITIES MAINTENANCE HEATING	2,310	1,405	3,000	3,000	1,748	3,000
584-584.000-920.010	UTILITIES MAINTENANCE PHONE	76	88	700	700	64	700
584-584.000-920.011	UTILITIES MAINTENANCE WATER	1,362	1,398	1,000	2,000	1,674	1,000
584-584.000-920.013	UTILITIES PRO SHOP	1,764	1,748	3,000	2,600	1,460	2,000
584-584.000-930.000	REPAIRS MAINTENANCE-MACHINERY	1,939	2,522	3,500	3,508	3,508	3,500
584-584.000-931.009	BLDG MAINTENANCE	551	0	500	5,326	5,325	500
584-584.000-931.010	BLDG MAINTENANCE PRO SHOP	1,765	3,051	2,000	1,200	1,112	2,000
584-584.000-933.000	EQUIPMENT MAINTENANCE	47,514	26,830	30,000	38,850	36,314	35,000
584-584.000-939.001	MOTORPOOL - MISC REPAIR	468	481	500	260	257	500
584-584.000-939.003	GOLF CARTS EXPENSE	0	974	1,800	900	19	1,800
584-584.000-943.000	MOTORPOOL LEASE/MAINTENANCE	600	600	1,386	1,386	1,155	1,386
584-584.000-956.008	MISCELLANEOUS EXP-PRO SHOP	9	453	500	900	863	500
584-584.000-957.000	BANK CHARGES	5,211	6,056	6,000	6,000	6,863	6,000
584-584.000-958.001	MEMBERSHIPS & DUES NATL SUPER	380	380	400	400	400	400
584-584.000-958.004	MEMBERSHIPS & DUES PRO SHOP	559	564	600	600	561	600
584-584.000-968.001	DEPRECIATION EXPENSE	89,516	78,716	70,878	70,878	0	70,160
584-584.000-971.000	CAPITAL OUTLAY/OTHER	36,461	456	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - 584.000 - GOLF COURSE FUND		(715,510)	(698,706)	(757,022)	(761,656)	(594,401)	(767,944)
ESTIMATED REVENUES - FUND 0.00		810,658	682,119	757,022	761,656	704,042	767,944
APPROPRIATIONS - FUND 58 0.00		715,510	698,706	757,022	761,656	594,401	767,944
NET OF REVENUES/APPROPRIATIONS - FUND 584		95,148	(16,587)	0	0	109,641	0

NARRATIVE

Fund 590 - Compost

Revenues

Line Item	Explanation
590-000-000-607-510 – Lease Revenue	Revenue received for rental of dump truck by the Parks Department.
590-000-000-650-003 – Biodegradable Dropoff-Non Twp.	Revenue for yard waste (grass clippings, leaves, small branches) dropped off by non-residents, City of Ypsilanti and Canton Township. There is a 2% increase per yard for Canton Township for 2020.
590-000-000-650-004 – Biodegradable Dropoff-Ypsi Twp.	Revenue from Fund 226 - Environmental Services for yard waste and brush brought in by residents of Ypsilanti Township, either by dropping it off or through curbside collection by Waste Management. Also includes wood chips generated by our brush collection program. A slight increase is budgeted for 2020. We will adjust revenue if needed. Fall is a busy time of year for revenue.
590-000-000-650-100 – Billable Sales-Compost	Billable sales of compost that are invoiced to our commercial accounts. Based on the revenues to date, recommending an increase to \$23,500.
590-000-000-650-102 – Sales-Scrap Metal	Revenue from scrap metal dropped off at compost site. A slight increase is budgeted for 2020.

Line Item	Explanation
590-000-000-650-200 – Gate Revenue-Compost Sales	Sales of compost at gate house. A slight increase is budgeted for 2020.
590-000-000-650-201 – Gate Revenue-Wood Sales	Revenue from mulch and woodchip sales. No change.
590-000-000-650-202 – Gate Revenue-Soil Sales	Revenue of blended soil sold at the gate. Based on the revenues to date, recommend increasing to \$23,000 in 2020.
590-000-000-650-203 – Gate Revenue-Drop Off Fees	Revenue for trash dropped off at our site. Based on our revenue in prior years and to date in 2019, an increase is budgeted.
590-590-000-650-204 – Gate Revenue-Battery Core Sales	Revenue from the sale of collected batteries.
590-000-000-650-205 – Gate Revenue-Milling Sales	Revenue for screened asphalt sold at our site. No change.
590-000-000-650-206 – Service Charge - Delivery	Revenue for delivery of materials produced from our site. No change.
590-000-000-664-001 – Interest Earned	Interest earned on funds deposited at various banks.
590-000-000-699-000 – Appropriated Prior Year Balance	The Compost Manager is proposing to purchase a new screener (in addition to the current screener) for the site in 2020 at a cost of approximately \$350,000. The additional amount is for operations.

Expenditures

Line Item	Explanation
590-590-000-705-000 – Salary-Supervision	Salary of the Compost Manager. A 2.5% increase is budgeted, per the Board's direction.
590-590-000-706-000 – Salary-Permanent Wages	Salaries of Heavy Equipment Operator and 25% of a Floater II/Clerk III position. A 2.5% contractual increase is budgeted.
590-590-000-707-000 – Salary-Temporary/Seasonal	Wages for Gate Attendants (1+1 relief).
590-590-000-708-010 – Health Insurance Buyout	Health insurance buyout for employees who receive health insurance through another source.
590-590-000-709-000 – Regular Overtime	Overtime to screen and grind material at the site. No change for 2020.
590-590-000-710-000 – Acc Comp Absences-Lngterm	In an Enterprise Fund (business), we have to account for 2.0 FTE's cost of PTO. This is accounted for in the Balance Sheet liabilities as long term def Comp Absences 590-000-369-017.
590-590-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
590-590-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020.

Line Item	Explanation
590-590-000-719-001 – Sick & Accident	Our rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
590-590-000-719-003 – Employee Paid Health Contra	Amount employees pay toward health care coverage.
590-590-000-719-015 – Dental Benefits	We received a new 2 year guarantee with no increase in dental insurance rates.
590-590-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.
590-590-000-719-020 – Health Care Deduction	Cost to fund Clarity Benefits card associated with 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	Cost to manage card used to pay health care deductibles, administered by Clarity Benefits.
590-590-000-720-000 – Life Insurance	Our rates for life insurance are \$226.80/year for each employee. No increase has been budgeted for 2020 at this time. Figures provided by Human Resources.
590-590-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
590-590-000-727-000 – Office Supplies	Cost of office supplies for the Compost Site. No change.

Line Item	Explanation
590-590-000-730-000 – Postage	Postage costs for the Compost Site. No change.
590-590-000-741-000 – Boot Reimbursement & Uniform Purchase	Cost of uniforms, OSHA approved boots, shop towels and rugs at the Compost Site.
590-590-000-757-000 – Operating Supplies	Safety equipment, gloves, eyewear and cleaning supplies for daily operation of the Compost Site.
590-590-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
590-590-000-804-000 – Contractual/Roll off Disposal	Cost to empty trash dumpsters at the Compost Site.
590-590-000-804-004 – Township Disposal Fee	Cost to dispose of plastic, rocks and debris associated with the screening process at the Compost Site. Same as 2019 original budget.
590-590-000-850-000 - Telephone	Telephone charges for the Compost Site. Based on expenditures to date, recommend a decrease to \$500.
590-590-000-867-200 – Gas & Oil-YCUA	Cost of fuel from YCUA service center. With the addition of a full time operator and extra equipment being utilized, recommend increasing to \$16,500 for 2020.
590-590-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.

Line Item	Explanation
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	Heating costs for gate house and Compost garage. Based on expenditures to date, recommend decreasing to \$6,500.
590-590-000-920-005 – Utilities-Light	Electricity costs for the Compost Site. No change for 2020.
590-590-000-931-000 – Repairs & Maintenance	Cost to make building repairs to the Compost garage and gate house. Based on the expenditures to date, recommend decreasing to \$4,000.
590-590-000-933-000 – Equipment Maintenance	Cost to make repairs and perform maintenance to equipment at Compost Site. Due to known repairs we need to make, recommend increasing to \$18,000.
590-590-000-939-031 – Motorpool-Miscellaneous Repair	New line item for 2020. Used for repairs to Compost vehicles. Figures provided by the Accounting Director.
590-590-000-941-000 – Equipment Rental/Leasing	Cost to rent equipment needed for site improvements at the Compost Center. No change for 2020.
590-590-000-943-000 – Motorpool Lease/Maintenance	Figures provided by the Accounting Director.
590-590-000-956-000 - Miscellaneous	Miscellaneous expenses such as random drug screening, etc. No change.
590-590-000-960-000 – Education & Training	Education and training for Compost employees. Recommend that it be increased to \$500 for an upcoming Compost Operator’s certification.

Line Item	Explanation
590-590-000-968-001 – Depreciation Expense	Cost of equipment depreciation. Figures provided by the Accounting Director.
590-590-000-777-000 – Equipment	Recommend purchase of new screener (in addition to the current) for the site at a cost of approximately \$350,000.

11/13/19

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 590 - COMPOST FUND							
Dept 000.000							
590-000.000-607.510	AUTO LEASE REVENUE	2,800	2,800	2,800	2,800	2,333	2,800
590-000.000-650.002	SALES/COMPOST - GATE REVENUE	0	(285)	0	0	0	0
590-000.000-650.003	BIODEGRADABLE DROPOFF-NONTWP	117,482	95,327	110,000	110,000	92,446	148,000
590-000.000-650.004	BIODEGRADABLE DROPOFF-YPSI TW	163,512	159,782	165,000	165,000	162,435	168,500
590-000.000-650.100	BILLABLE SALES - COMPOST	15	19,203	10,000	10,000	59,408	23,500
590-000.000-650.102	SALES - SCRAP METAL	5,936	8,506	6,000	6,000	5,667	6,339
590-000.000-650.103	SALES - RECYCLED OIL	29	0	0	0	0	0
590-000.000-650.200	GATE REVENUE - COMPOST SALES	28,694	25,864	36,300	36,300	24,384	37,500
590-000.000-650.201	GATE REVENUE - WOOD SALES	37,136	32,655	48,000	48,000	31,282	48,000
590-000.000-650.202	GATE REVENUE - SOIL SALES	27,766	23,176	20,000	20,000	20,730	23,000
590-000.000-650.203	GATE REVENUE - DROP OFF FEES	90,906	87,476	65,000	65,000	86,338	93,500
590-000.000-650.204	GATE REVENUE-BATTERY CORE SAL	135	161	0	0	150	150
590-000.000-650.205	GATE REVENUE-MILLING SALES	9,746	8,073	10,000	10,000	5,094	10,000
590-000.000-650.206	SERVICE CHRG - DELIVERY	1,500	200	3,000	3,000	0	3,000
590-000.000-650.207	SERVICE CHRG - ADMIN FEE	716	267	0	0	0	0
590-000.000-664.001	INTEREST EARNED	4,315	11,538	3,500	3,500	13,709	6,500
590-000.000-673.002	SALES OF FIXED ASSETS-EQUIP.	19,785	0	0	0	0	0
590-000.000-694.004	INSURANCE REIMBURSEMENTS	304	235	0	0	388	0
590-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	84,965	333,084	0	373,630
NET OF REVENUES/APPROPRIATIONS - 000.000 -		510,777	474,978	564,565	812,684	504,364	944,419

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 590.000 - COMPOST SITE							
590-590.000-705.000	SALARY - SUPERVISION	0	0	82,400	82,400	64,941	84,872
590-590.000-706.000	SALARY - PERMANENT WAGES	109,995	123,097	74,322	74,322	56,750	76,021
590-590.000-707.000	SALARY - TEMPORARY/SEASONAL	20,186	26,618	26,000	26,000	21,225	27,800
590-590.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	5,486	6,798	0	9,354	9,352	0
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	8,817	6,595	2,000	2,000	478	2,000
590-590.000-710.000	ACC COMP ABSENCES-LNGTERM	0	6,571	9,000	9,000	0	9,000
590-590.000-715.000	F.I.C.A./MEDICARE	10,037	11,031	12,807	13,521	10,616	14,875
590-590.000-719.000	HEALTH INSURANCE	9,300	10,215	25,006	25,006	22,922	25,756
590-590.000-719.001	SICK AND ACCIDENT	838	803	859	859	772	859
590-590.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(900)	(1,575)	(1,800)	(1,800)	0	(1,800)
590-590.000-719.015	DENTAL BENEFITS	2,064	1,940	2,980	2,980	2,130	2,985
590-590.000-719.016	VISION BENEFITS	428	449	639	639	410	671
590-590.000-719.020	HEALTH CARE DEDUCTION	3,567	2,712	5,915	5,915	4,996	5,915
590-590.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	45	42	90	90	67	90
590-590.000-720.000	LIFE INSURANCE	347	364	510	510	458	510
590-590.000-723.000	DEFERRED COMPENSATION EMPLOYE	262	348	338	338	278	361
590-590.000-727.000	OFFICE SUPPLIES	74	12	200	200	149	200
590-590.000-730.000	POSTAGE	0	0	100	100	0	100
590-590.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	888	1,155	700	2,200	1,782	1,700
590-590.000-757.000	OPERATING SUPPLIES	4,118	2,444	4,500	3,000	2,336	3,500
590-590.000-800.001	ADMINISTRATION FEES	6,272	6,548	9,251	9,251	7,709	11,876
590-590.000-804.000	CONTRACTUAL/ROLLOFF DISPOSAL	46,483	37,603	36,300	36,300	33,684	42,500
590-590.000-804.004	TWP DISPOSAL FEE	9,542	7,897	6,000	4,500	0	6,000
590-590.000-850.000	TELEPHONE	151	151	800	800	128	500
590-590.000-867.200	GAS & OIL - YCUA	12,878	17,398	8,000	19,500	12,218	16,500
590-590.000-876.000	RETIREMENT/MERS	19,273	20,385	33,750	33,750	27,967	34,875
590-590.000-913.000	INSURANCE & BONDS FLEET	2,322	2,247	2,448	2,448	1,862	2,346
590-590.000-917.000	WORKERS COMPENSATION INSURANC	3,843	3,956	4,112	4,112	3,215	4,112
590-590.000-920.004	UTILITIES HEAT	5,811	4,785	7,000	7,000	4,203	6,500
590-590.000-920.005	UTILITIES LIGHT	2,267	2,350	2,000	2,000	1,367	2,000
590-590.000-931.000	REPAIRS AND MAINTENANCE	954	5,865	5,000	5,000	813	4,000
590-590.000-933.000	EQUIPMENT MAINTENANCE	8,974	5,549	15,000	25,000	18,552	18,000
590-590.000-939.031	MOTORPOOL-MISC REPAIR	0	0	0	0	0	2,500
590-590.000-941.000	EQUIPMENT RENTAL/LEASING	2,350	0	3,500	3,500	3,493	3,500

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
590-590.000-943.000	MOTORPOOL LEASE/MAINTENANCE	3,509	3,567	3,000	3,000	2,500	3,000
590-590.000-956.000	MISCELLANEOUS	0	296	500	500	249	500
590-590.000-960.000	EDUCATION AND TRAINING	29	0	100	100	0	500
590-590.000-968.001	DEPRECIATION EXPENSE	169,374	178,780	177,488	177,488	0	176,045
590-590.000-977.000	EQUIPMENT	203	0	0	218,051	0	350,000
NET OF REVENUES/APPROPRIATIONS - 590.000 - COMPOST SITE		(473,537)	(500,746)	(564,565)	(812,684)	(319,497)	(944,419)
ESTIMATED REVENUES - FUND 590.00		510,777	474,978	564,565	812,684	504,364	944,419
APPROPRIATIONS - FUND 590.00		473,537	500,746	564,565	812,684	319,497	944,419
NET OF REVENUES/APPROPRIATIONS - FUND 590		37,240	(25,768)	0	0	184,867	0

NARRATIVE

Fund 595 - Motorpool

Revenues

Line Item	Explanation
595-000-000-607-502 – Flat Fee-Parks Motorpool/Monthly	Monthly fees charged to parks for miscellaneous fluids, etc. Figures provided by the Accounting Director.
595-000-000-607-515 – Combined Lease/Repair Revenue	Lease revenue from other departments, now includes repair. Figures provided by the Accounting Director.
595-000-000-607-520 – Fuel and Fluids Revenue	Fuelcloud; fuel surcharge received from other departments. No change for 2020.
595-000-000-664-001 – Interest Earned	Interest earned on funds deposited at various banks.

Expenditures

Line Item	Explanation
595-595-000-706-000 – Salary-Permanent Wages	25% of salary for Floater II/Clerk III position. A 2.5% contractual increase is budgeted.
595-595-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
595-595-000-719-000 – Health Insurance	We received our renewal rates and will receive a 3% increase for 2020.
595-595-000-719-001 – Sick & Accident	Our new rates for disability insurance are \$381.96/year for each non-fire department employee. Figures provided by Human Resources.
595-595-000-719-003 – Employee Paid Health Contra	This line item reflects the amount employees pay toward their health care coverage.
595-595-000-719-015 – Dental Benefits	We received a new 2 year guarantee with no increase in dental insurance rates.

Line Item	Explanation
595-595-000-719-016 – Vision Benefits	Our current vision insurance rates are good through August 2020. A 5% increase is budgeted for 2020 in the event we receive an increase when we renew.
595-595-000-719-020 – Health Care Deduction	Cost to fund Clarity Benefits card associated with 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	Cost to manage card used to pay health care deductibles, administered by Clarity Benefits.
595-595-000-720-000 – Life Insurance	Our new rates for life insurance are \$226.80/year for each employee. Figures provided by Human Resources.
595-595-000-776-500 – Auto Parts	Used to purchase small items for automobiles. No change recommended for 2020.
595-595-000-776-550 – Shop Supplies	Cost of rags and other small items. No change for 2020.
595-595-000-818-000 – Contractual Services	Cost of GPS Vehicle System. No change recommended.

Line Item	Explanation
595-595-000-818-032 – Contractual Svc-Fuel Tank Repair	Used for Tank Repair and monitoring fuel tanks per State regulations. Two of our fuel pumps (those at Ford Lake Park) are new and based on expenditures to date, recommend decreasing to \$7,500 for 2020.
595-595-000-818-033 – Contractual Svc-Auto/Equip Maint	Contractual service for Equipment Maintenance and work on vehicles (YCUA, Ed's Garage, etc.). No change recommended for 2020.
595-595-000-867-000 – Gas & Oil	Cost of fuel. Based on lower fuel costs and year to date expenditures, recommend decreasing to \$35,000 for 2020.
595-595-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director.
595-595-000-876-100 – Retirement Health Care Savings	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/14. An increase is shown due to a new employee within the department.
595-595-000-968-001 – Depreciation Expense	Cost of auto depreciation, figures provided by the Accounting Director.
595-595-000-985-000 – Capital Outlay/Vehicles	Recommend purchase of a small truck/vehicle for the Recreation Department for use by the rangers. \$25,000 is budgeted for this purchase.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 595 - MOTORPOOL / REPAIRS							
Dept 000.000							
595-000.000-607.502	Flat Fee-Parks MotorpoolMnthl	1,200	1,200	600	600	1,000	1,200
595-000.000-607.515	COMBINED LEASE/REPAIR REVENUE	203,014	207,719	227,297	227,297	189,414	227,297
595-000.000-607.520	FUEL AND FLUIDS REVENUE	39,711	44,684	36,000	36,000	33,899	36,000
595-000.000-664.001	INTEREST EARNED	1,381	2,258	0	0	3,307	2,000
595-000.000-673.002	SALES OF FIXED ASSETS-EQUIP.	0	19,861	0	0	635	0
595-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	0	20,745	0	0
NET OF REVENUES/APPROPRIATIONS - 000.000 -		245,306	275,722	263,897	284,642	228,255	266,497

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Dept 595.000 - MOTORPOOL							
595-595.000-706.000	SALARY - PERMANENT WAGES	10,254	11,041	11,403	11,403	8,980	11,688
595-595.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	213	0	0	0	0	0
595-595.000-715.000	F.I.C.A./MEDICARE	755	819	872	872	666	894
595-595.000-719.000	HEALTH INSURANCE	1,386	1,702	1,958	1,958	1,910	2,146
595-595.000-719.001	SICK AND ACCIDENT	100	115	95	95	88	95
595-595.000-719.003	EMPLOYEE PAID HEALTH CONTRA	(394)	(331)	(330)	(330)	0	(150)
595-595.000-719.015	DENTAL BENEFITS	120	93	102	102	85	102
595-595.000-719.016	VISION BENEFITS	20	22	25	25	21	26
595-595.000-719.020	HEALTH CARE DEDUCTION	623	398	726	726	309	744
595-595.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	21	29	23	23	17	23
595-595.000-720.000	LIFE INSURANCE	42	52	57	57	52	57
595-595.000-776.500	AUTO PARTS	1,107	1,714	3,000	3,000	179	3,000
595-595.000-776.550	SHOP SUPPLIES	850	1,997	2,000	2,000	481	2,000
595-595.000-818.000	CONTRACTUAL SERVICES	8,942	9,091	12,000	12,000	6,064	12,000
595-595.000-818.032	CONTRACT'L SRV-FUEL TANK REPA	4,826	6,314	10,000	10,000	295	7,500
595-595.000-818.033	CONTRACT'L SRV-AUTO/EQUIP MAI	23,460	24,750	20,000	20,000	8,178	20,000
595-595.000-867.000	GAS & OIL	33,732	38,520	41,000	41,000	31,159	35,000
595-595.000-876.000	RETIREMENT/MERS	2,268	2,559	480	480	473	603
595-595.000-876.100	RETIREMENT HEALTH CARE SAVINGS	0	0	325	325	0	325
595-595.000-939.031	MOTORPOOL-MISC REPAIR	0	2,994	7,000	6,980	612	2,500
595-595.000-968.001	DEPRECIATION EXPENSE	154,633	172,880	134,396	134,396	0	125,000
595-595.000-971.008	CAPTL OUTLAY -IMPROVEMENT	0	196	0	0	0	0
595-595.000-985.000	CAPITAL OUTLAY/VEHICLES	0	89	0	20,765	20,755	25,000
NET OF REVENUES/APPROPRIATIONS - 595.000 - MOTORPOOL		(242,958)	(275,044)	(245,132)	(265,877)	(80,324)	(248,553)
ESTIMATED REVENUES - FUN 0.00		245,306	275,722	263,897	284,642	228,255	266,497
APPROPRIATIONS - FUND 59 0.00		243,020	275,044	245,132	265,877	80,324	248,553
NET OF REVENUES/APPROPRIATIONS - FUND 595		2,286	678	18,765	18,765	147,931	17,944

NARRATIVE

Fund 893 – Nuisance Abatement Revenues

Line Item	Explanation
893-000-000-626-631 – Charge Services-Blight	Fees collected from property owners for blight clean-up services performed by the Ordinance Dept. Increase projected.
893-000-000-626-632 – Charge Services-Board Ups	Fees collected from property owners for board-up services to secure open vacant buildings. Decrease budgeted based on 2019 actual expenses and fewer open vacant structures.
893-000-000-626-636 – Charge Services-Weeds	Fees collected from property owners for statutory vegetation enforcement and noxious weed abatement. Increased revenue budgeted based on 2019.
893-893-000-664-001 – Interest Earned	Interest earned on accounts.
893-000-000-672-002 – Board-up Revenue-Vac Res	Delinquent invoices for boarding up vacant buildings added to property tax bills as a special assessment. No revenue projected.
893-000-000-672-003 – Noxious Weed Rev-Tax Reimb	Delinquent invoices for vegetation and noxious weed abatement added to property tax bills as a special assessment. Revenue estimated based on available 2019 data.

Expenditures

Line Item	Explanation
893-893-000-704-000 – Appointed Officials	Statutory payment to the appointed noxious weed commissioner for the purpose of interpreting and administering code. Recommend an increase to \$1,000 in 2020.
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	Expenses for curbside clean-up of eviction and solid waste debris, and court ordered clean-ups of blighted properties by the Ordinance Dept. Decrease projected based on 2019 actual expenses and trends.
893-893-000-806-002 – Board Up Enforcement Costs	Expenses to board up and secure open, vacant buildings. No change.
893-893-000-806-003 – Noxious Weed Enforcement Costs	Expenses to mow grass and abate noxious weeds when property owners fail to do so as required by code. No change.

11/13/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 10/31/2019

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GL NUMBER	DESCRIPTION	2017 ACTIVITY	2018 ACTIVITY	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	2019 ACTIVITY THRU 10/31/19	2020 REQUESTED BUDGET
Fund 893 - NUISANCE ABATEMENT FUND							
Dept 000.000							
893-000.000-626.631	CHARGE SERVICES - BLIGHT	5,331	5,915	5,000	5,000	6,030	7,500
893-000.000-626.632	CHARGE SERVICES - BOARD UPS	1,311	939	3,000	3,000	221	1,500
893-000.000-626.636	CHRG SERVICES WEEDS	7,452	13,118	2,000	2,000	14,017	3,000
893-000.000-664.001	INTEREST EARNED	483	1,190	0	0	1,394	1,500
893-000.000-672.001	BLIGHT/CLEANUP-TAX REIMB	100	0	0	0	0	0
893-000.000-672.002	BOARD-UP REVENUE-VAC RES	1,109	1,244	0	0	496	0
893-000.000-672.003	NOXIOUS WEED REVENUE-TAX REIM	21,293	19,596	20,000	20,000	15,544	15,000
893-000.000-694.001	OTHER INCOME-MISCELLANEOUS	25	106	0	0	0	0
893-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.	0	0	0	10,000	0	0
NET OF REVENUES/APPROPRIATIONS - 000.000 -		37,104	42,108	30,000	40,000	37,702	28,500
Dept 893.000 - NUISANCE ABATEMENT DEPARTMENT							
893-893.000-704.000	APPOINTED OFFICIALS	500	500	500	500	500	1,000
893-893.000-715.000	F.I.C.A./MEDICARE	37	37	51	51	37	51
893-893.000-723.000	DEFERRED COMPENSATION EMPLOYE	0	0	46	46	0	46
893-893.000-806.001	BLIGHT ENFORCEMENT COSTS	13,328	8,171	10,000	10,000	5,561	9,000
893-893.000-806.002	BOARD-UP ENFORCEMENT COSTS	4,734	3,397	3,000	3,000	2,081	3,000
893-893.000-806.003	NOXIOUS WEED ENFORCEMENT COST	14,447	17,849	15,000	25,000	23,941	15,000
893-893.000-876.000	RETIREMENT/MERS	0	82	0	0	108	0
NET OF REVENUES/APPROPRIATIONS - 893.000 - NUISANCE ABATEMENT		(33,046)	(30,036)	(28,597)	(38,597)	(32,228)	(28,097)
ESTIMATED REVENUES - FUND 0.00		37,104	42,108	30,000	40,000	37,702	28,500
APPROPRIATIONS - FUND 893.00		33,046	30,036	28,597	38,597	32,228	28,097
NET OF REVENUES/APPROPRIATIONS - FUND 893		4,058	12,072	1,403	1,403	5,474	403

PUBLIC HEARING

REQUEST TO APPROVE TWO PRIVATE ROAD VARIANCES

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

To: Karen Lovejoy Roe, Clerk
From: Charlotte Wilson, Planning and Development Coordinator
Megan Masson-Minock, Planning Consultant
Re: **Request to call a public hearing for the November 19, 2019 Township Board Meeting for variances from the Private Road Ordinance:**

Section 47-29, Private road design standards, sub-section (L) for a 780-foot long private road, exceeding the maximum length of 600 feet by 180 feet, without a second means of access to another road system for sites zoned R-1, Single Family Residential, located at 6575 Munger Road, Parcel # K -11-30-300-022, 6501 Munger Road, Parcel # K -11-30-300-001, 5287 Merritt Road, Parcel # K -11-30-300-032, and 5285 Merritt Road, Parcel # K -11-30-300-033; and

Section 47-28.1 Private driveway design standards, sub-section (a). for one (1) private driveway to access two (2) lots zoned R-1, Single Family Residential where only one (1) lot can be accessed by a private driveway for sites zoned R-1, Single Family Residential, located at 5287 Merritt Road, Parcel # K -11-30-300-032 and 5285 Merritt Road, Parcel # K -11-30-300-033.

Copy: McLain & Winters, Township Attorneys
Date: October 28, 2019

Background

The requested variances from the Private Road Ordinances are part of a process to develop 6501 and 6575 Munger Road (Sauter properties) as six (6) single family residential parcels over the next ten years, and 5287 and 5285 Merritt Road (Bullock properties) as two (2) single family residential parcels, for a total of eight (8) residential parcels. On September 18, 2019, the Township Board of Trustees denied the above private road variances.

On October 15, 2019, the OCS received a revised, complete application for the two (2) variance requests. The reviews from the Fire Department, planning consultant, and engineering consultant recommend conditional approval. Ypsilanti Community Utilities Authority (YCUA) did not submit a formal review but stated in an e-mail dated October 25, 2019 that the water main satisfies YCUA standards.

CHARTER TOWNSHIP OF YPSILANTI

Private Road Variance and Approval Process

Section 47-33 of the Private Road Ordinance requires the Township Board to hold a public hearing within 45 days of the variance being filed and that the Township Board shall render a decision not later than the next regular board meeting held after the hearing date. The Township Board may attach reasonable conditions in granting the variance.

In order to remain in compliance with the timelines mandated by the Private Road Ordinance, the Township Board must hold a public hearing no later than November 29, 2019. The only regularly scheduled Board meeting that falls in that window is November 19, 2019. If the public hearing was held on that date, the Township Board would need to take action on the variance request at its December 3, 2019 meeting.

If the variance were to be approved, the application for the private road would be as follows:

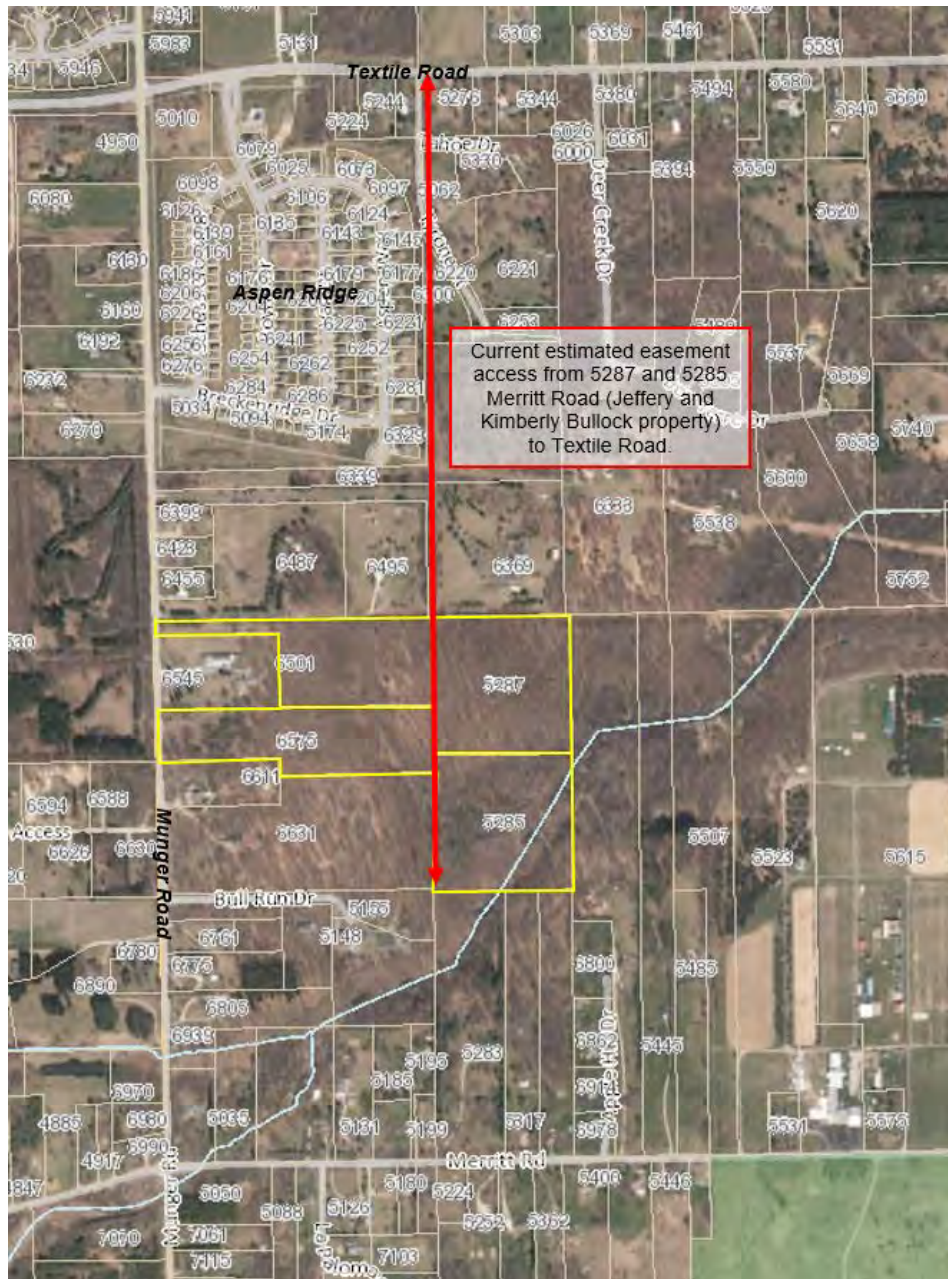
- Submittal of complete private road application, meeting the requirements of Section 47-30 of the Private Road Ordinance.
- Consideration of the application by the Township Board at its next regularly scheduled meeting and reference of the application to appropriate bodies for review including engineering, planning, the Fire Department and the Township Attorney.
- Consideration of the application, reports from all reviewing agencies and all other information in determining whether to approve the private road by the Township Board.

Analysis

The Private Road Ordinance states the Township Board should only approve a variance when the applicant proves that “there are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of this article, such as topographical and other physical characteristics of a parcel”. In those cases, the Board has the power to “vary or modify the application of the provisions of this article so that the intent and purpose of this article shall be observed, public safety secured and substantial justice done.”

The variance application is part of an overall project to develop the Sauter and Bullock properties into six (6) residential lots immediately with two (2) additional lots possible after ten years. The Bullock properties accessible by 66-foot wide easement to Textile Road, the approximate location of which is shown on the map on the following page. The Aspen Ridge subdivision was constructed between the time that easements and a zoning variance was granted to allow these lots in 1984 (see the letter to Clerk Roe from the Bullocks, dated May 10, 2019). While these properties are not landlocked, the access available is difficult.

CHARTER TOWNSHIP OF YPSILANTI



The Township Fire Department, in their letter dated October 28, 2019, approved the variance requests submitted on October 15, 2019. However, they recommended the installation of NFPA 13 D automatic sprinkler systems in those houses that exceed 150 feet from an approved access road and/or exceed 400 feet distance from nearest hydrant.

The Township Attorney, Fire Department and consultants have recommended the following conditions for any approvals of the variances. Please note that a vote to approve, deny or table the variance application must be after the public hearing:

CHARTER TOWNSHIP OF YPSILANTI

1. Deed restrictions are recorded that a maximum of eight (8) single family homes may access the private road.
2. If construction of an approved private road has not commenced within two (2) years from the date that the variance was granted, then the variance shall be null and void.
3. Installation of NFPA 13 D automatic sprinkler systems, or its equivalent as determined by the Charter Township of Ypsilanti Fire Department, in those houses where any portion of the building exceeds 150 feet from an approved access road and/or exceeds 400 feet distance from nearest hydrant.

Suggested Motions

The following suggested motions are provided to assist the Board in making the desired motion of their choice. The Board may utilize, add or reject any conditions suggested herein as they deem appropriate.

Motion to call a public hearing:

"I move to call a public hearing at the November 19, 2019 regular meeting of the Board of Trustees of the Charter Township of Ypsilanti to hear public comment on a variance request from the Private Road Ordinance Section 47-29, Private road design standards, sub-section (L) for a 780-foot long private road, exceeding the maximum length of 600 feet by 180 feet, without a second means of access to another road system for sites zoned R-1, Single Family Residential, located at 6575 Munger Road, Parcel # K -11-30-300-022, 6501 Munger Road, Parcel # K -11-30-300-001, 5287 Merritt Road, Parcel # K -11-30-300-032, and 5285 Merritt Road, Parcel # K -11-30-300-033 and request for a variance from the Private Road Ordinance, Section 47-28.1 Private driveway design standards, sub-section (a), to approve one (1) private driveway to access two (2) lots zoned R-1, Single Family Residential where only one (1) lot can be accessed by a private driveway for sites zoned R-1, Single Family Residential, located at 5287 Merritt Road, Parcel # K -11-30-300-032 and 5285 Merritt Road, Parcel # K -11-30-300-033."

We respectfully request that you place this information packet on the **October 30, 2019** Board of Trustees meeting agenda for its consideration. Please contact us with questions or concerns.



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

TO: Board of Trustees of the Charter Township of Ypsilanti

FROM: Ben Carlisle, AICP

DATE: October 24, 2019

RE: Sauter Family Development Private Road Variance Review

We have been asked to review a variance application for two variances from Chapter 47: Private Roads. The applicant is seeking approval of the following variances:

1. **Section 47-28.1(a):** *Only one house can be constructed using the private driveway standards; more than one house shall require an approved private road.*

The proposed driveway would serve two parcels.

2. **Section 47-29 (I):** *The layout of roads in the proposed plan shall provide at least two points of access to an existing public road and shall provide a continuous circuit for travel. An exception will be considered when, in the opinion of the board, the lands to be subdivided are limited in area or are subject to a natural barrier. Private roads shall not exceed 600 feet in length unless connected to another road system providing a second means of access to the development. Connections to existing public road systems shall be subject to the review and approval of the county road commission.*

The proposed 780-foot private drive would exceed the maximum private road length of 600 feet.

	Minimum ROW Width	Street Width	Length	Points of access and Future Connection	Street Type	Drainage Management	Sidewalks Required
Minimum Required	66 feet	24 feet	600 feet maximum	Two points required and future connection required unless limited by natural features	paved bituminous	Ditch, no curb	No
Proposed	66 feet	24 feet	<u>Exceeds 600 feet by 180 feet</u>	One point of access and no future connection proposed	Not indicated	Not indicated	No

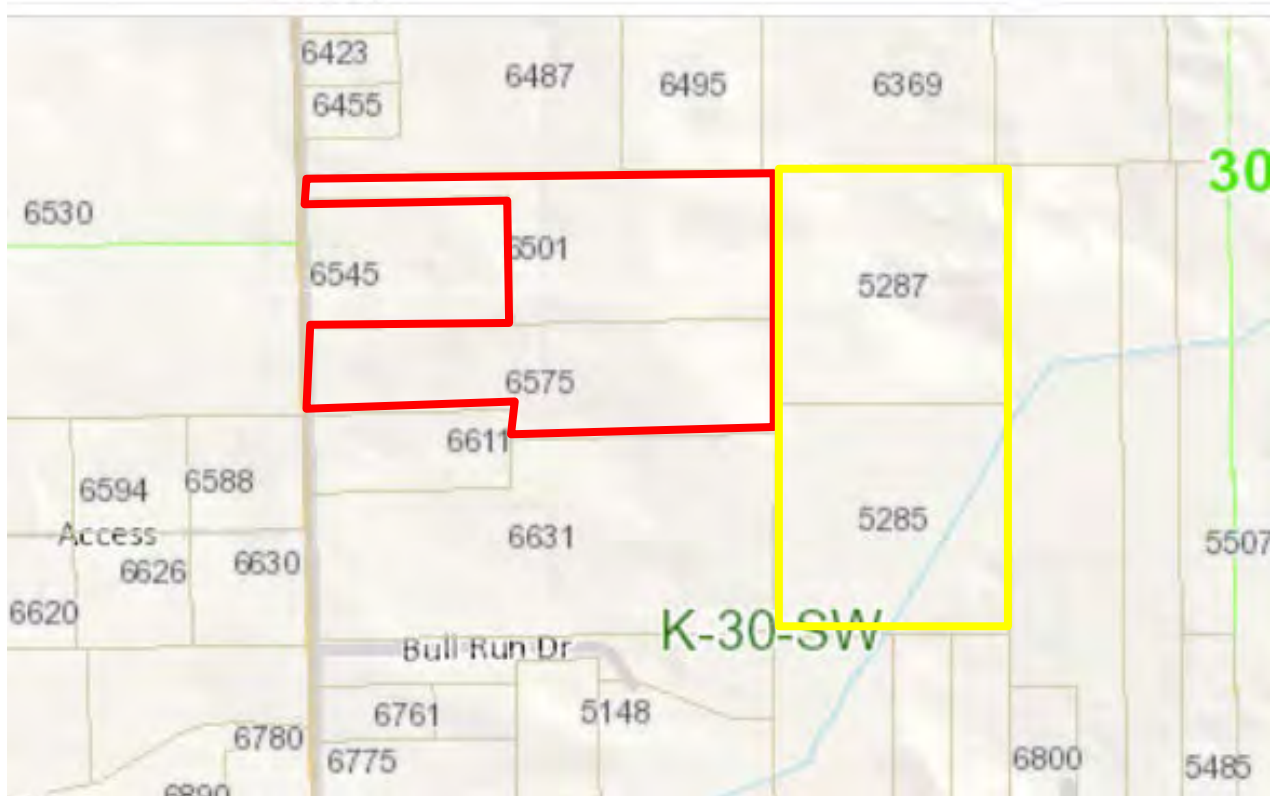
Application Summary:

The variances are sought to construct a new private road that exceeds the maximum of 600-feet for:

- A proposed four (4) lot development for the Sauter Family. Note that the Sauter Family seeks an additional two (2) lots when eligible for additional splits in ten years. In total, the Sauter parcels would include six (6) lots; and
- A shared driveway off the cul-de-sac of the proposed private road to access the two landlocked parcels (Bullock parcels) that are directly abutting to the east.

If the two variances are approved, the proposed private road will serve eight lots: the six Sauter lots and the two Bullock parcels.

Figure 1: *The Sauter site (outlined in RED) includes two parcels, K-11-30-300-001 and K-11-30-300-022, that will be combined and then split into four new parcels. The Bullock site (outlined in YELLOW) includes two parcels:*



Variance Discussion:

The variance request is complicated by the fact that the applicant is proposing to provide access to the two Bullock parcels directly east of the Sauter's family. In a prior meeting with the applicant, I noted the two landlocked Bullock parcels and suggested both parties work together to jointly solve their access issues. I appreciate the applicant's efforts.

My suggestion to work together was predicated on:

- 1). Any access solution could be supported by Township Codes and Ordinances; and
- 2). That the Township Fire Department finds the solution meets their fire access and public safety needs.

The applicant has worked with the Fire Department to ensure fire access needs and the adequate onsite infrastructure to ensure public safety. The Fire Department has reviewed the application and finds that it sufficient for fire access and public safety needs.

Required Findings:

As you consider this request, please note that by the Private Road Ordinance the applicant shall prove to the satisfaction of the Township Board that:

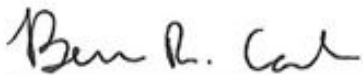
Sec. 47-33. - Variances.: When there are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of this article, such as topographical and other physical characteristics of a parcel, the township board shall have the power to vary or modify the application of the provisions of this article so that the intent and purpose of this article shall be observed, public safety secured and substantial justice done.

The applicant is providing access to the two Bullock landlocked parcels. The Bullock parcels are unbuildable without approved township access.

Summary:

We recommend that the Township Board consider the practical difficulty of the application that the applicant is providing access to two landlocked parcels. We recommend approval of the two (2) variances with the condition that the applicant agree to the Conditions of Approval.

Sincerely,



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

Charter Township of Ypsilanti
Office of Community Standards
7200 S. Huron Drive, Ypsilanti, MI 48197
Phone: (734) 485-3943
Website: <https://ytown.org>

PRIVATE ROAD APPLICATION

I. PROJECT LOCATION

Address: 6601 & 6675 Munger Road City: Ypsilanti Township State: MI Zip: 48197
Parcel ID #: K-11-30-300-022, -001 Zoning R1 Lot Number: NA Subdivision: NA

II. APPLICANT INFORMATION

Applicant: John Sauter Phone: 734.904.2813
Address: 1515 Patricia City: Ann Arbor State: MI Zip: 48103

Fax: _____ Email: jasauter@gmail.com

Engineer/Architect: Firm: Engineering Technologies Individual: Maureen Cousino

Address: 802 Phoenix Drive City: Ann Arbor State: MI Zip: 48108

Phone: 734-944-2020 Fax: _____ Email: mcousino@etcinc.com

III. FEES

Total: \$3,500	Breakdown of fee:	Private Road Review (non-refundable):	\$500
		Private Road Review (refundable):	\$2,000
		Private Road Inspection (refundable):	\$1,000

IV. APPLICANT SIGNATURE



The following are provided with the application:

- Required information according to Section 47-30 of the Private Road Ordinance (see attached checklist)
- Project cost estimates
- Number of parcels served by the proposed private road: 8


Applicant Signature

John Sauter
Print Name

10-10-2019
Date

 Jeffery Bullock 10-15-19
 Kimberly L. Bullock 10-15-19



1 October 2019

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti
7200 South Huron River Drive
Ypsilanti, Michigan 48197

RE: Sauter - Arundel Way Private Road
Two (2) Variances Request
Parcels K-11-30-300-001 & 022

The above private road project is proposed on 17.23 acres of land located along the east side of Munger Road between Textile and Merritt. The property is proposed to be developed under the existing zoning R-1 single family residential in accordance with Ypsilanti Twp ordinances which requires a private road to be constructed for frontage and access to the proposed lots. Several project review meetings have been held at the Twp offices with representatives of Ypsilanti Twp staff plus the Twp planning and engineering consultants.

Our variance request includes two separate items, as follows:

- 1. Variance to Ordinance No. 97-174, Section 40, 12-16-97 Chapter 47 of the Private Road Ordinance Section 47-29(i) to allow a single access private road approx 780 feet long.**
 - a) Sauter is requesting to construct a private road 780 foot long, as a variance to the existing Ypsilanti Twp private road ordinance. The large majority of the Sauter land is located behind an existing neighboring parcel that is 600 feet deep which causes a hardship for proper and efficient use of the existing parcels. In our Twp review meetings, the planner suggested that the road and lot layout should be presented with a longer road to provide the best lot layout and better use of the existing land.
 - b) Approval of this requested length variance also allows the elimination of the use of the existing 35' wide northern parcel extension onto Munger Road by providing access to all proposed parcel divisions onto a single road and no new driveways onto Munger Road.
 - c) Extending the proposed road length provides a better use of the existing land and a better layout for the proposed large residential lots. It should be noted that the existing R-1 zoning allows a minimum lot size of 0.75 acres which would allow several more residences on this property than requested by Sauter. However, Sauter is only planning to construct a total of 6 homes on the 17+ acres which results in an average density of over 2.8 acres per lot.
 - d) The Fire Chief has noted that the proposed road length meets the Ypsilanti Twp Fire Code with the water main extension and fire hydrant as proposed.

2. Variance to Ordinance No. 2003-311 3-4-03 Chapter 47 of the Private Road Ordinance Section 47-28.1(a) to allow a single driveway to serve two single family residences within a 66' wide private easement and waive the lot frontage requirements for the land-locked property.

- a) The second variance requested is for extending an access drive to the two currently land-locked, existing parcels adjacent on the east side of the Sauter property owned by Bullock.
- b) The planner and Fire Marshal requested a single common driveway within a 66' wide easement to serve these proposed two homes constructed with sufficient strength to support fire equipment and rescue vehicles with a T-type turn-around at the east property end, as shown on the plan.
- c) The proposed driveway extension allows for an efficient access to the Bullock proposed homes. Mr. Sauter and Mr. Bullock have cooperated in working to provide access to these two existing land-locked parcels through the Sauter property to the Bullock property.
- d) Constructing one driveway to serve the two Bullock parcels also preserves many existing trees on the Sauter site.

Both property owners are in agreement on the above variance requests. Construction and long term maintenance of the private road and the driveway extension will be included in the private road maintenance agreement to be recorded for the properties.

Attached please find a layout plan showing the proposed Sauter private road layout at 780 feet with the proposed 66' driveway access easement to the Bullock property. The plan shows the four (4) land divisions currently available on the Sauter property, as reviewed by the Ypsilanti Assessor's office.

As requested by Ypsilanti Twp Sauter and Bullock are willing to limit the total number of homes to be constructed on their property to 8 total (2 on Bullock and 6 on Sauter). A DRAFT deed restriction is attached to this letter for review. Once approved by Ypsilanti Twp, the deed restriction will be recorded at the time of the land division approvals after the road design has been approved for construction.

In addition, we are attaching a Project Narrative & Future Development Plan to address the Owner's long term plan for developing this property.

Karen Lovejoy Roe, Ypsi Twp Clerk / Sauter Private Road Variance Request

1 October 2019

Page Three

If you have any questions, or require anything further to process this variance request, please contact us.

Sincerely,
Engineering Technologies Corporation

A handwritten signature in black ink, appearing to read "Kenneth Cousino". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Kenneth Cousino
President

Encl: Sauter Private Road Extension Four (4) Lot Layout Plan with Bullock Access Easement
DRAFT Deed Restriction
Project Narrative & Future Development Plan w/Future Layout
Draft Private Road Maintenance Agreement
Letter from John & Jan Sauter
Letter from Jeffrey Bullock w/ attachments

Cc: John Sauter, Property Owner
Jeffrey Bullock, Adjacent Property Owner

CONTINGENT JOINT DEED RESTRICTION

DRAFT 10/2/19

Contingent upon approval by Ypsilanti Township of

- the length variance for the proposed approximate 780 foot length of Arundel Way, a private road serving the Sauter parcels Tax ID No's: K-11-30-300-001 & 022 and the Bullock parcels Tax ID No's: K-11-30-300-032 & 033
- the proposed construction plans for Arundel Way
- the joint driveway variance for the proposed 12' wide shared driveway to serve the Bullock parcels

the undersigned property owners, John Sauter and Jeffery & Kimberly Bullock, mutually agree and covenant that:

- the proposed private road, Arundel Way, shall only serve six (6) homes on the aforementioned Sauter properties and two (2) homes on the aforementioned Bullock properties.
- the proposed 12' wide shared driveway will serve the two residences on the Bullock properties.
- these restrictions will run with the land constituting the parcels previously identified above for the Sauter and Bullock properties, and will burden and benefit such land.

John Sauter, Property Owner

Jeffery Bullock, Property Owner

Kimberly Bullock, Property Owner

1 Oct 19

Sauter / Arundel Way Private Road Development
Parcels K-11-30-300-001 & 022

PROJECT NARRATIVE & FUTURE DEVELOPMENT PLAN

John Sauter recently purchased approximately 17 acres of land fronting on the east side of Munger Road in Ypsilanti Township that is zoned R-1. Under the rules of the State of Michigan Land Division Act and the Ypsilanti Twp Land Division Ordinance, the Sauter land currently has four (4) land divisions available with an additional two land divisions available in the future.

A private road is proposed to be constructed from Munger Road under the jurisdiction of the Washtenaw County Road Commission (WCRC) and extend 780 feet east to provide sufficient frontage to provide access to the six (6) homes ultimately planned on the Sauter Property.

East of the Sauter property are two (2) ten-acre parcels of land owned by Jeffry Bullock zoned R-1, which are essentially land-locked. It is proposed that the Bullock parcels be served by a joint driveway for a maximum of two (2) homes on the Bullock property.

Since the Bullock property currently has five (5) land divisions available and will only build two homes, it may be possible that two small portions of land could be sold by Bullock to Sauter which, when added to the Sauter land, would allow Sauter to construct the final two homes in accordance with the Land Division Act. All parcels are proposed to meet the Ypsilanti Twp R-1 zoning requirements.

The Ypsilanti Township Private Road Ordinance provides construction standards for the private road construction and the WCRC provides construction standards for the approach onto Munger Road and all work in the Munger Road right-of-way. Neither the Ypsilanti Twp Private Road Ordinance nor the WCRC standards limit on the number of lots served by a private road. However, the Ypsilanti Twp Private Road Ordinance does require that private roads that will serve more than 5 lots must be paved in accordance with the Twp standards. Arundel Way is proposed to be paved since it is intended to serve more than 5 homes.

Ypsilanti Township R-1 Residential Zoning

	Minimum Required	Provided
Lot Area	32,500 sf / 0.75 ac	1.63 ac to 4.32 ac
Lot Width	100 ft	100 ft
Setbacks:		
Front:	25 feet	25 feet
Side:	12' min / 25' total	12' min / 25' total
Rear:	35 feet	35 feet

In addition to the proposed private road, an 8" dia water main is proposed to be constructed from the existing 12" water main in the Munger ROW under the jurisdiction of the Ypsilanti Community Utilities Authority to extend 600 feet onto the property with a hydrant provided for fire protection to all lots on the Sauter and Bullock properties.

July 9, 2019

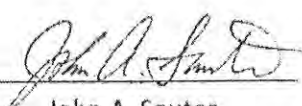
Charlotte M. Wilson, AICP
Planning and Development Coordinator
Office of Community Standards
Tilden R. Stumbo Civic Center
7200 South Huron River Drive
Ypsilanti, Michigan 48197

RE: Sauter Bullock Private Road Maintenance Agreement
Parcels K-11-30-300-001, -022, -032, and -033

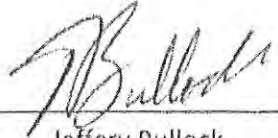
As requested by the Ypsilanti Twp staff and consultants, we, the property Owners of the proposed parcels to be served by the proposed Arundel Way private road, are hereby re-submitting the original Private Road Application with the added signature of Jeffery Bullock. As also requested, we two adjacent property owners who will utilize the proposed private road are submitting a DRAFT Private Road Maintenance Agreement. It is understood that this DRAFT document will be reviewed by Ypsilanti Twp in the course of the review of the proposed private road and land divisions. Once the document has been approved in its final form, we will sign the document and it will be recorded to go with all of the lots served by the proposed private road.

We had previously submitted an application and fees for review of the private road. If additional information or fees are required, please let us know. If you have any questions or other concerns, please contact us.

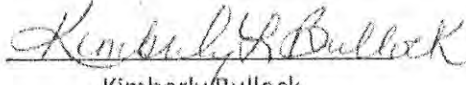
Sincerely,



John A. Sauter
Property Owner



Jeffery Bullock
Property Owner



Kimberly Bullock
Property Owner

Encl: DRAFT Private Road Maintenance Agreement

PRIVATE ROAD MAINTENANCE AGREEMENT

This Private Road Maintenance Agreement (“Agreement”) is executed on the _____ day of _____, 2019, by John Sauter, on behalf of himself and his heirs, assigns, all future owners of any portion of the land as described in Attachments A, B & C of this Agreement, and by Jeffery and Kimberly Bullock, on behalf of themselves and their heirs, assigns, agents and successors and all future owners of any portion of the land as described in this Agreement, for all lands abutting, accessing, or utilizing the private road to serve the project lands as described in Attachments A, B & C.

This Private Road Maintenance Agreement is a covenant and restriction that shall be recorded and shall run with the land for the purpose of construction, maintenance, repair, and replacement of the private road and utilities described in Attachment C: Private Road and Utilities Easements. This covenant and restriction shall be for the benefit of all users of the roads and drives on the land located in the Charter Township of Ypsilanti. This Agreement shall be binding upon all signers of this agreement and all of their successors, assigns, heirs, and agents for the purpose of providing for the continuous maintenance of the private road, the private utilities, and the easements within the described lands.

Recitals

WHEREAS, the current Owners of the lands have requested review and approval of a private road under the Ypsilanti Twp Private Road Ordinance which requires the Property Owners to enter into a Private Road Maintenance Agreement that is a covenant and restriction upon the land;

WHEREAS, the Owners desire to obtain approval for the private road and to otherwise comply with the Ypsilanti Twp Township ordinance intended to secure adequate private road access to the Sauter and Bullock properties to preserve public health, safety, and welfare in accordance with the Private Road Ordinance, and the Township will review the request for approval for the private road consistent with its ordinance; and

WHEREAS, the parties otherwise agree that there is valid consideration for this Agreement, the sufficiency of which is hereby acknowledged; and

WHEREAS, Sauter is developing the land described in Attachment A into 6 buildable lots; and

WHEREAS, Bullock's land described in Attachment B contains 2 buildable lots; and

WHEREAS, Sauter is establishing an association of property owners that shall be responsible for the maintenance, repair, and replacement of the private road and utilities.

Now Therefore, the parties hereby agree that the private road and private utilities shall be maintained in accordance with the following.

1. Irrespective of whether a dwelling has been constructed on a residential parcel or not, the owner of each residential parcel which is served by the Private Road Easement and/or the Private Utilities Easement is responsible for his or her equal fair share of costs for the ongoing maintenance and improvements to the private roads and utilities on a per lot equal share of the costs for all lots.

2. Except as described in Paragraph 5 below, maintenance of the private roads shall include, but is not limited to, grading, dust control, repair and maintenance of pavements, curbs, aggregates, crack filling, pothole repairs, removal of fallen trees, limbs and debris, resurfacing, snow plowing and removal, maintenance of lawn and other plantings, installation and maintaining of required street signage, maintenance and improvements to surface water runoff drainage systems and related detention/retention basins, swales, culvert pipes and catch basins, and maintenance and repair of all private water access pipes for fire protection to any or all of the parcels. Maintenance and improvements to the private roads and utilities must at all times be consistent with the required standards and specifications of the Charter Township of Ypsilanti Private Road Ordinances, at a minimum.

3. An Association of property owners shall be established to provide for the ongoing maintenance, repair, and improvements to the private roads. It is best if the Association is formally established as a non-profit corporation, but it may be established informally as well. The Association shall consist of one representative of each residential parcel developed within the lands described in this Agreement, and adjacent parcels with legal public road ingress and egress access from the private road. The Association shall be responsible for securing maintenance, improvements, and repairs to the private road and private utilities consistent with this Agreement. The Association shall maintain an annual budget and shall be responsible for assessment and collection of sums necessary to pay for all maintenance, repair, and improvements, as described above. Each residential lot shall contribute an annual fee to the Association for payment of maintenance and repair efforts as determined by the Association Board. Payment of such annual fee shall be due and payable thirty (30) days after the Association places into the mail an invoice for the determined fee addressed to a residential lot owner at the address for the lot owner reflected in the assessor's records for Ypsilanti Township.

At any time that the owner of a residential lot is delinquent in the payment of an annual assessment, the representative of that residential parcel shall not be entitled to vote regarding the affairs of the Association of property owners.

4. Lien and Foreclosure: Sauter and the Bullocks agree to these terms by signing this document. Each other owner of a residential lot served by this Private Road Easement and/or the Private Utilities Easement, by accepting title to such owner's lot, or by entering into a land

contract for the purchase of a lot, agrees and shall be deemed to covenant and agree to pay to the Association, when due, the assessments described above, regardless of whether or not such covenant shall be expressed in such owner's instrument of conveyance or land contract.

The foregoing assessments, together with interest and costs of collection (including court costs and reasonable attorney fees), shall be a lien against the lot against which they are made and all improvements. Each such assessment, together with interest, and the costs of collection, in addition to constituting a lien on such Lot and improvements, shall also constitute a joint and several personal obligation of the person or persons who was/were the owner(s) of the lot on the date the assessment was established.

If any assessment is not paid within thirty (30) days from the date payment is due, the Association may sue the lot owner and obtain a personal judgment against the lot owner and/or may enforce the lien in the same manner as, and by following similar procedures which are required for, the foreclosure of mortgages or condominium association liens, whether by advertisement or judicial action, including the allowance of such costs and reasonable attorneys fees as would be taxable in the foreclosure of a condominium association lien.

5. Unless otherwise agreed by the Association, an owner of property as described in this Agreement or on an adjacent lot shall be responsible for his/her own negligent and willful acts, and the acts of the property owner's employees, contractors, agents, and guests. Each owner shall be obligated to repair and pay for any damage to the private road and/or private utilities which is caused by or arises out of any such negligent or willful acts. In the event that the private road or private utilities is damaged by construction equipment in connection with the installation of public and/or private utilities for the benefit of a particular property or is damaged by equipment in connection with the construction of a residential dwelling or other construction on a particular parcel or lot or adjacent lot, the owner of the benefited property shall be responsible for all of the damage and the Association shall be obligated to promptly contract for the repair of the private road at the lot owner's full expense and shall hold the owners of other properties harmless from any liability in connection with such damage or repairs.

6. In addition to the forms of enforcement authorized in Paragraph 4 above, enforcement of the provisions of this Agreement may be by petition to the Association or by seeking injunctive relief. In the event that injunctive relief is necessary, the party or parties found to have failed in the performance of obligations hereunder shall pay the prevailing party's costs and expenses, including actual attorney fees incurred. Failure of the Association and/or its members to adequately improve and provide for continuous maintenance of the private roads in accordance with this Agreement may also be considered a violation of the Township's ordinance regulations related to the development and maintenance of private road and private utilities subject to enforcement in accordance with Township ordinances.

7. Notwithstanding anything contained herein to the contrary, for as long as Sauter lives (and whether or not he owns at least one residential parcel benefitting from this Private Road Easement and/or the Private Utilities Easement), Sauter reserves to himself the sole right to expand the membership in this Agreement to include additional private road or driveway easements connecting to this private road in accordance with the Ypsilanti Twp ordinances on property adjacent to the land described in the Attachments. All such additional properties shall

participate in this agreement on an equal share basis, as described above. During this time, no consent to such amendment shall be required from any subsequent owner of any portion of the project. During this time, no other properties shall connect to this private road without the express written agreement of Sauter and no other party shall have the right to allow adjacent properties to connect to this private road easement.

8. Notwithstanding anything contained herein to the contrary, after Sauter's death for as long as at least one of Sauter's children owns at least one residential parcel benefitting from this Private Road Easement and/or the Private Utilities Easement, Sauter reserves to his oldest child owning such a parcel the sole right to expand the membership in this Agreement to include additional private road or driveway easements connecting to this private road in accordance with the Ypsilanti Twp ordinances on property adjacent to the land described in the Attachments. All such additional properties shall participate in this agreement on an equal share basis, as described above. During this time, no consent to such amendment shall be required from any subsequent owner of any portion of the project. During this time, no other properties shall connect to this private road without the express written agreement of Sauter's oldest child owning such a parcel and no other party shall have the right to allow adjacent properties to connect to this private road easement.

9. When the time comes that neither Sauter nor Sauter's children own any residential parcel benefitting from this Private Road Easement and/or the Private Utilities Easement, Sauter reserves to the Association of property owners described above in Paragraph 3 the sole right to expand the membership in this Agreement to include additional private road or driveway easements connecting to this private road in accordance with the Ypsilanti Twp ordinances on property adjacent to the land described in the Attachments. All such additional properties shall participate in this agreement on an equal share basis, as described above. No consent to such amendment shall be required from any subsequent owner of any portion of the project. No other party shall have the right to allow adjacent properties to connect to this private road easement.

10. This Agreement shall be recorded at the Washtenaw County Register of Deeds, and shall run with the land and be binding on all the parties hereto, their heirs, agents, successors, and assigns, and all subsequent purchasers and property owners.

By: _____
John Sauter, Property Owner Parcels 1 & 2

By: _____
Jeffery Bullock, Property Owner Parcels 3 & 4

By: _____
Kimberly Bullock, Property Owner Parcels 3 & 4

STATE OF MICHIGAN }
 }
COUNTY OF WASHTENAW } SS.
 }

On _____, 2019, John Sauter appeared before me, and stated under oath that he is the owner of land in Ypsilanti as described in Attachment A and that this document was prepared with his approval and he acknowledges that signing this document is his fee act for all of the purposes herein stated.

_____, Notary Public
_____, County, Michigan
Acting in _____ County, Michigan

My commission expires: _____

STATE OF MICHIGAN }
 }
COUNTY OF WASHTENAW } SS.
 }

On _____, 2019, Jeffery and Kimberly Bullock appeared before me, and stated under oath that they are the owners of land in Ypsilanti as described in Attachment B and that this document was prepared with their approval and they acknowledge that signing this document is their fee act for all of the purposes herein stated.

_____, Notary Public
_____, County, Michigan
Acting in _____ County, Michigan

My commission expires: _____

ATTACHMENT A

LEGAL DESCRIPTION, OF SAUTER PROPERTIES

ATTACHMENT B

LEGAL DESCRIPTIONS OF BULLOCK PROPERTIES

ATTACHMENT C

LEGAL DESCRIPTION OF PRIVATE ROAD and PRIVATE UTILITIES EASEMENTS

- a) Access to the properties described in Attachments A & B commencing from the Munger Road public right-of-way is described as follows:
- b) Easement areas for the Private Utilities within the properties described in Attachments A & B are described as follows:

Charter Township of Ypsilanti
Office of Community Standards
7200 S. Huron Drive, Ypsilanti, MI 48197
Phone: (734) 485-3943
Website: <https://ytown.org>

RECEIVED
BY CM
MAR 13 2019

PRIVATE ROAD APPLICATION

YPSILANTI TOWNSHIP

I. PROJECT LOCATION

Address: 6501 W. 6575 Minger Rd City: Ypsilanti Twp State: MI Zip: 48197
Parcel ID #: K-11-30-300-022 Zoning: R1 Lot Number: N/A Subdivision: N/A
K-11-30-300-001

II. APPLICANT INFORMATION

Applicant: John Sauter Phone: 734-904-2813
Address: 1515 Patricia City: Ann Arbor State: MI Zip: 48103
Fax: _____ Email: jsauter@gmail.com
Engineer/Architect: Firm: Engineering Technologies Individual: _____
Address: 802 Phoenix Dr City: Ann Arbor State: MI Zip: 48108
Phone: 734-744-2026 Fax: 734-868-3524 Email: info@engtech.com

III. FEES

Total: \$3,500	Breakdown of fee:	Private Road Review (non-refundable):	\$500
		Private Road Review (refundable):	\$2,000
		Private Road Inspection (refundable):	\$1,000

IV. APPLICANT SIGNATURE

The following are provided with the application:

- Required information according to Section 47-30 of the Private Road Ordinance (see attached checklist)
- Project cost estimates
- Number of parcels served by the proposed private road: 6

John Sauter
Applicant Signature

JOHN A SAUTER 3-13-19
Print Name Date

Jeffery Bullock

Jeffery Bullock 7-11-19
Date

May 10, 2019

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti
7200 South Huron River Drive
Ypsilanti, Michigan 48197

RE: Sauter Private Road Variance Request
Parcels K-11-30-300-001 & 022

Thank-you for your consideration of this variance. A little background on our project. Jan and I are private individuals who are interested in purchasing this property so we can build a retirement home for ourselves. We are also joined by our three sons and their families (12 grandkids!) who much to our surprise all decided they also wanted to build with us. We found this lovely property for sale in your township and are very excited about building in your community. Admittedly it has been a much longer process than I envisioned (we started working on this back in September, 2018), but everyone involved is still eager to see it through to completion.

Jeff Bullock and I have had many conversations over these past months. He is interested in gaining access to his property and has a letter from the Board stating that when he bought the property they would approve two homes for his parcels with access over a single 22' wide easement. With subsequent developments in the area, our lot is now the closest and most sensible access to his property. We are willing to grant him access through a 66' wide easement that ETC has outlined in their letter. In turn we will enter into an arrangement such that any future owners of lots Bullock may create accessing our road would be a part of the Road Maintenance Agreement that we will create and record for the lots we are developing with our sons.

We believe this arrangement serves everyone's interests: the township's need to honor the agreement they made with Bullock when he purchased the land, Bullock's need for access to his property, and our desire to be as helpful as we can to support the township and, hopefully in exchange, their willingness to grant us a variance on the road length we are proposing.

We are hopeful that the variances that our engineering firm, ETC, has recommended will meet with your approval.

We look forward to being future residents in your community and are eager to find ways to make this arrangement work for everyone in a most equitable manner.

Sincerely

The image shows two handwritten signatures in black ink. The top signature is 'John A. Sauter' and the bottom signature is 'Jan Sauter'. Both are written in a cursive, flowing style.

John and Jan Sauter

Jeffery Bullock
6800 Apple Hill Drive
Ypsilanti, MI 48197

May10, 2019

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti
7200 South Huron River Drive
Ypsilanti, Michigan 48197

Re: Background of Bullock's Munger Road Property

Dear Ms. Roe:

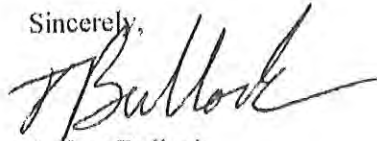
This letter is to inform the Township Board the history of our vacant property off of Munger Road. We purchased this land from Mr. T.R. Stumbo in 2002. We were told before purchasing the parcels that there was a possible easement for access to Munger Road. The mortgage survey completed at the time stated that the easement was not recorded properly. Therefore, we would not be able to have access to Munger Road from the vacant land.

The easement that does exist is a 66 foot wide area all the way to Textile Road. This easement eventually ends on top of Tyrone Drive. Since that time the Aspen Ridge subdivision was built between our easement and Munger Road. If we were to use this easement, we would surely upset many of our neighbors in the subdivision and other property owners. We do not want to cause any problems if we can help it.

It is important to note that in 1984 the Township Board approved these parcels for two houses with 80 feet of frontage on a 22 foot wide private road. The approval letter from the Township Board is enclosed.

The natural solution to this easement problem is to find another way to access our property. In order to prevent issues related to the Aspen Ridge subdivision, the proposed Sauter Drive in conjunction with the proposed driveway easements to our vacant land would solve this problem. We are happy to work with the Sauters on this project to make our community a better place for all.

Sincerely,



Jeffery Bullock

ENCLOSURES (2)

YPSILANTI TOWNSHIP

ZONING BOARD OF APPEALS

YPSILANTI TOWNSHIP CIVIC CENTER • 7200 SOUTH HURON RIVER DRIVE • YPSILANTI, MICHIGAN 48197

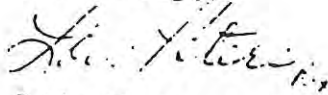
August 16, 1984

Mr. T.R. Stumbo
1720 Grove Road
Ypsilanti, MI 48197

Dear Mr. Stumbo:

At its regular meeting on August 15, 1984, your request for variance of the 80' frontage requirement down to 22' to allow a private easement to two, 10-acre parcels for the purpose of building ONE residence on EACH parcel on property known as YP.30-8 was approved.

Sincerely,

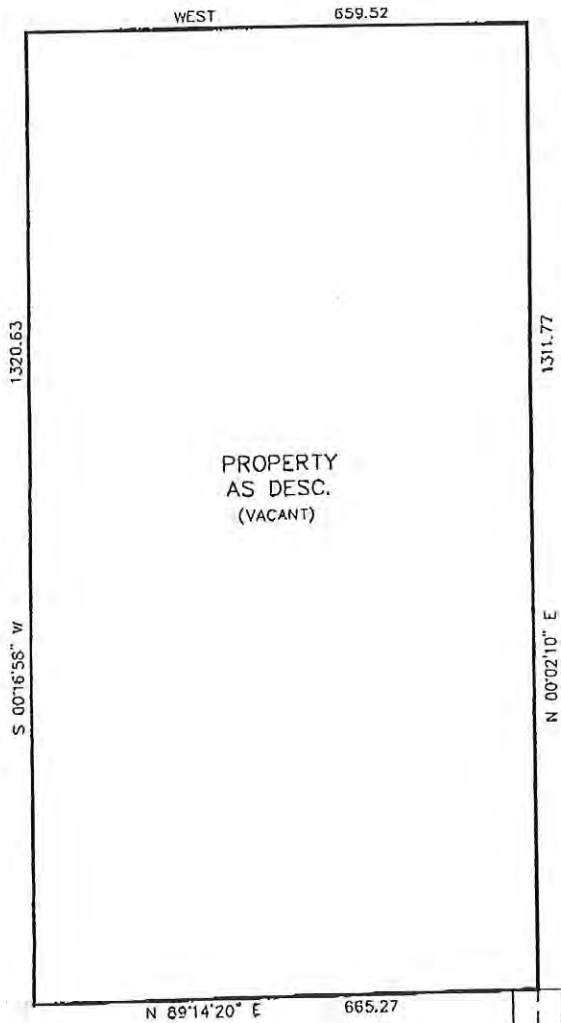


Lois Peters, Secretary
Zoning Board of Appeals

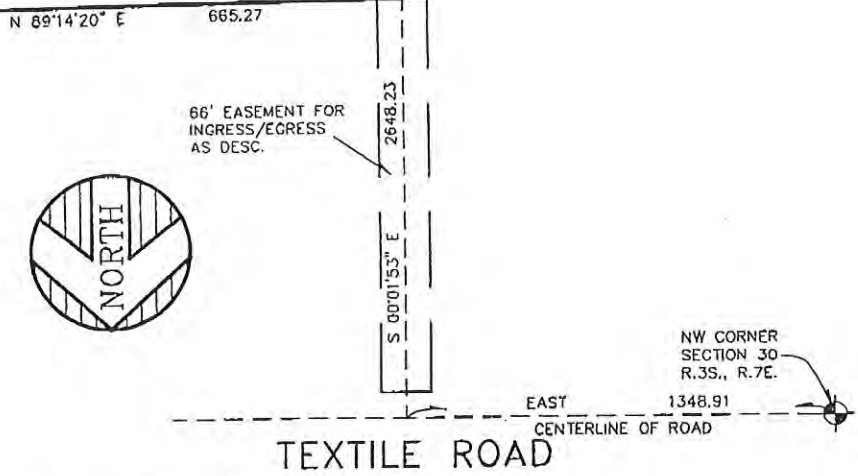
LP/bj

cc: Wm. J. Bradley
Richard Spencer

MORTGAGE SURVEY



Certified to: REACH, RANNEY, AND CARPENTER
 Applicant: JEFFERY AND KIMBERLY BULLOCK
 Property Description:
 SEE PAGE 2 OF 2



NW CORNER SECTION 30 R.3S., R.7E.

EAST 1348.91
 CENTERLINE OF ROAD
TEXTILE ROAD

CERTIFICATE: We hereby certify that we have surveyed the above-described property in accordance with the description furnished for the purpose of a mortgage loan to be made by the forementioned applicants, mortgagor, and that the buildings located thereon do not encroach on the adjoining property, nor do the buildings on the adjoining property encroach upon the property heretofore described, except as shown. This survey is not to be used for the purpose of establishing property lines, nor for construction purposes, no stakes having been set at any of the boundary corners.

PAGE: 1 of 2

A. R. Schnader P.E.

JOB NO: 02-62298 SCALE: 1"=200'
 DATE: 05-10-02 DR BY: DRU/SLD/MLB

KEM-TEC
 LAND SURVEYORS

22556 Gratiot Avenue
 Eastpointe, MI 48021-2319
 (810) 772-2222
 FAX: (810) 772-4048



KEM-TEC WEST
 LAND SURVEYORS

800 E. STADIUM
 Ann Arbor, MI 48104-4355
 (734) 994-0888 * (800) 433-6133
 FAX: (734) 994-0887

MORTGAGE SURVEY

Certified to: REACH, RANNEY, AND CARPENTER

Applicant: JEFFERY AND KIMBERLY BULLOCK

Property Description:

Land situated in the Township of Ypsilanti, County of Washtenaw, State of Michigan, described as follows:

Part of the Southwest 1/4 of Section 30, Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County, Michigan, and being described as: Beginning at a point on the East and West 1/4 lines of said Section 30, said point being East 1348.91 feet along the North line of said Section 30 and South 00 degrees 01 minutes 53 seconds East 2648.23 feet from the Northwest corner of said Section 30; thence North 89 degrees 14 minutes 20 seconds East along said East and West 1/4 line 665.27 feet to a point; thence South 00 degrees 16 minutes 58 seconds West 1320.63 feet to a point; thence West 659.52 feet to a point; thence North 00 degrees 02 minutes 10 seconds East 1311.77 feet to the Point of Beginning.

Also an easement described as: Commencing at the Northwest corner of Section 30, Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County, Michigan; thence East along the North line of said Section and the centerline of Textile Road 1381.91 feet; thence South 00 degrees 01 minutes 53 seconds East 33.0 feet for a Place of Beginning; thence continuing South 00 degrees 01 minutes 53 seconds East 2615.23 feet to the East and West quarter line of said Section; thence South 89 degrees 14 minutes 20 seconds West 33.0 feet; thence North 89 degrees 57 minutes West 33.00 feet; thence North 00 degrees 01 minutes 53 seconds West 2615.23 feet; thence East parallel to the North line of said Section 66.0 feet to the Place of Beginning. Being a part of the Northwest quarter of Section 30, Town 3 South, Range 7 East, Washtenaw County, Michigan.

CERTIFICATE: We hereby certify that we have surveyed the above-described property in accordance with the description furnished for the purpose of a mortgage loan to be made by the forementioned applicants, mortgagor, and that the buildings located thereon do not encroach on the adjoining property, nor do the buildings on the adjoining property encroach upon the property heretofore described, except as shown. This survey is not to be used for the purpose of establishing property lines, nor for construction purposes, no stakes having been set at any of the boundary corners.

J. R. Schradler P.E.

JOB NO: 02-62298 SCALE: 1"=200'
DATE: 05-10-02 DR BY: DRU/SLD/MLB

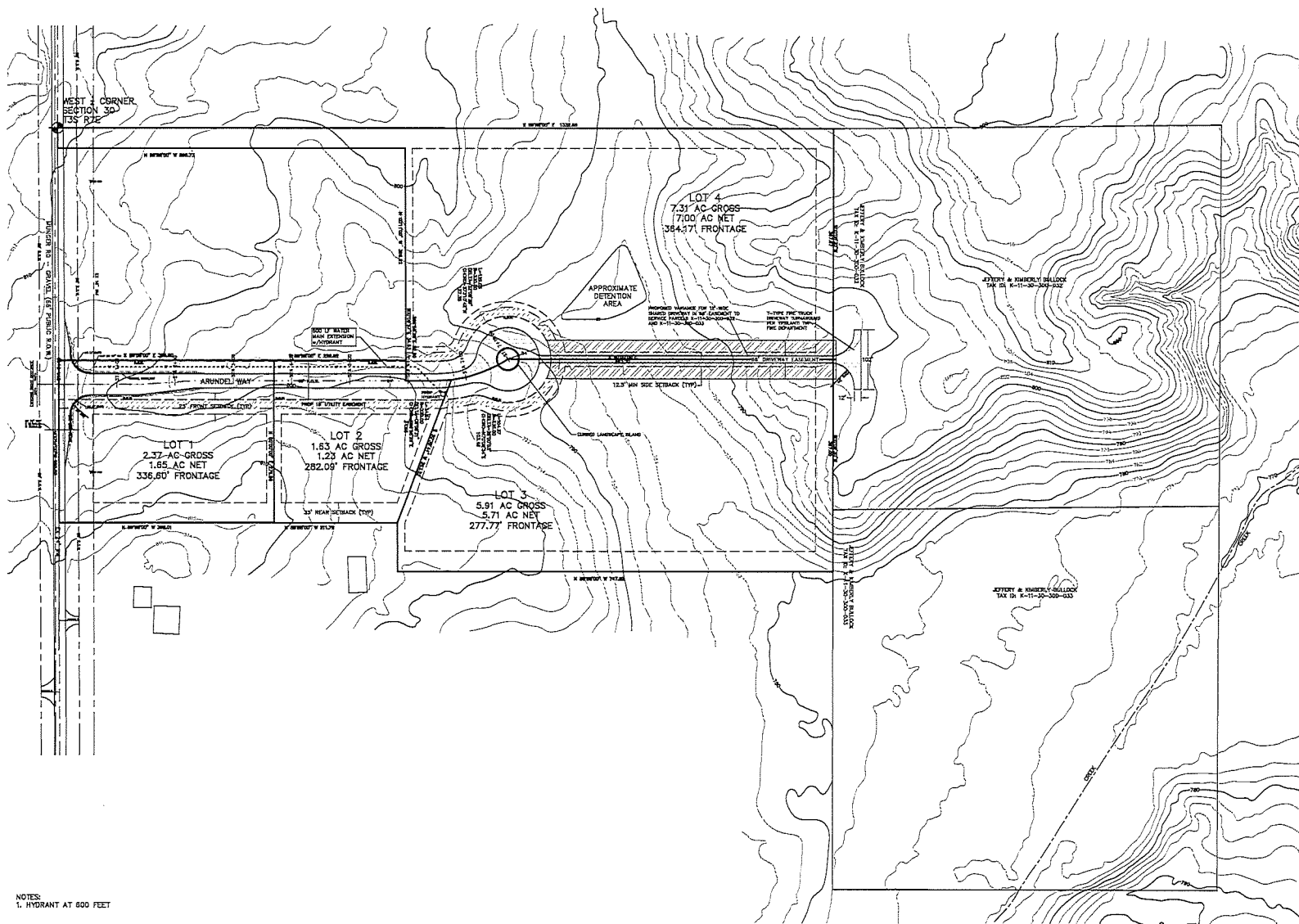
KEM-TEC
LAND SURVEYORS

22556 Grotot Avenue
Eastpointe, MI 48021-2319
(810) 772-2222
FAX: (810) 772-4048



KEM-TEC WEST
LAND SURVEYORS

800 E. STADIUM
Ann Arbor, MI 48104-4355
(734) 994-0888 * (800) 433-6133
FAX: (734) 994-0667



NOTES:
1. HYDRANT AT 800 FEET

BEFORE YOU DIG
CALL MISS DIG
503-482-7171

**SAUTER FAMILY
DEVELOPMENT**

ARUNDEL WAY
PRIVATE ROAD

OWNER:
JOHN SAUTER
1515 PATRICIA AVE.
ANN ARBOR, MI 48103
PH: (734) 904-2313
jsauter@gmail.com

ENGINEER:
ENGINEERING TECHNOLOGIES
CORPORATION
802 PHOENIX DRIVE
ANN ARBOR, MI 48108
TEL: (734) 944-2020
FAX: (734) 868-3824
WCOUNSINGETCINC.COM
WWW.ETCINC.COM



SCALE: 1"=80'

DESIGNER: JPC
DRAWN BY: ETC
PROJECT: SAUTER FAMILY
PATH NAME: Sauter Family 2018
X-REFS: LIST ALL PREFS

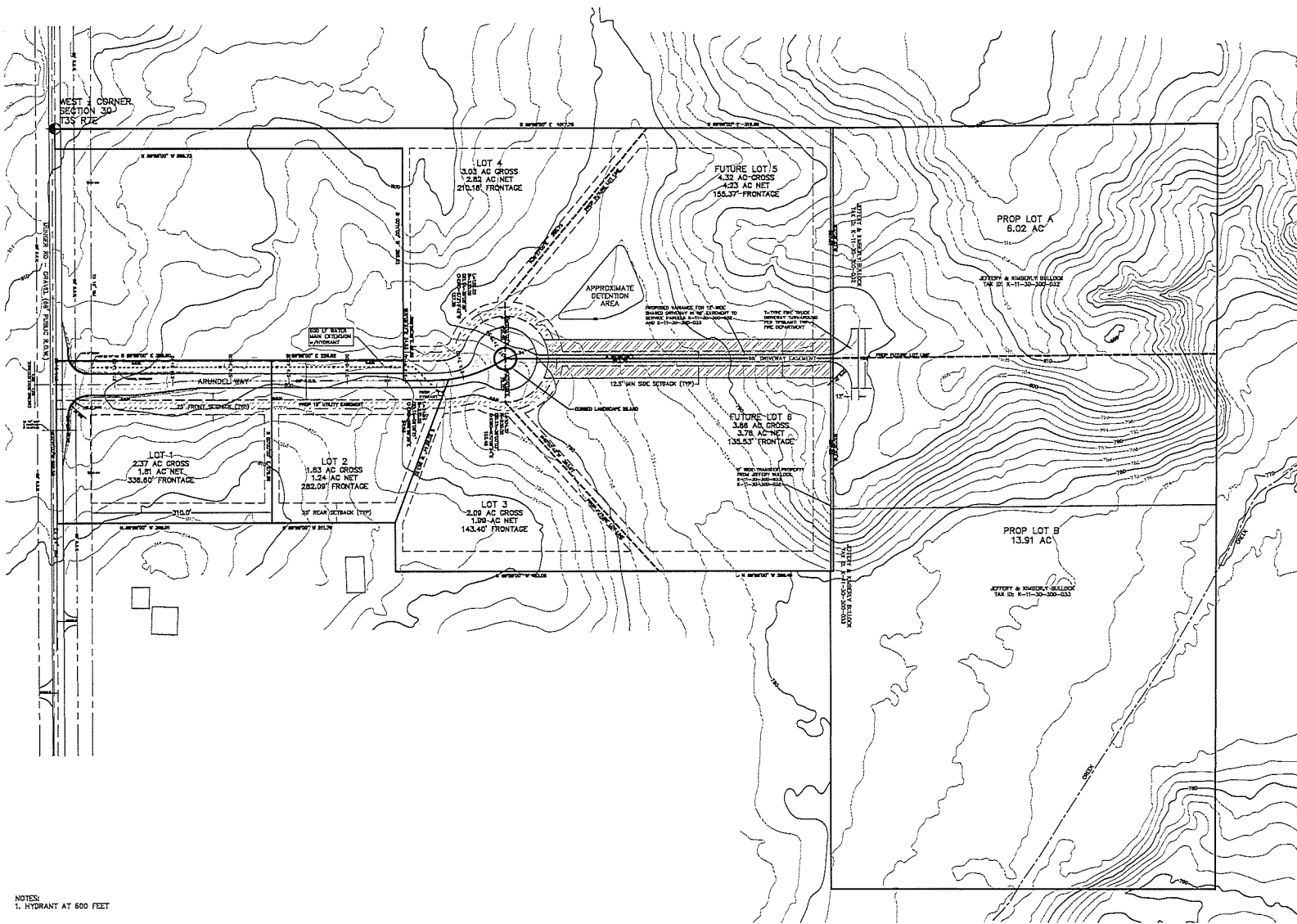
REVISIONS:		
NO.	DESCRIPTION	DATE

DRAWING TITLE:
VARIANCE PLAN

DATE:
10 OCTOBER 2019

SHEET NO.:
1

Engineering
Technologies
CORPORATION
© 2019 ENGINEERING TECHNOLOGIES CORPORATION
89794



NOTES:
1. HYDRANT AT 600 FEET

BEFORE YOU DIG
CALL MISS DIG
800-462-7177

SAUTER FAMILY
DEVELOPMENT

ARUNDEL WAY
PRIVATE ROAD

OWNER:
JOHN SAUTER
1515 PATRICIA AVE.
ANN ARBOR, MI 48103
PH: (734) 504-2313
jsauter@gmail.com

ENGINEER:
ENGINEERING TECHNOLOGIES
CORPORATION
602 PHOENIX DRIVE
ANN ARBOR, MI 48108
TEL: (734) 944-2020
FAX: (734) 858-3824
WWW.ETCINC.COM



SCALE: 1"=80'

DESIGNER: JPC
DRAWN BY: ETC
PROJECT: SAUTER FAMILY
PATH NAME: Sauter Family Site 2018
X-REFS: LIST ALL XREFS

REVISIONS:		
NO.	DESCRIPTION	DATE

DRAWING TITLE:
FUTURE
DEVELOPMENT PLAN

DATE:
10 OCTOBER 2019

SHEET NO.:

2

Engineering
Technologies
CORPORATION
© 2019 ENGINEERING TECHNOLOGIES CORPORATION

October 25, 2019

Ms. Charlotte Wilson
Planning & Development Coordinator
Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

RE: **Sauter Family – Private Road**
Private Road Variance Review

Dear Ms. Wilson:

We have completed our latest private road variance review for the above referenced project with plans dated October 10, 2019 and were received by OHM Advisors on October 16, 2019. From an engineering perspective we take no exception to the two (2) following proposed variances being requested:

1. Variance to Ordinance No. 97-174. Section 40, 12-16-97 Chapter 47 of the Private Road Ordinance Section 47-29(i) to allow a single access private road 780 feet long.
2. Variance to Ordinance No.2003-311 3-4-03 Chapter 47 of the Private Road Ordinance Section 47-28.1(a) to allow a single paved driveway to serve two single family residences within a 66' wide private easement and waive the lot frontage requirements for the landlocked property.

Please note that a full detailed engineering review will need to still be submitted and applicable permits will need to be obtained prior to construction. A brief description of the project has been provided below (Section A), followed by a summary of anticipated permits and approvals needed prior to construction (Section B).

A. **PROJECT AND SITE DESCRIPTION**

The existing site is located at 6501 and 6575 Munger Road. The applicant is currently proposing four (4) land divisions, as well as a private road, and an additional future split for a total of six (6) parcels. The site plan was previously reviewed on April 22, 2019 as a preliminary site plan review. Since that submission, the applicant is proposing to extend their original road, as a shared driveway, to traverse through the eastern property line. This will connect the applicant's eastern neighbors (Jeffery and Kimberly Bullock) to Munger Road via the Sauter Family private road access.

B. **ANTICIPATED PERMITS & APPROVALS NEEDED PRIOR TO CONSTRUCTION**

As presented in our April 22, 2019 site plan review letter, outside agency reviews and permits will be required for the project prior to commencing construction; however, these permits, and approvals have no effect on the two (2) variances requested. The applicant shall review previous comments issued and contact this office prior to an engineering review submittal. Copies of any correspondence between the applicant and the review agencies, as well as the permit or waiver, shall be sent to both the Township and OHM Advisors (email: elliott.smith@ohm-advisors.com).



Should you have any questions regarding this matter, please contact this office at (734) 466-4580.

Sincerely,
OHM Advisors

Matthew D. Parks, P.E.

Elliot R. Smith

MDP/ERS/ljm

cc: Mike Radzik, Township Community Standards Director
Brenda Stumbo, Township Supervisor
Karen Lovejoy Roe, Township Clerk
Larry Doe, Township Treasurer
Tammie Keen, Township Deputy Supervisor
Lisa Stanfield, Township Deputy Clerk
Nancy Wrybkowski, Township Community Standards Executive Coordinator
Doug Winters, Township Attorney
Ken Cousino, Engineering Technologies Corporation
Brendan Cousino, Engineering Technologies Corporation
John Sauter, Developer/Purchaser, 1515 Patricia Ave., Ann Arbor, MI 48103
File

P:\0000_0100\SITE_YpsilantiTwp\2018\0098181130_Private Road - Sauter Family\MUNI\01_SITE\Preliminary Variance Review_Review #4\Private Road_Variance_Review_Letter_Final.docx

Zimbra

cwilson@ytown.org

RE: Private Road Variances - SPR #4 - Sauter/Bullock Family

From : Scott Westover <SWestover@ycua.org>
Subject : RE: Private Road Variances - SPR #4 - Sauter/Bullock Family
To : Charlotte Wilson <cwilson@ytown.org>
Cc : Michael Radzik <mradzik@ytown.org>

Fri, Oct 25, 2019 12:50 PM

2 attachments

It looks like it is back to the original, with a water main that satisfies YCUA standards.

Lots 1, 2, 3 and 4 will have access to connect to the water main. The parcels east of lots 3 and 4 will not have access to connect to the water main.

Let me know if there are any questions.

SCOTT WESTOVER | Engineering Manager
Telephone: (734) 484-4600 ext. 220 | Facsimile: (734) 484-3369
swestover@ycua.org

Ypsilanti Community Utilities Authority
2777 State Road | Ypsilanti, Michigan USA 48198-9112
www.ycua.org

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From: Charlotte Wilson [mailto:cwilson@ytown.org]
Sent: Friday, October 25, 2019 10:59 AM
To: Scott Westover <SWestover@ycua.org>
Cc: Michael Radzik <mradzik@ytown.org>
Subject: Re: Private Road Variances - SPR #4 - Sauter/Bullock Family

Good morning Scott,

I know you and Mike spoke about the subject project. Do you have a written review to provide?

Thank you,
Charlotte M. Wilson, AICP
Planning and Development Coordinator

Office of Community Standards
734-485-3943
Tilden R. Stumbo Civic Center
7200 S. Huron River Dr.
Ypsilanti, MI 48197

From: "Charlotte Wilson" <cwilson@ytown.org>
To: "Elliot Smith" <Elliot.Smith@ohm-advisors.com>, "Matt Parks" <matt.parks@ohm-advisors.com>, "Benjamin Carlisle" <bcarlisle@cwaplan.com>, "Megan Masson-Minock" <mmasson-minock@cwaplan.com>, "Brian McCleery" <bmcclery@ytown.org>, "Doug/Dennis Winters/McLain" <mcwinlaw@gmail.com>, "Jeff Castro" <JCastro@ycua.org>, "Scott Westover" <SWestover@ycua.org>, "Daniel Kimball" <dkimball@ytown.org>, "Eric R. Copeland" <ecopeland@ytown.org>
Cc: "Michael Radzik" <mradzik@ytown.org>, "Karen Lovejoy Roe" <klovejoyroe@ytown.org>, "Lisa Stanfield" <Istanfield@ytown.org>
Sent: Wednesday, October 16, 2019 11:30:27 AM
Subject: Private Road Variances - SPR #4 - Sauter/Bullock Family

Good morning,

The Sauter/Bullock private road variances application is complete and ready for pick-up/distribution.

Please reply as soon as possible to let me know if you are able to complete a review by **Wednesday, October 23 (one-week from today)**.

Thank you,
Charlotte M. Wilson, AICP
Planning and Development Coordinator

Office of Community Standards
734-485-3943
Tilden R. Stumbo Civic Center
7200 S. Huron River Dr.
Ypsilanti, MI 48197



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CHARTER TOWNSHIP OF YPSILANTI FIRE DEPARTMENT

BUREAU OF FIRE PREVENTION

222 South Ford Boulevard, Ypsilanti, MI 48198



October 25, 2019

Charlotte Wilson, Township Planner
Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

RE: Preliminary (non-residential) Site Plan Review #4
Project Name: Private Road – Sauter Family
Project Location: 6501 – 6575 Munger Road
Plan Date: 7/12/2019
Project Number:
Applicable Codes: IFC 2012
Contractor: Engineering Technologies Corporation
Contractor Address: 802 Phoenix Drive Ann Arbor, MI 48108

Status of Review

Status of review: Approved as Submitted

IFC 2012 section B105.1 One- and two-family dwellings.

The minimum fire-flow and flow duration requirements for one- and two-family dwellings having a fire-flow calculation area that does not exceed 3,600 square feet (344.5 m²) shall be 1,000 gallons per minute (3785.4 L/min) for 1 hour. Fire-flow and flow duration for dwellings having a fire-flow calculation area in excess of 3,600 square feet (344.5m²) shall not be less than that specified in Table B105.1.

IFC 2012 C105.1 Hydrant spacing.

The average spacing between fire hydrants shall not exceed that listed in Table C105.1

TABLE C105.1

NUMBER AND DISTRIBUTION OF FIRE HYDRANTS

Fire Flow Requirements GPM	Minimum Number of Hydrants	Average Spacing Between Hydrants (FEET)	Maximum Distance from any Point on Street or Road
1,750 or less	1	500	250

Comments: According to the IFC 2012, hydrants shall be spaced along roads, either public or private, at 500 foot intervals. Between two nearby hydrants, intervals are calculated along the centerline of the road. The proposed plan set requires an additional hydrant between the existing Munger Road hydrant and the proposed hydrant at STA 6+60; however, the Authority Having Jurisdiction (AHJ) will allow a variance for the single hydrant at STA 6+60.

CHARTER TOWNSHIP OF YPSILANTI FIRE DEPARTMENT

BUREAU OF FIRE PREVENTION

222 South Ford Boulevard, Ypsilanti, MI 48198

IFC 2012 503.1.1 Buildings and facilities.

Approved fire apparatus **access roads** shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

IFC 2012 507.5.1 Where required.

Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

In order to protect lives and property, I recommend the installation of NFPA 13 D automatic sprinkler systems in those houses that exceed 150 feet from an approved access road and/or exceed 400 feet distance from nearest hydrant.

Respectfully submitted,



Dan Kimball, Fire Marshal
Charter Township of Ypsilanti Fire Department
CFPS, CFI II, CFPE

PUBLIC COMMENTS

CONSENT AGENDA

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 WORK SESSION MEETING

Supervisor Stumbo called the meeting to order at approximately 4:58 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

Members Present: Supervisor Stumbo, Clerk Lovejoy Roe, Treasurer Doe,
Trustees: Eldridge, Jarrell Roe, Ross-Williams, and Wilson

Members Absent: none

Legal Counsel: Wm. Douglas Winters

1. PROCLAMATION HONORING THE SALINE TWIRLETTES

Clerk Lovejoy Roe read the Proclamation honoring the 2019 Saline Twirlettes Baton Twirling Team who competed at the Grand Nationals Baton Twirling Championship and earned a position on the 2020 Team USA World. The Proclamation was presented to members of the Saline Twirlettes by the Township Board and photos were taken (see attached).

2. 2020 BUDGET REVIEW

a. FUND 230 – RECREATION

Angela Verges, Recreation Services Manager, stated she was happy to be working with the new Residential Services Director, Mike Hoffmeister. She said he has suggested some fresh ideas for the Recreation Department and she said she was excited about the new changes they are implementing. She said they have already made changes this fall by focusing on marketing, working on forming relationships in the community, and sponsorships. She said some of the staff have attended PTO meetings this fall at area schools speaking with them about the programs offered at the Community Center. She said they would also highlight some of the programs offered at the Community Center this winter on the Winter Tax Bill which will go out to residents in December 2019. She said the Recreation Department brought in about \$7,000.00 in revenue from the Rosie the Riveter Craft Show and the Wake Board Competition over the summer.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 WORK SESSION MEETING
PAGE 2**

Supervisor Stumbo asked if the mobile app was up and running yet. Angela Verges stated they would be here in November to get the department up and running with the app.

Clerk Lovejoy Roe said she was concerned that we are budgeting revenue higher in 2020 than what it appears will be collected in 2019.

Supervisor Stumbo stated youth sports year to date was \$56,000.00 but it was budgeted \$69,000.00. Ms. Verges stated they would be getting revenue in from basketball registration. She said they receive most of those funds in December for the season that begins in January. She said dance would do the same.

Clerk Lovejoy Roe said that between the revenue and the expenditures at the Parks we only cleared \$4,000.00. She said that was a small amount of revenue for all the work it is and for the additional staff. She suggested initiating the same system the state parks instituted by having people purchase their passes ahead of time and if they come to the park without a pass a Park Ranger would require them to pay.

Mike Hoffmeister, Residential Service Director stated they are hoping to send more park rentals to the parks where they are staffing gate attendants. He said they are also considering using credit cards at the gatehouses.

Trustee Jarrell Roe suggested sending out exit surveys to see why participants are not returning to the community center.

Ms. Verges stated they have a volunteer who is working towards a Masters' Degree in recreation and she has been putting together a survey which will ask questions about what programs residents like and suggestions for future programs.

Trustee Ross-Williams suggested advertising to lease out the baseball fields.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 WORK SESSION MEETING
PAGE 3**

Trustee Eldridge stated that Recreation is requesting just under \$480,000.00 for the 2020 Budget to come from the BSR Fund. He said it is about 61% of the revenue that they were expecting. He asked if the funds were budgeted based on the revenue they know they can bring in, wouldn't that be a more appropriate way to do it. He said recreation looks like it would bring in about 38%. Trustee Eldridge said he would like to budget what they think they can make not what they are borrowing from another fund.

Supervisor Stumbo stated that historically Recreation, Golf Course, Compost Site, and 14B Court were in the General Fund but she said they are now budgeted independently so they could track them better. She said she sees Recreation and Parks as a service to our residents. Supervisor Stumbo stated Recreation was asking for less than they did last year. She said the BSR Fund is for bike paths, sidewalks, recreation and roads so the BSR Fund includes Recreation.

Ms. Verges said they want to continue to provide quality programs to residents, especially keeping the cost low enough so all our residents who want to participate can do so. She said if they do not have the funding through the BSR Fund they may not be able to provide that service.

Supervisor Stumbo stated she feels having the gate attendant at the Parks is also a safety issue. She said she liked the idea of taking credit cards as payment.

Clerk Lovejoy Roe indicated the attendants are at the gatehouse and could be checking on the entire park instead of just being at the gatehouse.

Trustee Ross-Williams stated she has seen improvement with marketing for the programs that are offered at the Community Center.

**b. FUND 584 – GOLF COURSE/GREEN OAKS TAVERN LICENSE
APPLICATION**

Clerk Lovejoy Roe stated they put the tavern license on the agenda because Kirk Sherwood needed to know if the board supported seeking a license before moving forward.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 WORK SESSION MEETING
PAGE 4**

Mr. Sherwood stated it was more expensive to get a liquor license as opposed to a beer/wine license. He said he would only want a beer/wine license at this time.

Trustee Eldridge asked if the patrons could bring in their own alcohol.

Mr. Sherwood said it would be stated on the gate because it was a state law that they would not be allowed to bring their own alcohol.

Trustee Eldridge suggested getting the full license so if down the line we would like to have a full service bar it would already be in place.

Mr. Sherwood stated if we have a tavern license and we have a beverage cart on the golf course and have a bar in the community center it would be considered one bar. He said that was not the case if we have a Class C liquor license.

Clerk Jarrell Roe asked about the quality of beer and wine and agreed with Trustee Eldridge to apply for the full service license.

Mr. Sherwood stated he would sell what the golfers were interested in as long as it was beer or wine.

Treasurer Doe asked if you had a Class C license and sent a beverage cart onto to golf course was that another \$300.00 for the year.

Mr. Sherwood said it would be for a year. He said if you had a beverage cart and a bar in the community center it would cost an extra \$600.00 for the year with a Class C license, but it would be no additional charge for a Tavern license.

Supervisor Stumbo suggested we should get a Class C license so when we have events at the community center it might attract more events if we were able to provide a full-bar.

Mr. Sherwood said this was the best year he has had since he became the Superintendent at the Golf Course. He said he has had help from Robin Castle-Hine and Mike Hoffmeister. He said his projection was to have about 26,000

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 WORK SESSION MEETING
PAGE 5

rounds of golf this year and currently they have had 26,280 rounds. He said as of today the golf course made \$550,000.00 in revenue this year. He said they are up \$65,000.00 in revenue from last year. He said he had an excellent staff this year who have helped in making it a great year for Green Oaks. He said that currently this year they have not used the \$125,000.00 that was added to their account in February from the BSR Fund. He said as of September they are up \$9800.00 without it. He said they would probably dip into it by December. He said the Golf Course is headed in the right direction.

Trustee Eldridge stated that Mr. Sherwood was doing a great job at the Golf Course but he said his concern has always been whether the Golf Course would ever take in enough revenue without having to be subsidized from BSR. He said he has never hoped that the Golf Course would close only that it would stand on its' own.

Treasurer Doe stated they are up \$70,000.00 to \$80,000.00 from 2017 and that was a direct reflection from the hard work from the entire staff at the Golf Course.

Trustee Eldridge stated he would suggest the Golf Course put an electronic sign out in front and the Board should look into it and take the money to pay for it from a different budget.

All the Board Members agreed Kirk Sherwood should apply for a Class C License.

c. FUND 236 – 14B DISTRICT COURT

Magistrate Nelson stated their revenues have declined due to a down turn in tickets and cases being file by the Sheriffs' Department and the State Police. He said their civil filings were up a little but they were still staying flat. Magistrate Nelson stated on the expenditure side they were staying flat on the line items they have control over.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 WORK SESSION MEETING
PAGE 6

Clerk Lovejoy Roe stated the Court had a transfer from fund balance and a lot of that was for operations. She said she wondered what their plan was for operating in the future to reduce the \$125,000.00 expenses over revenue.

Magistrate Nelson stated it all comes down to revenue because their expenditures, as far as personnel goes, was ran as tight as they could. He said they no longer receive a grant that they had received for many years for a Probation Officer that they split with the 15th District Court. He said they were replacing it with a full-time Probation Officer, which would benefit the Court, but it would be an additional expense for the Court budget.

Trustee Jarrell Roe said she saw on the monthly report that drunk driving tickets were up. She wondered why that happened was there more drunk drivers or just better patrolling by law enforcement.

Magistrate Nelson said he did not know why it spiked in one month and said he would have to speak to the Sheriffs' Department. He said drunk driving has increased over the years. He said if the drivers end up being charged they would not come to the court for several months.

Trustee Jarrell Roe asked if he had any conversations with the Sheriff about budgeting.

Magistrate Nelson stated he had talked with Lt. Marocco.

Supervisor Stumbo stated the goal has always been making the community safe not trying to write speeding or drunk driving tickets. She said she has authorized hiring additional law enforcement officers but they have not hired anyone at this time. She said they hoped to have them hired by January 2020.

Supervisor Stumbo asked if the board would agree, they could move the Public Defense expense as well as the Prosecution expense into the General Fund.

Trustee Jarrell Roe stated that last year we authorized some improvements to 14B Court and she asked Magistrate Nelson what else they needed. Magistrate Nelson

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 WORK SESSION MEETING
PAGE 7**

said they need to purchase security screening equipment and would be bringing that back to the Board when they were ready.

Trustee Wilson asked if there were potential grants that would help pay for the screening equipment.

Magistrate Nelson stated the grants that he had found so far were for law enforcement which they did not qualify for but he would continue to the investigate grant funding.

d. FUND 252 – HYDRO

Mike Saranen, Hydro Director stated revenue was up about 25% and the expenditures were down. He said this year they split a position between Hydro and Safety work with Human Resources. He said they created a new full time position for a Hydro Operator. He said in 2020 the 5 year inspection report must be completed and replacement of a PLC which was like the brain for the generators would be scheduled.

Supervisor Stumbo stated the transfer from the General Fund was the dollars that were escrowed by DTE when the contract with DTE was negotiated. She reported DTE was releasing \$80,000.00 a year from the escrow account. She said DTE would pay that amount back each year for the next 9 years. She said it was transferred from the General Fund but it was actually revenue generated from Hydro over the years.

Mike Saranen stated this year they did a cost estimate for Ford Lake Park on two sites that have shoreline instability. He said part of the Hydro's license agreement required that every 5-6 years they do a survey of all the shorelines around Ford Lake. He said on the township property we need to show due-diligence to help reduce shore erosion and help protect the land around the lake from wave action. He said he would go over the report with the Supervisor and see how the Township wanted to plan for the future abatement of the erosion.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 WORK SESSION MEETING
PAGE 8**

The Work Session adjourned at 6:49PM

Respectfully Submitted,

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 REGULAR MEETING**

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

Members Present: Supervisor Stumbo, Clerk Lovejoy Roe, Treasurer Doe
Trustees: Stan Eldridge, Heather Jarrell Roe
Jimmie Wilson, Jr., and Monica Ross-Williams

Members Absent: none

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS - none

CONSENT AGENDA

A. MINUTES OF THE OCTOBER 1, 2019 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

- 1. STATEMENTS AND CHECKS FOR OCTOBER 15, 2019 IN THE AMOUNT OF \$672,812.60**
- 2. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR SEPTEMBER 2019 IN THE AMOUNT OF \$18,434.76**
- 3. CHOICE HEALTH CARE ADMIN FEE FOR SEPTEMBER 2019 IN THE AMOUNT OF \$1,169.00**

C. SEPTEMBER 2019 TREASURER'S REPORT

Trustee Eldridge stated he liked how his comments from the last meeting were reflected in the minutes almost verbatim and he said he would like for all the minutes to be verbatim so the residents could read exactly what was said at the meetings by everyone.

Clerk Lovejoy Roe stated she did the minutes from last meeting and said that it took her 4 days. She said she respectfully asked that her department not do the minutes verbatim since there is a recording of the complete meetings. She said if anyone asked that they wanted a particular response verbatim we would be happy to do so but to do it all would be time consuming.

Supervisor Stumbo stated she would like more information reported in the minutes.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 REGULAR MEETING
PAGE 2**

Arloa Kaiser, Township Resident stated she would like the meeting minutes written verbatim.

Trustee Ross-Williams would like the meetings written verbatim. She said she would like video in the future.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Consent Agenda.

The motion carried unanimously.

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters stated they may have a four year contract with the Firefighters and he would bring that to the board on November 19, 2019. He said having a four year contract would help with budgeting.

Attorney Winters stated that Sheriff Clayton has sent an email stating that they were contributing \$100,000.00 to the cost of the new generator at the Law Enforcement Center on Huron St.

Attorney Winters stated he would like the board to considered rescinding the contract with Gibraltar Construction for the Schooner Cove Bus Stop. He said that Gibraltar has not completed any of the paperwork that is required for them to begin construction.

Attorney Winters stated that the skateboard park that is being constructed in the Township would enhance the quality of recreation in the Township.

Attorney Winters stated that the partnership did not work out with Vayu. He said we were successful in obtaining the insurance but Vayu ran into a glitch with the FAA.

Attorney Winters stated they were still working on the cleanup of Forbes Cleaners.

Attorney Winters stated they were working on the memorandum for the YMCA.

Attorney Winters stated we continue to have public nuisance cases. He said we continue to work in stopping the drug traffic in the Township and we continue to enforce padlocking known drug houses.

Supervisor Stumbo stated they would ask the board to rescind the contract with Gibraltar Construction.

Clerk Lovejoy Roe stated she would like to make it contingent on them not meeting their deadline tomorrow.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 REGULAR MEETING
PAGE 3**

Trustee Jarrell Roe asked if we would have to pay OHM to go out for bid again for this bus stop.

Clerk Lovejoy Roe stated we would need to pay OHM for soliciting bids and making a recommendation so the cost would be minimal.

It was agreed by the board to add this to the agenda.

NEW BUSINESS

1. RESOLUTION 2019-44, ROAD CLOSURE REQUEST FOR WARWICK DRIVE FOR NEIGHBORHOOD BLOCK PARTY

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to Approve Resolution 2019-44, Road Closure Request for Warwick Drive for Neighborhood Block Party (see attached).

The motion carried unanimously.

2. REQUEST AUTHORIZATION TO FILL THE VACANT PLANNING DIRECTOR POSITION

A motion was made by Trustee Eldridge, supported by Trustee Jarrell Roe to Approve the Request for Authorization to Fill the Vacant Planning Director Position.

Trustee Jarrell Roe said was excited about filling this position but she questioned the essential functions and the qualifications for this position and said she thought it needed to be clarified to ensure it was ADA acceptable.

Mike Radzik stated Karen Wallin reviewed it to make sure it was ADA compliant.

Trustee Jarrell Roe stated that she was positive the qualifications listed were not ADA complaint. She suggested a friendly amendment to change the language.

Supervisor Stumbo said she would review it to see what needed to be changed.

Clerk Lovejoy Roe suggested we increase both the experience required and the salary range to \$100,000.00. She recommended at least 10 years of experience including supervisory experience. Clerk Lovejoy Roe asked if the Planning Director should be under direction of the Supervisor.

Trustee Ross-Williams stated she agreed with the suggestions and would like a candidate with the experience to hit the ground running. She said the candidate should be able to implement the vision of our master plan. She agreed with Clerk Lovejoy Roe to change the qualifications for a candidate as well as the salary range.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 REGULAR MEETING
PAGE 4**

Trustee Wilson stated he agreed to the suggestions and would like Supervisor Stumbo to look into making those changes.

Mike Radzik, OCS Director stated they looked at all the comparable wage surveys which were available at MTA. He said they looked at townships that had comparable taxable value and population.

Supervisor Stumbo agreed to the higher range for experience.

Clerk Lovejoy Roe said she would like to add basic Economic Development to the list of responsibilities.

Supervisor Stumbo said she would have the recommendations and changes made to the Planning Director job description and send out to the board members for review.

The motion carried unanimously.

3. REQUEST FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 6214 TUTTLE HILL RD. AND 1521 HOLMES RD., 942 HUNTER, AND 413 N. HEWITT IN THE AMOUNT OF \$40,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023

A motion was made by Trustee Eldridge, supported by Trustee Jarrell Roe to Approve the Request for Authorization to Seek Legal Action if Necessary to Abate Public Nuisance for Property Located at 6214 Tuttle Hill Rd. and 1521 Holmes Rd., 942 Hunter, and 413 N. Hewitt in the Amount of \$40,000.00 Budgeted in Line item #101-950-000-801-023.

Trustee Ross Williams stated, for the record, she was thankful that 1521 Holmes Rd. was on the list because it was an extreme an eyesore for everyone.

Supervisor Stumbo stated these were properties where the owners would not comply.

Trustee Jarrell Roe said she has driven by 942 Hunter and the Ordinance Department tried to work with them but they had 24 complaints and the owner still would not comply.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 REGULAR MEETING
PAGE 5**

4. REQUEST AUTHORIZATION TO INCREASE PER PLAYER LEAGUE RATE FROM \$17.00 TO \$18.00 FOR GREEN OAKS GOLF COURSE

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Request for Authorization to Increase Per Player League Rate from \$17.00 to \$18.00 for Green Oaks Golf Course.

The motion carried unanimously.

5. REQUEST TO APPROVE TOWNSHIP BOARD POLICY WITH ADOPTION DATE OF OCTOBER 15, 2019

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Township Board Policy with Adoption Date of October 15, 2019 with changes as suggested (see attached).

Trustee Eldridge suggested the audio recordings from the meetings be posted on the website within 24 hours of the meetings.

The motion carried unanimously.

6. RESOLUTION 2019-45, A RESOLUTION AUTHORIZING THE CHARTER TOWNSHIP OF YPSILANTI TO PROVIDE MATCHING FUNDS FOR A TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION TO THE SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Resolution 2019-45, A Resolution Authorizing the Charter Township of Ypsilanti to Provide Matching Funds for a Transportation Alternatives Program Grant Application to the Southeast Michigan Council of Governments and the Michigan Department of Transportation (see attached).

Trustee Ross-Williams thanked Representative Ronnie Peterson for all his help in improving motorized and non-motorized transportation in Ypsilanti Township.

The motion carried unanimously.

7. REQUEST TO SET PUBLIC HEARING DATE OF NOVEMBER 19, 2019 AT APPROXIMATELY 7:00PM FOR THE 2020 FISCAL YEAR BUDGET

A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve Request to Set Public Hearing Date of November 19, 2019 at Approximately 7:00PM for the 2020 Fiscal Year Budget.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 15, 2019 REGULAR MEETING
PAGE 6**

8. BUDGET AMENDMENT #16

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Budget Amendment #16.

The motion carried unanimously.

AUTHORIZATIONS AND BIDS

1. REQUEST TO AWARD THE BID FOR A RIDING SPRAYER FOR GREEN OAKS GOLF COURSE TO SPARTAN DISTRIBUTORS IN THE AMOUNT OF \$32,153.06 BUDGETED IN LINE ITEM #212-970-000-977-000

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Request to Award the Bid for a Riding Sprayer for Green Oaks Golf Course to Spartan Distributors in the Amount of \$32,153.06 Budgeted in Line Item #212-970-000-977-000

Mike Hoffmeister, Residential Director explained the Sprayer they were currently using needed about \$5,000.00 worth of repairs and was being held together with duct tape.

The motion carried unanimously.

OTHER BUSINESS

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to rescind the award for the Schooner Cove Bus Shelter, Pad, and Sidewalk to Gibraltar Construction and to authorize going back out to bid.

The motion carried unanimously.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Adjourn.

The motion carried unanimously.

The meeting was adjourned at approximately 8:20PM.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2019-44

RESOLUTION REGARDING TEMPORARY ROAD CLOSURE

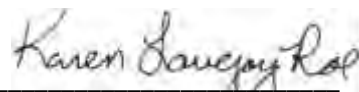
Resolution authorizing the temporary road closure of Warwick Dr. between Winterfield and Newbury for neighborhood block party on Friday, October 26, 2019 from 10:00am to 7:00pm.

WHEREAS, the Charter Township of Ypsilanti Board of Trustees has approved the temporary closure of Ypsilanti Township roads as indicated above; and

WHEREAS, the Driveways, Banners, and Parades Act 200 of 1969 requires the Township to authorize an official designated by resolution to make such request from the Road Commission.

NOW THEREFORE, BE IT RESOLVED that the Township of Ypsilanti Board of Trustees designates and agrees that Casey Ng-A-Fook, be the authorized official designee in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

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. 2019-44 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 15, 2019.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI
TOWNSHIP BOARD POLICY
Adopted October 15, 2019

1. Authority.

These Policies are adopted by the Board of the Charter Township of Ypsilanti pursuant to MCL 42.7.

2. Regular Meeting Agenda.

The Township Clerk may prepare the agenda of business for all regularly scheduled Township Board meetings. Any other Board member, representative of Township committees or Township staff desiring to place a matter on the agenda may notify the Clerk of such item by 4:00 pm the Monday preceding the 1st Monday before the next regular board meeting. Such items may be placed under the heading of “New Business” as appropriate. Board members can add items to the agenda before or during the meeting.

3. Distribution of Agenda and Materials.

Upon completion of the agenda the Clerk will post on the Township website the agenda and the board packet by the Wednesday before the regular scheduled meetings and no later than 24 hours before a Special Meeting. The Clerk may notify Board Members when the agenda and board packet are available on the website.

4. Order of Business.

The agenda may be arranged in the following order of business:

1. Call to Order
2. Pledge of Allegiance and Moment of Silent Prayer
3. Public Comments (limited to 3 minutes) **
4. Consent Agenda
 - A. Minutes
 - B. Statements and Checks
 - C. Treasurers Report
5. Attorney Report
6. Old Business
7. New Business
8. Authorization and Bids
9. Other Business
10. Board Member Updates

11. Adjournment

** Public Comments shall also be allowed on each agenda item (limited to 3 minutes)

5. Conduct of Meetings.

The Township Supervisor will moderate and chair all meetings of the Township Board. In the absence of the Supervisor the Clerk may assume the duties of the chair.

Board members wishing to speak shall first obtain the approval of the chair and each person who speaks shall address the chair. Other persons at the meeting shall not speak unless called on by the chair and shall address the chair only.

6. Parliamentary Authority.

Roberts Rules of Order shall govern all questions or procedure that are not otherwise provided by this policy or by state law.

7. Audio and Video Recordings.

Audio and/or Video Recordings when available will be posted on the website. Minutes of the Work Session and Regular Meetings may be posted on the website once approved by the Township Board

All Township Board Policies and parts of such insofar as they conflict with the provisions of these policies hereby are rescinded.

CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION 2019-45

A RESOLUTION AUTHORIZING THE CHARTER TOWNSHIP OF YPSILANTI TO PROVIDE MATCHING FUNDS FOR A *TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION* TO THE SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION

WHEREAS, the Charter Township of Ypsilanti supports the submission of an application titled "Huron Road Non-motorized Trail Segment" to the Transportation Alternatives Program to extend the trail from James L. Hart to the Huron Rd. bridge over I-94;

WHEREAS, the Charter Township of Ypsilanti Master Plan 2014-2019 and 2020-2040 calls for continued implementation of the trail network connecting the City of Ypsilanti and the Ypsilanti Township, in addition to completing the non-motorized trail network around Ford Lake along Huron Road; and

WHEREAS, the survey conducted as part of the Washtenaw County Parks and Recreation Commission's 2020-2024 Recreation Master Plan indicates that non-motorized trails are the top priority for amenities for Washtenaw County residents; and

WHEREAS, the development of this trail segment will provide greater access to transportation and recreation opportunities for Washtenaw County residents in both the City and Township of Ypsilanti; and

WHEREAS, the Charter Township of Ypsilanti seeks to augment the County's and Township's voter approved millage funding with outside financial grant assistance; and

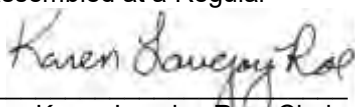
WHEREAS, Construction of Phase 1, Huron River Drive to Joe Hall Drive could be completed in 2020, the segment between Joe Hall Drive and James L. Hart currently exists, with this Phase 2 from James L. Hart Drive to Huron Road bridge over I-94 could be completed in 2021 and the Huron Road bridge over I-94 is currently in MDOT's CIP plan for 2022 construction; and

WHEREAS, Phase 1 of the Huron Road Trail (0.5 miles, Huron River Drive to Joe Hall) is currently being reviewed by Washtenaw County Parks and Recreation Commission Connecting Community funds in partnership with Ypsilanti Township funds for a 2020 or 2021 construction; and

WHEREAS, Phase 2 of the Huron Road Trail (0.2 miles) James L. Hart to I-94 and has an estimated construction cost of \$250,000,

NOW THEREFORE BE IT RESOLVED that the Charter Township of Ypsilanti hereby requests \$200,000 (two hundred thousand dollars 80.0%) from the Transportation Alternatives Program and agrees to furnish up to \$50,000 (fifty thousand dollars, 20.0%), as its share of the total construction cost of this project which is estimated to be \$250,000 (two hundred fifty thousand dollars), if a FY 2021 Transportation Alternatives Program grant is awarded to the Washtenaw County Road Commission.

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. 2019-45 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 15, 2019.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
2019 BUDGET AMENDMENT #16**

October 15, 2019

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND **Total Increase** \$2,327.00

Request to increase budget for PTO payout at 75% of the hours requested. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$2,327.00
		Net Revenues	<u><u>\$2,327.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	101-227-000-708.004	\$2,162.00
	FICA	101-227-000-715.000	\$165.00
		Net Expenditures	<u><u>\$2,327.00</u></u>

266 - LAW ENFORCEMENT FUND **Total Increase** \$2,472.00

Request to increase budget for PTO payouts at 75% of the hours requested. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	266-000-000-699.000	\$2,472.00
		Net Revenues	<u><u>\$2,472.00</u></u>
Expenditures:	Salary-Pay Out	266-301-000-708.004	\$2,296.00
	FICA&Medicare	266-301-000-715.000	\$176.00
		Net Expenditures	<u><u>\$2,472.00</u></u>

590 - COMPOST FUND **Total Increase** \$5,757.00

Request to increase budget for PTO payout at 75% of the hours requested. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	590-000-000-699.000	\$5,757.00
		Net Revenues	<u><u>\$5,757.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	590-590-000-708.004	\$5,349.00
	FICA	590-590-000-715.000	\$408.00
		Net Expenditures	<u><u>\$5,757.00</u></u>

Motion to Amend the 2019 Budget (#16)

Move to increase the General Fund budget by \$2,327 to \$10,996,151 and approve the department line item changes as outlined.

Move to increase the Law Enforcement Fund budget by \$2,472 to \$7,834,096 and approve the department line item changes as outlined.

Move to increase the Compost Fund budget by \$5,757 to \$812,684 and approve the department line item changes as outlined.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL BOARD MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:00p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

Members Present: Supervisor Stumbo, Clerk Lovejoy Roe, Treasurer Doe,
Trustees: Eldridge, Jarrell Roe, Ross-Williams, and Wilson

Members Absent: none

Legal Counsel: Wm. Douglas Winters

- 1. REQUEST TO SET A PUBLIC HEARING DATE OF NOVEMBER 19, 2019 AT APPROXIMATELY 7:15PM FOR A VARIANCE TO THE PRIVATE ROAD ORDINANCE SECTION 47-29, PRIVATE ROAD DESIGN STANDARDS, SUB-SECTION (L) FOR A 780 FOOT LONG PRIVATE ROAD, EXCEEDING THE MAXIMUM LENGTH OF 600 FEET BY 180 FEET, WITHOUT A SECOND MEANS OF ACCESS TO ANOTHER ROAD SYSTEM FOR SITES ZONED R-1, SINGLE FAMILY RESIDENTIAL, LOCATED AT 6575 MUNGER RD. PARCEL K-11-30-300-022, 6501 MUNGER RD. PARCEL K-11-30-300-001, 5287 MERRITT RD. PARCEL K-11-30-300-032, AND 5285 MERRITT RD. PARCEL K-11-30-30-033**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Request to Set a Public Hearing Date of November 19, 2019 at Approximately 7:15PM for a Variance to the Private Road Ordinance Section 47-29, Private Road Design Standards, Sub-Section (L) for a 780 Foot Long Private Road, Exceeding the Maximum Length of 600 Feet by 180 Feet, without a Second Means of Access to Another Road System for Sites Zoned R-1, Single Family Residential, Located at 6575 Munger Rd. Parcel K-11-30-300-022, 6501 Munger Rd. Parcel K-11-30-300-001, 5287 Merritt Rd. Parcel K-11-30-300-032, and 5285 Merritt Rd. Parcel K-11-30-30-033.

Attorney Winters suggested that once the Public Hearing on November 19, 2019 was conducted he said he would like to prepare a Resolution that states all the conditions the Board would require to be approved at the 1st meeting in December.

The motion carried unanimously.

- 2. REQUEST TO SET A PUBLIC HEARING DATE OF NOVEMBER 19, 2019 AT APPROXIMATELY 7:15PM FOR A VARIANCE TO THE PRIVATE ROAD ORDINANCE SECTION 47-28.1, PRIVATE DRIVEWAY DESIGN STANDARDS, SUB-SECTION (A) FOR ONE (1) PRIVATE DRIVEWAY TO ACCESS TWO (2) LOTS ZONED R-1, SINGLE FAMILY RESIDENTIAL WHERE ONLY ONE (1) LOT CAN BE ACCESSED BY A PRIVATE DRIVEWAY FOR SITES ZONED R-1, SINGLE FAMILY RESIDENTIAL, LOCATED AT 5287 MERRITT RD. PARCEL K-11-30-300-032 AND 5285 MERRITT RD. PARCEL K-11-30-300-033**

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL BOARD MEETING
PAGE 2**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Request to Set a Public Hearing Date of November 19, 2019 at Approximately 7:15PM for a Variance to the Private Road Ordinance Section 47-28.1, Private Driveway to Access Two (2) Lots Zoned R-1, Single Family Residential where only one (1) Lot can be Accessed by a Private Driveway for Sites Zoned R-1, Single Family Residential, located at 5287 Merritt Rd. Parcel K-11-30-300-032 and 5285 Merritt Rd., Parcel K-11-30-300-033.

The motion carried unanimously.

- 3. REQUEST APPROVAL OF AGREEMENT WITH WASHTENAW COUNTY FOR SUBAWARD OF FEDERAL FINANCIAL ASSISTANCE FOR FUNDING FOR THE CONSTRUCTION COSTS RELATED TO THE YPSILANTI TOWNSHIP COMMUNITY CENTER FLOORING PROJECT IN THE AMOUNT OF \$222,337.00**

This item was removed from the Agenda because there were no bids received for this project and the agreement will need to be amended for a later bid date.

- 4. REQUEST TO AWARD THE LOW BID FOR THE REPLACEMENT OF THE FURNACE AND AIR CONDITIONING UNIT AT THE HEWITT RD. FIRE STATION TO AL WALTERS HEATING AND COOLING IN THE AMOUNT OF \$7,605.00 BUDGETED IN LINE ITEM #206-970-000-976-005**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Request to Award the Low Bid for the Replacement of the Furnace and Air Conditioning Unit at the Hewitt Rd. Fire Station to Al Walters Heating and Cooling in the Amount of \$7,605.00 Budgeted in Line Item #206-970-000-976-005.

The motion carried unanimously.

- 5. REQUEST TO AWARD THE LOW BID FOR THE REPLACEMENT OF THE FURNACE FOR THE FIRE STATION HEADQUARTERS TOOL ROOM IN THE AMOUNT OF \$3,406.00 BUDGETED IN LINE ITEM #206-970-000-976-005**

A motion was made by Treasurer Doe, supported by Trustee Wilson to Request to Award the Low Bid for the Replacement of the Furnace to the Fire Station Headquarters Tool Room in the Amount of \$3,406.00 Budgeted in Line Item #206-970-000-976-005.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL BOARD MEETING
PAGE 3**

**6. REQUEST TO REJECT ALL BIDS FOR THE FIRE STATION HEADQUARTERS
DORMITORY BATHROOMS PROJECT AND REBID IN JANUARY OF 2020**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Request to Reject all Bids for the Fire Station Headquarters Dormitory Bathrooms Project and Rebid in January of 2020.

The motion carried unanimously.

7. BUDGET AMENDMENT #17

A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Approve Budget Amendment #17 (see attached).

The amount for the Community Center flooring was removed from Budget Amendment #17.

The motion carried unanimously.

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to Adjourn.

The motion carried unanimously.

The meeting was adjourned at approximately 7:07PM.

Respectfully Submitted,

**Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti**

**Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti**

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION MEETING

Supervisor Stumbo called the meeting to order at approximately 7:08p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

Members Present: Supervisor Stumbo, Clerk Lovejoy Roe, Treasurer Doe,
Trustees: Eldridge, Jarrell Roe, Ross-Williams, and Wilson

Members Absent: none

Legal Counsel: Wm. Douglas Winters

1. 2020 BUDGET REVIEW

a. DEBT FUNDS – JAVONNA NEEL

Javonna Neel, Accounting Director explained the budget for LDFA which is the special tax authority. She said the only property that we currently have in the LDFA is Bosal. She said they intend on capturing \$121,664.00 for 2020 which is down from the prior year because they have an IFT and an exemption on their personal property taxes. Ms. Neel said she spoke with Brian McCleery, Deputy Assessor and he said they would not be having any type of an exemption filed next year. She said it may go up again depending on the circumstances with Bosal and what they have in their building. She said we would always receive property taxes from Bosal for the real property.

Supervisor Stumbo stated that the Bosal building was empty and Bosal was trying to find someone to lease the building.

Treasurer Doe stated he talked with Brian McCleery who told him there was personal property in the Bosal building. He said he thinks they will move the personal property out of the building by next year so they would not have to pay personal property taxes on it.

Javonna Neel explained Fund 398 which were our general obligation bonds. She said we still owe \$2,070,000.00 at the end of 2019 on that bond. She said the

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 2**

payment on that bond for 2020 was \$234,960.00. She said we would be short in 2020 and we would have to take some money from the Fund Balance.

b. FUND 101 – GENERAL FUND

• DEPARTMENT 137 – DUE PROCESS

Supervisor Stumbo stated they moved the Public Defender Contract from 14B Court and put it in the Due Process Fund.

Attorney Winters stated that since the Townships' Sheriff Deputies are using body cams they are involved in obtaining body cams from Sheriff Deputies on almost a daily basis as part of the discovery process for criminal defendants. He said the body cams were one of the best investments that was made because it helps with the prosecution but also with the defense. He said today there was a dispute between the defendant and the police officer and having the body cams helped clear it up because the body cams showed the complete incident.

• DEPARTMENT 215 – CLERK'S

Clerk Lovejoy Roe explained the Clerks' budget to the Board line by line.

Supervisor Stumbo stated she was concerned that there were too many election workers for each precinct. She asked how many election workers were required to work at each poll. Clerk Lovejoy Roe stated six, although the Presidential election should be extremely busy and would require more workers.

Treasurer Doe questioned Clerk Lovejoy Roe on how many elections workers should be at each station. Clerk Lovejoy Roe stated that one for small elections but two for the busier elections. Treasurer Doe questioned why they had 7 or 8 election workers at the last election at the Civic Center Precinct and they only had 80 voters. Clerk Lovejoy Roe stated she would note his concerns. She asked if there were any other questions.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 3

Supervisor Stumbo stated they needed direction on how to budget for the inspectors.

Clerk Lovejoy Roe stated that for small elections they use 6 inspectors and for the large elections they use 9 inspectors.

Trustee Eldridge suggested looking at the prior two presidential elections for numbers because he said the numbers wouldn't of changed that much.

Clerk Lovejoy Roe stated the number of registered voters have increased.

Trustee Eldridge stated that he has heard from the last few meetings that you were encouraging people to vote absentee. He said that should lessen the number of people voting at the polls.

Clerk Lovejoy Roe stated she used 2016 numbers since the prior presidential had an incumbent running and that would make the numbers lower. She said the Department of Elections is projecting that there should be a 2% - 3% higher voter turn out than in 2008. She said she was looking into changes to try to keep lines manageable for 2020. Clerk Lovejoy Roe stated we have over 43,000 registered voters in Ypsilanti Township.

Treasurer Doe questioned how long it would take to get through the line at the election. Clerk Lovejoy Roe stated it was hard to judge because there were many variables. Treasurer Doe said whoever runs these elections should have enough ideas on how many election workers they need. Clerk Lovejoy Roe stated she does know what we need.

Supervisor Stumbo stated she understands having extra workers for the larger elections but not for the smaller one.

Clerk Lovejoy Roe said sometimes when there is an additional election worker working at a poll it was because they were training on the computer so they would be ready to work on the computer during the larger elections. She said that was the best way to train a computer person for the bigger elections.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 4

Clerk Lovejoy Roe explained how she came up with \$130,000.00 for election inspectors for 2020. She said she used the \$42,054.00 that was spent in the November 2018 election and she said she used that number for the three proposed elections and then bumped up the number by having 12 inspectors for the November 2020 election and that is how she came up with the \$130,000.00 for the three elections in 2020.

Supervisor Stumbo said she has heard a lot of questions so we will have to decide what number we want there and we can't do that right now. She said Trustee Eldridge wanted us to look at previous years. She said she understands the amount for the November election but she said there was room to reduce for the smaller elections. She said she didn't know what the Board wants her to do with that number.

Clerk Lovejoy Roe asked if they wanted to dictate how many election workers she should have at each precinct.

Trustee Wilson thanked Clerk Lovejoy Roe for breaking down the numbers for the board. He said he understands how she came up with the numbers. He said that since she based the numbers on November 2018 he thought August 2020 would not be like November of 2018 and he said they could scale back the number a little for August 2020. He said March 2020 could be slightly more and then November 2020 would be a lot more. He said when he breaks the numbers down it would still come out to be about \$120,000.00 for the total three elections for 2020. He said he would be comfortable with \$120,000.00.

Deputy Clerk Stanfield stated those numbers also included training of election inspectors and any new election workers have to attend County training or they cannot work an election. She said the County training is 3 hours and the election inspector must be paid for that training. Deputy Clerk Stanfield stated all election inspectors must go through County training every two years. She said the election inspectors would also be paid when they come in for computer training or Chairperson training.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 5

Clerk Lovejoy Roe stated they would have approximately 100 people at County training, 40 for computer training and about 1 ½ hours of chairperson training, making sure they understand their role and also go over any new election information.

Clerk Lovejoy Roe asked if the Board agreed on \$120,000.00.

Supervisor Stumbo stated it would depend on absentee voters.

Clerk Lovejoy Roe stated that even if they got absentee voters up to 7000 it would be busier than the election in 2008.

Trustee Jarrell Roe said she thinks \$120,000.00 is a good compromise and said that she had never been a Clerk and does not understand how many inspectors should you need at each poll. She asked if we got to September 2020 and didn't have enough in the budget would we have to do a budget amendment.

Supervisor Stumbo stated that would be a budget amendment.

Clerk Lovejoy Roe stated we needed to budget for all three election but the March election is a Primary and we would be reimbursed for the cost of that election.

Supervisor Stumbo stated she had been a Clerk before and she understands the process. She hopes with new technology it would help with the voting process. She said the key is to decide how many inspectors we need at each station and what would be the total inspectors for each precinct. She said she knows it would have to be adjusted for the larger elections.

Trustee Jarrell Roe asked if they had enough direction to forward to the next line item.

Supervisor Stumbo stated there was a recommendation to reduce the budget to \$120,000.00 from Trustee Wilson.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 6

Trustee Jarrell Roe stated she agreed with Trustee Wilson.

Trustee Ross-Williams stated that changing it to \$120,000.00 would basically save \$10,000.00. She said numbers are important because we are talking about a budget. Trustee Ross-Williams asked why we don't lower it to \$100,000.00? She said she has to know why \$120,000.00.

Trustee Wilson stated he came up with \$120,000.00 by taking the \$42,000.00 that was spent on a previous election and decided we may spend that for the March 2020 election, less than that for the August 2020 election and the rest of it would be for the November 2020 election and it came out to be about \$120,000.00. He said he knows the Clerk knows best because she has been in the office for a long time. He said he thought \$120,000.00 was a good compromise.

Supervisor Stumbo stated we would make it \$120,000.00 and asked that it not be spent unless you need it.

Clerk Lovejoy Roe stated the temporary line item was to pay for temporary workers that the contract allows for 30 days before and 30 days after an election. She said this budget of \$70,000.00 was reflective of bringing in three temporary workers for each election in 2020.

Supervisor Stumbo stated she absolutely doesn't agree with this number and doing it this way. She said she feels strongly against doing this and doesn't feel there is a need to do it.

Trustee Wilson asked if we would be paying more out in overtime than hiring the temporary workers.

Supervisor Stumbo said in the past we offer overtime to our current employees.

Clerk Lovejoy Roe said she never used temporaries during elections but, knew in the past Supervisor Stumbo did when she was Clerk. She said that if she doesn't use temps she was afraid that her staff would be working a lot of overtime. She said she has two staff who would be paid to work overtime but one of them

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 7

would prefer not to although she would if we need her. Clerk Lovejoy Roe stated voter registration ended thirty days before an election in the past. She said with the new law residents can register at the Secretary of State up to 14 days before an election and they can register at our office until 8:00pm on election day. She said those registering on election day can also vote absentee and we would need to process that ballot. She said there was not a way to calculate how many registrations we may get but with the 2008 election that had a cut off for registrations that needed to be processed before that election. She said and that is on top of the regular work that we have to do processing the election. She said if we find we need extra help we can't bring someone in last minute to help because they would not be trained on the software to help with registration. Clerk Lovejoy Roe stated the State Law requires certain workers who work during the election must go through certain training.

Treasurer Doe asked what the salary would be for the temporary workers. Clerk Lovejoy Roe said by the contract they make the lowest paid new clerk wage. She said she was not here for the presidential election in 2008 but she has heard that the conference room was full of registration to vote applications and absentee ballots and they are projecting a very big turnout for the 2020 elections.

Supervisor Stumbo stated she thinks employees should get overtime during elections.

Clerk Lovejoy Roe said they would still get overtime. She said part of the overtime is for the staff that she uses for set up and take down for the elections.

Trustee Jarrell Roe asked if we take away the \$70,000.00 for temporary staff then the \$23,000.00 would not be enough.

Clerk Lovejoy Roe said the overtime amount was based on the Governors' race. She said we spent \$8,000.00 and so we multiplied that by 3 and bumped it up for the November election and that's how we got \$27,000.00.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 8**

Supervisor Stumbo stated she reduced that because the Clerks' office has an additional manager who would not get overtime. Clerk Lovejoy Roe said they had the manager at the Governors' election.

Trustee Jarrell Roe asked what amount would Clerk Lovejoy Roe need to pay for overtime.

Clerk Lovejoy Roe stated she would need \$8,000.00 for two elections and more for the Presidential election.

Supervisor Stumbo said the purpose of the \$70,000.00 was to register people to vote.

Clerk Lovejoy Roe stated the purpose of the \$70,000.00 was not only to register people to vote but also help process the absentee ballots.

Supervisor Stumbo said the voter registration is what changed.

Clerk Lovejoy Roe stated it was not only the registration to vote that changed but also the "no reason" absentee vote, which should add more absentee voters that we would need to process.

Supervisor Stumbo stated she still thinks we should not have \$70,000.00 added to the budget for temporary help.

Trustee Ross-Williams asked how many hours the temporary workers would be working.

Clerk Lovejoy Roe states she budgeted them 40 hours a week for 30 days before and 30 days after the elections.

Trustee Eldridge asked if any of the Clerks' staff would be taking time off after the election.

Clerk Lovejoy Roe stated that staff does not take vacation near elections.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 9

Trustee Eldridge stated that no staff in the Clerks' office would be able to take vacation during that 60 day period. Clerk Lovejoy Roe stated they would not be taking vacation during that time period.

Trustee Ross-Williams asked how many temporary employees did Clerk Lovejoy Roe use in past elections.

Clerk Lovejoy Roe stated she has never in her past 11 years ever hired temporary employees.

Supervisor Stumbo stated she did not use temporary employees in 2008.

Trustee Ross-Williams asked if Clerk Lovejoy Roe was asking for temporary workers because of the changes with absentee voting and registrations to vote.

Clerk Lovejoy Roe stated she had not been involved in an election with a 70% turnout but she said with everything she is hearing that is what is being projected for 2020.

Trustee Jarrell Roe stated she was struggling to have clarity on this. She said if we do not approve any of the temporary employee funds it will directly affect the overtime budget. She said she would like to know approximately how much the overtime number would be.

Clerk Lovejoy Roe stated she has been fortunate to have two former employees from the Clerks' Office who were working in other departments for the township who have helped out during the day before elections. She said their Supervisor has allowed them to come down and help out in the Clerks' office. She said she would no longer have that since one of them will be retiring in December.

Trustee Jarrell Roe asked Clerk Lovejoy Roe how much overtime she has paid in the past. Clerk Lovejoy Roe stated her goal was to have her staff to work the same overtime as they have in the past and fill in the rest of the work with temporary employees.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 10

Clerk Lovejoy Roe stated what she would like to do is not use as many hours of temporary for the March election and bring them in for the August election and let them work straight through to the November election. She said she would have to get special permission from the union but it would be really busy from the August election straight through until November.

Trustee Wilson stated clearly overtime has always been the norm historically when looking back on prior elections. He asked if employees wanted the overtime and what would be wrong with overtime if that was how it was done in the past.

Clerk Lovejoy Roe stated if she did not have temporary help her staff would be working a lot of overtime.

Clerk Lovejoy Roe would like to restore her overtime to \$27,000.00.

Clerk Lovejoy Roe stated she would like to get at least one temporary for the March election and two for August and November and said she would not work them if she wouldn't need them.

Trustee Wilson stated that he agreed to restore the overtime budget and he said he understood Clerk Lovejoy Roe's concern especially with the November 2020 election. He said he agreed Clerk Lovejoy Roe should be able to hire temporary for the November 2020 election because the Clerks' office has less staff than in previous years. He said they should give Clerk Lovejoy Roe a budget for temporary help for the November 2020 election.

Clerk Lovejoy Roe thanked Trustee Wilson but asked the Board to give her one temporary for all three elections in 2020. She asked for two extra temporary workers for the November 2020 election.

Trustee Wilson asked if Clerk Lovejoy Roe had a number she could put together for that proposal. Clerk Lovejoy Roe said she could.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 11

Supervisor Stumbo stated she does not want temporary help for the elections and if the majority of the board directs us then we will add it to the budget. She said she thinks overtime works well.

Clerk Lovejoy Roe stated she would not have enough money in her budget for that much overtime.

Trustee Jarrell Roe stated she understands that Supervisor Stumbo wants to offer overtime to others in the Township during the elections. She said she also knows that there is a fine line for wanted overtime and expecting an employee to work too much overtime. She said she does not know how that would be accomplished without allowing some flexibility without hiring temporary workers.

Trustee Jarrell Roe said if there is work that needed to be completed in the Clerks' office, the staff would have to work the overtime to get it completed.

Clerk Lovejoy Roe said the overtime listed on her budget is a real number from what it cost in the past for overtime and then she said she added to it for the November 2020 election which may not be enough.

Clerk Jarrell Roe asked how many hours did Clerk Lovejoy Roe spend per employee for overtime.

Clerk Lovejoy Roe asked if everyone was against temporary help.

Trustee Jarrell Roe stated she was not against temporary help.

Trustee Wilson stated he was against temporary help but if we would increase the budget for overtime we would not need temporary help.

Trustee Ross-Williams stated to clarify what was being said she wondered if the \$27,000.00 for overtime would need to be increased if they do not use temporary help.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 12

Clerk Lovejoy Roe stated the \$27,000.00 is what we spend on normal elections and it would not be enough for the 2020 elections without temporary help.

Trustee Wilson said the overtime budget would need to be increased or they need to get temporary help.

Clerk Lovejoy Roe stated on behalf of her employees she would asked for the temporary help.

Supervisor Stumbo stated there have been a lot of good questions asking for more information so we will get more detailed information to help make the final decision and bring it back to the board.

Clerk Lovejoy Roe stated regarding the travel line item that was cut in half and that she has already spent that full amount this year without it being a big election year. She said she would ask that it be restored.

Supervisor Stumbo stated she thought she did that in error and said that would be restored.

Trustee Ross-Williams asked for a point of clarification because in 2016 Clerk Lovejoy Roes' travel budget was \$2,000.00 and she spent \$1900.00. Clerk Lovejoy Roe stated that was a big election year. Trustee Ross-Williams asked if \$1,500.00 that was budgeted for 2020 would be enough. Clerk Lovejoy Roe stated she didn't know she didn't look at 2016.

Clerk Lovejoy Roe stated she would like her Deputy Clerk and Deputy of Elections to receive a 3% pay increase for 2020. She said if some salary employees are going to receive 3% increase she would like to include her two Deputies.

Supervisor Stumbo stated they did not budget for full time Officials and they would need to do that. She said we were going to do a salary analysis for the Officials.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 13

Trustee Ross-Williams stated she would like the travel allowance for Clerk Lovejoy Roe to be increased to what it was in 2016 which was \$2,000.00.

Trustee Wilson stated he agreed to increase Clerk Lovejoy Roes' travel allowance to \$2,000.00.

Clerk Lovejoy Roe stated she appreciated everyone understanding but she said it was hard for people to understand when they don't have the experience of running elections as she said she has for the past several years. She said she has put numbers in her budget that are real numbers and she said she would never abuse this privilege. Clerk Lovejoy Roe stated she thought drilling down her budget was a lack of respect for the work she had done in the past.

- **DEPARTMENT 227 – HUMAN RESOURCES**

Supervisor Stumbo stated the biggest change in their budget was that the Safety Coordinators' wages were put in the Human Resource budget.

Clerk Lovejoy Roe stated that as she requested in the 2019 Budget she said she thought we should have a Human Resource Director in the 2020 Budget. She said that our Human Resource Generalist was under-paid for what she does for the Township and would support an increase in the 2020 budget.

Supervisor Stumbo agreed that we need to do a wage comparison and would like to hire someone to do that for various positions in the Township.

Trustee Wilson agreed and wondered when we could hire someone to do the wage comparison.

Karen Wallin, Generalist stated it was quite an extensive process to complete wage comparisons for various positions.

Trustee Ross-Williams asked what the Generalist salary was. Supervisor Stumbo stated it was less than they pay a Deputy.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 14

Supervisor Stumbo stated we budgeted for an additional Generalist that was still vacant in Human Resources.

Clerk Lovejoy Roe stated she would like to fill the Human Resource Director vacant position first.

Supervisor Stumbo stated we can adjust Karen Wallins' salary and she said it would take more discussion for creating a new Human Resource Director position.

Trustee Wilson asked Karen Wallin if she felt we needed to fill the vacant Generalist position.

Karen Wallin stated she would like that position filled since there were things that need to be addressed that she said she does not have the time to do.

Trustee Jarrell Roe stated she would like to go over the job descriptions for a Generalist and a Director. She asked if we hired another Generalist how would they split up the duties. She said she needs more understanding on how that structure looks.

Karen Wallin stated when they had two Generalist they split up duties. She said they both knew how to do everything but she said they were responsible for different jobs.

Supervisor Stumbo they would bring this back to the board.

Attorney Winters stated he had never addressed Karen Wallin as a Generalist he had always addressed her as HR Manager. He said he would not know how he would do his negotiations with the unions without her. He said she does outstanding work for the Township.

Trustee Ross-Williams said she thought she was hearing that we needed to hire a Human Resource Director and re-evaluate the Generalist salary.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 30, 2019 SPECIAL WORK SESSION
PAGE 15**

Trustee Jarrell Roe asked if Karen Wallin would be the supervisor of a new Generalist.

Supervisor Stumbo said we all agree to change Karen Wallin to a Manager position and increase her salary.

Karen Wallin stated she was fortunate to learn under a great Director and she thanked everyone for the praises.

Treasurer Doe stated he had the privilege to work on the firefighter contracts with Karen Wallin and he said she has amazed him for all her work with those negotiations. He said he agrees with the Board that she needs an increase in her wages.

Supervisor Stumbo stated that she understood that there would be a 2.5% increase for all wages.

The Work Session adjourned at PM

Respectfully Submitted,

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON



ACCOUNTING DEPT

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

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

NOVEMBER 5, 2019 BOARD MEETING

ACCOUNTS PAYABLE CHECKS - \$	1,205,530.71
HAND CHECKS - \$	217,287.99
CREDIT CARDS PURCHASES - \$	0.00
GRAND TOTAL - \$	1,422,818.70

Check Date	Check	Vendor Name	Amount
<i>HAND CHECKS</i>			
Bank AP AP			
10/09/2019	183516	ADVANCED COMMERCIAL ROOFING	7,289.00
10/09/2019	183517	COMCAST CABLE	39.98
10/09/2019	183518	COMCAST CABLE	106.85
10/09/2019	183519	GUARDIAN ALARM	1,463.19
10/09/2019	183520	GUARDIAN ALARM	1,593.48
10/09/2019	183521	WASTE MANAGEMENT	142.97
10/09/2019	183522	WASTE MANAGEMENT	49.64
10/09/2019	183523	WASTE MANAGEMENT	884.57
10/09/2019	183524	WASTE MANAGEMENT	45,322.98
10/09/2019	183525	WASTE MANAGEMENT	31,431.12
10/09/2019	183526	WASTE MANAGEMENT	1,080.11
10/09/2019	183527	YPSILANTI COMMUNITY	2,628.56
10/09/2019	183528	ZEP SALES & SERVICE	163.88
10/14/2019	183529	COMCAST CABLE	134.56
10/14/2019	183530	COMCAST CABLE	234.85
10/14/2019	183531	COMCAST CABLE	106.85
10/14/2019	183532	COMCAST CABLE	106.85
10/14/2019	183533	COMCAST CABLE	6,571.35
10/14/2019	183534	GUARDIAN ALARM	171.27
10/14/2019	183535	GUARDIAN ALARM	1,008.00
10/14/2019	183536	LONG'S AUTOMOTIVE INC	590.55
10/14/2019	183537	VERIZON WIRELESS	287.79
10/14/2019	183538	WASTE MANAGEMENT	107,460.87
10/14/2019	183539	WASTE MANAGEMENT	4,225.04
10/14/2019	183540	WASTE MANAGEMENT	248.68
10/14/2019	183541	YPSILANTI COMMUNITY	1,513.16
10/14/2019	183542	YPSILANTI COMMUNITY	220.94
10/16/2019	183543	LAWRENCE HENDRICKS	60.00
10/15/2019	183544	SPARTAN DISTRIBUTORS	526.57
10/16/2019	183545	COMCAST CABLE	335.85
10/16/2019	183546	DAWN FARM	50.00
10/16/2019	183547	DTE ENERGY	1,228.49
10/16/2019	183548	AMAZON CAPITAL SERVICES	9.99

AP TOTALS:

Total of 33 Checks:	217,287.99
Less 0 Void Checks:	0.00
Total of 33 Disbursements:	<u>217,287.99</u>

Check Date	Check	Vendor Name	Amount
Bank AP AP			
11/05/2019	183549	1441 DESOTO LLC	12,508.00
11/05/2019	183550	A.F. SMITH ELECTRIC	959.29
11/05/2019	183551	ADVANCED COMMERCIAL ROOFING	13,536.00
11/05/2019	183552	AJ'S MAINTENANCE & SERVICES	3,534.00
11/05/2019	183553	ALIENVAULT INC	2,560.00
11/05/2019	183554	ALLIE BROTHERS, INC.	150.00
11/05/2019	183555	AMAZON CAPITAL SERVICES	816.99
11/05/2019	183556	ANN ARBOR CLEANING SUPPLY	315.11
11/05/2019	183557	ANTHONY PYROZHENKO	26.00
11/05/2019	183558	ANTHONY SCOTT	30.00
11/05/2019	183559	ARBOR GLASS AND MIRROR LLC	1,090.00
11/05/2019	183560	AUTO VALUE YPSILANTI	588.57
11/05/2019	183561	BARR ENGINEERING COMPANY	557.50
11/05/2019	183562	BENJAMIN ESTELL	20.00
11/05/2019	183563	BEST ASPHALT	65,336.00
11/05/2019	183564	CARDNO	3,766.00
11/05/2019	183565	CARLISLE/WORTMAN ASSOCIATES	20,527.05
11/05/2019	183566	CARMEN FOWLER	22.00
11/05/2019	183567	CARSON FOWLER	22.00
11/05/2019	183568	CASSANDRA KELLY	30.00
11/05/2019	183569	CHELSEA LUMBER	246.05
11/05/2019	183570	COLMAN-WOLF SANITARY SUPPLY CO	277.90
11/05/2019	183571	COPPERROCK CONSTRUCTION	85.00
11/05/2019	183572	CRAWFORD DOOR SALES	2,580.00
11/05/2019	183573	CRYSTAL FLASH, INC.	541.20
11/05/2019	183574	DAN KIMBALL	95.70
11/05/2019	183575	DETROIT LEGAL NEWS	293.00
11/05/2019	183576	EMERGENCY VEHICLE SERVICES	2,139.09
11/05/2019	183577	EMERGENT HEALTH PARTNERS	6,447.35
11/05/2019	183578	FAMILY HEATING COMPANY & ELECTRICAL	56.25
11/05/2019	183579	FEDERAL EXPRESS CORPORATION	42.25
11/05/2019	183580	FIBER LINK	562.50
11/05/2019	183581	GENERAL CODE CMS LLC	15,571.51
11/05/2019	183582	GOODYEAR TIRE & RUBBER COMPANY	1,935.44
11/05/2019	183583	GOVERNMENTAL CONSULTANT SERVICES	3,023.50
11/05/2019	183584	GRAINGER	541.05
11/05/2019	183585	GRIFFIN PEST SOLUTIONS	93.00
11/05/2019	183586	HABITAT FOR HUMANITY - HURON VALLEY	6,000.00
11/05/2019	183587	HOME DEPOT	1,018.37
11/05/2019	183588	IMAGE TREND	5,807.18
11/05/2019	183589	J & R TRACTOR, LLC	6,856.00
11/05/2019	183590	JEREMIAH HAMILTON	105.23
11/05/2019	183591	JOHN D. OSBORNE	292.95
11/05/2019	183592	JONES & BARTLETT LEARNING	430.62
11/05/2019	183593	KAREN LOVEJOY ROE	101.50
11/05/2019	183594	KELLEY & SONS TRAILERS	3,450.00
11/05/2019	183595	LAWRENCE HENDRICKS	60.00
11/05/2019	183596	LOOKING GOOD LAWS	6,546.00
11/05/2019	183597	LOWE'S	205.45
11/05/2019	183598	LOWER HURON SUPPLY	44.44
11/05/2019	183599	LUBRICATION ENGINEERS	325.00
11/05/2019	183600	MARIA WILLIAMS	65.00
11/05/2019	183601	MARK HAMILTON	1,750.00
11/05/2019	183602	MAYA EL-AMIN	26.00
11/05/2019	183603	MCMASTER-CARR	464.25
11/05/2019	183604	MICHIGAN AUTOMATIC SPRINKLER	4,698.00
11/05/2019	183605	MICHIGAN LINEN SERVICE, INC.	1,016.51
11/05/2019	183606	MICHIGAN MUNICIPAL LEAGUE	5,000.00
11/05/2019	183607	MIDWEST LABORATORIES	150.00
11/05/2019	183608	MLIVE MEDIA GROUP	444.50
11/05/2019	183609	MOHAMMED ABD ELSAYED	120.00
11/05/2019	183610	MYSTRO PRODUCTIONS	400.00
11/05/2019	183611	NELLIE FRIDGE	12,262.00
11/05/2019	183612	NEXT INTERNATIONAL, INC.	4,993.00
11/05/2019	183613	OFFICE EXPRESS	347.17
11/05/2019	183614	ORCHARD, HILTZ & MCCLIMENT INC	27,924.24
11/05/2019	183615	OSCAR W. LARSON CO.	295.00
11/05/2019	183616	PARK ATHLETIC SUPPLY	398.25
11/05/2019	183617	PARKER ALLEN	152.00
11/05/2019	183618	PARKWAY SERVICES, INC.	270.00
11/05/2019	183619	PREMIER SAFETY & SERVICE	2,475.00
11/05/2019	183620	PRINTING SYSTEMS	556.43
11/05/2019	183621	RAND ROBINSON	60.00
11/05/2019	183622	RENT A WRECK	253.50
11/05/2019	183623	ROSE PEST SOLUTIONS	250.00
11/05/2019	183624	ROY KRONAMEN	250.00
11/05/2019	183625	SAM'S CLUB DIRECT	161.38
11/05/2019	183626	SIMEONE MARINO	150.00

A/P checks

Check Date	Check	Vendor Name	Amount
11/05/2019	183627	SOUTHERN COMPUTER WAREHOUSE	4,543.95
11/05/2019	183628	SPARTAN DISTRIBUTORS	2,099.74
11/05/2019	183629	SPOK, INC.	162.60
11/05/2019	183630	STADIUM TROPHY	45.00
11/05/2019	183631	STANDARD PRINTING	150.00
11/05/2019	183632	STANTEC	3,862.50
11/05/2019	183633	TEAM GOLF	56.02
11/05/2019	183634	TERMINIX PROCESSING CENTER	56.00
11/05/2019	183635	TRANSUNION RISK & ALTERNATIVE	75.00
11/05/2019	183636	UNIFIRST CORPORATION	157.17
11/05/2019	183637	VICTORY LANE	170.23
11/05/2019	183638	W.J. O'NEIL COMPANY	2,774.00
11/05/2019	183639	WASHTENAW COUNTY ADMINISTRATION	45,000.00
11/05/2019	183640	WASHTENAW COUNTY LEGAL NEWS	110.00
11/05/2019	183641	WASHTENAW COUNTY ROAD COMMISSION	282,549.60
11/05/2019	183642	WASHTENAW COUNTY TREASURER#	468,562.50
11/05/2019	183643	WASHTENAW COUNTY TREASURER#	317.52
11/05/2019	183644	WEINGARTZ	126.88
11/05/2019	183645	WIRT FINANCIAL SERVICES, INC.	4,004.50
11/05/2019	183646	WOLVERINE FREIGHTLINER	15,311.63
11/05/2019	183647	YPSILANTI ACE HARDWARE	46.28
11/05/2019	183648	YPSILANTI TOWNSHIP PETTY CASH	52.01
11/05/2019	183649	ZEP SALES & SERVICE	92.14

AP TOTALS:

Total of 101 Checks:	1,087,425.54
Less 0 Void Checks:	0.00
Total of 101 Disbursements:	1,087,425.54

Check Date	Check	Vendor Name	Amount
Bank AP AP			
10/25/2019	183650	MARC BOONE	12.00
10/28/2019	183651	BLUE CROSS BLUE SHIELD OF MI	180,344.85
10/28/2019	183652	BLUE CROSS BLUE SHIELD OF MI	34,334.36
10/28/2019	183653	CLEAR RATE COMMUNICATIONS, INC	856.02
10/28/2019	183654	COMCAST BUSINESS	1,239.00
10/28/2019	183655	COMCAST CABLE	106.85
10/28/2019	183656	COMCAST CABLE	214.90
10/28/2019	183657	COMCAST CABLE	141.85
10/28/2019	183658	COMCAST CABLE	146.85
10/28/2019	183659	COMCAST CABLE	242.76
10/28/2019	183660	DEARBORN NATIONAL LIFE INSURANCE	4,843.88
10/28/2019	183661	DELTA DENTAL PLAN OF MICHIGAN	13,498.98
10/28/2019	183662	GUARDIAN ALARM	2,308.89
10/28/2019	183663	VERIZON WIRELESS	2,292.75
10/28/2019	183664	VISION SERVICE PLAN	3,254.73
10/28/2019	183665	WEX BANK	1,355.12
10/28/2019	183666	WINDSTREAM	1,561.81
10/28/2019	183667	SPARTAN MOTORS	1,006,073.84

AP TOTALS:

Total of 18 Checks:	1,252,829.44
Less 0 Void Checks:	0.00
Total of 18 Disbursements:	<u>1,252,829.44</u>

Check Date	Check	Vendor Name	Amount
Bank AP AP			
11/05/2019	183668	A & R TOTAL CONSTRUCTION, INC.	520.56
11/05/2019	183669	ALLGRAPHICS CORPORATION	33.00
11/05/2019	183670	ALLSHRED SERVICES	550.00
11/05/2019	183671	AMAZON CAPITAL SERVICES	65.60
11/05/2019	183672	ANN ARBOR CLEANING SUPPLY	486.26
11/05/2019	183673	ANN ARBOR WELDING SUPPLY CO	279.00
11/05/2019	183674	AUTO VALUE YPSILANTI	107.16
11/05/2019	183675	AUTOMATED CONFIRMATIONS, LLC	38.50
11/05/2019	183676	B/C CONTRACTORS, INC.	198.90
11/05/2019	183677	BRANDON SLAVEN	250.00
11/05/2019	183678	CGS, INC.	900.00
11/05/2019	183679	CHARLES POPE	75.00
11/05/2019	183680	CHARTER TOWNSHIP OF SUPERIOR	587.53
11/05/2019	183681	CHELSEA TIDERINGTON	2,188.75
11/05/2019	183682	CHRISTINE GRANT	48.00
11/05/2019	183683	COLMAN-WOLF SANITARY SUPPLY CO	421.77
11/05/2019	183684	EMERGENCY VEHICLE SERVICES	315.94
11/05/2019	183685	FIRST CLASS UPHOLSTERY	450.00
11/05/2019	183686	HOME DEPOT	112.35
11/05/2019	183687	HURON RIVER WATERSHED COUNCIL	10,247.94
11/05/2019	183688	IPS DRUG TESTING	40.00
11/05/2019	183689	JEFF WILLIAMS	246.10
11/05/2019	183690	LISA GODO	108.50
11/05/2019	183691	LOCKING GOOD LAWNS	3,633.00
11/05/2019	183692	LOS AMIGOS, LLC	30.25
11/05/2019	183693	LOWER HURON SUPPLY	184.76
11/05/2019	183694	MAX-VIEW WINDOW WASHING, INC.	900.00
11/05/2019	183695	MENARDS, INC.	32.39
11/05/2019	183696	MERCY MEDICAL EQUIPMENT	50.00
11/05/2019	183697	MICHIGAN CAT	4,073.31
11/05/2019	183698	MICHIGAN LINEN SERVICE, INC.	656.63
11/05/2019	183699	MICHIGAN POWER RODDING	199.00
11/05/2019	183700	MICHIGAN URGENT CARE ANN ARBOR	135.00
11/05/2019	183701	MONROE COUNTY COMMUNITY COLLEGE	260.00
11/05/2019	183702	MUNICIPAL CODE CORPORATION	1,890.48
11/05/2019	183703	OAKLAND COUNTY	1,919.25
11/05/2019	183704	ORCHARD, HILTZ & MCCLIMENT INC	3,374.75
11/05/2019	183705	RESIDEX, LLC	645.24
11/05/2019	183706	RHETT REYES	900.00
11/05/2019	183707	RICHARD ELLSWORTH	250.00
11/05/2019	183708	ROSE PEST SOLUTIONS	250.00
11/05/2019	183709	SAM'S CLUB DIRECT	36.78
11/05/2019	183710	SPARTAN DISTRIBUTORS	32,430.39
11/05/2019	183711	SPICER GROUP	5,071.75
11/05/2019	183712	STANDARD PRINTING	135.00
11/05/2019	183713	STATE OF MICHIGAN***	180.00
11/05/2019	183714	TETRA TECH, INC	799.95
11/05/2019	183715	TODD BARBER	4,950.00
11/05/2019	183716	TRUGREEN	1,990.00
11/05/2019	183717	ULLIANCE	1,010.10
11/05/2019	183718	UNIVERSITY TRANSLATORS	456.92
11/05/2019	183719	VICTORY LANE	56.74
11/05/2019	183720	WASHTENAW COUNTY LEGAL NEWS	80.00
11/05/2019	183721	WASHTENAW COUNTY TREASURER#	31,636.50
11/05/2019	183722	WILLIAM SWEENEY	250.00
11/05/2019	183723	YPSILANTI COMMUNITY	1,298.62
11/05/2019	183724	YSHELU JOHNSON	67.50

A/P Checks

AP TOTALS:

Total of 57 Checks:	118,105.17
Less 0 Void Checks:	0.00
Total of 57 Disbursements:	118,105.17

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON



ACCOUNTING DEPT

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

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

NOVEMBER 19, 2019 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	815,727.10
HAND CHECKS -	\$	110,022.36
CREDIT CARD PURCHASES-	\$	<u>3,045.39</u>
GRAND TOTAL -	\$	928,794.85

Clarity Health Care Deductible –

ACH EFT -	\$28,107.87 (OCT)
ADMIN FEE -	\$1,147.00 (OCT)

Check Date	Check	Vendor Name	Amount
Bank AP AP			
10/31/2019	183725	AT & T	36.44
10/31/2019	183726	AT & T	203.04
10/31/2019	183727	COMCAST CABLE	181.62
10/31/2019	183728	DTE ENERGY	11,480.14
10/31/2019	183729	MICHIGAN CHAPTER I.A.E.I.	170.00
11/05/2019	183730	SUZANNE & HARVEY BERSTEIN	12,508.00
11/07/2019	183731	COMCAST CABLE	106.85
11/07/2019	183732	DTE ENERGY**	70,707.30
11/07/2019	183733	GUARDIAN ALARM	476.61
11/07/2019	183734	LONG'S AUTOMOTIVE INC	599.81
11/07/2019	183735	VERIZON WIRELESS	2,460.69
11/07/2019	183736	WASTE MANAGEMENT	144.63
11/07/2019	183737	WASTE MANAGEMENT	50.22
11/07/2019	183738	YPSILANTI COMMUNITY	2,174.47
11/08/2019	183739	COMCAST CABLE	39.98
11/08/2019	183740	COMCAST CABLE	106.85
11/08/2019	183741	COMCAST CABLE	134.56
11/08/2019	183742	COMCAST CABLE	6,215.19
11/08/2019	183743	CONSTELLATION NEW ENERGY	869.41
11/08/2019	183744	VERIZON WIRELESS	287.91
11/08/2019	183745	YPSILANTI COMMUNITY	777.73
11/08/2019	183746	BANDIT INDUSTRIES	224.91
11/12/2019	183747	TABATHA SLINKER	66.00
11/12/2019	183748	TABATHA SLINKER	66.00

AP TOTALS:

Total of 24 Checks:	110,088.36
Less 1 Void Checks:	66.00
Total of 23 Disbursements:	110,022.36

A/P Checks

Check Date	Check	Vendor Name	Amount
Bank AP AP			
11/19/2019	183749	AARON SIEGFRIED	127.50
11/19/2019	183750	ACCUSHRED LLC	65.00
11/19/2019	183751	AKT PEERLESS ENVIRONMENT SERV.	3,356.00
11/19/2019	183752	AMAZON CAPITAL SERVICES	1,446.08
11/19/2019	183753	ANN ARBOR CLEANING SUPPLY	316.81
11/19/2019	183754	ANTHONY PYROZHENKO	72.00
11/19/2019	183755	ANTHONY SCOTT	45.00
11/19/2019	183756	APEX SOFTWARE	1,850.00
11/19/2019	183757	ASHLEI HYTER	100.00
11/19/2019	183758	ATWELL-HICKS INC.	2,500.00
11/19/2019	183759	AUTO VALUE YPSILANTI	284.94
11/19/2019	183760	BELLE TIRE	264.15
11/19/2019	183761	BENJAMIN ESTELL	118.00
11/19/2019	183762	BEST BUY BUS. ADVANTAGE ACCT.	575.94
11/19/2019	183763	BRANDON VAUGHN	82.00
11/19/2019	183764	CARDNO	1,862.50
11/19/2019	183765	CARMEN FOWLER	112.00
11/19/2019	183766	CARSON FOWLER	118.00
11/19/2019	183767	CASSANDRA KELLY	45.00
11/19/2019	183768	CENTRACOMM	5,120.00
11/19/2019	183769	CENTRON DATA SERVICES	3,840.00
11/19/2019	183770	CHELSEA TIDERINGTON	1,730.75
11/19/2019	183771	CLAUDIA SELENE SETTLE	224.00
11/19/2019	183772	COMERICA BANK	265.27
11/19/2019	183773	COURT INNOVATIONS INC	540.00
11/19/2019	183774	CRYSTAL FLASH, INC.	6,509.59
11/19/2019	183775	DANIELS GLASS INC.	3,558.00
11/19/2019	183776	DARLENE DUFEK	100.00
11/19/2019	183777	DELUX RENTAL	70.00
11/19/2019	183778	DYLAN OVERTON	48.00
11/19/2019	183779	EDWARD KENNEDY	380.00
11/19/2019	183780	EMERGENT HEALTH PARTNERS	6,447.35
11/19/2019	183781	FARMER & UNDERWOOD TRUCKING	10,910.01
11/19/2019	183782	GOOSEWORKS, LLC	500.00
11/19/2019	183783	GORDON FOOD SERVICE INC.	9.49
11/19/2019	183784	GOREN & ASSOCIATES	7,200.00
11/19/2019	183785	GOVERNMENTAL CONSULTANT SERVICES	3,023.50
11/19/2019	183786	GRAINGER	106.78
11/19/2019	183787	GREAT ARBOR PROPERTIES	12,746.00
11/19/2019	183788	HAILEY KITCHEN	144.00
11/19/2019	183789	HOME DEPOT	431.37
11/19/2019	183790	HONEYWELL	1,906.12
11/19/2019	183791	JOSE GARCIA-ESTEVEZ	40.00
11/19/2019	183792	LANGUAGE LINE SERVICES	171.02
11/19/2019	183793	LARDNER ELEVATOR COMPANY	1,825.00
11/19/2019	183794	LAWRENCE HENDRICKS	100.00
11/19/2019	183795	LIGHTING SUPPLY COMPANY	78.09
11/19/2019	183796	LOOKING GOOD LAWN	3,323.00
11/19/2019	183797	LUCIEN TASSIN	48.00
11/19/2019	183798	MARK HAMILTON	1,750.00
11/19/2019	183799	MARY WILLIAMS	80.00
11/19/2019	183800	MAYA EL-AMIN	100.00
11/19/2019	183801	MCLAIN AND WINTERS	140,476.05
11/19/2019	183802	MENARDS, INC.	180.21
11/19/2019	183803	MICHIGAN LINEN SERVICE, INC.	1,117.01
11/19/2019	183804	MICHIGAN POWER RODDING	222.00
11/19/2019	183805	MOBILE COMMUNICATION SVC	700.00
11/19/2019	183806	MOHAMMED ABD ELSAYED	30.00
11/19/2019	183807	MOLNAR ROOFING	1,000.00
11/19/2019	183808	NAPA AUTO PARTS*	123.08
11/19/2019	183809	OFFICE EXPRESS	1,084.77
11/19/2019	183810	ORCHARD, HILTZ & MCCLIMENT INC	37,897.47
11/19/2019	183811	PAMELA HOOVER	100.00
11/19/2019	183812	PARKER ALLEN	189.00
11/19/2019	183813	PARKWAY SERVICES, INC.	130.00
11/19/2019	183814	PINTER'S FLOWERLAND, INC.	19.76
11/19/2019	183815	RAND ROBINSON	60.00
11/19/2019	183816	RHETT REYES	756.00
11/19/2019	183817	RICOH USA, INC.	589.27
11/19/2019	183818	S & S ASSOCIATES, INC	132.30
11/19/2019	183819	SAM'S CLUB DIRECT	89.90
11/19/2019	183820	SAND SALES COMPANY LLC	10,756.80
11/19/2019	183821	SHAMROCK FLOORCOVERING SERVICES	284.00
11/19/2019	183822	SPARTAN DISTRIBUTORS	364.38
11/19/2019	183823	SPICER GROUP	4,500.00
11/19/2019	183824	STADIUM TROPHY	328.65
11/19/2019	183825	STARWINDS SOFTWARE INC	1,300.00
11/19/2019	183826	STATE BAR OF MICHIGAN	630.00

11/13/2019 01:29 PM
User: mharris
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI Page: 2/2
CHECK NUMBERS 183749 - 183849

Check Date	Check	Vendor Name	Amount
11/19/2019	183827	STATE OF MICHIGAN##	575.00
11/19/2019	183828	STERICYCLE INC	211.95
11/19/2019	183829	THERESE FOOTE	6.30
11/19/2019	183830	TIRE MAXX	287.85
11/19/2019	183831	TODD BARBER	3,050.00
11/19/2019	183832	TRANE U.S. INC	52.06
11/19/2019	183833	TRANSUNION RISK & ALTERNATIVE	75.00
11/19/2019	183834	TRI COUNTY INTERNATIONAL	2,068.05
11/19/2019	183835	UIS PROGRAMMABLE SERVICES	6,404.00
11/19/2019	183836	UNIFIRST CORPORATION	328.24
11/19/2019	183837	UNITED RENTALS	446.00
11/19/2019	183838	V & J CEMENT	9,700.00
11/19/2019	183839	VALUE COPY	750.00
11/19/2019	183840	VAN BUREN STEEL & FABRICATING	352.00
11/19/2019	183841	VERIZON CONNECT NWF, INC.	587.45
11/19/2019	183842	VICTORIA HARRIS	100.00
11/19/2019	183843	VICTORY LANE	122.09
11/19/2019	183844	WASHTENAW COUNTY LEGAL NEWS	440.00
11/19/2019	183845	WASHTENAW COUNTY TREASURER#	496,676.25
11/19/2019	183846	WEINGARTZ	2,047.68
11/19/2019	183847	WOLVERINE FREIGHTLINER	35.80
11/19/2019	183848	YPSILANTI ACE HARDWARE	208.45
11/19/2019	183849	ZOLL MEDICAL CORPORATION	1,476.02

AP TOTALS:

Total of 101 Checks:	815,727.10
Less 0 Void Checks:	0.00
Total of 101 Disbursements:	815,727.10

Check Date	Check	Vendor Name	Description	Amount
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CREDIT CARDS

Bank CARDS COMERICA COMMERCIAL CARD

11/19/2019	50 (E)	COMERICA BANK	MICHIGAN STATE & FEDERAL LABOR LAW POSTE CER ONSITE COURSE	431.00 190.00
			OPERATION SUPPLIES AND FOOD & BEVERAGE F	179.46
			REGISTRATION FOR MAPERS RETIREMENT CONFE	700.00
			ANNUAL DUES	120.00
			BOAT WINTERIZE	309.42
			PASSPORT POSTAGE WEEK OF OCT. 7, 2019	95.10
			TENNIS RACKETS RESTRINGING	36.00
			REPLACEMENT FLOOR TILE FOR HYDRO STATION	79.06
			REMOTE DESKTOP MANAGER	302.37
			SUPPLIES	35.68
			LASTPASS LICENSES	159.30
			SURVEYMONKEY	408.00
				<u>3,045.39</u>

CARDS TOTALS:

Total of 1 Checks:				3,045.39
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				<u>3,045.39</u>

OFFICE OF THE TREASURER
LARRY J. DOE



MONTHLY TREASURER'S REPORT
OCTOBER 1, 2019 THROUGH OCTOBER 31, 2019

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	5,473,565.25	2,695,511.11	2,710,793.90	5,458,282.46
101 - Payroll	315,747.73	698,654.07	670,334.62	344,067.18
101 - Willow Run Escrow	144,639.69	122.85	0.00	144,762.54
206 - Fire Department	1,832,133.99	2,601.06	855,377.21	979,357.84
208 - Parks Fund	28,972.02	41.97	359.63	28,654.36
212 - Roads/Bike Path/Rec/General Fund	328,038.22	236,436.39	73,706.94	490,767.67
226 - Environmental Services	2,117,666.78	2,233.71	211,785.63	1,908,114.86
230 - Recreation	195,179.70	98,813.74	128,092.85	165,900.59
236 - 14-B District Court	129,096.68	160,690.51	108,177.43	181,609.76
244 - Economic Development	69,934.35	102.23	0.00	70,036.58
248 - Rental Inspections	194,809.59	22,860.22	19,256.08	198,413.73
249 - Building Department Fund	1,444,362.65	80,873.43	48,260.62	1,476,975.46
250 - LDFA Tax	27,290.38	39.77	0.00	27,330.15
252 - Hydro Station Fund	563,822.58	22,323.18	40,194.98	545,950.78
266 - Law Enforcement Fund	5,269,015.37	7,511.79	591,115.82	4,685,411.34
398 - LDFA 2006 Bonds	244,429.78	320.85	24,840.00	219,910.63
584 - Green Oaks Golf Course	218,794.32	287,088.80	298,522.14	207,360.98
590 - Compost Site	935,668.15	37,034.88	34,526.66	938,176.37
595 - Motor Pool	236,228.03	361.92	9,113.39	227,476.56
701 - General Tax Collection	24,730.10	4,141.56	0.00	28,871.66
703 - Current Tax Collections	7,254,463.89	654,513.97	5,546,014.13	2,362,963.73
707 - Bonds & Escrow/GreenTop	969,214.25	45,315.83	13,895.79	1,000,634.29
708 - Fire Withholding Bonds	89,337.75	75.87	0.00	89,413.62
893 - Nuisance Abatement Fund	84,146.54	3,386.29	4,804.00	82,728.83
GRAND TOTAL	<u>28,191,287.78</u>	<u>5,061,056.00</u>	<u>11,389,171.82</u>	<u>21,863,171.96</u>

ATTORNEY REPORT

GENERAL LEGAL UPDATE

NEW BUSINESS

REQUEST APPROVAL OF CONTRACT
WITH YPSILANTI TOWNSHIP
FIREFIGHTERS LOCAL 1830 UNION WITH
A TERM ENDING DATE OF DECEMBER
31, 2023

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON, JR.



**Charter Township of Ypsilanti
Hydro Station**

**7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 544.3690
Fax: (734) 544.3626**

www.ytown.org

MEMORANDUM

TO: Township Board of Trustees

FROM: Michael Saranen, Operation Manager

DATE: October 25, 2019

RE: **Request Approval for Township Supervisor and Clerk to sign an Internal Use Contract for Renewable Energy Credits (RECs).**

I am requesting the Board to authorize the Supervisor and Clerk to sign the attached contract for internal transfer of Renewable Energy Credits (RECs). The agreement authorizes DTE Electric to transfer the RECs from the Hydro Station account into a Twp. sub-account.

In 2014, the Board adopted the Renewable Energy Strategy (RES) to help our environment by reducing the carbon footprint that is created from using electricity within the Twp. buildings.

The Twp. Hydro Station generates renewable electricity harnessed from the Huron River. That renewable energy attribute that are called RECs are managed by DTE Electric and tracked within the MiREC system.

By applying the Hydro RECs to the Twp. buildings, this will reduce the Twp.'s carbon footprint.

For **2018**: 100% of the electricity used by the listed Buildings can be tagged as renewable.

- | | |
|------------------------------|-----------------------------------|
| - Civic Center | - Fire Station #1 |
| - 14-B Court | - Law Enforcement Center |
| - Holmes Road Police Station | - Community Center |
| - Green Oaks Golf Course | - Fire Station #3 |
| - Fire Station #4 | - Compost Site |
| - Civic Center Garage | - Ford Lake Park House and Garage |
| - Harris Rd Park | - Community Center Park |

Approximately 2,067,233 lbs. of CO² were avoided by the Twp. as they can apply 1,290 Hydro Station RECS to those listed buildings for calendar year **2018**.

If there are any questions, please contact me.

RENEWABLE ENERGY CREDITS (“RECs”) PURCHASE AND SALE AGREEMENT (“Agreement”)

Buyer:	Charter Township of Ypsilanti	Address: 7200 South Huron River Dr. Ypsilanti, MI 48197
Buyer Contact :	Contact Name: Brenda Stumbo, Supervisor	Contact Telephone Number: 734-481-0617 Contact Fax Number: 734-484-0002 Contact E-mail:
Seller:	Charter Township of Ypsilanti Ford Lake Hydroelectric Station	Address: 7200 S. Huron River Dr. Ypsilanti, MI 48197
Seller Contact:	Contact Name: Michael Saranen, Operation Manager Brenda Stumbo, Supervisor	Contact Telephone Number: 734-544-3748 Contact Fax Number: 734-544-3626 Contact E-mail:
Transaction Date:		
Product:	Michigan RECs/IRECs	
Vintage:	December 2016, January 2019 to May 2019	
Quantity:	1,290	
Purchase Price:	Seller shall sell to Buyer, and Buyer shall purchase from Seller, the RECs for the purchase price set forth below. \$0.00 per REC for each delivered REC	
Transfer of RECs:	Seller shall transfer to Buyer via MiREC 1,290 RECs/IRECs on or before December 30, 2019.	
Payment:	<p>Seller shall invoice Buyer for payment not later than three (3) business days after transfer of RECs to Buyer. Payment by Buyer to Seller shall be due five (5) business days after transfer of RECs. All funds to be paid to Seller shall be rendered in the form of immediately available funds (U.S. Dollars) by check or in such other form as agreed to by the parties. If either party fails to remit any amount payable by it when due, interest on such unpaid portion shall accrue at a rate equal to the prime interest rate in effect at the time as published by in <i>The Wall Street Journal</i> plus two percent (2%) from the date payment is due to the date of payment.</p> <p>Seller’s Payment Instructions:</p> <p style="padding-left: 40px;">Make check payable to: Charter Township of Ypsilanti 7200 S. Huron River Dr. Ypsilanti, MI 48197</p>	
General Terms and Conditions:	<p><u>Representations and Warranties of Seller.</u> Seller represents and warrants to Buyer that (i) each REC meets the specifications set forth in this Agreement; (ii) Seller has good and marketable title to the RECs; (iii) all right, title and interest in and to the RECs are free and clear of any liens, taxes, claims, security interests, or other encumbrances; and (iv) Seller has not made any claims that the energy associated with the RECs is renewable energy. SELLER EXPRESSLY NEGATES ANY OTHER REPRESENTATION OR WARRANTY, WRITTEN OR ORAL, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY REPRESENTATION OR WARRANTY WITH RESPECT TO MERCHANTABILITY, OR FITNESS FOR ANY PARTICULAR PURPOSE.</p>	

Event of Default. For purposes of this Agreement, a party shall be in default (each of the following, an "Event of Default"): (i) if that party fails to make, when due, any payment required pursuant to this Agreement if such failure is not remedied within three (3) business days of written notice from the other party; (ii) if that party materially breaches any or all of its obligations under this Agreement and such breach is not cured within seven (7) business days of written notice of such breach from the other party; (iii) if any representation or warranty made by a party pursuant to this Agreement proves to have been misleading or false in any material respect when made and such party does not cure the underlying facts so as to make such representation and warranty correct and not misleading within seven (7) business days of written notice from the other party; or (iv) if a Party makes an assignment or any general arrangement for the benefit of its creditors; files a petition or otherwise commences, authorizes or acquiesces in the commencement of a proceeding or cause under any bankruptcy or similar law for the protection of creditors; has a petition filed against it, and such petition is not dismissed within sixty (60); or otherwise becomes bankrupt or insolvent (however evidenced).

Remedies upon Default. If either Party is in default, the non-defaulting party may select any or all of the following remedies: (i) upon two (2) business days' written notice to the defaulting party, terminate this Agreement, (ii) withhold any payments and deliveries due in respect of this Agreement, and (iii) exercise such other remedies available at law or in equity.

If Buyer is in default and Seller elects to terminate this Agreement, then Buyer shall pay Seller, within ten (10) business days of invoice receipt, an amount equal to the sum of (i) the contract price multiplied by the contract quantity for any RECs delivered to Buyer for which Seller has not been paid, and (ii) the positive difference, if any, obtained by subtracting the market price, as reasonably determined by Seller, for the RECs from the contract price multiplied by the amount of RECs not received, plus reasonable third party fees (including broker fees) and legal costs incurred by Seller in enforcement and protection of its rights under this Agreement.

If Seller is in default and Buyer elects to terminate this Agreement, then Seller shall pay Buyer, within ten (10) business days of invoice receipt, an amount equal to the positive difference, if any, obtained by subtracting the contract price from the market price, as reasonably determined by Buyer, for the RECs multiplied by the amount of RECs not delivered, plus reasonable third party fees (including broker fees) and legal costs incurred by Buyer in enforcement and protection of its rights under this Agreement. In no event does the foregoing relieve Buyer of its obligation to pay Seller the contract price multiplied by the contract quantity for any RECs delivered to Buyer for which Seller has not been paid.

Limitations of Liability. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR SPECIAL, PUNITIVE, INCIDENTAL, INDIRECT, EXEMPLARY, OR CONSEQUENTIAL DAMAGES OF ANY NATURE WHATSOEVER, INCLUDING LOSS OF PROFITS (EXCEPT TO THE EXTENT THAT ANY DIRECT DAMAGES INCLUDE AN ELEMENT OF PROFIT).

Confidentiality. The parties agree to keep confidential the contents of this Agreement and any information made available by one party to the other party with respect to this Agreement.

Indemnification. Each party agrees to indemnify, defend, and hold harmless the other party, and any of said other party's affiliates, directors, officers, employees, agents and permitted assigns, from and against all claims, losses, incidents, liabilities, damages, judgments, awards, fines, penalties, costs, and expenses (including reasonable attorneys' fees and disbursements) directly incurred in connection with or directly arising out of: (i) any breach of representation or warranty or failure to perform any covenant or agreement in this Agreement; or (ii) any violation of applicable law, regulation or order by said party including any adverse liens, claims or encumbrances on the RECs.

Notices. All notices, demands, and other communications hereunder shall be effective only if given in writing and shall be deemed given (i) when delivered in person; (ii) when delivered by private courier (with confirmation of delivery); (iii) when transmitted by facsimile (with confirmation of transmission); or (iv) five (5) business days after being deposited in the United States mail, first-class, registered or certified, return receipt requested, with postage paid. For purposes hereof, all notices, demands and other communications shall be sent to the contacts and addresses above (or to such other address furnished in writing by one party to the other party).

Assignment. This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and permitted assigns. Neither party may transfer or assign this Agreement, in whole or in part, without the other party's prior written consent, which consent shall not be unreasonably withheld, conditioned, or delayed.

Amendment. This Agreement may be amended at any time, but only by a written agreement signed by both parties.

No Waiver. No delay or omission by a party in the exercise of any right under this Agreement shall be taken, construed, or considered as a waiver or relinquishment thereof. If any of the terms and conditions herein are breached and thereafter waived in writing by a party, such waiver is limited to the particular breach so waived and is not deemed to waive any other breach hereunder.

Severability. If any provision or portion of this Agreement is found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision shall be deemed modified to the limited extent required to permit its enforcement in a manner most closely representing the intention of the Parties as expressed herein.

Charter Township of Ypsilanti

Resolution 2019-51

RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 - "Hard Caps" Option - limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 - "80%/20%" Option - limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 - "Exemption" Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the Charter Township of Ypsilanti Board of Trustees has decided to adopt the annual Exemption option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED the Charter Township of Ypsilanti Board of Trustees of the Charter Township of Ypsilanti elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for the medical benefit plan coverage year January 1, 2020 through December 31, 2020.

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS WILLIAMS
JIMMIE WILSON JR.



**Human Resource
Department**

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-0065
Fax: (734) 484-5160
ytown.org

MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Karen Wallin
Human Resource Department

Date: November 1, 2019

Subject: Request to Approve Adopting the Annual Exemption Option as Set Forth in 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act.

Under Public Act 152 of 2011, the Township must annually approve the option they shall comply with in regard to employee health care cost for the upcoming year. In the past, the Township Board has lifted the “Hard Cap” option and elected the “Exemption Option”, allowing the Township to set the annual amount of the employee contribution toward health care insurance based on contract language which currently states:

Single Coverage = \$600.00/Annually (\$25 per pay for 24 pays)
Two Person Coverage = \$1,200.00/Annually (\$50 per pay for 24 pays)
Family Coverage = \$1,800.00/Annually (\$75 per pay for 24 pays)

* The proposed 2020 budget has been prepared with the above noted annual employee contributions.

To comply with Public Act 152, a request is being made for the Board of Trustee to approve a health care option to cover the 2020 benefit year.

Your consideration in the matter is appreciated. Should you have any additional questions, please contact me at 484-0065 or ext. 3741.

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2019-52

Ypsilanti Township General Safety Plan

Whereas, the Charter Township of Ypsilanti is within Washtenaw County, Michigan; and

Whereas, the Township is an employer within the state of Michigan and;

Whereas, the Township will work to comply with the appropriate regulations of Michigan Occupational Safety and Health Administration (MiOSHA) and Michigan Department of Agriculture & Rural Development (MDARD) and;

Whereas, the Township is committed to providing places reasonably free from hazards, which may cause illness, injury, or death to its employees and;

Whereas, the Township has developed a General Safety Program which outlines topic based safety plans and;

Whereas, the General Safety Plan creates a Safety Committee for the purpose of increasing safety, transparency; and review of plans and;

Whereas, will providing adequate funding for safety activities and;

Whereas, the Township Board now establishes a General Safety Program to be administered by the Human Resources Department and Operation Manager, supported by the Board of Trustees, department heads and front line supervisors.

Now Therefore,

Be it Resolved, that Resolution 2019-52 shall become effective upon Board Approval.

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON, JR.



Charter Township of Ypsilanti
Hydro Station

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 544.3690
Fax: (734) 544.3626

www.ytown.org

MEMORANDUM

TO: Township Board of Trustees

FROM: Michael Saranen, Operations Manager

DATE: November 5, 2019

RE: **Request of the Board of Trustee to Pass a Resolution in Support of the Ypsilanti Township General Safety Program**

Staff has worked together to develop a General Safety Program to put safety as an organization wide effort and request to establish a safety committee to assist with safety matters.

As an employer there is a responsibility to provide a reasonability safe workplace. And where hazards cannot be eliminated, the employers needs to protect the workforce to prevent incidents.

Over time a safety minded organization will lower worker compensation cost, will see a reduction in lost time and a better working atmosphere.

I am requesting the Board of Trustees to pass resolution in support of adopting the Ypsilanti Township General Safety Program, creation of a safety committee and provide adequate funding for safety activities.

If there are any questions regarding this memo and request, please contact me.

Attached



Charter Township of Ypsilanti
7200 S. Huron River Dr.
Ypsilanti, MI 48197

General Safety Program

November 2019

Contents

PURPOSE..... 2

SCOPE 2

ADMINISTRATION 2

WRITTEN SAFETY PLANS..... 3

EMPLOYER RESPONSIBILITIES 3

 Training..... 3

 Supervisory Staff 4

EMPLOYEE RESPONSIBILITIES 4

SAFETY VIOLATIONS 5

GENERAL WORKPLACE SAFETY RULES 5

PURPOSE

This General Safety Program (GSP) has been created to document and summarize the safety plans for the Charter Township of Ypsilanti (Township). The Township has developed and maintains a proactive modern day approach to safety in the workplace, which reflects the importance of protecting our employees, along with providing a safe workplace. The safe practices is identified by the employer as having both monetary and human value, with the human value being far greater to the employer, the employee, and the community.

SCOPE

The Township will work to comply with the appropriate regulations of Michigan Occupational Safety and Health Administration (MiOSHA) and Michigan Department of Agriculture & Rural Development (MDARD) that have been established to provide for the protection of workforce and visitors by providing places reasonably free from hazards, which may cause illness, injury, or death to its employees. The GSP applies to the (workforce) elected and appointed officials, executive, salaried, hourly full time, part time, seasonal, fire personnel (outside of the fire protection activities), and contractors.

ADMINISTRATION

By resolution #XXX, Adopted by Board of Trustee dated xx, the GSP of 2019 establishes a Safety Committee for the purpose of recommendations to address safety matters. The Human Resources Department (HR) along with the Operation Manager is responsible for the establishment of an effective and continuous safety program incorporating educational and monitoring procedures to teach workplace safety, correct deficiencies, and provide a safe, clean working environment. Improving safe practices can will lead towards lowering worker compensation cost.

The HR Department along with the Operation Manager shall administer this program for the Township, responsible for its overall performance and handle disciplinary actions in accordance with the Township's Work Rules.

The Operation Manager has been identified as the person responsible for the coordination, implementation, assisting with correcting deficiencies, and updating the safety plans and programs of the Township.

The Safety Committee will meet quarterly and as needed, will be made up of staff from the following; 1 HR, 1 Operation Manager, 1 RSD Director. Human Resources will invite union representative from the following; Teamster #214, 1 IAFF #1830 and 1 AFSCME #3451 to be part of the safety committee. Unions are to select a representative.

The Safety committee will be involved with plan writing & review and incidents reports to find ways to improve safety.

WRITTEN SAFETY PLANS

The Township has and continues to develop, review and update written safety plans, which provide guidance and direction for our workforce regarding the associated subjects matter. These safety plans are reviewed and revised regularly to reflect the needs of Township workforce, and the employer's compliance with all appropriate regulations. These written plans can be accessed by contacting HR or the Operation Manager.

- Haz Com SDS (Product Safety Data Sheets)
- Exposure Control Plan (Bloodborne Pathogens)
- Personal Protection Equipment (PPE)
- Noise
- Respiratory
- Confined Space
- Ladder, stairways, scaffolds
- Fall Hazards
- Pesticides
- Industrial Truck, Vehicle, Tractor and Other Powered Equipment Operations
- Elevated Platforms, Ladders and Fork Lifts
- Power and Hand Tools
- Fire and Evacuation
- Extreme Weather
- Lock out Tag out
- Ergonomics
- Road Way, Vehicle & Commercial Truck Safety
- Chipper & Lawn Maintenance Equipment

EMPLOYER RESPONSIBILITIES

All supervisors, managers, directors, team leaders are responsible for confirming a safe working environment for the workforce. This is done through management's enforcement of this GSP and other safety plans that are established by the Township. The safety-minded supervisor is the key to a successful safety program and therefore we expect the Supervisory staff to act positively to eliminate any potential hazards within the workplace and set the example of good safety practice in all areas.

Training

The employer will provide mandatory training at the employer's expense. Mandatory training will be provided based on job classification to ensure safe oriented workforce. Refresher training will be provided to comply with regulatory requirements.

Voluntary training may be offered to members of the workforce at the employer's expense to enhance the community or work environment;

- Naloxone (narcan)
- AED (automated external defibrillator)
- CPR/First Aid

Supervisory Staff must make certain that:

- Their staff members are informed and trained in appropriate safety procedures and see to it that administrative practices related to all safety programs are followed.
- Equipment and property within their area of responsibility is maintained in a safe, hazard-free condition.
- Enforce all safety regulations in effect and make employees aware that violations of safety rules will not be tolerated.
- Report immediately injuries to Human Resources by phone and email
- Work to conduct thorough investigations (within 24 hours) of all accidents and take necessary steps to prevent recurrence through employee safety education, operating procedures or modification of equipment.
- Special and non-routine job assignments are reviewed with affected employees to ensure that they are familiar with and address the safety related issues of those assignments.
- Review worksites and determine that all activities, and equipment, are conforming to the established safety requirements and take corrective action when not, assistance can come from HR department.
- Must address reported safety concerns in a timely matter, assistance can come from HR department.

EMPLOYEE RESPONSIBILITIES

The entire workforce have a responsibility to themselves and to the Township for their safety and the safety of their coworkers. Safety is everybody's business, all the time, and therefore employees at every level are responsible for knowing and following the safety practices described in the written safety plans. Employees are covered by Worker's Compensation for work-related injuries and illness while employed at the Township, and to guarantee prompt administration of such situations, it is necessary to strictly comply with company regulations. Each employee is expected to place safe work practices and the identification of unsafe conditions as the highest priority while performing daily tasks. The responsibility to safety in the workplace is to be taken seriously at all times.

All employees (workforce) are required to:

- Integrate safety into each job function and live by this philosophy to comply with all federal, state, and local rules and regulations relevant to their work.
- Observe all company rules and regulations related to the efficient and safe performance of their work.
- Report all unsafe equipment and or conditions to your immediate supervisor.

- Injuries that occur while on the job should be reported to your immediate supervisor within the timeline in the work rules and never later than the end of the shift upon which the incident occurred, to allow for proper and prompt treatment.
- Ensure the safety of themselves and those they are working with or near through the use of appropriate safety equipment, safe practice and personal protective equipment for each task performed.
- Support fully all safety procedures, activities and plans.
- Decline unsafe work, work with supervisor or Operations Manager to make work safe.

SAFETY VIOLATIONS

All safety rules, procedures, and plans in effect at the Township are to be followed by all of its workforce. Upon violation of any safety rule, the violating employee will be subject to consequences as spelled out in the Township work rules. The list of possible actions includes:

- Any and all workforce that are found to be in violation of safe work practices could be subject to disciplinary action.
- The severity of the penalty may be in direct correlation to the severity of the safety violation, but up to termination.
- The HR Department will determine disciplinary action according to the employee handbook.

GENERAL WORKPLACE SAFETY RULES

The following represent general guidelines for safety in the workplace and shall be taken seriously at all times. For specific information see the appropriate safety plan.

1. Follow instructions. Take no chances. If you do not know, ask for proper job instruction from your Supervisor.
2. Unsafe, unhealthy or hazardous conditions must be reported to a supervisor immediately.
3. Each incident and injury, shall be reported promptly so that arrangements can be made for medical or first aid treatment as is necessary; this includes any scratch, cut or wound where blood is visible or any burn (should be treated at once) should be reported.
4. All employees are expected to participate in good housekeeping practices at all Township facilities. Littering or abuse of property is prohibited.
5. Put everything you use or handle in its proper place. Disorder causes injury, wastes time, energy, and material. Keep your work area clean and orderly.
6. Use the right tools and equipment for the job. Use them as instructed in a safe manner. Properly inspect each tool and equipment for damage and ensure they are safe to use.
7. Loose sleeves, dangling neckties or earrings must not be worn while working around machinery.
8. Unauthorized tampering with, removal or misuse of fire extinguishing devices or agents is prohibited.

9. When lifting, bend your knees, grasp the load firmly, and then raise the load keeping your back as straight as possible. Get help for heavy loads.
10. Use and adjust equipment when authorized. Only alter and repair equipment when qualified.
11. Each employee is responsible for inspecting machinery and tools to be certain that they are being used in a safe manner.
12. Worksites shall be setup and maintained in a manner that will provide for a safe environment for all employees and the public.
13. The Township requires that all employees observe and obey the rules and regulations of the road to confirm the safe operation of its on/off road vehicles and the safe conduct of work activities, including those rules that apply to the usage of all electronic devices.
14. All employees are required to adhere to the Drug-Free Workplace Program.
15. Horseplay, and other acts, which have adverse influence on the safety of employees or public, are prohibited.
16. Work shall be well planned and supervised to prevent injuries.
17. Guards and safety devices must be kept in place and not disabled. Employees shall be alert to ensure that all guards and other protective devices are in their proper places and adjusted prior to operating equipment.
18. Obey all specific rules, signs, and instructions as posted, those safety rules are for your protection. Complete cooperation with this program is required of everyone
19. Employees who fail to adhere to safety rules and policies, either intentionally or unintentionally, or who cause injury to themselves or others, may be subject to disciplinary action as described in the work rules.

Section A - General Industry Safety and Health Standards

GI Part 1..... General Provisions
 GI Part 1A Abrasive Wheels
 GI Part 2..... Walking-Working Surfaces
 GI Part 6..... Fire Exits
 GI Part 7..... Guards for Power Transmission
 GI Part 8..... Portable Fire Extinguishers
 GI Part 9..... Fixed Fire Equipment
 GI Part 12..... Welding and Cutting
 GI Part 18..... Overhead and Gantry Cranes
 GI Part 21..... Powered Industrial Trucks
 GI Part 22..... Tractors
 GI Part 25..... Manlifts
 GI Part 27..... Woodworking Machinery
 GI Part 33..... Personal Protective Equipment
 GI Part 37..... Accident Prevention Signs and Tags
 GI Part 38..... Hand and Portable Powered Tools
 GI Part 40..... Safety-Related Work Practices
 GI Part 49..... Slings
 GI Part 53..... Tree Trimming and Removal
 GI Part 54..... Powered Groundskeeping Equipment
 GI Part 58..... Aerial Work Platforms
 GI Part 72..... Automotive Service Operations
 GI Part 75..... Flammable Liquids
 GI Part 85..... The Control of Hazardous Energy Sources (Lockout/Tagout)
 GI Part 86..... Electric Power Generation, Transmission, and Distribution
 GI Part 90..... Permit-Required Confined Spaces
 GI Part 92..... Hazard Communication
 GI Part 380..... Occupational Noise Exposure
 GI Part 430..... Hazard Communication
 GI Part 433..... Personal Protective Equipment
 GI Part 451..... Respiratory Protection
 GI Part 472..... Medical Services and First Aid
 GI Part 490..... Permit-Required Confined Spaces
 GI Part 529..... Welding, Cutting and Brazing
 GI Part 554..... Bloodborne Infectious Diseases

Section C – MIOSHA Administrative Rules for All Industries

Act 154 Michigan Occupational Safety and Health Act

MIOSHA Part 4 Procedures

MIOSHA Part 11 Recording and Reporting of Occupational Injuries and Illnesses

MIOSHA Part 12 Variances

MIOSHA Part 13 Inspections and Investigations, Citations, and Proposed Penalties



October 24, 2019

Charter Township of Ypsilanti
7200 S. Huron River Dr.
Ypsilanti, MI 48197
Attn: Karen Lovejoy Roe

Re: Charter Township of Ypsilanti-LED Streetlight Conversion

Attached is the agreement for the work to be performed in the budget letter that was sent on October 24, 2019. A detailed description of the project is outlined in the agreements. Please print **TWO** copies. Please sign **BOTH** copies in the designated areas. A check or Purchase Order in the amount of **\$95,818.00** is also required at this time. Please return **BOTH** signed agreements (as well as check or **Purchase Order...made payable to DTE Energy**) to the following address:

DTE Energy
8001 Haggerty Rd.
Belleville, MI 48111
140 WWSC-Brandon Faron

Upon receipt of **BOTH** signed copies (and payment), we (DTE Energy) will then sign **BOTH** copies and return **ONE** original back to you.

Please call if you have questions, 734-397-4017.

Sincerely,

Brandon R. Faron

Brandon R. Faron
Account Manager
Community Lighting


Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of October 24, 2019 between DTE Electric Company ("Company") and Charter Township of Ypsilanti ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated May 7, 2018 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests the Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	54352456	
	If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	[Various Locations in Ypsilanti Twp], as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	173	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Convert (153) 100w HPS Colonials to (153) 72w LED. Convert (20) 100w HPS Granvilles to (20) 39w LED "Basic" Granvilles	
5. Estimated Total Annual Lamp Charges	\$46,137.00	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$95,818.00
	Credit for 3 years of lamp charges:	\$0.00
	CIAC Amount (cost minus revenue)	\$95,818.00
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices _____ 	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 S. Huron River Dr. Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe	

11. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) YES NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts. When replacement equipment or spare parts are installed from Customer's inventory, the Company will credit Customer in the amount of the then current material cost of Company standard street lighting equipment.

B. Customer will maintain an initial inventory of at least 0 posts and 0 luminaires and any other materials agreed to by Company and Customer, and will replenish the stock as the same are drawn from inventory. Costs of initial inventory are included in this Agreement. The Customer agrees to work with the Company to adjust inventory levels from time to time to correspond to actual replacement material needs. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at N/A.
Access to the Customers inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to the Company:

Name: N/A Title: N/A
Phone Number: N/A Email: N/A

The Customer will notify the Company of any changes in the Authorized Customer Representative. The Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by the Company.

D. In the event that SOM is damaged by a third party, the Company may (but is not required to) pursue a damage claim against such third party for collection of all labor and stock replacement value associated with the damage claim. Company will promptly notify Customer as to whether Company will pursue such claim.

E. In the event that SOM becomes obsolete or no longer manufactured, the Customer will be allowed to select new alternate SOM that is compatible with the Company's existing infrastructure.

F. Should the Customer experience excessive LED equipment failures, not supported by LED manufacturer warranties, the Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at the Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of the Customer.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

DTE Electric Company

By: _____

Name: _____

Title: _____

Customer:

Charter Township of Ypsilanti

By: _____

Name: _____

Title: _____

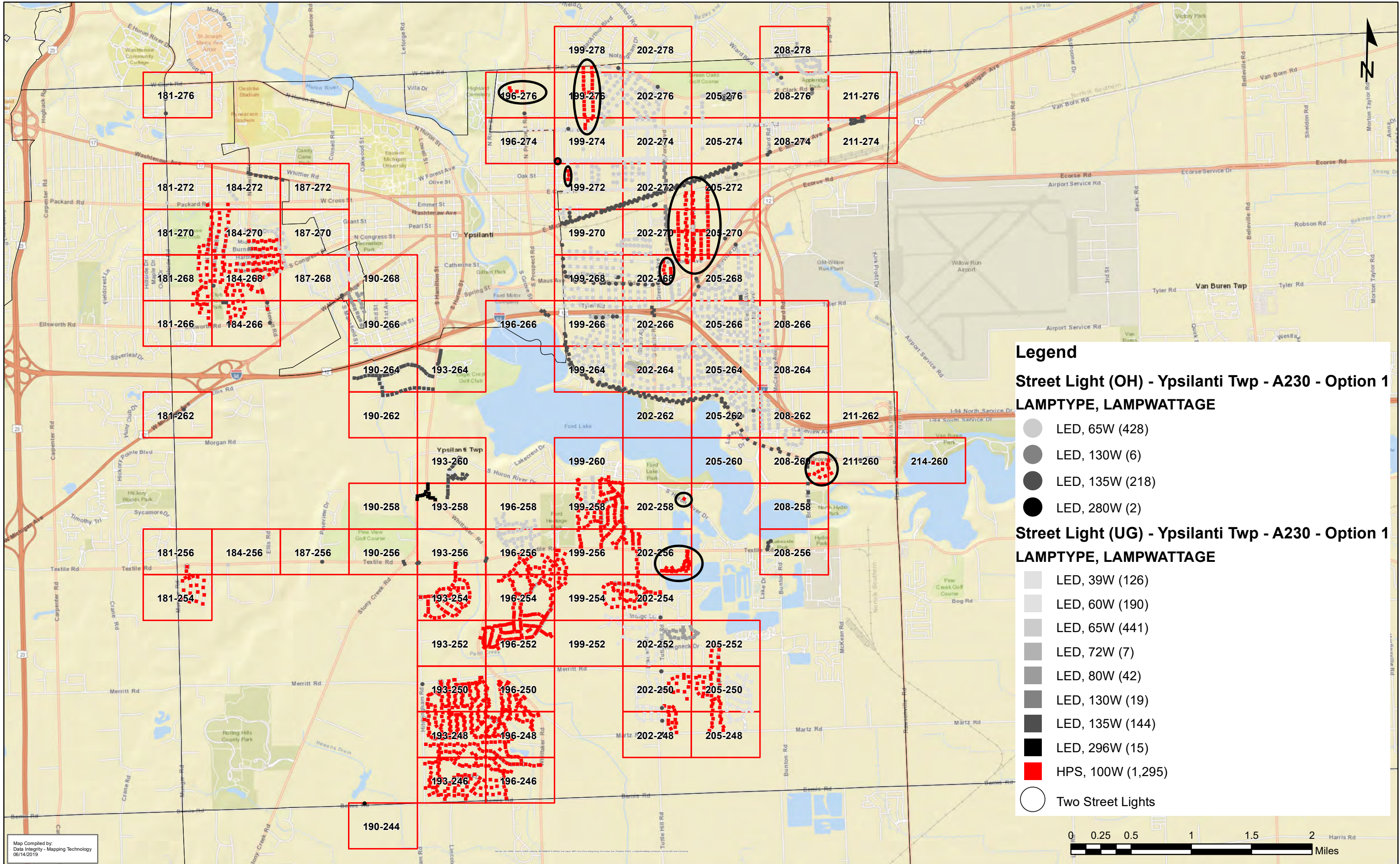


Attachment 1 to Purchase Agreement

Map of Location

[To be attached]

Ypsilanti Twp - Option 1 Streetlight Locations - Map Sheet Index



Legend

Street Light (OH) - Ypsilanti Twp - A230 - Option 1
LAMPTYPE, LAMPWATTAGE

- LED, 65W (428)
- LED, 130W (6)
- LED, 135W (218)
- LED, 280W (2)

Street Light (UG) - Ypsilanti Twp - A230 - Option 1
LAMPTYPE, LAMPWATTAGE

- LED, 39W (126)
- LED, 60W (190)
- LED, 65W (441)
- LED, 72W (7)
- LED, 80W (42)
- LED, 130W (19)
- LED, 135W (144)
- LED, 296W (15)
- HPS, 100W (1,295)

○ Two Street Lights



November 1, 2019

Charter Township of Ypsilanti
7200 S. Huron River Dr.
Ypsilanti, MI 48197
Attn: Karen Lovejoy Roe

Re: Charter Township of Ypsilanti-Ellsworth Rd. @ Golfside Rd.

Attached is the agreement for the work to be performed in the budget letter that was sent on October 31, 2019. A detailed description of the project is outlined in the agreements. Please print **TWO** copies. Please sign **BOTH** copies in the designated areas. A check or Purchase Order in the amount of **\$541.29** is also required at this time. Please return **BOTH** signed agreements (as well as check or Purchase Order...made payable to **DTE Energy**) to the following address:

DTE Energy
8001 Haggerty Rd.
Belleville, MI 48111
140 WWSC-Brandon Faron

Upon receipt of BOTH signed copies (and payment), we (DTE Energy) will then sign BOTH copies and return ONE original back to you.

Please call if you have questions, 734-397-4017.

Sincerely,

Brandon R. Faron

Brandon R. Faron
Account Manager
Community Lighting


Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of November 1, 2019 between DTE Electric Company ("Company") and Charter Township of Ypsilanti ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated May 7, 2018 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests the Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	55673982	
	If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	[Ellsworth at Golfside], as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	2	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install two (2) 6' support arms (Code 46) and two (2) 136w stock LED luminaires with gray housing. Lights to be mounted to existing wood poles.	
5. Estimated Total Annual Lamp Charges	\$495.36	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$2,027.37
	Credit for 3 years of lamp charges:	\$1,486.08
	CIAC Amount (cost minus revenue)	\$541.29
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices _____ 	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 S. Huron River Dr. Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe	

11. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) YES NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts. When replacement equipment or spare parts are installed from Customer's inventory, the Company will credit Customer in the amount of the then current material cost of Company standard street lighting equipment.

B. Customer will maintain an initial inventory of at least 0 posts and 0 luminaires and any other materials agreed to by Company and Customer, and will replenish the stock as the same are drawn from inventory. Costs of initial inventory are included in this Agreement. The Customer agrees to work with the Company to adjust inventory levels from time to time to correspond to actual replacement material needs. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at N/A.
Access to the Customers inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to the Company:

Name: N/A Title: N/A

Phone Number: N/A Email: N/A

The Customer will notify the Company of any changes in the Authorized Customer Representative. The Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by the Company.

D. In the event that SOM is damaged by a third party, the Company may (but is not required to) pursue a damage claim against such third party for collection of all labor and stock replacement value associated with the damage claim. Company will promptly notify Customer as to whether Company will pursue such claim.

E. In the event that SOM becomes obsolete or no longer manufactured, the Customer will be allowed to select new alternate SOM that is compatible with the Company's existing infrastructure.

F. Should the Customer experience excessive LED equipment failures, not supported by LED manufacturer warranties, the Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at the Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of the Customer.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

DTE Electric Company

By: _____

Name: _____

Title: _____

Customer:

Charter Township of Ypsilanti

By: _____

Name: _____

Title: _____

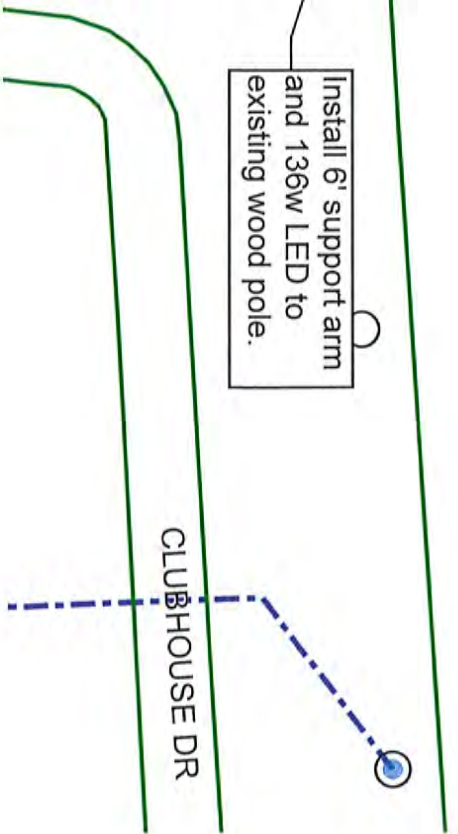
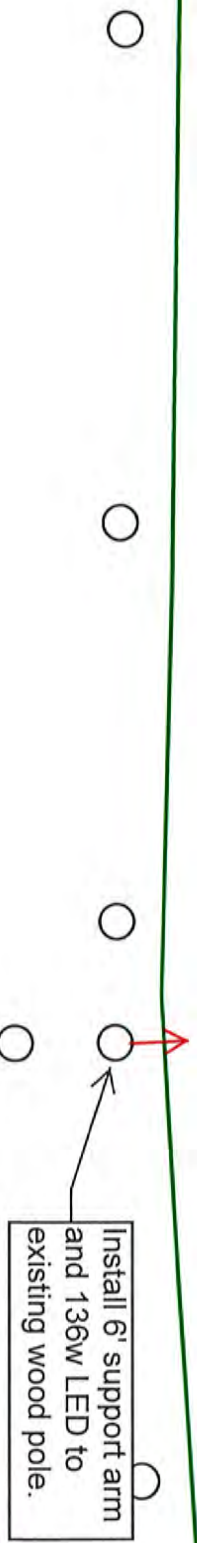
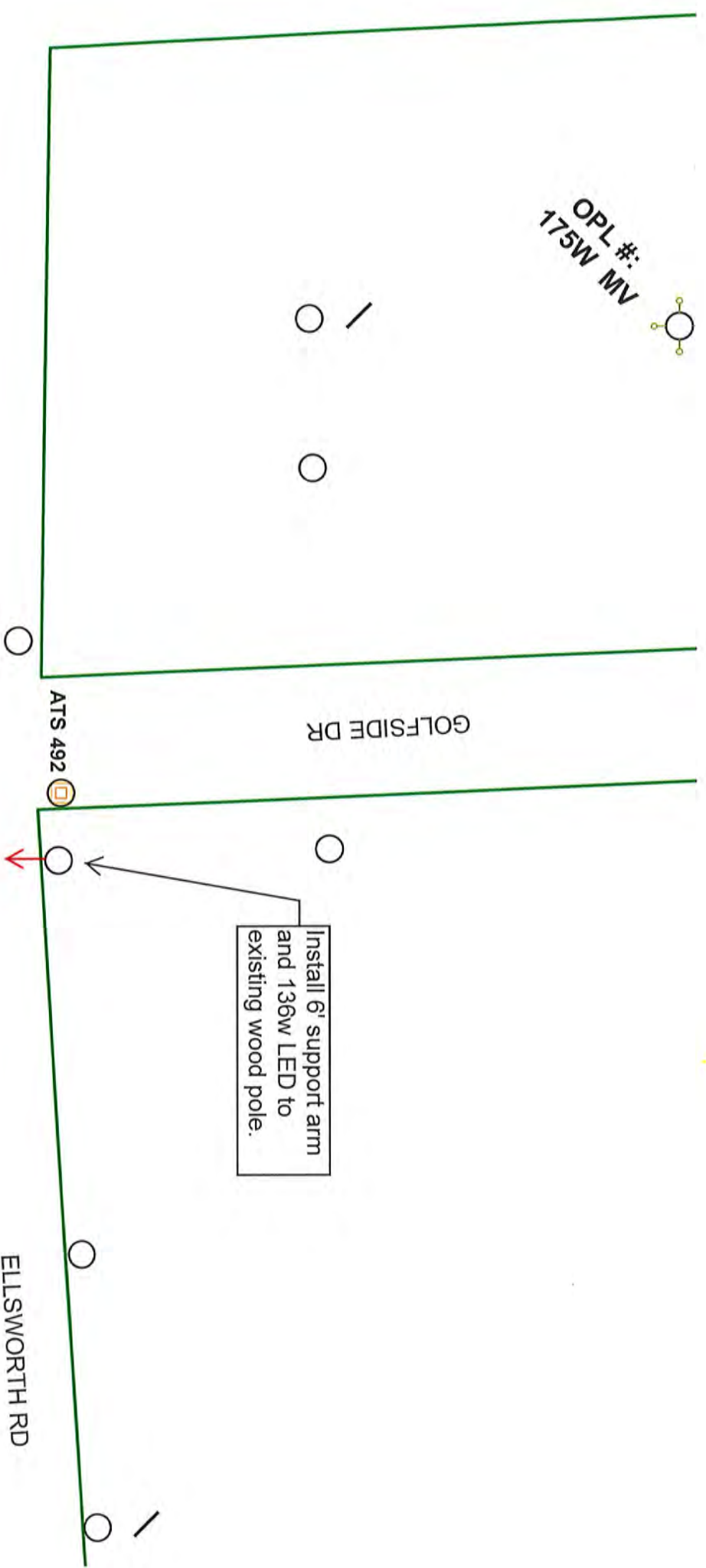


Attachment 1 to Purchase Agreement

Map of Location

[To be attached]

OPL #: 175W MV



Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON, JR.



Charter Township of Ypsilanti
Residential Services Department

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-0073
Fax: (734)544-3501

www.ytown.org

MEMORANDUM

TO: Ypsilanti Township Board of Trustees

FROM: Wayne Dudley – Building Operations Superintendent

DATE: 11/11/2019

RE: **Request authorization to waive the Financial Policy and allow the Building Operation to purchase a floor scrubber for \$12,564.00; we will be utilizing the BLDG OPER EQUIP TOOLS fund # 101-265.000-777.000, and this has been budgeted for.**

The Building Operation Department requests authorization to waive the Financial Policy and allow the purchase for the needed replacement equipment now being used at the Community Center. Both the existing pieces of equipment have been in for repairs multiple times over the last five years.

We have 3 quotes that are comparable, but not the same exact machines:

Grainger, Dayton – 28” Rider Floor Scrubber -	\$19,741.89
Ann Arbor Cleaning - NSS E-Force 26” Rider Floor Scrubber -	\$12,564.00
Lower Huron Cleaning - Viper AS710R - 26" Rider Floor Scrubber	\$8,414.63

Conversations with the vendors indicate that the used equipment has no trade in value to speak of. They would need to be auctioned, or sold at a yard sale.

We recommend the \$12,564 from Ann Arbor Cleaning, based on the following: NSS is a nationally known supplier for over 50yrs, Ann Arbor Cleaning is a local vendor, service could be done locally, and the manufacturer is in Toledo (part & service readily available).

We are requesting a waiver of the financial policy in order to complete the purchase before the end of the year.

Respectfully Submitted,

Wayne Dudley
Building Operations Superintendent



Ann Arbor Cleaning Supply

256 Haeussler Court • Ann Arbor, MI 48103 • (734) 662-5293 Fax (734) 662-3050

November 8, 2019

Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

Attention: Wayne Dudley

I have been busy securing bracketed pricing for your upcoming equipment bid. The terms from the manufacturer are as follows.

Orders over \$10,000 will qualify for a 10% discount.
Orders over \$15,000 will qualify for a 15% discount.

Orders must be placed between November 04, 2019 and December 06, 2019 and delivered by December 31, 2019.

I have attached a list of the items we discussed at our meeting on October 18th this year. Each item is priced at standard pricing (no additional requirements), 10% and 15% discounts. (above terms must be met)

Thank you

David Smith

November 8, 2019

Ypsilanti Township Machine Pricing
7200 Huron River Drive
Ypsilanti, MI 48197

E-Force 26" Ride on Floor Scrubber #8302601 with 4 ea 235 ah wet cell batteries, 2 ea pad drivers and on board battery charger.

Regular Price	Part of \$10,000 order	Part of \$15,000 order
\$13262.00	\$12,564.00	\$11,168.00

Stallion 818 SC Self Contained Carpet Extractor 115V #4800818

Regular Price	Part of \$10,000 order	Part of \$15000 order
\$1967.00	\$1863.00	\$1760.00

Galaxy 17" Rotary Floor Machine 1.5 HP including Pad Driver #0301708

Regular Price	Part of \$10,000 order	Part of \$15,000 order
\$1033.00	\$978.00	\$924.00

Galaxy 20" Rotary Floor Machine 1.5 HP including Pad Driver #0302008

Regular Price	Part of \$10,000 order	Part of \$15,000 order
\$1066.00	\$1010.00	\$954.00

Solution Tank for above Galaxy Machines #5094771

Regular Price	Part of \$10,000 order	Part of \$15,000 order
\$119.00	\$112.00	\$106.00

Pacer 15 Upright Vacuum #9600151

Regular Price	Part of \$10,000 order	Part of \$15,000 order
\$411.00	\$389.00	\$368.00

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON, JR.



Supervisor's Office

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

TO: Karen Lovejoy Roe, Clerk

FROM: Brenda L. Stumbo, Supervisor *BLS*

DATE: November 12, 2019

RE: Request to purchase of 96 gallon toter carts for West Willow Subdivision, in the amount of \$75,000 from Waste Management, line item 226-226-000-971-001 – Capital Outlay Other

Due to the recent issues residents in the West Willow subdivision are experiencing with rodents, we are requesting that the Township purchase a 96 gallon toter cart for each home. The approximate cost to purchase is \$75,000 and delivery would be 2-3 weeks after the order is placed. If we purchase for only West Willow, we will be able to fund from the existing Environmental Services budget so no fund balance transfer would be needed. We believe it would be better to purchase carts for the entire Friday route. If we do this, we would need a budget amendment. Washtenaw County has committed to exterminate once the carts have been purchased.

We have also requested information from Waste Management on the cost to replace the entire Friday route, which would allow them to use the truck with the arm to pick up the toter carts. At the time we are writing this, we have not yet received the information. We will provide it to the Board as soon as we get it.

The Washtenaw County Public Health Department recommended the toter carts as a way to eliminate the food source for the rodents. Ordinance Enforcement has been ongoing since eliminating blight eliminates shelter for the rodents.

It would be the Township's goal for all residents to have these toter carts in the near future. As our contract with Waste Management expires next year, it would be a good time to incorporate these changes.

Please place this item on the November 19, 2019 agenda for the Board's consideration.

tk

cc: Township Board
Michael Hoffmeister, RSD Director
Jovanna Neel, Accounting Director
Crystal Campbell, Community Engagement Coordinator

**CHARTER TOWNSHIP OF YPSILANTI
2019 BUDGET AMENDMENT #18**

NOVEMBER 19, 2019

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND	Total Increase	<u><u>\$812.00</u></u>
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Request to increase budget for PTO payout at 75% of the hours requested. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$812.00
		Net Revenues	<u><u>\$812.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	101-201-000-708.004	\$755.00
	FICA	101-201-000-715.000	\$57.00
		Net Expenditures	<u><u>\$812.00</u></u>

252 - HYDRO STATION FUND	Total Increase	<u><u>\$37,500.00</u></u>
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Request to increase budget for professional services, gas & oil, City of Ypsilanti 10% of revenue share, and fish escrow expenditure lines. The increase to professional services is for continued engineering consulting for dam issues. The increase to the gas and oil are do to the additional employee usage. The increase to City share and fish escrow are a result of the higher energy revenue produced by the dam. This will be funded by increasing the revenue earned by dam productivity.

Revenues:	Ford Lake Hydro Station	252-000-000-641.003	\$37,500.00
		Net Revenues	<u><u>\$37,500.00</u></u>
Expenditures:	Professional Services	252-252-000-801.000	\$20,000.00
	Gas & Oil	252-252-000-867.000	\$1,000.00
	City of Ypsilanti -10% revenue share	252-252-000-956.009	\$15,000.00
	Fish Escrow	252-252-000-956.019	\$1,500.00
		Net Expenditures	<u><u>\$37,500.00</u></u>

266 - LAW ENFORCEMENT FUND	Total Increase	<u><u>\$0.00</u></u>
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Request to increase budget by doing a line transfer from Sheriff Services Cost center #301 to Ordinance Cost center #304. This is to cover temporary employee salaries for ordinance enforcement. This will be funded by reducing the Community Work Program budget and increasing the Temporary Wage budget.

Expenditure:	Community Work Program	266-301-000-830.004	(\$20,000.00)
		Net Revenues	<u><u>(\$20,000.00)</u></u>
Expenditures:	Temporary Salary/Wages	266-304-000-707.000	\$20,000.00
		Net Expenditures	<u><u>\$20,000.00</u></u>
		Net Budget Change	<u><u>\$0.00</u></u>

Motion to Amend the 2019 Budget (#18)

Move to increase the General Fund budget by \$812 to \$11,002,038 and approve the department line item changes as outlined.

Move to increase the Hydro Fund budget by \$37,500 to \$521,713 and approve the department line item changes as outlined.

Move to increase the Law Enforcement budget by \$0 to \$7,835,851 and approve the department line item changes as outlined.

OTHER BUSINESS
