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YPSILANTI BOARD OF TRUSTEES

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December 3, 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**



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

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WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI TUESDAY, DECEMBER 3, 2019

5:00PM

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

1. DISCUSSION ON TOWNSHIP NON-MOTORIZED PLAN.....MEGAN MASSON-MINOCK
CARLISLE WORTMAN
2. AGENDA REVIEW..... SUPERVISOR STUMBO
3. OTHER DISCUSSION BOARD MEMBERS



Carlisle | Wortman
ASSOCIATES, INC.

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

MEMORANDUM

TO: Karen Lovejoy Roe, Clerk, Charter Township of Ypsilanti
Charter Township of Ypsilanti Park Commission
Charter Township of Ypsilanti Planning Commission

FROM: Megan A. Masson-Minock, AICP, Planner
Chris Nordstrom, PLA, ASLA, Landscape Architect

DATE: November 18, 2019

RE: Draft Non-Motorized Plan

Please find attached a draft Non-Motorized Plan for the Charter Township of Ypsilanti. We wish to thank everyone who contributed to the development of this plan, especially the Steering Committee.


The Non-Motorized Plan lays out a vision of non-motorized transportation to “make the utilization of non-motorized transportation safer, easier, and more enjoyable alternative for residents to use as they go about their daily lives”. The plan articulates the Township’s priorities for non-motorized facilities to the community, road agencies and funders. We respectfully request review by the following Township elected and appointed bodies at their upcoming meetings listed below:

- Charter Township of Ypsilanti Planning Commission on November 26, 2019;
- Charter Township of Ypsilanti Park Commission on December 2, 2019;
- Charter Township of Ypsilanti Board of Trustees Work Session on either December 3, 2019 or December 17, 2019

The Non-Motorized Plan must be adopted by the Board of Trustees. While not required by State Law, formal recommendations by the Planning Commission and the Parks Commission are preferable.

One or both of us will attend the meetings listed above to present the plan and answer any questions. In the meanwhile, please do not hesitate to contact either of us with any questions or suggestions.

Sincerely,


CARLISLE/WORTMAN ASSOC., INC.
Megan Masson-Minock, AICP
Planner


CARLISLE/WORTMAN ASSOC., INC.
Chris Nordstrom, PLA, ASLA
Landscape Architect

Ypsilanti
Township
2040

Non-Motorized Transportation Plan

11/18/19 DRAFT

ACKNOWLEDGMENTS

Township Board of Trustees

- Brenda Stumbo, Supervisor
- Karen Lovejoy Roe, Clerk
- Larry Doe, Treasurer
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- Sally Richie, Vice Chair
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- Stan Eldridge, Commissioner
- Gloria Peterson, Commissioner
- Bill Sinkule, Commissioner
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Park Commission

- David Streeter, Chair
- Edward Burnett, Vice Chair
- Sage Pazyamor, Secretary
- Elizabeth Corder, Treasurer
- Debbie Swanson, Secretary
- Gloria Peterson, Commissioner

Non-Motorized Plan Steering Committee

- Crystal Campbell
- Monica Ross-Williams
- David Streeter
- Charlotte Wilson

with assistance from



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Executive Summary



Ypsilanti Township is at a critical juncture in its history. The once sleepy community is rapidly changing and growing; rural landscapes are giving way to suburban developments, industrial bedroom neighborhoods are looking to their past for guidance on how travel to school, places of worship, work, and shopping, and suburban-style commercial districts are struggling to attract patrons on overburdened streets. As more residents are attracted to the Township on a daily basis, the common theme is a desire for walkability, and the chance to leave the car behind, even if only on occasion, as they go about their daily routine.

Ypsilanti Township is in both a difficult and enviable position as they look to develop non-motorized systems across the community. The Township can boast of over 30 miles of multi-use trails, nearly 10 miles of bike lanes, and well over 200 miles of sidewalks. Some portions of the Township are so highly developed that adding new features will take significant reconfiguration. Other areas remain relatively open, and trail development simply requires the will to make it happen. Most interestingly, the natural features of the Township, including over 5 miles of public lakeshore and riverfront access, provides an opportunity to develop multi-modal transportation options that few other communities can consider.

This Plan will look at existing conditions in the community, identifying how development patterns on both a local and regional scale have impacted non-motorized facility development.

From there, the Plan will review local, regional, and state planning efforts to see how trail development in Ypsilanti Township fits with the surrounding system and future plans for development.

Next, each section of the community will be examined and a vision for non-motorized development will be provided. The Plan strives to create a vision that is practical and financially attainable. It will identify priority projects and lay out the opportunities and challenges each segment will face. The Plan will also address the scope of each project and anticipated costs, using 2019 cost estimates as a reference point.

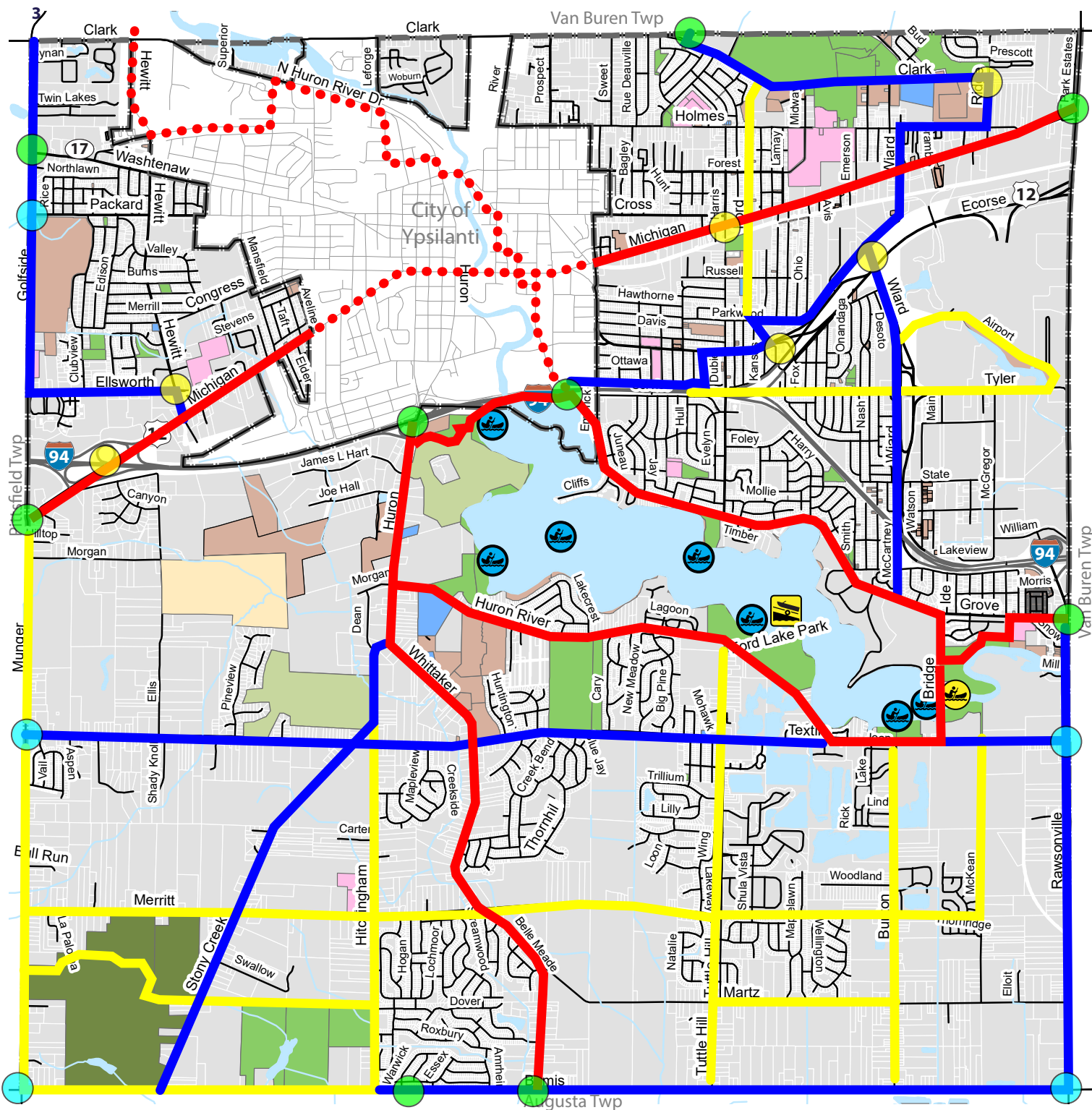
Finally, the Plan will provide suggestions for strategies to help with implementation of the vision.

Going forward, it will be important to treat this Plan as a living document. The recommendations are based on conditions that existing in 2019; situational changes that cannot be anticipated now can have dramatic impacts on development in the future. The Township should review the Plan on a regular basis and make adjustments as needed to reflect on-the-ground realities in specific areas and across the region.

Pathways at North Hydro Park

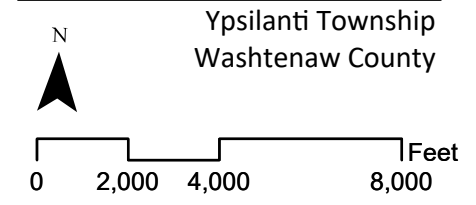


Figure 1. Ypsilanti Township Non-Motorized Plan



- Primary Routes
- Primary Route (non-Township)
- Secondary Routes
- Tertiary Routes
- Key Connecting Point
- Secondary Connecting Point
- Critical Intersection
- Existing Motorized Boat Launch
- Existing Non-Motorized Boat Launch
- Proposed Non-Motorized Boat Launch
- Township Parks
- Schools
- Municipal Buildings
- County Parks
- Golf Courses
- Other Recreation Properties
- Township-owned Properties

Non-Motorized Plan





Ypsilanti Township Non-Motorized Plan



A jogger utilizing the multi-use trails at Ford Heritage Park.

Vision, Goals & Objectives

Ypsilanti Township's vision for non-motorized transportation is:

Make the utilization of non-motorized transportation a safer, easier, and more enjoyable alternative for residents to use as they go about their daily lives.

Four principal goals are identified to achieve this vision:

1. Network development
2. Regulations and maintenance
3. Education, encouragement, and enforcement
4. Funding, coordination, and implementation

Goal 1: Develop an interconnected network of pedestrian and bicycle facilities to support bicycling and walking as viable transportation modes.

- Provide safe travel to key destinations including residential areas, schools, parks, commercial districts, and community facilities.
- Provide a well-defined separation of pedestrians, bicycles, and cars on major streets with the use of designated bicycle facilities including off-the-road and on-the-road pedestrian and bicycle accommodations.
- Coordinate the provision of pedestrian and bicycle facilities such as bike lane striping during road resurfacing or reconstruction work.

Goal 2: Incorporate the Non-motorized Plan recommendations into Ypsilanti Township's planning processes, ordinances, and plans.

- Incorporate the Non-motorized Plan into a Township Complete Streets ordinance.
- Incorporate the Non-motorized Plan into Ypsilanti Township's 2040 Master Plan and Parks & Recreation Master Plan.
- Review and modify sidewalk and street standards to accommodate pedestrian, bicycle, and vehicular uses and to meet guidelines.
- Incorporate bicycle parking requirements into zoning ordinance regulations for non-residential development.
- Develop a uniform signage and way finding system for the non-motorized network to identify pedestrian and bicycle facilities as well as destinations and community facilities.
- Identify and designate pedestrian and bicycle routes and create a map for distribution.

Goal 3: Promote bicycling and walking in Ypsilanti Township by improving awareness of bicycle and pedestrian facilities and opportunities.

- Develop a safety and education campaign targeting pedestrians, bicyclists, and motorists to raise awareness of the system and encourage its appropriate use.
- Coordinate with the Ypsilanti Township Parks Commission and community organizations to develop and/or strengthen pedestrian and bicycle education programs which would teach safety skills such as bike rodeos, bike classes, and individual training.

- Promote bicycling as transportation to and from schools.
- Support and encourage participation by all Ypsilanti Township-area schools in the federal Safe Routes to School Program.
- Work with the Ypsilanti Township Police Department to raise awareness of the non-motorized plan and encourage enforcement of pedestrian, bicycle, and vehicular laws.
- Make bicycling and walking resources available through the Ypsilanti Township website.
- Apply to become a Bicycle Friendly Community (BFC) through the League of American Bicyclists' award program.

Goal 4: Ensure implementation of this plan.

- Convene a standing Ypsilanti Township Non-motorized Transportation Advisory Committee to focus on Plan implementation and obtain funding for projects and programs.
- Communicate and coordinate non-motorized projects and efforts with adjacent communities and county agencies.
- Continue to seek grant funding or other funding sources.
- Monitor and evaluate the effectiveness of non-motorized facilities.
- Consult the Non-Motorized Plan with all transportation projects.

Township Quadrants

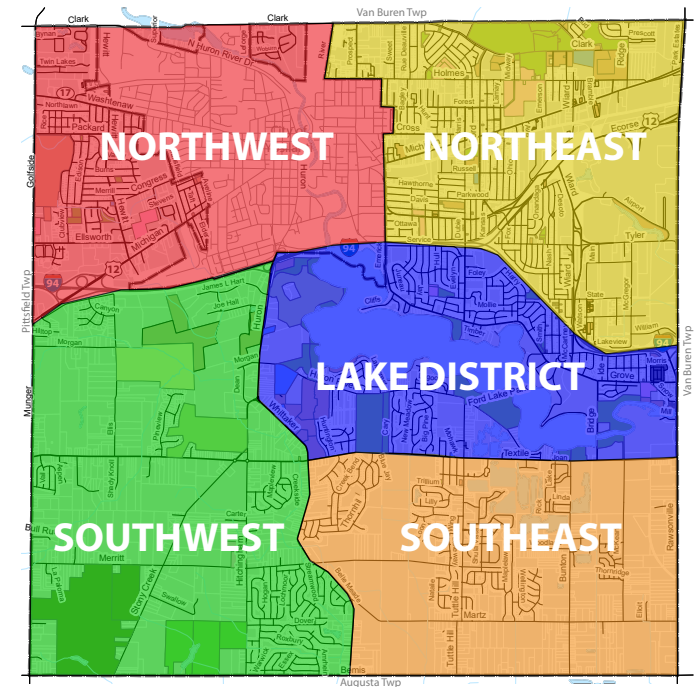
Ypsilanti Township can be roughly broken into five quadrants based on geography, physical components, housing stock, or other key distinctive features. Each quadrant presents its own unique opportunities and challenges. The goal of this plan is to create a trail system that stitches these disparate neighborhoods together into a cohesive whole. The neighborhoods, and their key distinctive features, are as follows:

- **Northwest:** The smallest area in terms of land mass, this section encompasses the City of Ypsilanti and many projects in this area would require cooperation between the City and Township. Neighborhoods are older, and non-motorized transportation facilities are dominated by sidewalks.
- **Northeast:** Like the northwest, the neighborhoods here are older and denser. The prime commercial corridors of Ecorse and Michigan Avenue, originally designed for automobile traffic, are beginning to be reimagined to encourage walkability. Freeways present formidable barriers to both motorized and non-motorized mobility. The new American Center for Mobility (ACM) is a huge game changer, representing an influx of new residents and workers, and necessitating creative methods of bypassing barriers.
- **Southwest:** An interesting mix of rural and suburban character, the southwest quadrant retains much of its agricultural heritage. It contains some of the Township's premier recreation destinations. New developments provide opportunities to expand the non-motorized network at little to no cost to the Township.

- **Southeast:** The southeast quadrant has seen some of the most intensive housing development in recent years. As these subdivisions were developed, they were required to incorporate non-motorized facilities into their plans. The southeast quadrant is the prime connecting point to rapidly developing Van Buren Township in Wayne County, and to school facilities in Augusta Township to the south.
- **Lake District:** The downtown of Ypsilanti Township, the Lake District is dominated by Ford Lake, numerous parks, the Ypsilanti Township governmental offices, and the rapidly developing commercial corridor along of South Huron Street and Whittaker Road.

A comprehensive non-motorized plan and detailed plans for each quadrant is provided on the following pages.

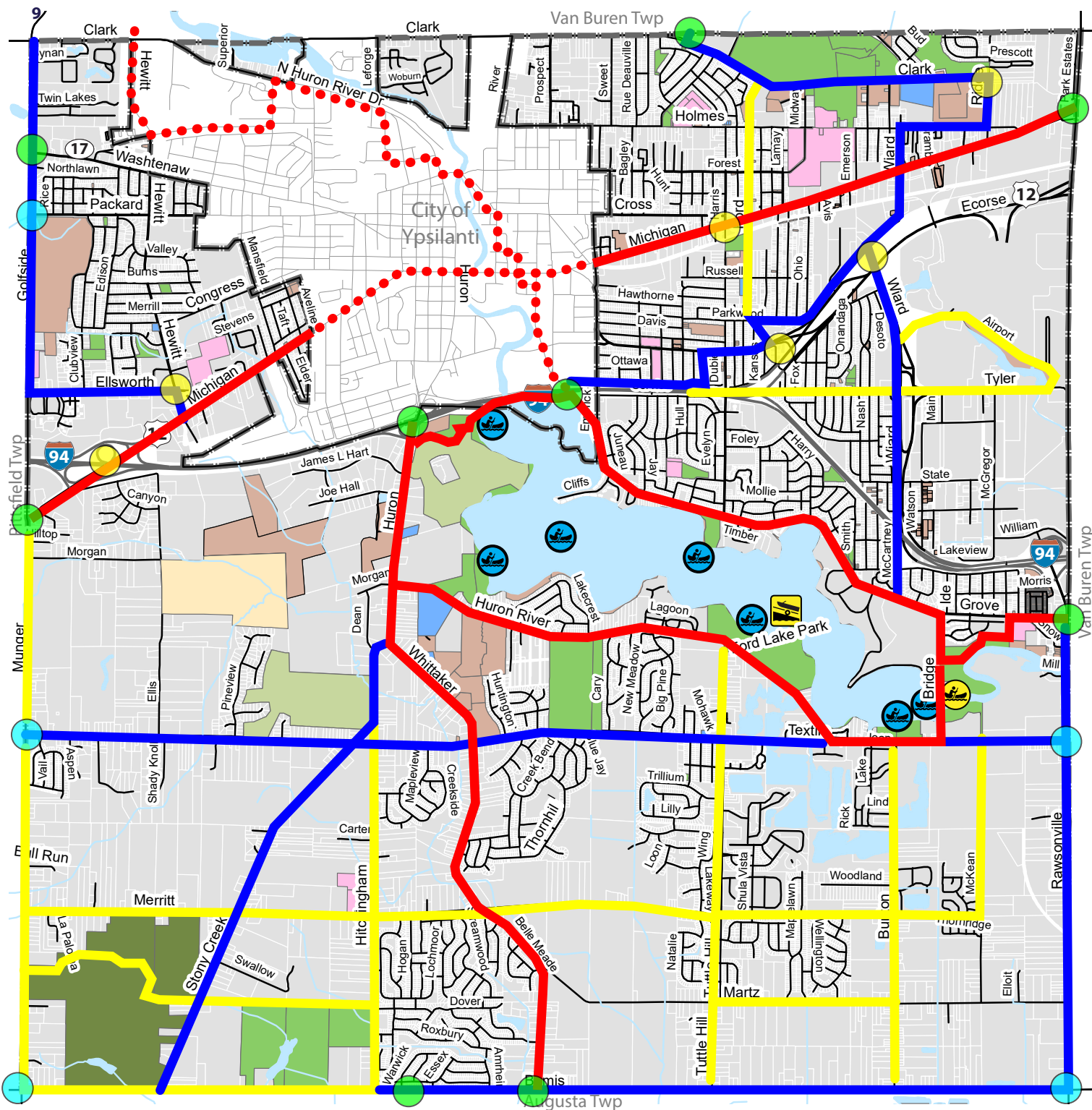
Figure 2. Ypsilanti Township Quadrants





Girls walking the trails at North Bay Park. Image Source: Heather Roe

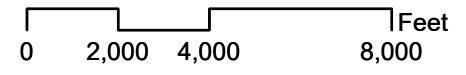
Figure 3. Ypsilanti Township Non-Motorized Plan



- Primary Routes
- Primary Route (non-Township)
- Secondary Routes
- Tertiary Routes
- Key Connecting Point
- Secondary Connecting Point
- Critical Intersection
- Existing Motorized Boat Launch
- Existing Non-Motorized Boat Launch
- Proposed Non-Motorized Boat Launch
- Township Parks
- Schools
- Municipal Buildings
- County Parks
- Golf Courses
- Other Recreation Properties
- Township-owned Properties

Non-Motorized Plan

Ypsilanti Township
Washtenaw County



Source: SEMCOG, MIGDL, Ypsilanti Township
Carlisle/Wortman Associates
September 2019



The Non-Motorized Plan relies on a hierarchy of trails, pathways, and sidewalks that will enable Township and area residents to move freely throughout the community with minimal disruptions. While these routes are designated as primary, secondary, and tertiary routes, a route designation does not necessarily describe the type of non-motorized facility used. Instead, these designations provide the Township with a loose platform which can be used to prioritize development projects.

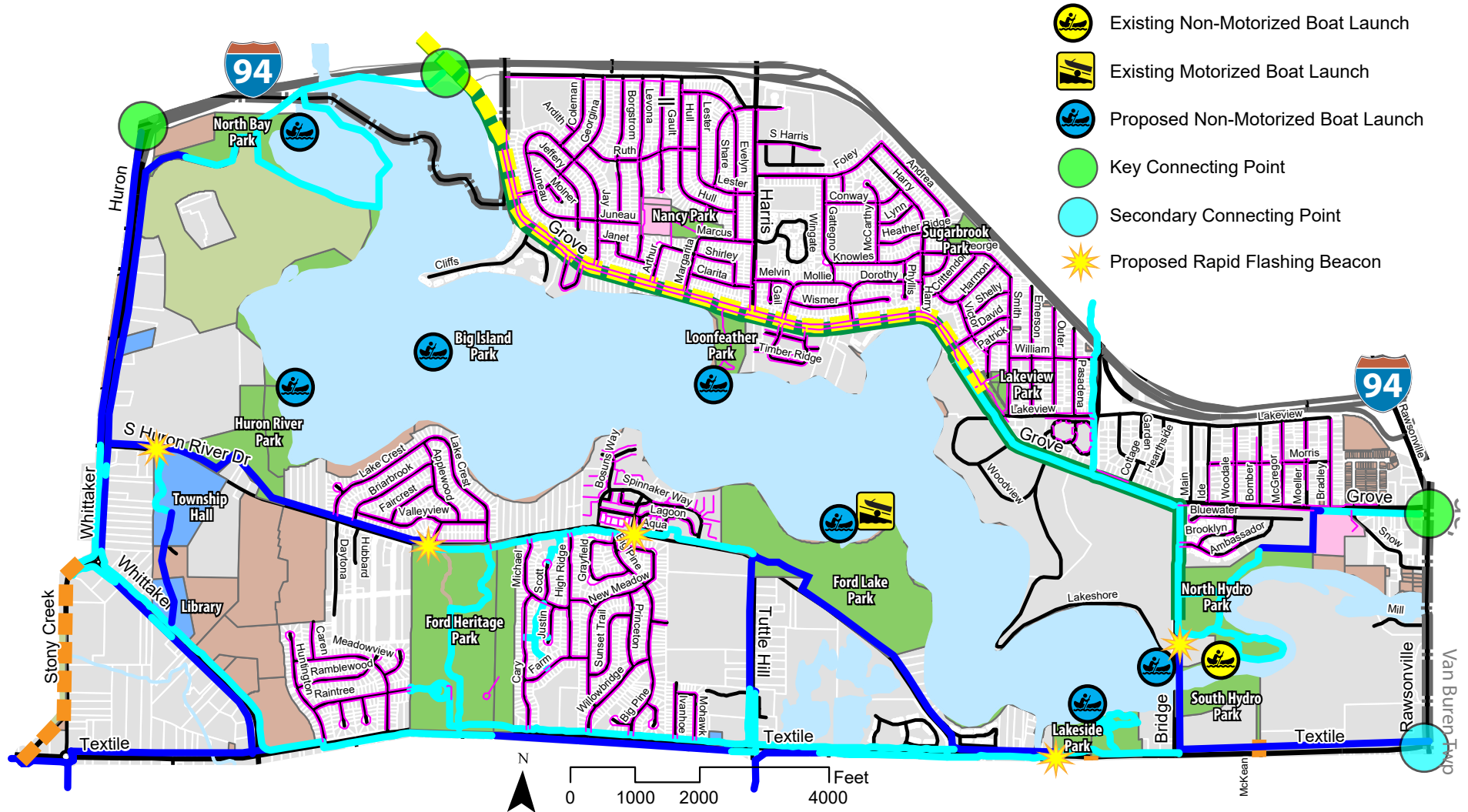
With this in mind, there are four prime routes, described as:

1. **The Lake Loop** which utilizes multi-use paths to connect the Civic Center, parks, and Ford Lake via Huron River Drive, Bridge, Grove, and South Huron Streets;
2. **Whittaker Drive** which extends south from the commercial district to the Lincoln Community School District campus;
3. **The Michigan Avenue Corridor**, which uses sidewalk networks, bike lanes, and potential future road diets to accommodate pedestrian and bicycle traffic; and
4. **The Border-to-Border Trail**, which makes up the northern half of the Lake Loop and which has a significant portion of its alignment outside of the Township borders.

Secondary routes use a combination of bike lanes and multi-use paths to form trail “circles” around the Township and form connections to adjacent communities. Tertiary routes act as collector routes, pulling residents from subdivisions and neighborhoods onto the main trail systems.

This document should be viewed as a living document. As new opportunities arise, the plan can and should be modified to reflect the new realities of the situation.

Figure 4. Lake District Detail Plan



- Existing Multi-Use Path
- Proposed Multi-Use Path
- Existing Bike Lane
- Proposed Bike Lane
- Existing Sidewalk
- Proposed Sidewalk
- Border-to-Border Trail
- Township Parks
- Schools
- Municipal Buildings
- County Parks
- Golf Course (Private)
- Other Recreation Properties
- Township-owned Properties

Proposed Non-Motorized Facilities Lake District

Ypsilanti Township, Washtenaw County

With eight parks, Ford Lake, the Border-to-Border Trail, and the Township Core all present in a roughly 6.4 square mile area, the Lake District must be considered the heart of the Township. The Township has had a long-standing goal of creating a non-motorized route around Ford Lake, tying the north and south sides of the Township together at their most valuable natural resource, and helping to energize Ypsilanti Township's primary commercial corridor.

Over nine miles of trails have already been constructed in the district, but many of the trails are fragmented or require pedestrians or cyclists to cross busy streets. This plan closes those gaps and provides contiguous routes throughout the region.

Proposed pathways take advantage of existing park properties whenever possible to reduce the need for costly easements. While it would be ideal to be able to provide routes on both sides of the streets, financial and political realities dictate that some of these alignments be limited to one side of a road, and that road crossings are required. Where crossings are necessary (e.g. South Huron River Drive at Ford Heritage Park), rapid flashing beacon lights should be installed.

As this district will experience the highest level of use overall, the majority of facility treatments are ten-foot wide asphalt or concrete multi-use trails. The existing bike lane along Grove Road is adequate to accommodate bike traffic for now, but if the road is slated for renovations in the future, a transition to multi-use trail for this stretch would provide consistent surfacing and a more comfortable ride overall. Bike lanes are proposed for Stony Creek Drive to provide a route to Rolling Hills County Park.

The Lake District also includes several high priority projects of special note. The first, and by far most critical, is the crossing over I-94 at South Huron Road. Ypsilanti Township has reached an agreement with the City of Ypsilanti, Washtenaw County Parks and Recreation Commission (WCPARC), Washtenaw County Road Commission (WCRC), and the Michigan Department of Transportation (MDOT) to reconfigure the existing bridge, removing one lane of traffic and adding a protected bicycle and pedestrian route. The project has applied for grant funding and is expected to be started in 2021.

A solution for the Grove Road crossing at I-94 has been discussed for several years as well. While sidewalks are provided on the north/east side of the road and bike lanes are available on both sides, traffic speeds on this stretch are high and crossing the bridge feels unsafe. A simple improvement such as amplifying bike lane markings over the bridge would improve the crossing experience. A hard barrier, with lane realignment and all non-motorized traffic shifted to one side of the bridge, would be even more effective, but would take cooperation from the same organizations involved in the South Huron Crossing.

Rawsonville Road is slated for significant work beginning in 2020 and as part of that work, sidewalks are scheduled for installation on the east side of the road. Ypsilanti Township completed construction of a section of the Border-to-Border Trail from Rawsonville to Rawsonville Elementary along Grove Road in 2019. Studies completed earlier in the year showed different alternatives for connections to North Hydro Park; those options are still under evaluation. As this area of the path network is finalized, it will be important to work with MDOT and Van Buren Township to ensure that modern, safe crossing options are provided across Rawsonville and Grove.

Finally, Ford Lake itself forms a non-motorized transportation alternative for kayakers and canoeists. Currently kayakers have limited access to the lake; only North Hydro Park, which sit east of the dam, and Ford Lake Park, which sits west of the dam, provide docks which allow any real access to the lake and river. Adding launches at other lakeside parks, and opening up the Eastern Michigan University dock at Lakeside Park to public use, could greatly help to increase boating on the lake. Adding a kayak/canoe livery at Ford Lake Park would further increase interest in boating on the lake. Finally, adding a dedicated portage point on Bridge Road would expand the reach of the Huron River Water Trail, and potentially bring significant numbers of kayaking enthusiasts to the area.

Table 1. Implementation Schedule: Lake District

| FACILITY TYPE | PRIORITY | ROUTE DESCRIPTION | PROJECT LENGTH | CHALLENGES | OPPORTUNITIES | ESTIMATED COST |
|-----------------|----------|---|----------------|---|---|-----------------------------|
| Multi-Use Trail | 1 | East side of S Huron east to Grove Street via North Bay Park trail; south side of Grove Street east to Bridge via B2B; east side of Bridge Street south to Textile; north side of Textile west to S Huron River Drive; north side of S Huron River Drive west to S Huron; east side of S Huron north to North Bay Park. | 16,170-feet | Steep sections of existing trail in North Bay Park will need to be addressed; Bridge section along Bridge Street; Potential easements required along S Huron River Drive. | Chance to connect eight parks with Civic Center and the Border-to-Border Trail. 65% of trail already constructed. | \$ 2.25 - 3.0 million |
| Multi-Use Trail | 1 | West side of S Huron from Whittaker to I-94 | 4,420-feet | Steep side slopes at points will likely require easements. | Sections can be built as part of ongoing development. | \$ 750,000 - \$1.25 million |
| Crossing | 1 | 10 to 12-foot wide grade crossing over I-94 on west side of bridge. The route will link the City and Township of Ypsilanti at Huron and Hamilton Streets | 2,640-feet | Will require intergovernmental cooperation and permits. | Feasibility study and agreements between City, Township, and MDOT have been completed. | \$ 300,000 |
| Multi-Use Trail | 2 | Extend eastern trail in North Hydro Park to Grove Road west of Rawsonville Elementary; along south side of Grove Road to Rawsonville Road. | 2,900-feet | Will likely require easements. Narrow lot frontages may require path to stay within right-of-way. | Township-owned land available for ~1,200 feet of path. School property available for ~600 feet. | \$ 450,000 |
| Crossing | 2 | Rawsonville Road crossing. Project would include improved lighting, cross-walk signal, and pavement markings. | 80-feet | Will require intergovernmental cooperation and MDOT permits. | Build off of work planned by MDOT for Rawsonville corridor. Assumes additional path development in Van Buren Township on east side of road. | \$ 50 - 75,000 |
| Multi-Use Trail | 2 | East side of Whittaker from Stony Creek to S Huron River Drive | 1,550-feet | In current configuration would require easements. | Assumes future redevelopment of parcels. As area is developed, trail cost becomes responsibility of developer. | \$ 150 - \$ 225,000 |
| Multi-Use Trail | 3 | North side of Textile Road from Rawsonville Road to Bridge Road. | 3,800-feet | Will require easements. | Generally all vacant or industrial parcels provides ability to pull trail significantly off from road edge. | \$ 540,000 |
| Multi-Use Trail | 3 | West side of Tuttle Hill from S Huron River Drive to Brookwood Ave. | 2,000-feet | Will require easements. Drainage swales and steep drop-offs from side of road. Heavily wooded. | Build off of existing pathway to south. Largely vacant land would require easement but could provide picturesque route to primary loop. | \$ 300,000 - \$ 500,000 |
| Crossing | 3 | S Huron River Drive at Tuttle Hill | 90-feet | Location on curve will require HAWK signal or similar crossing signal. | Connect to existing trail through Ford Lake Park. | \$ 50 - 75,000 |

| FACILITY TYPE | PRIORITY | ROUTE DESCRIPTION | PROJECT LENGTH | CHALLENGES | OPPORTUNITIES | ESTIMATED COST |
|-----------------|----------|---|----------------|--|---|---|
| Multi-Use Trail | 3 | South side of Textile Road immediately west of Tuttle Hill and east side of Tuttle Hill south to Colony Park Drive | 1,560-feet | - | Undeveloped parcels currently for sale. Trail development is responsibility of developers. | \$ 150,000 - \$ 225,000 |
| Multi-Use Trail | 3 | South side of Textile west of Tuttle Hill to Cherrywood Drive. | 3,650 | Drainage swales, heavy brush and vegetation. | Undeveloped parcels currently for sale. Trail development is responsibility of developers. | \$ 350 - \$ 525,000 |
| Multi-Use Trail | 3 | North side of Textile from Whittaker to Stony Creek Drive. | 3,700-feet | Will require easements. Drainage swales and bridge over county drain. | - | \$ 350,000 - \$ 525,000 |
| Multi-Use Trail | 3 | South side of Whittaker from Stony Creek to Textile Road. | 2,940-feet | Will require easements. | Connects existing trail fragments. | \$ 450,000 |
| Bike lane | 3 | Stony Creek Road from Whittaker Road to Textile Road. | 3,300-feet | High-speed road; buffered bike lane preferred option, which would require wider shoulders. | - | \$ 94,000 - \$ 150,000 |
| Water Trail | 3 | New accessible kayak or canoe facilities | 7 launches | May require significant development prior to installation (e.g. Huron River Park). Accessible launches may not be feasible at all locations. | Greatly expands access to prime amenity. | \$ 40,000 - \$ 100,000 per site plus associated development costs |
| Water Trail | 3 | Improve portage facilities on Bridge Road at north side of bridge near North Hydro Park. Install new crossing lane with user controlled rapid flashing beacon lights. | 80 feet | Will require easements. If accomplished, will still require a 1,500 foot portage. May wish to consider an alternate route to South Hydro Park. | Provides better accessibility to Ford Lake and downriver for Huron River Water Trail boaters. | \$ 50,000 plus associated development costs |

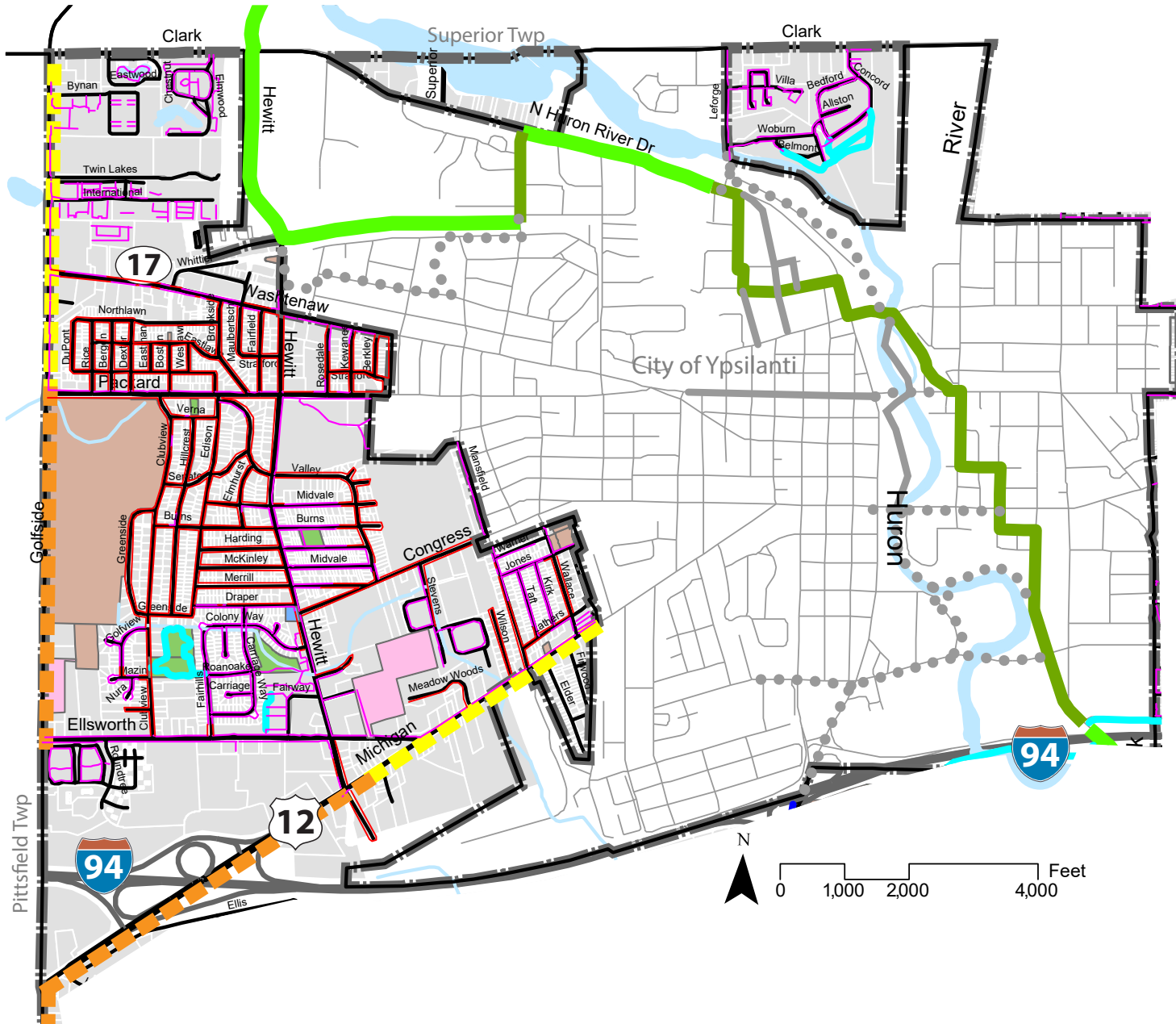


Figure 5. Northwest Quadrant Detail Plan

- Existing Multi-Use Path
- Proposed Multi-Use Path
- Existing Bike Lane
- Proposed Bike Lane
- Existing Sidewalk
- Proposed Sidewalk
- Township Parks
- Schools
- Municipal Buildings
- County Parks
- Golf Course (Private)
- Other Recreation Properties
- Township-owned Properties

Proposed Non-Motorized Facilities
Northwest Quadrant
 Ypsilanti Township, Washtenaw County

Non-motorized infrastructure improvement in the northwest is primarily limited to sidewalk infill. Limited space on some streets (e.g. the Northlawn area) and the presence of swales may make sidewalk development impossible without significant additional storm sewer updates.

Priority projects for the quadrant should focus on filling in gaps along major streets, e.g. Hewitt, Washtenaw, and Congress. Complete sidewalk systems along these streets are critical to ensure flow between the City of Ypsilanti, Ypsilanti Township, and Pittsfield Township.

Potential redevelopment of the golf course on Golfside Road would have a significant impact on trail feasibility in the area. Currently, Golfside is a relatively narrow street with mature trees on either side of the road and terrain challenges at several points. If the golf course were to be converted to housing, it would be expected that the new subdivision would include multi-use paths fronting Golfside. Unless a major change like this occurs, however, bike paths and/or sharrows would be practical option from Ellsworth Road to Packard Street.

US-12 has long been planned as major non-motorized route, with some grandiose visions of a trail running from Detroit to New Buffalo and potentially on to Chicago. While a project of that scale goes well beyond the scope of this plan, it does not change the fact that the highway is well suited as a formal bike route. US-12 has wide shoulders and bike lanes are already in place from Hewitt east to West Ainsworth in the City of Ypsilanti.

Focusing on trail alignment heading west, a continuation of existing bike lanes on expanded shoulders would be the most practical solution. Any work on this trail will require, at a minimum, coordination with Pittsfield Township, MDOT, and WCPARC. Should momentum for the project build, this route could become a major trail on par with the Great Lake-to-Lake Trail which runs from Port Huron to South Haven.

Table 2. Implementation Schedule: Northwest Quadrant

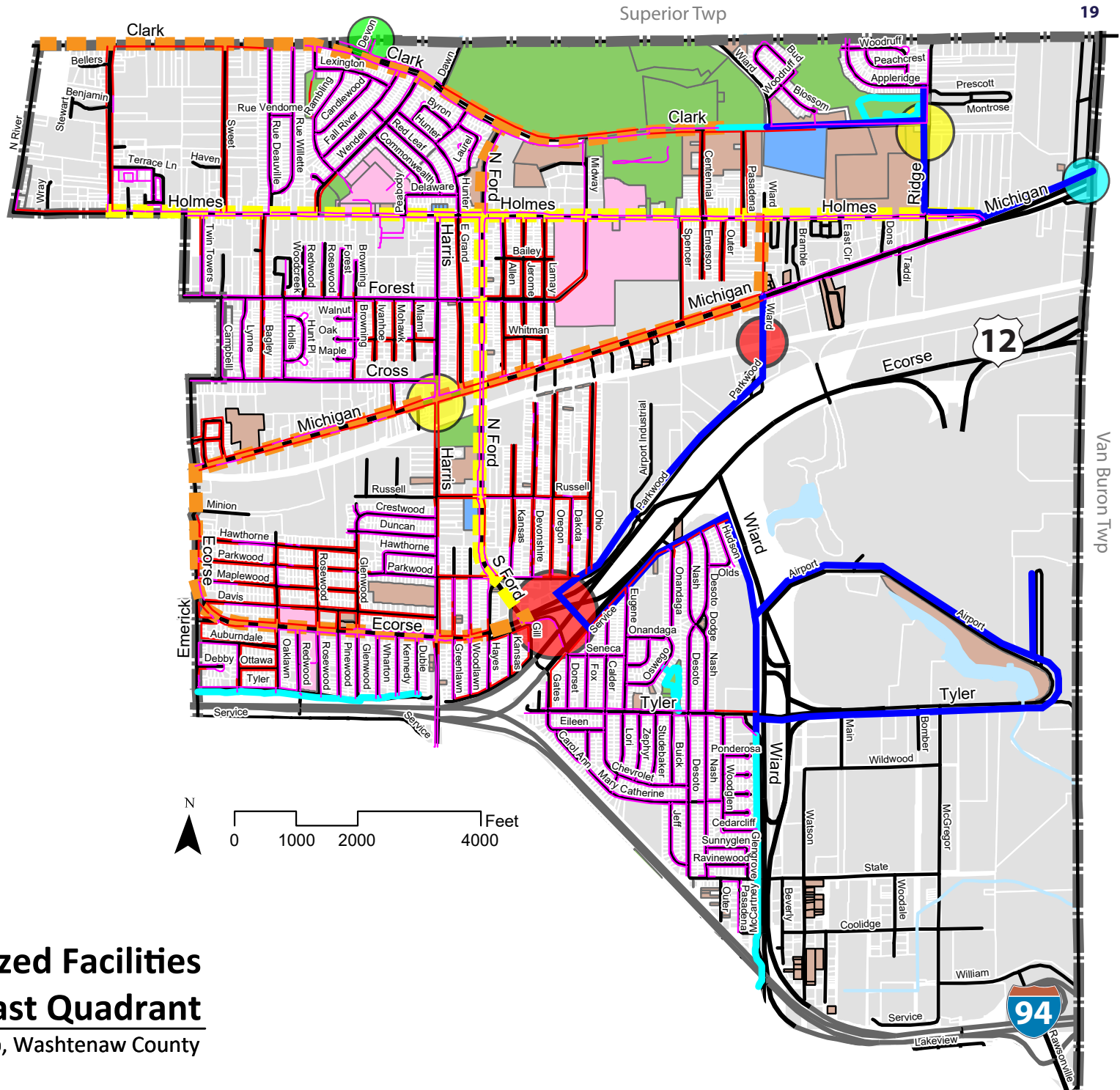
| FACILITY TYPE | PRIORITY | ROUTE DESCRIPTION | PROJECT LENGTH | CHALLENGES | OPPORTUNITIES | ESTIMATED COST |
|---------------|----------|--|----------------------|--|---|---|
| Sidewalk | 1 | Washtenaw Avenue north and south side from Golfside to Hewitt, south side only from Hewitt to Berkley | 4,560-feet | Lack of right-of-way; existing facilities encroaching on ROW; large number of driveway crossings. Would likely require intergovernmental cooperation | Redevelopment of entire corridor with improved streetscape and pedestrian facilities | Varies; total streetscape redesign \$1.8 - 5.4 million; sidewalk only \$140,000 - 280,000 |
| Sidewalk | 2 | Packard Street from Golfside to City limit at Kewanee Street, north and south side of road | 4,800-feet | Lack of right-of-way; existing facilities encroaching on ROW; large number of driveway crossings; creek crossing | | \$145 - 290,000 |
| Bike Lane | 3 | Golfside between Packard and Ellsworth, east side of road; coordinate with Pittsfield Township to incorporate both sides of road | 5,400 feet | Steep terrain & mature trees, possible lack of ROW | If golf course is developed for housing, have multi-use trail built along road frontage | \$110 - 270,000 |
| Bike Lane | 2 | W Michigan Avenue from City border at Warner Ave to Township border at Munger Road | 5,050-feet | - | Adequate space to develop off-road multi-use trail in future | \$101 - 252,000 |
| Sidewalk | 2 | W Michigan Avenue from City border at Warner Ave to S Hewitt | 5,700-feet | Numerous drive crossings, possible lack of ROW in places | Adequate space to develop off-road multi-use trail in future | \$171 - 342,000 |
| Sidewalk | Ongoing | Local neighborhood infill and new walks | ~117,000 linear feet | Lack of ROW; lack of space in front of house; extremely narrow lot sizes; terrain/swale conflicts; trees | | \$ 1.7 - 2.9 million |



The Wolf Pack Cruisierz Bicycle Club at Gault Village. Image Source: Second Wave Media

Figure 6. Northeast Quadrant Detail Plan

-  Key Connecting Point
-  Secondary Connecting Point
-  Intersection of Concern
-  Critical Crossing
-  Existing Multi-Use Path
-  Proposed Multi-Use Path
-  Existing Bike Lane
-  Proposed Bike Lane
-  Existing Sidewalk
-  Proposed Sidewalk
-  Township Parks
-  Schools
-  Municipal Buildings
-  County Parks
-  Golf Course (Private)
-  Other Recreation Properties
-  Township-owned Properties



**Proposed Non-Motorized Facilities
Northeast Quadrant**
Ypsilanti Township, Washtenaw County

Like the Northwest, the Northeast Quadrant is characterized by older, denser neighborhoods than the southern quadrants. The sidewalk network is fairly well developed in some portions of the area, but almost non-existent in others. Addressing these gaps, and similar gaps in other quadrants, must be an ongoing priority for the Township.

What differentiates the Northeast from the Northwest quadrant is the number of critical intersections that must be addressed. The Northwest includes a large percentage of individuals who rely on mass transit, cycling, or walking to complete their daily tasks. The presence of two highways, a high speed commercial corridor, a rail line, and large industrial complexes to the east has led to conflicts between motorized and non-motorized groups, with deadly results on several occasions.

The intersection which connect the West Willow neighborhood to neighborhoods to the north are of particular concern. The Ecorse Road / South Ford Boulevard / Dorset Avenue intersection has experienced a number of serious incidents over the years (see Figure 10 on page 34). A study by MDOT, WCRC, and the Township is currently underway and has proposed three alternative design solutions to improve connectivity along this corridor. The option that is ultimately accepted by the three organizations will have significant impact on walkability and safety for decades to come. In our opinion, Alternative A best addresses the safety concerns and needs of the community, and offers the a number of opportunities for user-friendly non-motorized facility design.

The Ridge and East Clark Road intersection has had fewer incidents and of much less severity, but still stands out in comparison to surrounding

areas. The area is fairly densely populated, with subdivisions continuing north into Superior Township, and well served by parks and sidewalks. While the path near the Community Center is wide enough to be considered a multi-use pathway, the remaining walks are all fairly narrow (5-feet or less) and cannot easily accommodate both foot and bicycle travel. Widening the pathway to 10-feet along Clark from the Community Center to the east, and continuing the path north on Ridge to Appleridge Street would eliminate much of the bicycle/vehicle conflicts. From the Community Center to the west, a combination of bike lanes and new sidewalk adjacent to the golf course is recommended.

The third intersection of concern is at Harris Road and Michigan Avenue / US-12. Lack of sidewalks south of the intersection may be a contributing factor to the number of incidents. Ypsilanti Township has been actively working to add sidewalks in this area, and pedestrian activated crossing lights are installed at the intersection, both of which should greatly reduce further accidents.

The development of the American Center for Mobility (ACM) and future development of the Yankee Air Museum are driving factors behind the following transportation recommendations. As more workers move into the area, there will be an increased demand for improved connections to shopping, food, and entertainment. Development of a railroad crossing at Parkwood/ Wiard is discussed at length in the Ypsilanti 2040 Comprehensive Plan. It would provide improved access to Michigan Avenue for West Willow residents and ACM workers looking for restaurants or other amenities, and could completely revitalize the commercial corridor.

The Placemaking Plan for the East Michigan Avenue and the Ecorse Road corridors, adopted by Ypsilanti Township in 2018, lays out a series of non-motorized improvements to create vibrant places on both streets. Minor improvements include filling sidewalk gaps, improving and providing additional street lights along both corridors. The mid-block crossing on East Michigan Avenue, just east of Wiard Road is slated for improvements. Finally, the plan calls for road diets on both East Michigan Avenue and Ecorse Road to create pedestrian-friendly corridors with bicycle lanes, on-street parking, and bus pick up/drop off areas.

As previously described, connection with Superior Township is addressed in the northeast corner of the Township via multi-use trails up to Appleridge Road. More importantly, a bike lane and sidewalk combination along the border between the two townships would provide linkages at Devon Street, Nottingham Drive, and MacArthur Boulevard, greatly improving flow between existing and planned subdivision developments.

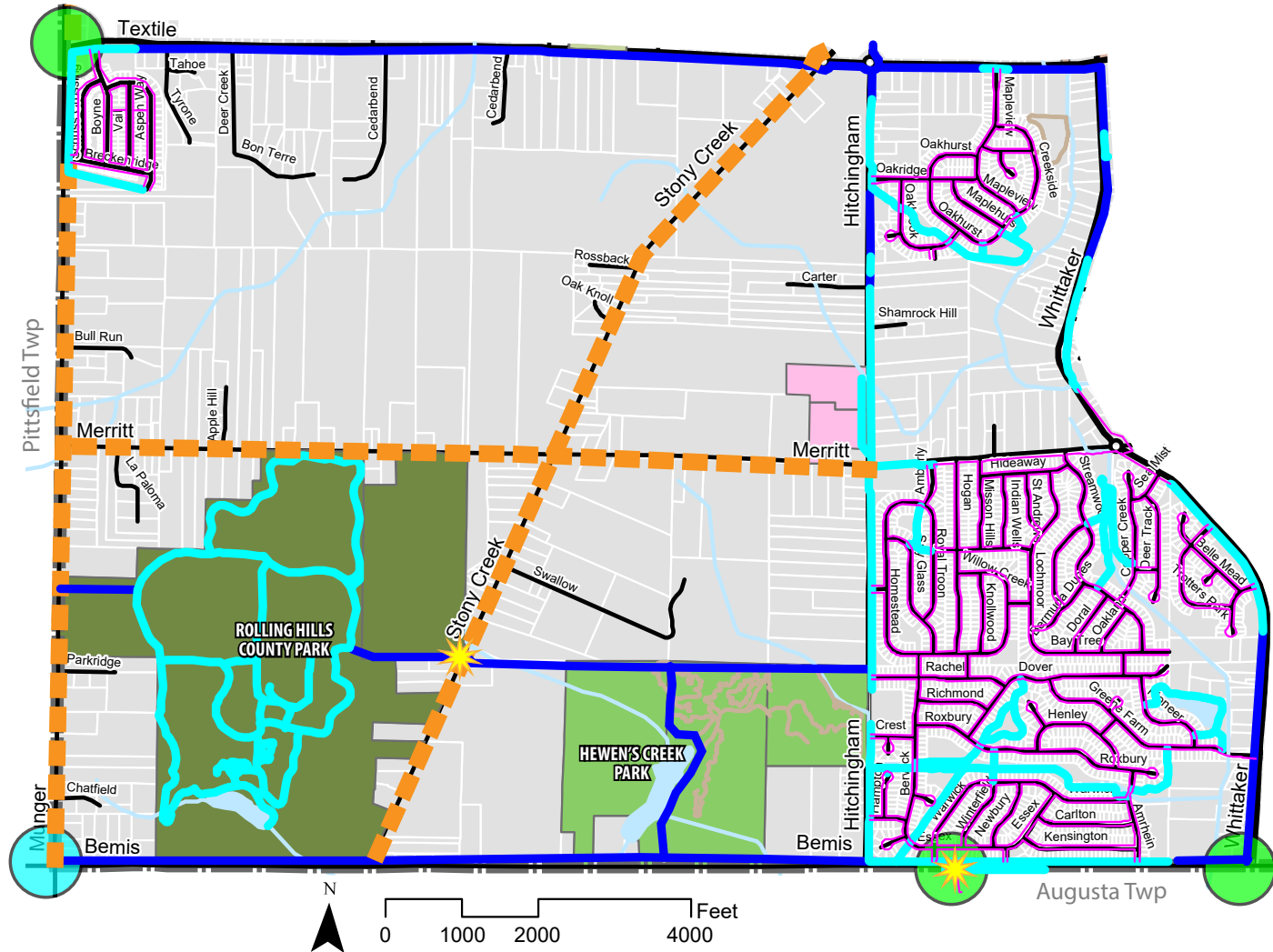
Finally, the US-12 route running eastward into Van Buren and Canton Townships would require significant planning and cooperation between the communities. Utility corridors east of Ridge Road offer intriguing connection possibilities between US-12 and Mott Road, but would require negotiations with DTE Energy. If the US-12 route gains traction across the area, this route should be investigated thoroughly. For now, it remains a low priority connection.

Table 3. Implementation Schedule: Northeast Quadrant

| FACILITY TYPE | PRIORITY | ROUTE DESCRIPTION | PROJECT LENGTH | CHALLENGES | OPPORTUNITIES | ESTIMATED COST |
|------------------------|----------|--|----------------|---|--|-------------------------|
| Multi-Use Trail | 2 | Wiard Road from just south of Tyler north to US-12 Service Drive | 3,800 feet | | Chance to provide non-motorized access to historically underserved neighborhood. | \$ 340,000 - \$ 700,000 |
| Multi-Use Trail | 3 | Tyler / Airport Road loop with connection to new Yankee Air Museum campus | 13,000 feet | Wiard Road crossing; industrial properties | Chance to connect ACM campus and museum to surrounding community | \$ 1.1 - 2.4 million |
| Multi-Use Trail | 2 | Wiard/US-12 Service Drive to Dorset Ave. Final configuration will be impacted by MDOT road reconfiguration study | 3,400 feet | | | \$ 300,000 - \$ 600,000 |
| Crossing | 1 | US-12 / Ecorse / Dorset / S Ford Blvd intersection reconfiguration. | - | Requires MDOT, WCRC, and Township coordination; multiple crossing lights | Opportunity to correct historically dangerous intersection | TBD |
| Crossing | 1 | Wiard/Parkwood Road at railroad. Includes 7,000 feet of multi-use trail from Dorset to Michigan Avenue. | 7,000 | Will require coordination with railroad, MDOT, other officials, and would only be completed as part of greater road expansion project | Opportunity to improve connection to and revitalize Michigan Ave | TBD |
| Sidewalk and Bike Lane | 2 | Wiard Road north of Michigan Avenue to Holmes | 1,200 feet | | Bike lanes may be simple sharrows, which could reduce costs. | \$ 42,000 - \$ 90,000 |
| Multi-Use Trail | 2 | Ridge Road from Holmes to Appleridge | 2,100 feet | | Forms improved connection to Superior Township | \$ 180,000 - \$ 380,000 |
| Multi-Use Trail | 3 | Expand sidewalk to 10-foot width north of Clark Road from Ridge west to Wiard | 2,500 feet | | All Township property | \$ 37,000 - \$ 62,000 |
| Multi-Use Trail | 3 | North side of E Michigan Avenue from Holmes Road east to Township border | 2,000 feet | Would only be of value if Van Buren and Canton Townships create similar trail | | \$ 180,000 - \$ 360,000 |
| Bike Lane | 2 | Clark Road from Community Center to North Prospect | 9,200 feet | | | \$ 180,000 - \$ 460,000 |
| Sidewalk | 3 | North side of Clark Road from Community Center to Dawn Street | 3,430 feet | | | \$ 50,000 - \$ 85,000 |

| <i>FACILITY TYPE</i> | <i>PRIORITY</i> | <i>ROUTE DESCRIPTION</i> | <i>PROJECT LENGTH</i> | <i>CHALLENGES</i> | <i>OPPORTUNITIES</i> | <i>ESTIMATED COST</i> |
|----------------------|-----------------|--|-----------------------|--|---|-------------------------|
| Bike Lane | 2 | North Ford Road from Clark to Holmes | 1,500 feet | | | \$ 30,000 - \$ 70,000 |
| Bike Lane | 1 | Michigan Avenue from Wiard west to City border | 9,700 feet | Requires MDOT coordination | Could be part of a greater Michigan Avenue reconfiguration effort | \$ 190,000 - \$ 450,000 |
| Sidewalk | 1 | Infill and new walks along Michigan Avenue from Wiard to City border | 16,000 feet | Numerous driveways; business encroachment on ROW | Could be part of a greater Michigan Avenue reconfiguration effort | \$ 240,000 - 400,000 |
| Bike Lane | 2 | Ecorse Road from Michigan Avenue to South Ford Road | 6,700 feet | | | \$ 130,000 - \$ 330,000 |
| Sidewalk | Ongoing | Local neighborhood infill and new walks | ~93,000 linear feet | Conditions vary dramatically from street to street. ROW access may be limited, trees and built structures blocking ROW in some spots | | \$ 1.4 - 2.3 million |

Figure 7. Southwest Quadrant Detail Plan



- Existing Multi-Use Path
- Proposed Multi-Use Path
- - - Proposed Bike Lane
- Existing sidewalk
- Township Parks
- Schools
- County Parks
- Key Connecting Point
- Secondary Connecting Point
- ★ Proposed Rapid Flashing Beacon

Proposed Non-Motorized Facilities

Southwest Quadrant

Ypsilanti Township, Washtenaw County

The Southwest Quadrant has the luxury of being able to take advantage existing subdivision facilities and proposed roadwork projects to form a comprehensive network.

Bemis Road is slated for major construction in the next few years, including paving and installation of trail facilities. This roadwork provides an opportunity for the Township to work closely with the WCRC to design and construct an extension of the existing trail system from Hitchingham eastward to the Township border. This could represent a significant overall cost savings and minimize the length of disruption to residents.

The primary attraction in this area is Rolling Hills County Park. The park itself has over four miles of non-motorized trails. Creating connections from the Greene Farms subdivision to these facilities is a priority for the area. A trail running through the northern section of Hewen's Creek Park and meeting up at Stony Creek Road will require careful planning and treatment; the trail should be designed to harmonize with the surrounding landscape. An eight to ten-foot wide crushed limestone treatment would be appropriate here. Easements would be required for the western portion of the trail, and cooperation with WCPARC will also be necessary.

Primary connections are noted on the southern border with Augusta Township. These connection points would link students in Ypsilanti Township with the Lincoln Consolidated Schools campus.

Another important link is at Textile Road leading towards Pittsfield Township. This link would give residents access to Pittsfield's rapidly developing trail system, as well as to entertainment, food, and shopping options along Carpenter Road.

Construction of 10-foot wide multi-use pathways is limited to the south side of Textile Road and infill along Hitchingham and Whittaker Roads.

Alignments along Stony Creek, Merritt, and Munger are recommended as bike lanes. High posted speed limits along these roads would normally suggest that multi-use trail facilities would be a better alternative, but the ability to travel along Hitchingham and connect via the proposed Hewen's Creek path make safety paths along those roads an expensive luxury. Public comment should be sought after the Bemis and Hewen's Creek connections are complete to determine if Stony Creek Road requires a more robust treatment.

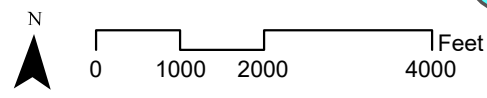
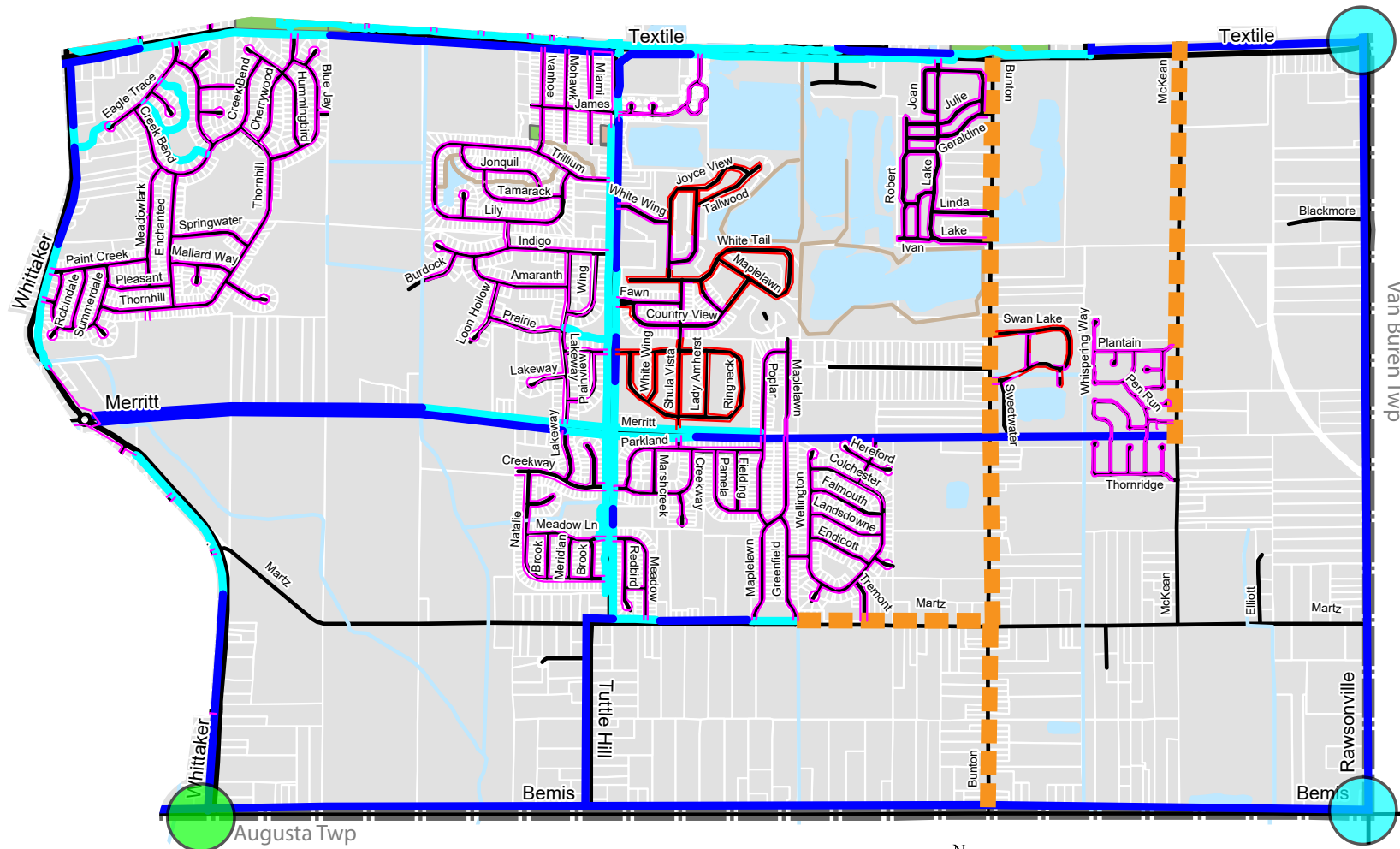
Table 4. Implementation Schedule: Southwest Quadrant

| FACILITY TYPE | PRIORITY | ROUTE DESCRIPTION | PROJECT LENGTH | CHALLENGES | OPPORTUNITIES | ESTIMATED COST |
|-----------------|----------|--|----------------|---|--|-----------------------------|
| Multi-Use Trail | 2 | South side of Textile Road from Munger to Whittaker | 12,600 feet | Stream crossing; some easements may be required; trees and wetlands | | \$ 1.1 - \$ 2.2 million |
| Multi-Use Trail | 1 | East side of Whittaker Road from Textile to Merritt | 3,500 feet | Easements likely | Able to take advantage of existing pathways | \$ 315,000 - \$ 630,000 |
| Multi-Use Trail | 1 | West side of Whittaker Road from Merritt to Bemis | 2,900 feet | Easements likely | Able to take advantage of existing subdivision pathways | \$ 260,000 - \$ 520,000 |
| Multi-Use Trail | 1 | Infill along Hitchingham Road | 1,100 feet | Easements likely | Able to take advantage of existing pathways | \$ 100,000 - \$ 200,000 |
| Bike Lane | 2 | Stony Creek Road from Textile to Bemis | 12,900 feet | | | \$ 260,000 - \$ 640,000 |
| Bike Lane | 3 | Merritt Road from Hitchingham to Munger | 10,500 feet | | | \$ 210,000 - \$ 525,000 |
| Bike Lane | 3 | Munger Road from Brekenridge to Bemis | 9,200 feet | | | \$ 180,000 - \$ 460,000 |
| Multi-Use Trail | 2 | North side of Hewen's Creek Park from Hitchingham to Stony Creek; spur from parking area north to main trail | 8,600 feet | Will require easements; wet terrain and sensitive ecosystems | Primarily Township-owned property. Can use routes that are already established. Can use crushed limestone for lower up-front costs | \$ 775,000 - \$ 1.5 million |
| Multi-Use Trail | 1 | Bemis Road from Munger to Hitchingham | 10,600 feet | | Coordinate efforts with planned road construction for significant cost savings. Connects to existing trail networks. | \$ 950,000 - \$ 1.9 million |



Bike trail near EMU campus. Image Source: Wikimedia

Figure 8. Southeast Quadrant Detail Plan



- Existing Multi-Use Path
- Proposed Multi-Use Path
- Proposed Bike Lane
- Existing Sidewalk
- Proposed Sidewalk
- Township Parks
- Schools
- Municipal Buildings
- County Parks
- Golf Course (Private)
- Other Recreation Properties
- Township-owned Properties
- Key Connecting Point
- Secondary Connecting Point

Proposed Non-Motorized Facilities Southeast Quadrant

Ypsilanti Township, Washtenaw County

The Southeast Quadrant again relies on large-scale road construction projects and existing subdivision pathways to form a complete network. Construction projects along Bemis and Rawsonville, described earlier, provide opportunities for coordinated efforts with the WCRC and potential cost savings.

In-fill of existing asphalt multi-use would mostly be provided by subdivision developers; sections along Merritt, Textile, and Tuttle Hill would fall under the responsibility of Ypsilanti Township. "Proposed sidewalks" in this quadrant are simply those which had not been installed by the time this report was created. Their construction would remain the responsibility of the developer.

Bike lanes on Bunton, McKean, and Mertz are supplemental routes to the proposed multi-use trails and, as such, are considered low priority. Each subdivision is connected in at least one point to a multi-use trail, providing excellent coverage for residents of the area.

Table 5. Implementation Schedule: Southeast Quadrant

| FACILITY TYPE | PRIORITY | ROUTE DESCRIPTION | PROJECT LENGTH | CHALLENGES | OPPORTUNITIES | ESTIMATED COST |
|-----------------|----------|--|-------------------|---|---|---|
| Multi-Use Trail | 2 | Infill on one or both sides of Textile Road from Whittaker to Rawsonville. North side infill ~7,850 feet, south side infill ~11,250 feet | 19,120 feet total | Easements possible in spots; heavy vegetation; terrain issues | Chance to create contiguous path on one or both sides of Textile. | \$ 700,000 - \$ 3.4 million (depends on scope of project) |
| Multi-Use Trail | 1 | Infill on west side of Tuttle Hill from Textile to Martz | 3,200 feet | | Takes advantage of existing trails. Some segments responsibility of developer | \$ 290,000 - \$ 575,000 |
| Multi-Use Trail | 3 | North side of Merritt from Whittaker to Tuttle Hill | 5,000 feet | Heavy vegetation in points, stream crossing | | \$ 450,000 - \$ 900,000 |
| Multi-Use Trail | 3 | North side of Merritt from Tuttle Hill to McKean. | 5,700 feet | | Some portions responsibility of developers | \$ 500,000 - \$ 1.0 million |
| Multi-Use Trail | 3 | Tuttle Hill from Martz to Bemis | 2,800 feet | Easements likely | Would connect subdivisions to southern pathway | \$ 250,000 - \$ 500,000 |
| Multi-Use Trail | 3 | Martz Road between Meadow and Maplelawn | 1,330 feet | Easements required unless sites are sold and redeveloped | | \$ 120,000 - \$ 240,000 |
| Bike Path | 3 | Martz Road between Greenfield and Bunton | 2,500 feet | | | \$ 50,000 - \$ 120,000 |
| Bike Path | 3 | Bunton Road between Textile and Bemis | 10,500 feet | | | \$ 210,000 - \$ 525,000 |
| Bike Path | 3 | McKean Road between Textile and Pen Run | 5,200 feet | | | \$ 100,000 - \$ 250,000 |
| Multi-Use Trail | 1 | North side of Bemis Road from Whittaker to Rawsonville | 17,200 feet | | Part of planned construction along Bemis Road; could represent significant cost savings | \$ 1.5 - \$ 3.1 million |
| Multi-Use Trail | 3 | Rawsonville Road between Bemis and Textile | 10,600 feet | Would likely be on east side of Rawsonville (Van Buren Township). West side presents topography and wetland issues) | Part of planned construction along Rawsonville | \$ 950,000 - \$ 1.9 million |



Father and daughter enjoying the trails at Ford Heritage Park.

Existing Conditions



A resident enjoys his daily dog walks along the trails at North Bay Park.

Ypsilanti Township's development history has had a significant impact on walkability and connectivity in the Township. Ford Lake and I-94 form a clear dividing line, with denser and more urban patterns to the north and suburban patterns to the south.

North of I-94, the majority of development took place immediately following World War II. Homes are small and closely spaced. Most streets have sidewalks, and speed limits are generally slow. Significant sidewalk gaps remain, especially west of the City of Ypsilanti and along Michigan Avenue to the east.

South of the highway, the Township was primarily rural with large lots and high speed roads. As new subdivisions began to be developed in the 1980s and 1990s, sidewalks were added, but frequently there were no connections made between developments. Roads which were already designed to accommodate high-speed traffic now have to contend with high volumes of traffic as well.

The Township has made efforts to address this divide. Over 30 miles of multi-use trails can be found throughout the community, with the Border-to-Border trail acting as a prime driver for further trail development. Township Ordinance requires subdivisions to provide multi-use trails along primary roads, creating the basis for a connected network. The Township has been working closely with state, county, and the City of Ypsilanti to address connectivity over I-94, and continues to work towards completing a contiguous non-motorized loop around Ford Lake. The combination of trails, sidewalks, and existing park pathways form the beginnings of a solid community-wide non-motorized trail network.

Figure 9. Hawthorne Avenue, Creek Bend Drive, and Stony Creek Drive illustrate some of the different neighborhood styles found throughout Ypsilanti Township.



Image Source: Google Streetview

ROAD NETWORK

Assessing the suitability of the road network for safe pedestrian or bicycle use involves the consideration of many factors including traffic volumes, car speeds, presence of on-street parking, traffic mix such as presence of trucks, sight distances, and number intersections and entrances.

Michigan roadways are classified by the Michigan Department of Transportation (MDOT) according to a hierarchical functional system which determines whether a road is eligible for federal aid. This road classification also corresponds to roadway traffic volumes. Federal aid roads include all principal arterials, minor arterials, and urban collectors (Figure 10). Ypsilanti Township's road network includes five classes of roads as described below.

- Interstates or Freeways are part of the larger National Highway System. Interstates are owned by the state in which they were built, but must meet federal standards for construction and operation. Interstate 94 (I-94) belongs in this category.
- Principal arterial roads run relatively long distance and service travel movements to important traffic generators. In Ypsilanti Township, US-12, Michigan Avenue, Packard Street, Wiard Road, and Washtenaw Avenue belong to this category.
- Minor arterial roads are similar but with trips being carried shorter distance to lesser traffic generators. They include Ecorse, Golfside, Hewitt, North Prospect, Superior, Textile, and Whittaker Roads, Bridge, East Cross, Grove, Huron Streets, East Forest Avenue, and portions of Lamay Avenue, Ford Boulevard, and Clark, and Harris Roads.

- Major collector roads funnel traffic from residential areas to arterial roads, with some providing direct access to residences. They include Hitchingham, Holmes, Ridge, Stony Creek, Tyler, and Tuttle Hill Roads, South Congress Street, Airport and South Huron River Drive, McGregor and William Avenues, and portions of North Ford Boulevard and Clark, North Harris, Merrit, and Munger Roads.
- Local roads are neighborhood streets that provide access to residences and include all other streets in Ypsilanti Township.

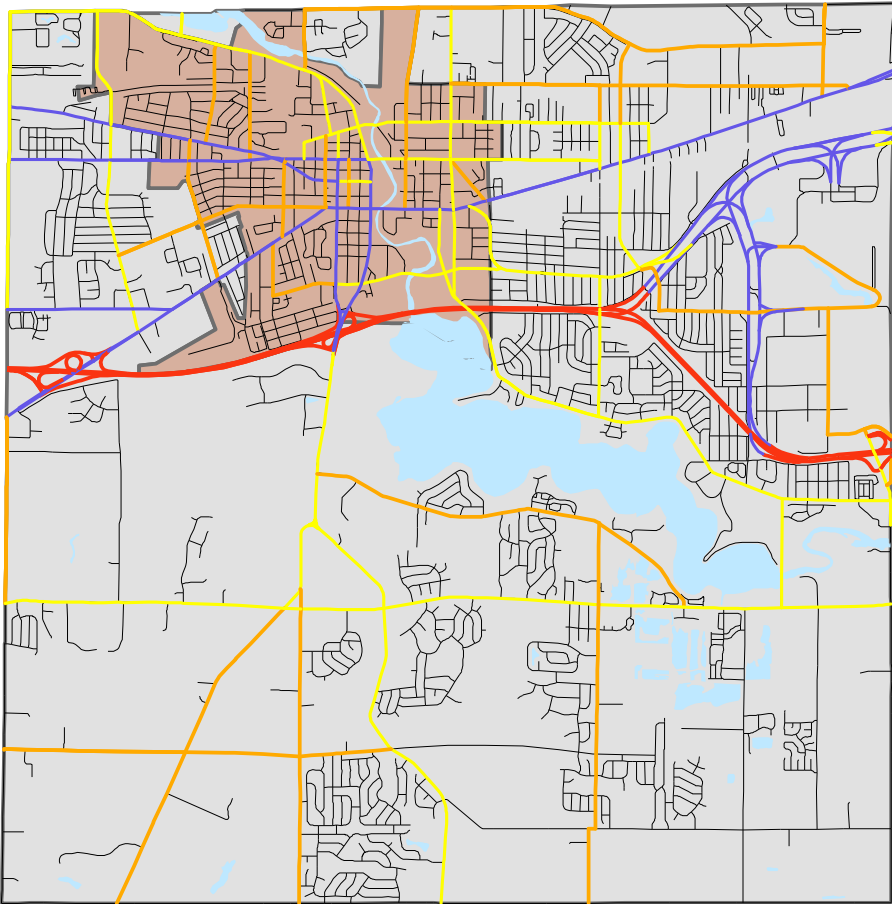
Annual Average Daily Traffic counts (AADT) measures the total volume of vehicle traffic of a highway or road for a year divided by 365 days. Compared to many southeast Michigan communities, Ypsilanti Township's AADTs are fairly low. The majority of routes experience less than 9,000 trips per day. Outside of I-94, only South Huron, a portion of Whittaker, US-12, and a small section of US-12 near the I-94 interchange see greater than 9,000 trips daily. As a comparison, twenty-eight road segments in adjacent Canton Township exceed the 15,000 AADT, while only one segment of Ypsilanti Township's most heavily trafficked roads exceed that level.

Ten Most Heavily Traveled Roads (excluding I-94)

1. Northbound Rawsonville from Huron River Drive to I-94 Service Road - 21,880
2. Northbound Huron north of Huron River - 14,480
3. Southbound Huron north of Huron River - 14,410
4. Southbound Rawsonville from Huron River Drive to I-94 Service Road - 13,800
5. Westbound US-12 from ramp to Willow Run Plant to ramp from westbound Ecorse - 13,440
6. Westbound Michigan Avenue west of Hewitt - 12,420
7. Eastbound US-12 from ramp to Willow Run Plant to ramp from westbound Ecorse - 12,370
8. Eastbound Michigan Avenue west of Hewitt - 12,310
9. Whittaker Road (both ways) from Stony Creek to Textile - 11,890
10. Eastbound US-12/M-17 east of Wiard - 11,440

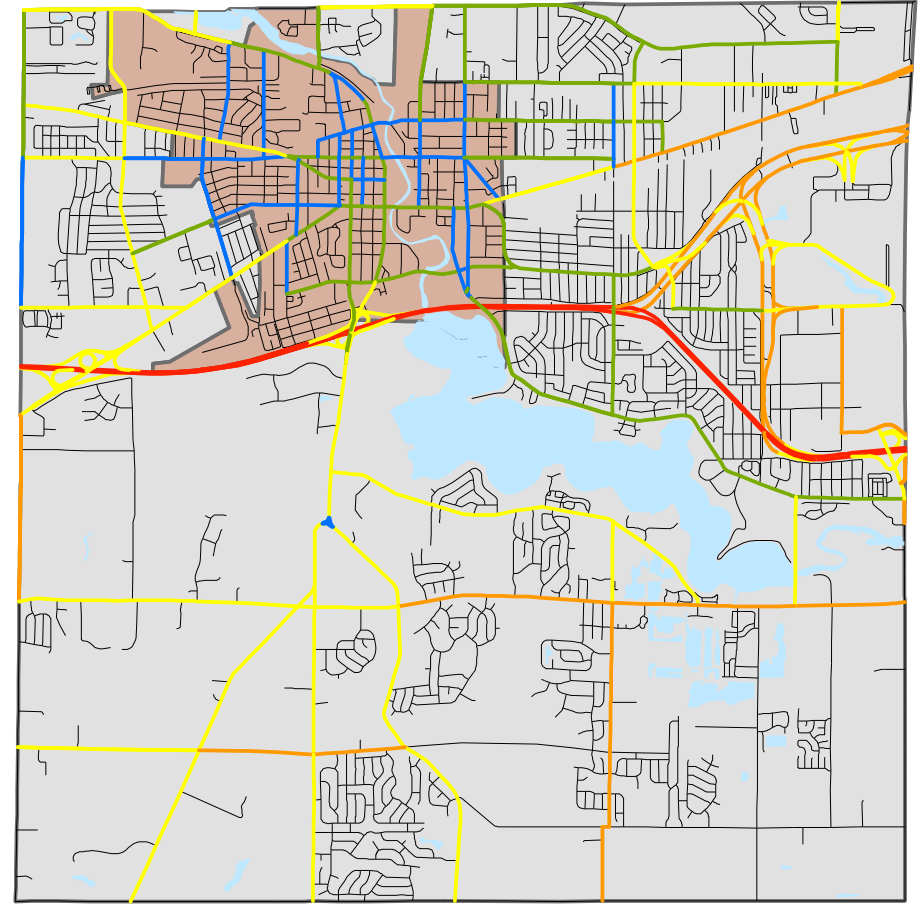
I-94 ranges from 49,647 to 38,070 AADT, with the heaviest traffic moving eastbound just east of US-12.

Figure 10. National Functional Classificatio

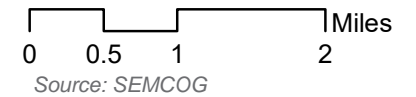


- Interstate or Freeway
- Major collector
- Minor arterial
- Other principal arterial
- Local

Figure 11. Posted Speed Limits



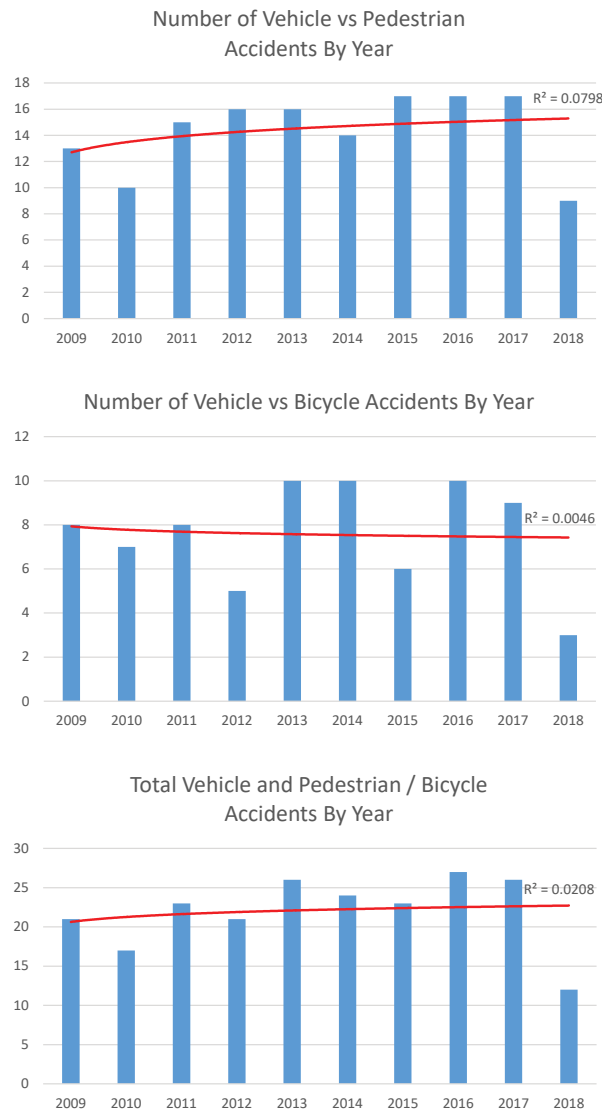
- 70 mph
- 50 - 55 mph
- 40 - 45 mph
- 30 - 35 mph
- 25 mph or under



Bicycle/pedestrian versus vehicle accidents are a growing problem in the Township, particularly in the northeast quadrant of the community. According to SEMCOG, there have been a total of 220 vehicular accidents involving pedestrians (144 incidents) and bicyclists (76 incidents) since 2009. Thirty-eight of the accidents have resulted in severe injuries; sixteen have resulted in fatalities. By calculating the trendlines for bicycle and pedestrian accident rates, we can anticipate a continued rise in pedestrian accidents and a leveling out of bicycle-related incidents. Overall, accident rates will continue to rise.

Dedicated bike lanes offer greater separation and safety between bicyclists and motorists and may be the most suited bicycle improvement on roads that are not only busy but that also see frequent crashes. Traffic volumes and speeds are the top considerations in determining the suitability of on-street bicycle facilities for a given roadway. According to the National Association of City Transportation Officials (NACTO), conventional bike lanes are most helpful when traffic volumes for a given street exceed 3,000 AADT, and speed limits are greater than 25 mph. For streets with high traffic volume, regular truck traffic, high parking turnover, or speed limits greater than 35 mph, greater separation between bicycles and motorized vehicles is recommended.

Figure 12. Accident Levels by Year



Source: SEMCOG

Dangerous Intersections

Most dangerous intersections overall (both bicyclists and pedestrians):

1. Dorset & US-12: 10 incidents
2. Golfside & Washtenaw: 9 incidents
3. I-94 & Michigan Ave: 7 incidents
4. Ellsworth & Hewitt: 5 incidents
5. Clark & Ridge: 5 incidents

Most dangerous intersections for bicyclists:

1. Dorset & US-12: 8 incidents
2. I-94 & Michigan Ave: 5 incidents
3. Campbell & Michigan: 3 incidents

Most dangerous intersections for pedestrians:

1. Golfside & Washtenaw: 7 incidents
2. Clark & Ridge, Ellsworth & Hewitt, Harris & Michigan, Mott & Ridge: 4 incidents

Intersections with the most severe accidents (Class-A incidents or fatalities):

1. I-94 & Wiard: 3 incidents, 2 fatal
2. Dorset & US-12: 3 incidents, 1 fatal
3. Michigan & Wiard: 3 incidents, 1 fatal

Figure 13. Traffic volume (AADT)

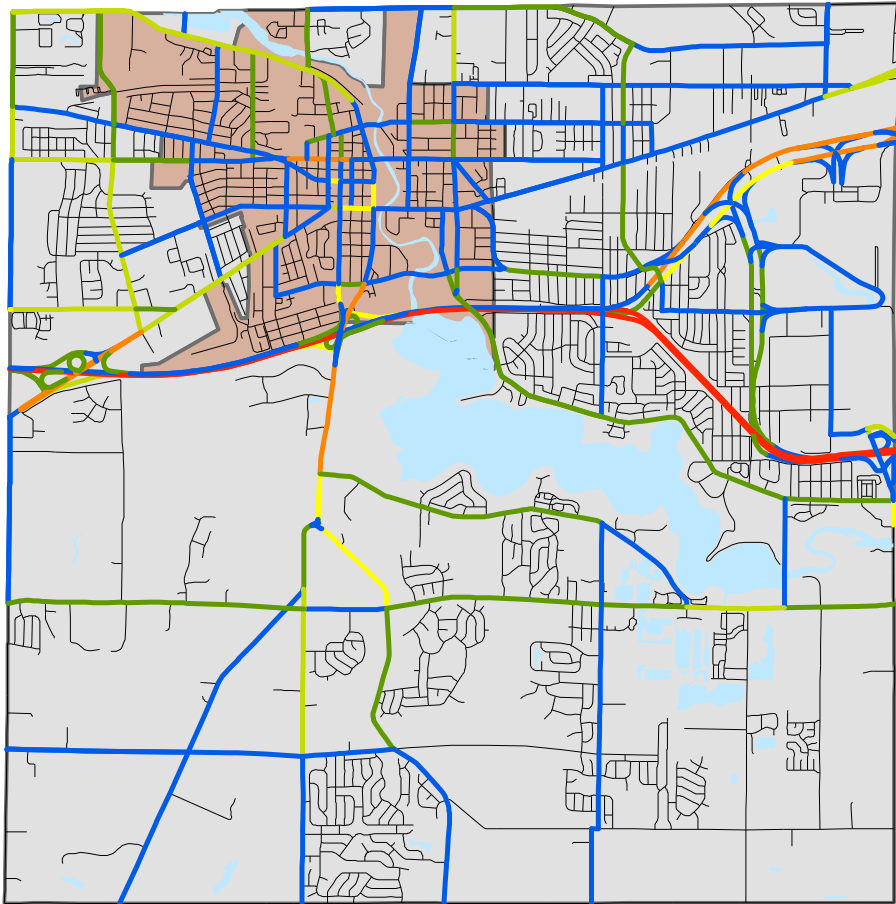


Figure 14. Vehicular and Bicycle/Pedestrian Accident Locations

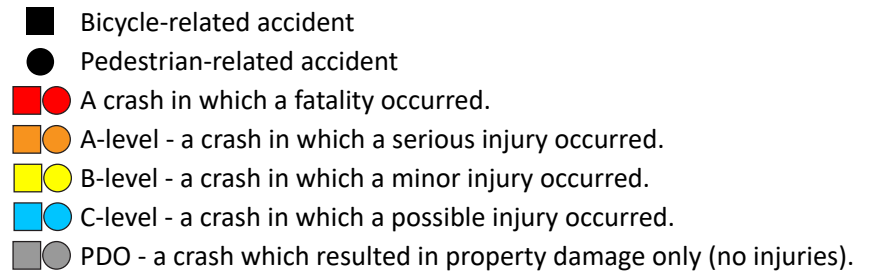
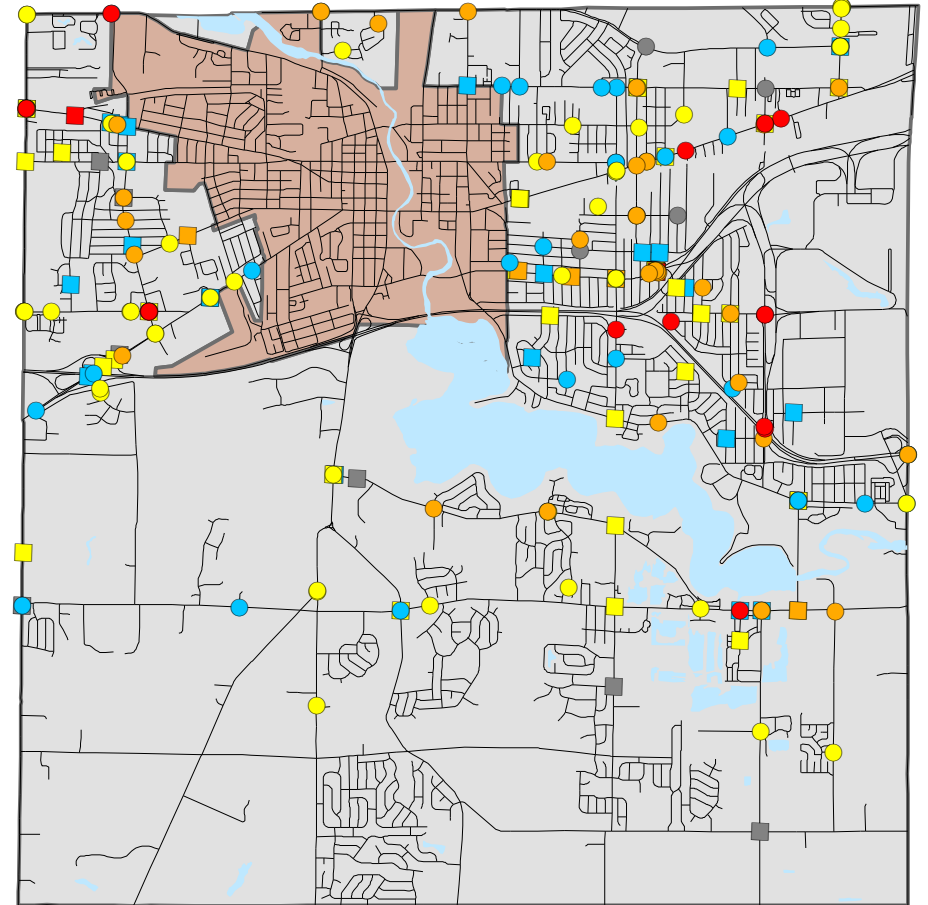
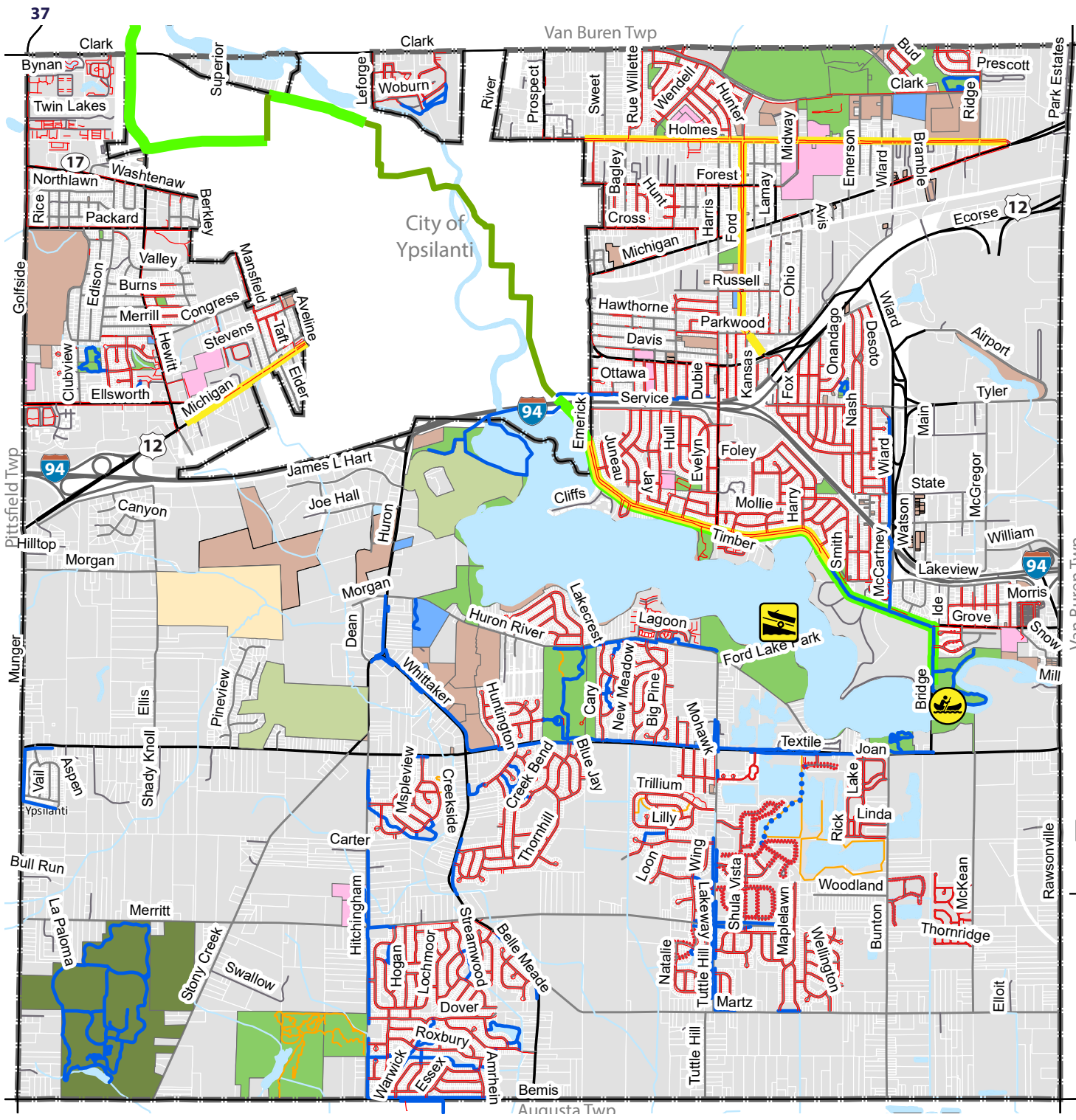


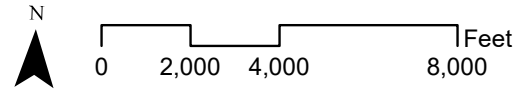
Figure 15. Existing Non-Motorized Facility Network



- B2B Off Road
- B2B On Road
- Bike Lanes
- Multi-Use Path
- Rustic Path
- Sidewalk
- Township Parks
- Schools
- Municipal Buildings
- County Parks
- Golf Courses
- Other Recreation Properties
- Township Owned Properties

Existing Non-Motorized Facility Network

Ypsilanti Township, Washtenaw County



SIDEWALKS

Ypsilanti Township's sidewalk network is well developed near the north shore of Ford Lake and in newer subdivisions south of the lake. West of the City of Ypsilanti and in older neighborhoods which historically served as bedroom communities to the City, sidewalk development is more sporadic. Significant gaps occur throughout the northern half of the Township, and are especially notable along the Michigan Avenue and Ecorse Road corridors.

The Township Subdivision Regulations Ordinance requires sidewalks along all access drives in cluster housing and multiple-family developments, and along any roads internal to the development. Sidewalk construction in existing neighborhoods would be the responsibility of the Township. Existing swales and narrow right-of-ways may make adding walkways challenging in some circumstances.



EXISTING CONDITIONS

MULTI-USE PATHS

Like sidewalks, Township Ordinance requires new developments to include 8-foot wide (minimum) multi-use paths on both sides of all major and secondary thoroughfares. Ten foot wide bike paths are required along county primary roads where designated in the Comprehensive Plan. Several subdivisions have included internal multi-use trails within their boundaries.

A number of parks have extensive trail networks, most notably Ford Heritage, North Hydro, North Bay, and Rolling Hills County Park. These park trail networks form important connectors between neighborhoods.

Existing routes along Textile, Tuttle Hill, Whittaker, and Grove provide the longest stretches of non-motorized facilities in the Township. Because much of network has relied upon developers

for completion, trail construction is spotty. Numerous gaps reduce the ability of riders to utilize the trails as a transportation alternative, and prevent connection between neighborhoods and destinations. Major gaps along Huron River Drive and Bridge Street currently break up an otherwise contiguous loop around Ford Lake, while a complete lack of facilities along Huron Road and the I-94 bridge crossing currently prevent connection between the City and Township.

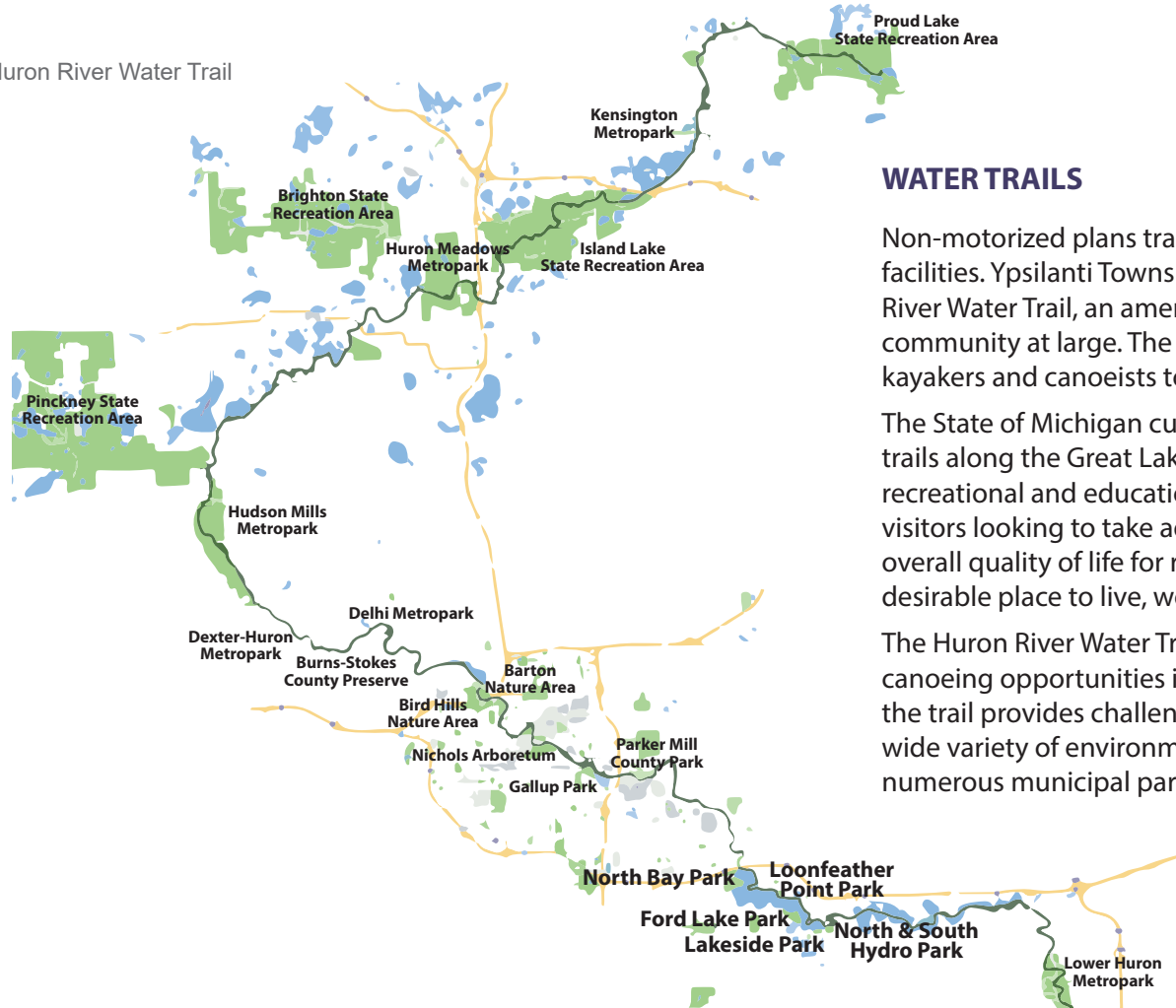
BIKE LANES

Bike lanes provide residents a protected non-motorized transportation alternative which does not have the limitations of multi-use trail development. Because bike lanes utilize existing transportation infrastructure, dedicated easements are not required. Installation costs are significantly less, and the impact on the surrounding environment is less dramatic.

Conventional bike lanes do not offer the same level of protection for users as a multi-use trail, however, and inexperienced riders may be less comfortable on a bike lane. Buffered lanes may be an acceptable middle ground. They provide higher levels of protection than conventional bike lanes, but still provide cost savings and require less space than multi-use trails.

The Township currently has bike lanes on Grove between Smith and the City limits, on Michigan Avenue west of the city to east of Hewitt, and on Ford Road south of Holmes to I-94. Expansion of the bike lane network, taking into account posted speed limits, crash data, and other pertinent information, would be appropriate.

Figure 16. Huron River Water Trail



WATER TRAILS

Non-motorized plans traditionally focus on bicycle and pedestrian facilities. Ypsilanti Township is located at a key position on the Huron River Water Trail, an amenity that has been under-appreciated by the community at large. The trail could potentially draw large numbers of kayakers and canoeists to the Township if adequate facilities are provided.

The State of Michigan currently boasts of more than 3,000 miles of water trails along the Great Lakes and inland lakes and rivers. Water trails offer recreational and educational opportunities for residents and attract visitors looking to take advantage of the waterway. By improving the overall quality of life for residents, these trails make the community more desirable place to live, work, and play.

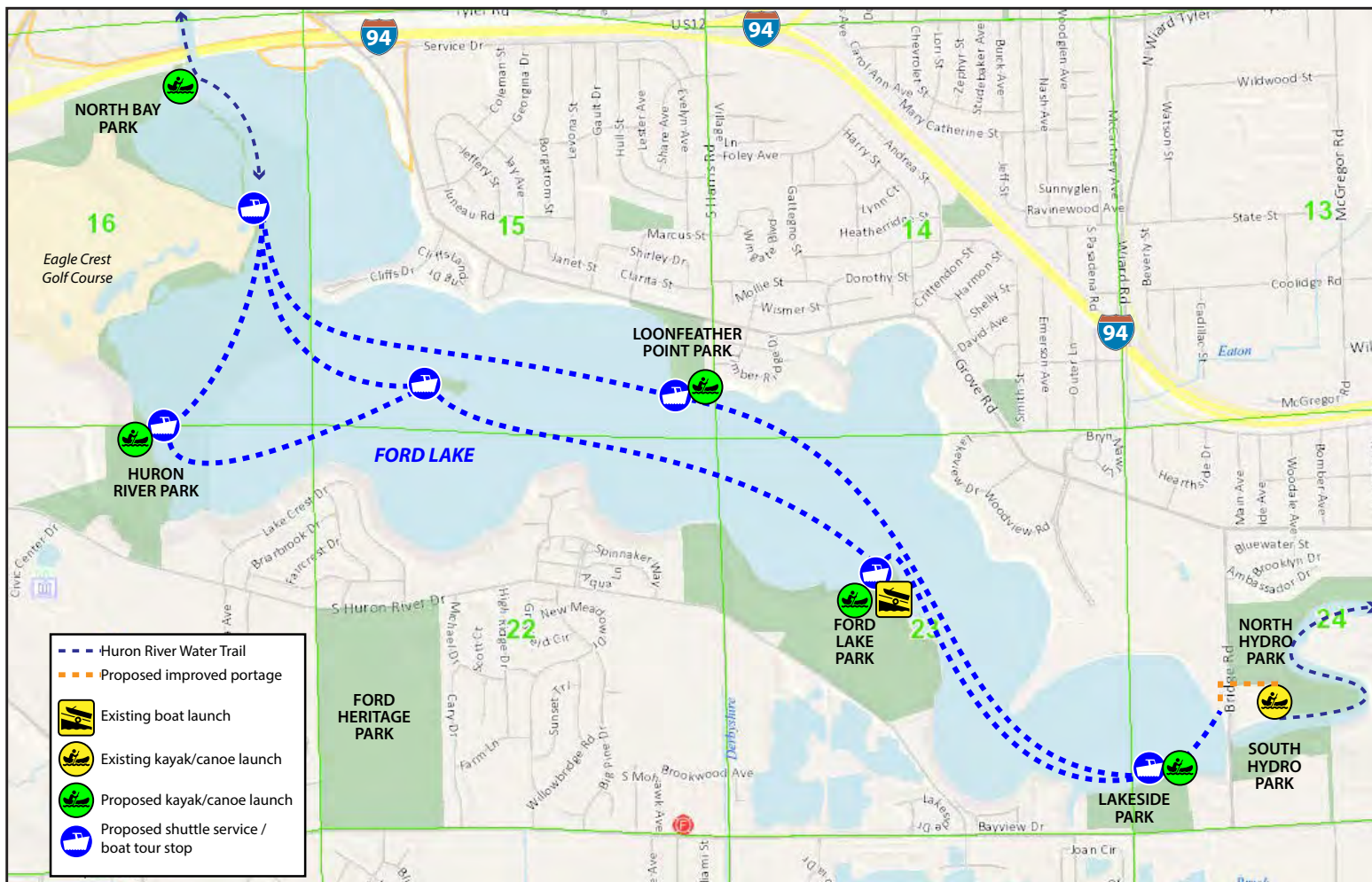
The Huron River Water Trail offers some of the best kayaking and canoeing opportunities in the state of Michigan. Traveling over 104 miles, the trail provides challenges for users of all abilities and passes through a wide variety of environments. The river winds through State, County, and numerous municipal parks, as well as eight HCMA Metroparks.



Ypsilanti Township currently has boat / kayak launches at North Hydro, Ford Lake, and Lakeside Parks. The Lakeside Park launch is operated by and reserved for use by the Eastern Michigan Rowing crew. Providing additional launch points and rental opportunities in Township-owned parks would greatly increase the visibility of the community and could attract new visitors and residents to the Township.

Development of a seasonal water shuttle service or boat tour between the Township's lakeside parks would provide an experience unique in southeast Michigan. By providing unprecedented access to underutilized parks, such a service could spur development of both the parks and adjacent properties.

Figure 17. Conceptual Boat Service Route and Boat Launch Locations



REGIONAL SETTING

Regionally, Ypsilanti Township is an important destination for cyclists because of its position as the starting point for the Border-to-Border (B2B) Trail. The connection with Van Buren Township is especially key; as trails are developed in Van Buren and connections between the two townships are established, Ypsilanti Township's centralized location will make it attractive to riders looking to go west towards Ann Arbor or east towards MetroParks (Lower Huron, Willow, and Oakwoods), Lake Erie, and potentially to Detroit. Additional major routes, such as the I-275 Metro Trail, would provide links to networks including the Hines Park Bikeway, a 19.5-mile long route which travels from Northville to Dearborn. Van Buren has proposed a number of trail developments, with their most recent plan indicating four potential connecting points with Ypsilanti Township.

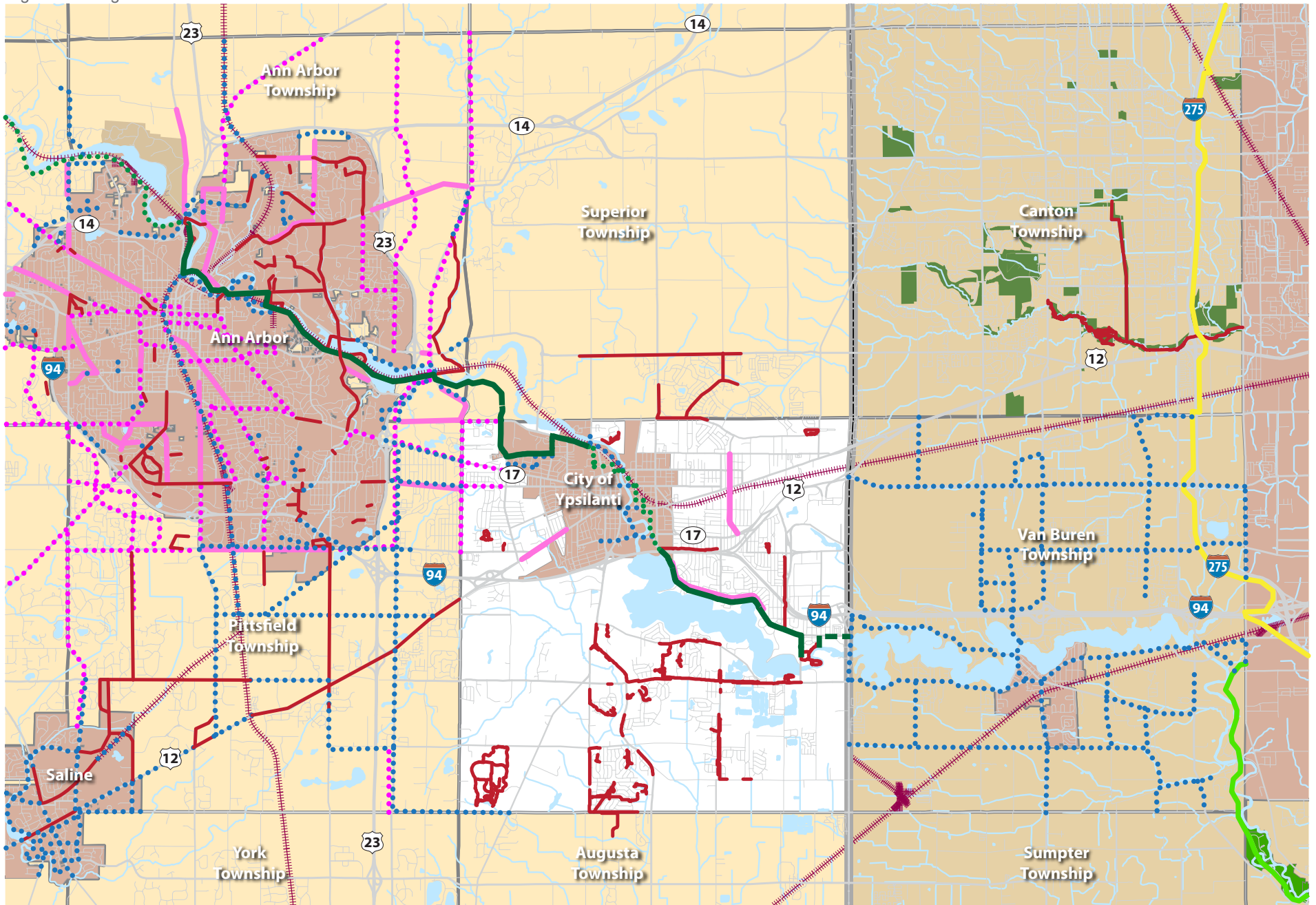
To the south, Augusta Township is in the preliminary stages of developing their own trail network. Augusta is evaluating potential routes which could connect the Lincoln Consolidated Schools campus with Ypsilanti Township. This connection is vitally important to Ypsilanti Township, as the majority of students in the large subdivisions south of Ford Lake attend these schools.

Pittsfield Township has constructed roughly seven miles of ten-foot wide pathways since 2009. Several other projects have been proposed, and the Township recently applied for grant funds to complete the Platt Textile Greenway.

Proposed trail facilities west of the Township could connect to the City of Saline through Pittsfield Township via US-12. Should this route be completed, a future link to the Village of Manchester and the proposed Watkins Lake State Park / Manchester to Brooklyn trail could come into play. The Watkins Lake trail would ultimately act as an Iron Belle Trail bypass, providing unprecedented trail access for riders from Jackson, Wayne and Washtenaw Counties.

As mentioned in the previous section, the Township is strategically placed to be an important destination for water enthusiasts as well. Given the proper amenities, visitors from across Washtenaw, Oakland, and Wayne Counties, as well as communities from across the state, could consider Ypsilanti Township a prime boating destination.

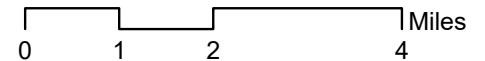
Figure 18. Regional Trail Facilities



- Border-to-Border Existing
- ⋯ Border-to-Border Planned
- I-275 Metro Trail
- Metroparks Trail
- Existing Trail Facilities
- ⋯ Proposed Trail Facilities
- Existing Bike Lanes
- ⋯ Proposed Bike Lanes

Sources: Ann Arbor Township Master Plan, City of Ann Arbor Non-motorized Transportation Plan Update 2013, City of Ypsilanti Non-motorized Transportation Master Plan 2010, Van Buren Charter Township Greenways and Trails Master Plan 2002, Superior Township Non-motorized Trails, City of Saline Non-Motorized Transportation Plan 2017, Canton Leisure Services Five-Year Master Plan

Regional Trail Facilities



LOCAL DESTINATIONS

The “Township Core” (see Figure 23 on page 52) roughly follows South Huron Street to Whittaker Road, acting as the de facto downtown for Ypsilanti Township. The Core offers access to shopping, parks and recreation, governmental, and other community facilities. Seven parks border Ford Lake and the Huron River and connect with this Township Core, making the waterfront one of the most important destinations in the Township.

Other Township destinations include the following:

Schools:

Ypsilanti Public Schools

- Ford Early Learning Center
- Erickson Elementary
- Holmes Elementary
- Ypsilanti Community High School

Lincoln Consolidated Schools

- Childs Elementary (*just south of Ypsilanti Township on Bemis Road*)

Van Buren Public Schools

- Rawsonville Elementary

Community Facilities:

- Civic Center
- Ypsilanti District Library
- Vietnam Veteran’s Memorial
- Post Office

Community Parks and Recreation Facilities:

- Appleridge Park
- Big Island Park
- Bud & Blossom Park
- Burns Park
- Clubview Park
- Community Center Park
- Fairway Hills Park
- Ford Heritage Park
- Ford Lake Park
- Green Oaks Golf Course
- Grove Road Overlooks
- Harris Park
- Hewen’s Creek Park
- Huron River Park
- Lakeside Park
- Lakeview Park
- Loonfeather Point Park
- Nancy Park
- North Bay Park
- North Hydro Park
- Pines Park
- Rambling Road Park
- South Hydro Park
- Sugarbrook Park
- Tot Lot Park
- Watertower Park
- Wendell Holmes Park
- West Willow Park
- 430 S Harris Road (undeveloped)
- Ypsilanti Township Community Center

Other Recreation Facilities and Attractions:

- Rolling Hills County Park
- Eagle Crest Golf Course & Resort
- Pine View Golf Course
- Washtenaw Sportsman’s Club
- Detroit Greenfield KOA Campground
- Yankee Air Museum

Major Shopping and Retail Districts:

- Township Core (S Huron)
- Michigan Avenue
- Ecorse Avenue
- Washtenaw Avenue
- City of Ypsilanti

Major Businesses and Employers:

- American Center for Mobility
- Ford Rawsonville Plant



USER TYPES

The needs and preferences of bicyclists vary depending on a bicyclists' skill level and the type of trip the individual wishes to take. Ypsilanti Township aims to provide comfortable and direct bicycling routes for existing bicyclists and to encourage other residents and visitors to ride for transportation and for recreation. Addressing the concerns of casual riders as well as more experienced riders will encourage more people to include bicycling in their daily lives.

Studies have shown that bicycle users and pedestrians share destinations and trip purposes common to other road users and, as a result, use all types of streets. Different types of users, however, generally prefer different types of streets. The American Association of State Highway Transportation Officials (AASHTO, 2012) recognizes different types of riders which are described in the margin to the right. Casual and less confident riders often prefer quiet neighborhood streets or recreational pathways. On the other hand, serious commuting and experienced riders can generally be found on major roads.

National studies have shown that on-road bicycle facilities for experienced riders and casual adult riders are generally safer than a sidewalk because they provide greater driver visibility. This is especially true at intersections and driveways, where conflicts with vehicles are most likely to occur.

Since bicyclists vary in skill and experience, the emphasis must be on establishing minimum standards which accommodate a full range of users while optimizing safety for all. The selection of non-motorized route corridors and facility development depends on a combination of several factors including the existing road network as well as potential destinations, scenic, and recreation amenities.

Types of Riders

Experienced and confident riders generally use their bicycles as they would a car. They ride for convenience and speed and want direct access to destinations with a minimum of detour or delay. They are typically comfortable riding alongside a car; however, they need sufficient operating space on the traveled way or shoulder to eliminate the need for either them or a passing car to shift position. While comfortable on most streets, some prefer on-street bike lanes, paved shoulders, or shared use paths when available. Experienced riders avoid riding on sidewalks, which have speed and sight line limitations.

Casual or less confident riders may also use their bicycles for transportation purposes, for example, to get to the store or to visit friends, but prefer to avoid roads with fast and busy car traffic unless there is ample roadway width to allow easy overtaking by faster cars. Thus, casual riders are more comfortable riding on neighborhood streets and shared-use paths and prefer designated facilities such as bike lanes on busier streets. If no on-street facilities are available, they may opt to ride on sidewalks.

EXISTING POLICIES & LAWS

As mentioned earlier in this plan, Ypsilanti Township Subdivision Regulations Ordinance includes provisions for sidewalk and bike path construction. Article IV, Section 04.04 describes the design standards for Sidewalks, Pedestrian Through-Block Connectors, and Bikepaths, while Article XXI, Section 2114.5 provides general provisions for sidewalks and safety paths.

State law allows bicycles to ride on sidewalks and all public roads except where restricted or on limited-access highways. Therefore, bicyclists are found in travel lanes on streets, road shoulders, bike lanes, sidewalks, and shared-use paths or trails across the state. The paragraphs below describe the state laws that govern the non-motorized network in Ypsilanti Township

Michigan Barrier Free Public Act and the American with Disabilities Act

Ypsilanti Township is required to meet the requirements of the Michigan Barrier Free Public Act of 1966 and MDOT standards for construction of sidewalks and ramps. These laws conform with regulations established by the Americans with Disabilities Act (ADA) of 1990. In addition, the Township is required to bring non-compliant curb ramps into compliance throughout the area as part of a transition plan.

The United States Access Board published revised Architectural Barriers Act (ABA) Standards 2015. These guidelines cover pedestrian access to sidewalks and streets, including crosswalks, curb ramps, street furnishings, pedestrian signals, parking, and other components of public right-of-way. The ABA requires that buildings and facilities that are designed, constructed, or altered with Federal funds, or leased by a Federal agency,

comply with Federal standards for physical accessibility. The standards are limited to new and altered buildings and in newly leased facilities.

The Department of Justice published revised, enforceable accessibility standards called the 2010 ADA Standards for Accessible Design. Compliance with the 2010 Standards was required for new construction and alterations as of March 2012, and is also the compliance date for using the 2010 Standards for program accessibility and barrier removal. Assessing the suitability of the road network for bicycle use and bike lane striping is one of the first steps in selecting non-motorized transportation improvements. When evaluating roadway corridors for bicycle use, roadway width, number of travel lanes, presence of on-street parking, traffic volumes, car speeds, presence of large trucks, and pedestrian activity are among the many factors that should be considered.

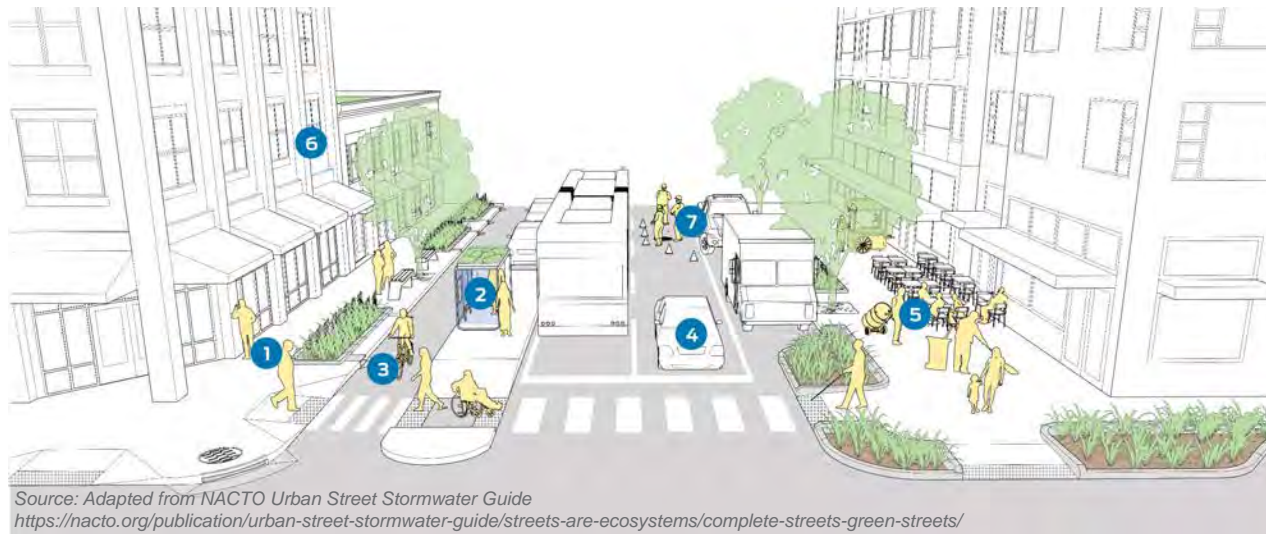
Complete Streets

In 2010, the State of Michigan legislature signed into law the Complete Streets amendments to the State Trunkline Highway System Act (Act 51 of 1951) and the Planning Enabling Act (Act 33 of 2008). The law provides an approach to transportation planning and design that considers all street users – pedestrians as well as motorists and bicyclists of all ages and abilities – during the various planning and design stages of a transportation project. It also requires that the Michigan Department of Transportation (MDOT) and local municipalities consider the community's goals and desires for road projects within their boundaries. The goals, objectives and projects articulated in this plan should be considered as part of any MDOT project in Ypsilanti Township.

The law requires Complete Streets policies to be sensitive to the local context, and consider the functional classification of roadways, cost, and the mobility needs of all legal users. Examples of complete streets facilities include curb ramps, well-marked crosswalks, longer crossing times, and bike lanes that are free of obstacles. The Complete Streets legislation also identified non-motorized facilities contributing to complete streets as eligible for funding as well as allowing agencies to enter into agreements to provide maintenance for facilities constructed to implement a Complete Streets policy.

In response to Complete Streets legislation at the state level, many municipalities have adopted Complete Street resolutions or ordinances. Ypsilanti Township has not, as of yet, adopted such a resolution or ordinance. If the Township chooses to enact a Complete Streets policy, the graphic below shows street user considerations that should be part of that policy. More information on local Complete Streets Ordinances can be found in the Implementation Chapter.

Figure 19. Complete Streets & Green Infrastructure



Source: Adapted from NACTO Urban Street Stormwater Guide <https://nacto.org/publication/urban-street-stormwater-guide/streets-are-ecosystems/complete-streets-green-streets/>

STREET USER CONSIDERATIONS

1. People Walking

- Ponding of stormwater, especially near intersection crossings and ramps, creates barriers. For people using mobility devices, stormwater on the street functionally and significantly prevents access.
- Large or fast runoff streams also create barriers and degrade walking comfort.
- Drainage grates, lips, high storm drains, and large seams sited in or near pedestrian crossings introduce hazards.

2. People Using Transit

- People riding transit are also pedestrians and interact similarly with stormwater. Puddles or streams can impede walking and wheelchair access to transit stations and bus stops.
- Rider comfort is enhanced by shelter, shade, and greenscape at the transit stop. Improving rider comfort and experience is critical to growing transit as a mode.

- Greenery and trees make the walking environment more inviting and pleasant by reducing temperature, attenuating noise, and improving air quality.
- Green infrastructure can be used to calm traffic and improve safety conditions.
- High-quality public gathering spaces with natural features improve mental health, and create opportunities for community development.
- GSI can be integrated into transit facilities, including boarding bulbs and islands, to improve passenger comfort and natural drainage near stops.
- Transit shelter and facility roofs—usually owned or overseen by public agencies—can incorporate green features.

3. People Bicycling

- Ponding of stormwater impedes safe and enjoyable bicycling where drainage is insufficient or ineffective.
- Wet pavement may discourage riders who are concerned about mud and spray. An extended drainage period may displace bicycle trips into other transportation modes.
- Stormwater infrastructure design is safety-critical: poorly placed or antiquated storm drains poses hazards to cyclists, e.g. slick surfaces, debris, and the potential for wheels to become stuck in grates.

4. People Driving Vehicles

- Flooded streets can become impassable for motor vehicles. Puddles and pooled water can create poor or dangerous driving conditions, with splashing, poor visibility due to reflections, and unpredictable swerving to avoid water.
- Poorly draining streets hinder curbside access for vehicle entry and loading.

- Green stormwater infrastructure can improve drainage and increase bicycling comfort and access during and after storms of any size.
- Permeable pavements can be implemented on bikeways and raised cycle tracks to reduce the period of time required for pavement to dry.
- Planters or vegetation may be incorporated into protected bikeway buffer elements to increase rider comfort and reduce stress.
- Green infrastructure that captures runoff and reduce flooding promotes safer driving conditions.
- Design green infrastructure with sensitivity to context; implement GSI with other changes that reduce vehicle speed and improve visibility. People driving cars, especially in adverse conditions, may drive their vehicle into a stormwater facility; damage can be costly to repair.

5. People Conducting Business

- Curbside access is critical, regardless of travel mode or trip purpose; people making freight deliveries or doing business by foot, bike, handtruck, transit, or motor vehicle all need to access the curb in order to reach their destinations.
- Deliveries are essential to businesses and cities' economies, requiring thoughtful integration into street design and urban life. Flooded streets that impede freight movement take an economic toll.

Figure 6. People Residing

- Insufficient stormwater management can cause flooding in homes and businesses. Property owners incur financial losses from flooded buildings, and insurance rates can rise after repeated claims.
- Chronically wet basements and houses reduce property values and deter potential buyers. Flooding can cause mold, which can lead to increases in respiratory problems.
- People may use downstream water bodies for recreational activities. Poor water quality in lakes, rivers, and streams poses a public health risk and limits opportunities to use waterfronts for recreation.
- The success and vitality of commercial districts and neighborhood storefronts depend upon the ability of workers, visitors, and essential services to be able to access and use streets comfortably.
- Economic performance is tied to the comfort and attractiveness of streets—"Green" urban environments, e.g. planters, street trees, or stormwater infrastructure, perform better than streets without green improvements.
- Green stormwater infrastructure can be an asset to property owners. GSI works with gray infrastructure to mitigate flood risk, especially with careful siting guidelines and design strategies.
- Street trees and greenscape have been shown to increase property values.
- GSI can be implemented in collaboration with private properties to direct right-of-way runoff to bioretention areas beyond the right-of-way.
- Runoff from buildings and structures can be captured and infiltrated into right-of-way green infrastructure.
- Green infrastructure must be designed with maintenance in mind; crews must be able to access and navigate equipment around green elements.
- Green infrastructure must be implemented with consideration for existing or planned subsurface lines (see Retrofitting Streets for Stormwater).
- Vegetated strips provide linear space for snow storage.

Figure 7. People Working

- City crews and utility companies require periodic access to elements within the street to perform routine or emergency maintenance, such as sewers, cleanouts, and subsurface utility lines.
- Pavements cuts impact drainage and accessibility.
- Snow clearance and storage during winter months impact street operations.

Placemaking Plan for Ecorse Road and East Michigan Avenue

In 2018, Ypsilanti Township adopted a corridor plan for Ecorse Road and East Michigan Avenue focused on land use and zoning, connectivity and circulation, urban design, placemaking, and beautification. The vision is for both corridors to become a choice location for businesses, visitors and residents through quality development, business incubation, reinvestment and creation of anchors and safety improvements. The plan

includes road diets on both Ecorse and East Michigan Avenue to create pedestrian-friendly corridors with bicycle lanes, on-street parking, and bus pick up/drop off areas. Other implementation actions include filling sidewalk gaps, improving and providing additional street lights on both corridors, as well as improving the existing mid-block crossing on East Michigan Avenue.

Figure 20. Michigan Avenue Street Section

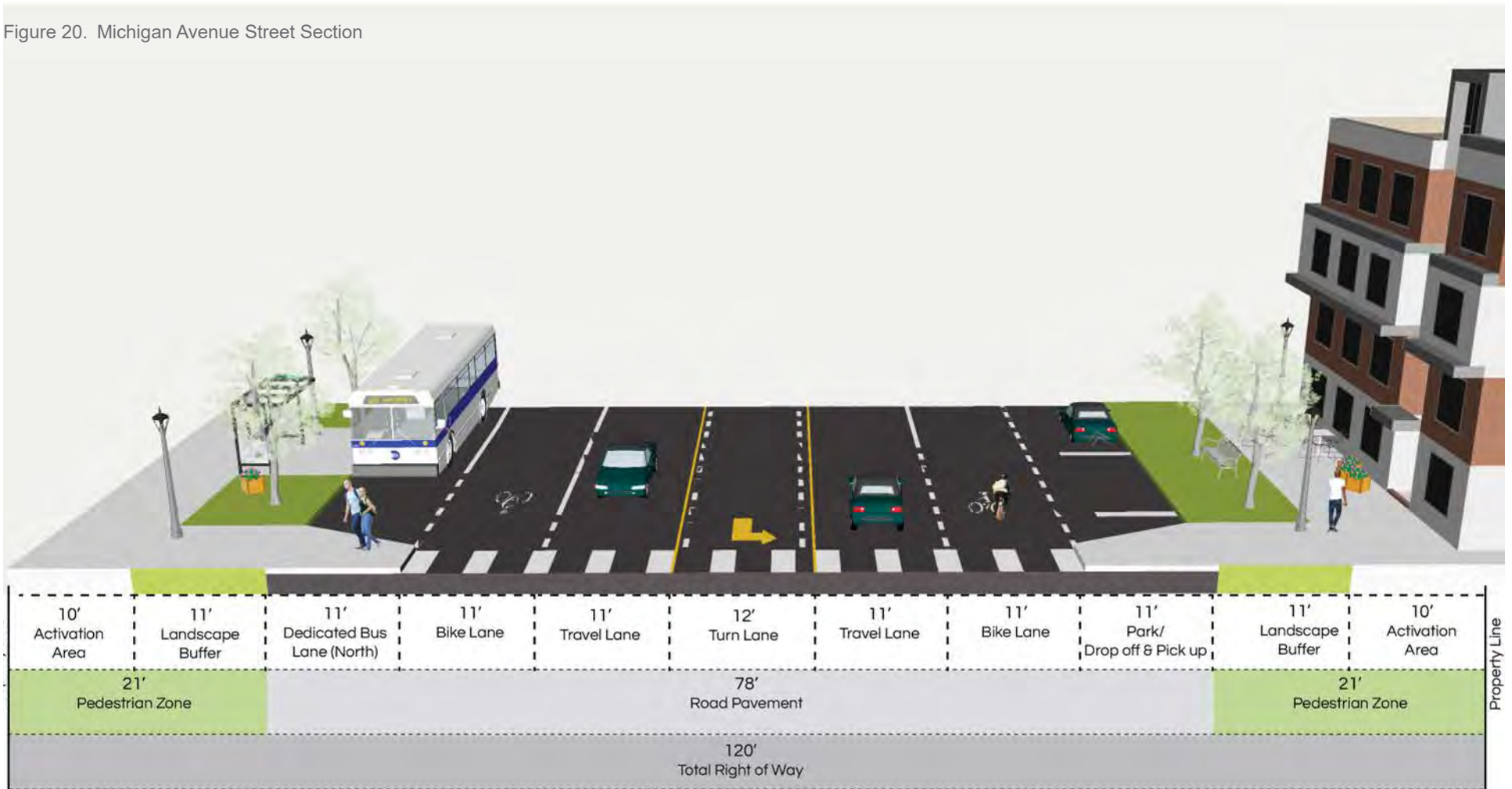
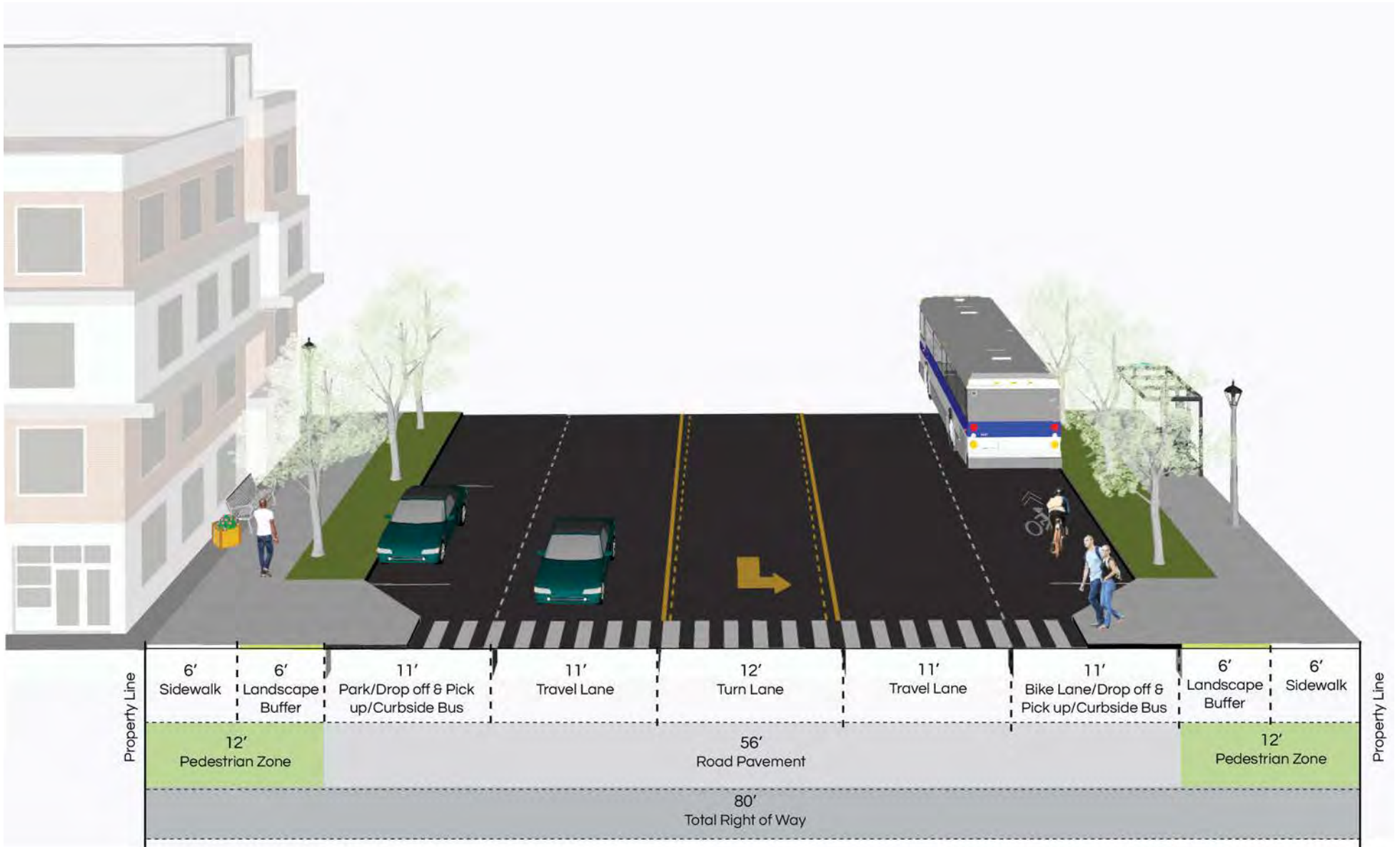


Figure 21. Ecorse Street Section



Planning Context



Residents using North Bay Park's trail system just south of I-94

Non-motorized transportation systems are tremendous community assets that promote healthier communities and increase recreation opportunities. Non-motorized networks can also attract visitors and increase property values, thereby boosting local and regional economies. These benefits can improve overall quality of life, while fostering greater economic and environmental sustainability.

Effective non-motorized transportation planning requires a review of existing planning efforts and looks to complement and enhance ideas that are completed or under development. Connectivity to surrounding communities, attractions, and amenities requires a thorough understanding of the activities planned by the Township's immediate neighbors as well as grander plans for the region as a whole. This final section of the Ypsilanti Township Non-motorized plan examines local, state, and regional programs which promote non-motorized transportation and describes non-motorized transportation facility planning and development at the state and regional levels.



YPSILANTI TOWNSHIP PLANNING EFFORTS

2019–2023 Parks & Recreation Master Plan

The recently completed **2019 – 2023 Parks and Recreation Master Plan** demonstrated strong resident support for the development of a comprehensive bicycle and pedestrian network. Input was gathered from residents through a combination of surveys, open houses, and other community events. 91% of survey respondents indicated that access to paths and trails is “very important”. Multi-use walking trails and rustic walking paths were the top two requested amenities. 82% stated that they would like to see the Township’s trail system expanded.

Despite access to the Huron River Water Trail via Ford Lake, residents were not as adamant about water trail development as they were about pedestrian and bicycle facilities. Only 36% of respondents indicated that they canoed or kayaked on a regular basis. Still, while water trail development was not the top priority for every respondent, several written comments suggest a desire to see improved access to and better visibility of Ford Lake.

A number of survey and open house participants stressed the importance of providing adequate maintenance on both existing and new trails. This was consistent with the main theme of the plan, which stressed improving existing park facilities and providing better ongoing maintenance to ensure the parks met the needs of residents for years to come.

Recreation Plan Comments : Non-motorized Facilities

- *I use the B to B trail from Stockbridge to Belleville for transportation and recreation.*
- *Metropark Trails such as Lower Huron, Dexter, and Kensington Metroparks - would love something close to home like this.*
- *I bike the B to B trail weekly in different parts of the county. Especially Ypsilanti Township.*
- *Related; little access to Huron River and Ford Lake beyond Ford Lake Park. Visibility of river and lake is terrible. Cannot see lake from I-94 nor from Grove. Same at parks.*
- *(I would like to see trail development) Only if it provides access to those many neighborhoods that currently have no safe passage for pedestrians/cyclist to get to them.*

Ypsilanti 2040 Master Plan

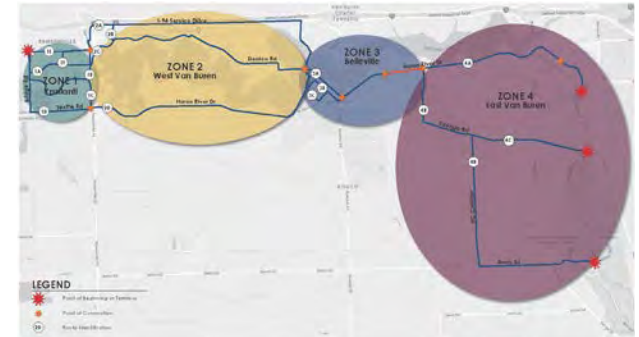
Ypsilanti Township is in the final stages of completing its Comprehensive Master Plan. The plan found that existing non-motorized facilities, including sidewalks, bike paths, and bike routes, do not provide access for all Township residents. During the planning process, many residents stated that they would bicycle to work if safe, reliable options were available. The plan calls for creation of bike paths or routes linking neighborhoods, shopping areas, and employment areas, and funding and implementation of proposed routes annually.

Conceptual routes in the Township Core form links between parks and the Civic Center campus, and bolster existing routes in the Innovation and Employment district and Mixed-use Core. The non-motorized connection across I-94 is a critical component, forming a link between the City of Ypsilanti and Ypsilanti Township and encouraging increased commerce and cooperation between the two communities. Outside of the Township Core, improved facilities along the Michigan Avenue and Ecorse Road corridors are suggested.

Washtenaw to Wayne County Iron Belle Trail Connection Alignment Study

Ypsilanti Township, the City of Belleville, and Van Buren Township commissioned the Washtenaw to Wayne County Iron Belle Trail Connection Alignment Study to evaluate potential routes from Ypsilanti Township to Belleville. The study used a 10 part scoring system to consider 288 possible route combinations before settling on a route running through North Hydro Park with a connection back to Grove Street. The path would continue north of Belleville Lake to Belleville, at which point it would travel south of the lake along Huron River Drive. The eastern terminus would be at South Metro Parkway, where it would connect with the Metropark trail system. The route would pass through six parks along the way and would form a vital link for the Iron Belle Trail.

Figure 22. Proposed alignments from the Washtenaw to Wayne County Iron Belle Trail Connection Alignment Study

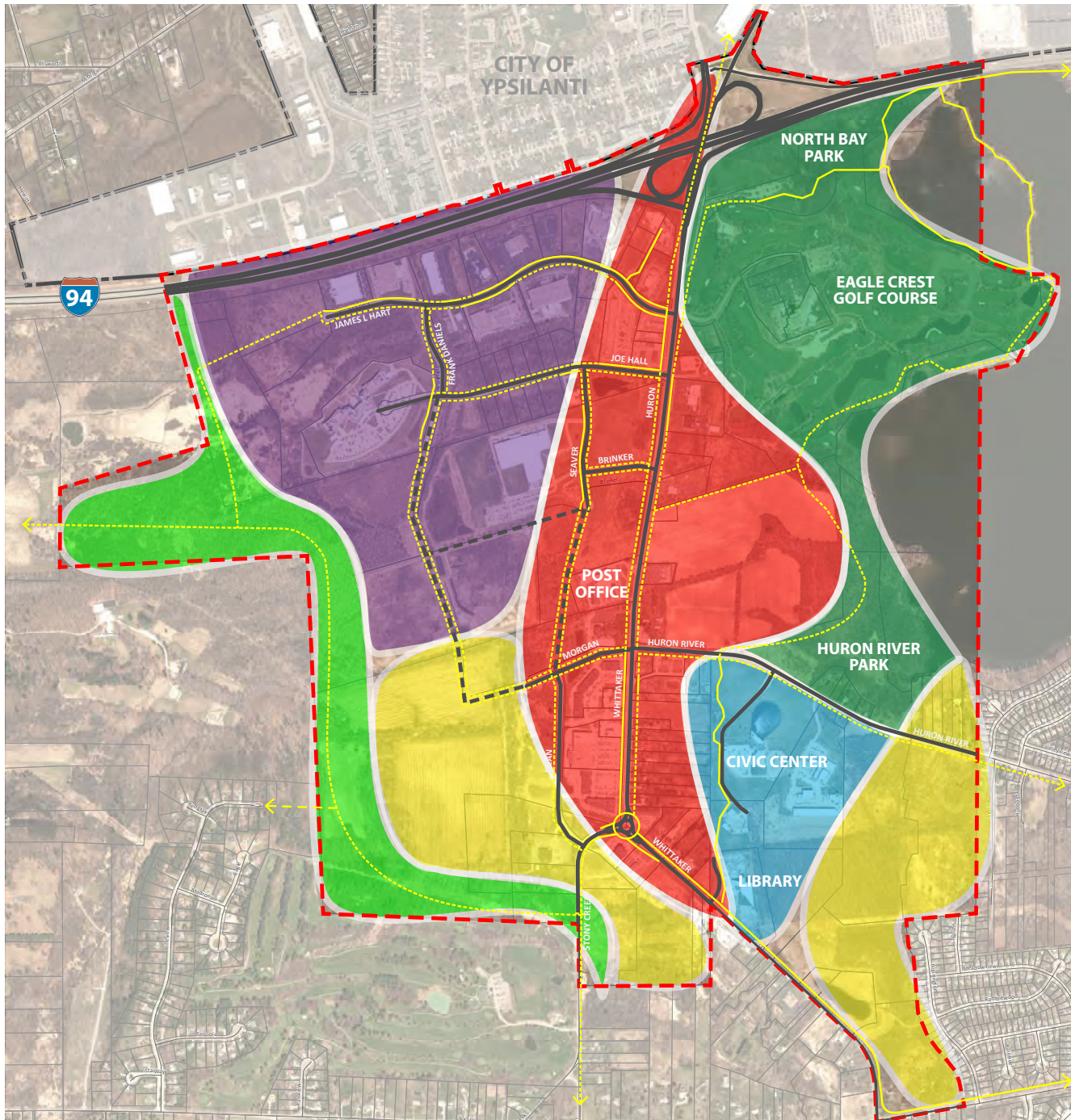


Planning Process



Source: Washtenaw to Wayne County Iron Belle Trail Connection Alignment Study, PEA Inc

Figure 23. Ypsilanti Township Core Future Land Use Study



FUTURE LAND USE - TOWNSHIP CORE

Ypsilanti Township, Washtenaw County

- Mixed-use Core:**
Uses with a community-wide draw – such as hotels, restaurants, shopping, and public parks, spaces, and buildings, including government offices and a community center.
- Residential:**
Residential areas designed to complement and bring vitality to the mixed use core. Types of homes could include single-family residential, attached residential and multiple-family.
- Institutional:**
The Civic Center, Library and Vietnam Veterans Memorial are located here. Complementary institutional uses - such as other government offices, parks, event space – should be located here.
- Innovation & Employment:**
Major employment area with road and utility infrastructure for a combination of technology, office, craft manufacturing or light industrial uses.
- Open Space & Recreation:**
North Bay Park, Eagle Crest Golf Course and Huron River Park are located here. These entities are an open space system that should be linked by trails and give the public access to Ford Lake.
- Buffer Zone:**
The existing wetlands and woodlands in this area should be preserved as a natural system and a buffer between the existing neighborhoods to the south and the more intense land uses in the Township Core.

- Township Border
- Township Core Boundary
- Existing Road
- Proposed Road
- Existing Non-motorized Route
- Proposed Non-motorized Route

N
0 500 1,000 1,500 2,000 Feet

Carlisle/Wortman Associates
February 2019

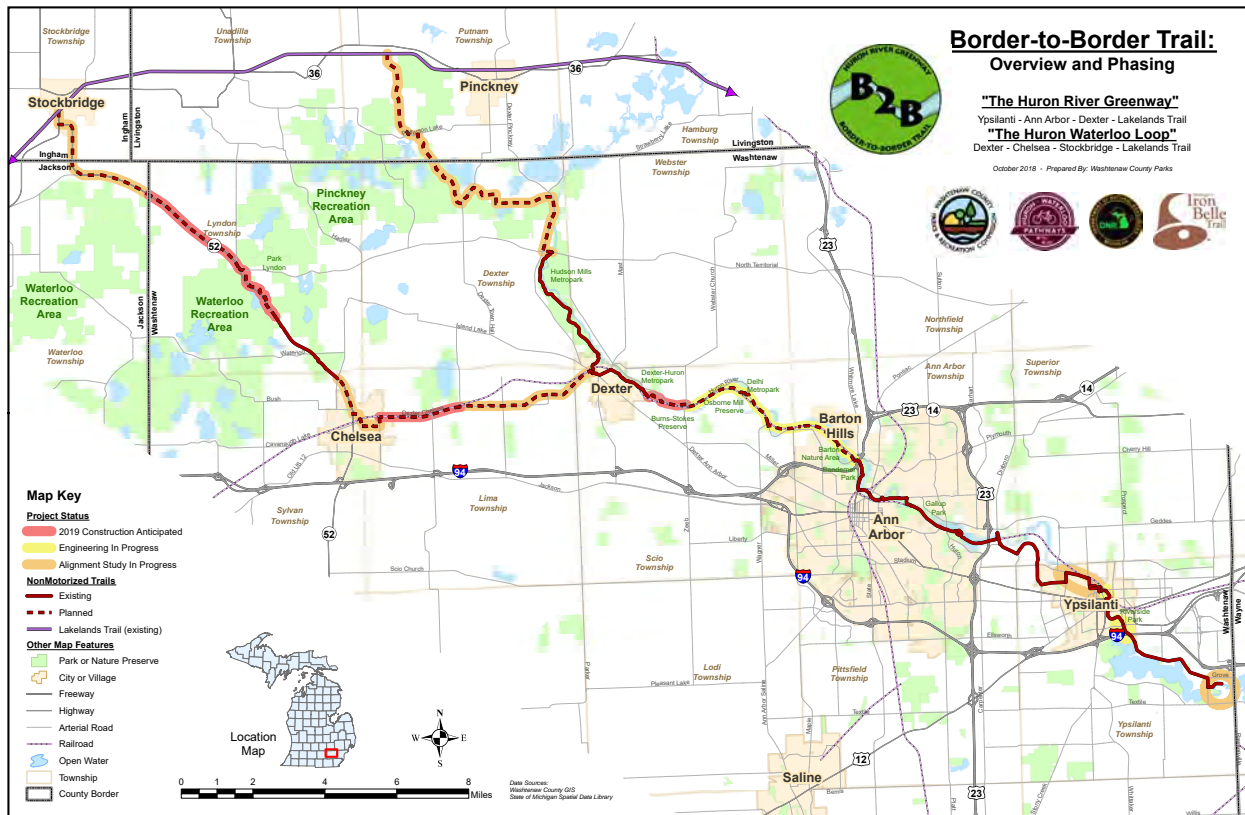
Source: Ypsilanti 2040 Master Plan

RELATED PLANNING EFFORTS

Ypsilanti Township recognizes the economic, social, and environmental benefits presented by non-motorized transportation, and is committed to continued development of pedestrian and bicycle facilities and programs. Trail planning presents a continually moving target for municipal administrators with new routes constantly in the works. A number of regional planning efforts have been completed in recent years with direct implications on future planning in Ypsilanti Township.

The following paragraphs describe these efforts.

Figure 24. Border-to-Border Trail Alignment



Source: Washtenaw County Parks and Recreation

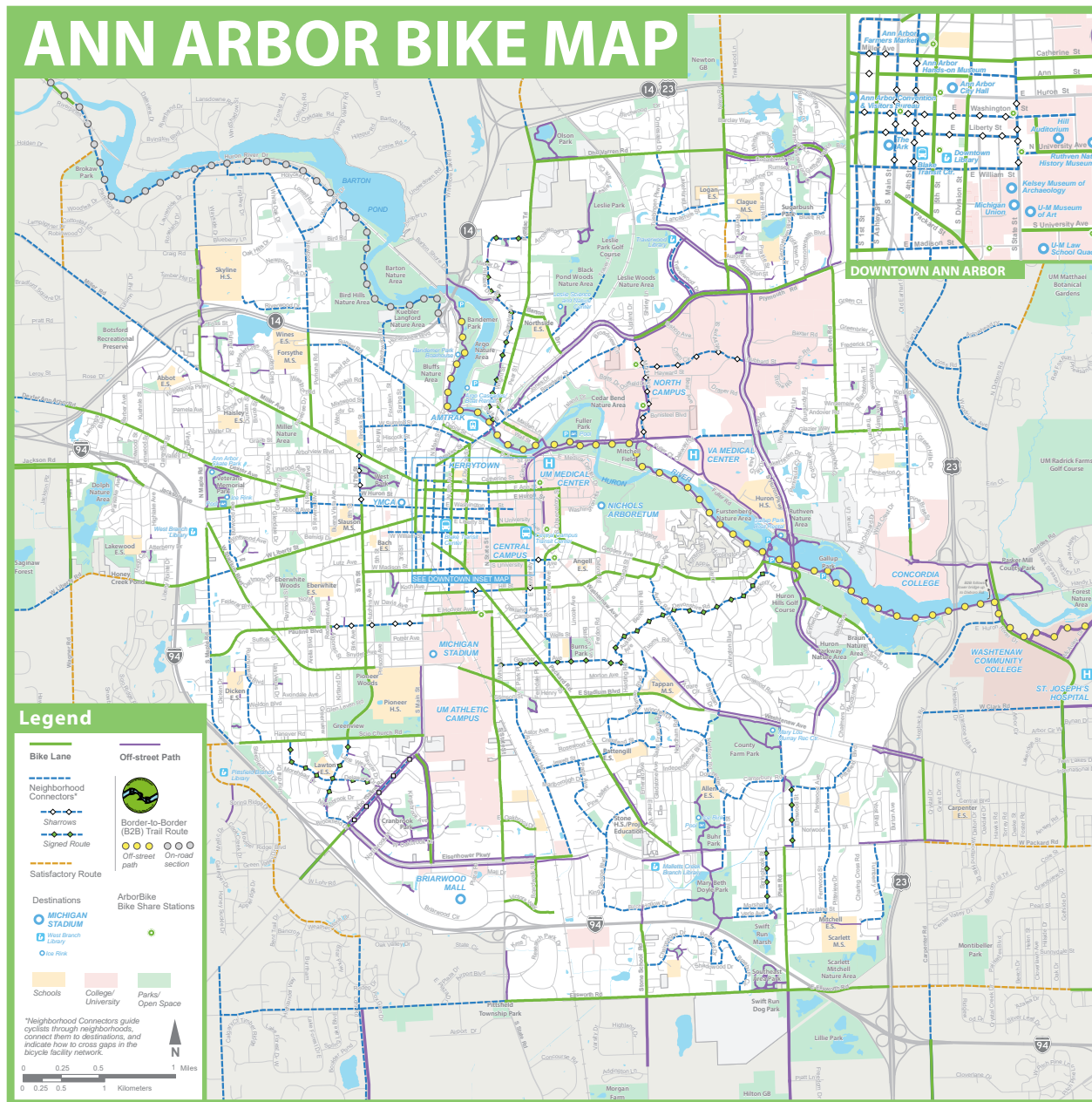
Washtenaw County Washtenaw County Parks & Recreation

The Washtenaw County Parks and Recreation Commission (WCPARC) has made tremendous strides in developing non-motorized transportation facilities in Washtenaw County, with several projects that directly impact Ypsilanti Township residents. Their main efforts have focused on the development of the Border-to-Border Trail along the Huron River connecting the cities of Ann Arbor and Ypsilanti. Additional projects form connections to neighboring Livingston and Jackson Counties, and could eventually link to Ypsilanti Township as well.

The Border-to-Border Trail (B2B) represents the primary connector for non-motorized transportation in the county. When completed, the B2B will run 70 miles through 13 Washtenaw Communities. The B2B runs from Ypsilanti Township northwest through Ypsilanti, Ann Arbor, and Dexter, with long range plans envisioning connections to the Mike Levine Lakelands State Trail in Livingston County. As a part of the Iron Belle Trail system, the B2B provides a jumping point to thousands of miles of non-motorized pathways within the state and beyond. The WCPARC is actively working with state and local officials to address gaps and other connectivity issues in the B2B.

Other projects in the preliminary stages of evaluation by WCPARC and local officials include potential routes from Jackson County. If these routes come to fruition, they would pass through Watkins Lake State Park and County Preserve, the Village of Manchester, and the cities of Saline and Milan before reaching Ypsilanti Township.

Figure 25. Border-to-Border Trail Detail Map



Terms and Conditions for using the Ann Arbor bike map can be found here: www.a2gov.org/terms

HOW TO RIDE SAFELY

- YES**: Bike Lanes are one way. Travel in the direction of traffic.
- NO**: Don't zig-zag in/out of traffic.
- NO**: Instead, ride in a straight line.
- NO**: Avoid the "door zone." Ride at least 3 feet from parked cars.
- NO**: Look for a dashed white line and "share the road" sign at end of bike lane.
- NO**: When on sidewalks, walk bike in crowded areas and watch for cars entering or exiting driveways and parking lots.
- NO**: Turn left either 1) as a car would, or 2) by using sidewalks and crosswalks.

SHARE THE ROAD

The shared use symbol, or sharrow, indicates to both motorists and cyclists that cars and bikes should share the roadway.

It is usually placed on the roadway when there is no room for a separate bike lane.

IT'S THE LAW

Obey Traffic Laws, Signs and Signals
Bicyclists have the same rights and responsibilities as motorists. (M.V.C. 257.657)

Use Hand Signals
Signal your intent to turn with the proper hand signals shown below. (M.V.C. 257.634(4))

Use Lights at Night
White headlight, visible from 500 feet, red rear reflector or light visible from 600 feet. (M.V.C. 257.662)

Riding on Sidewalks
You are an invited guest in the pedestrian space. Slow down, announce yourself when passing, and always yield to pedestrians. (M.V.C. 257.660c)

SIGNAL TURNS

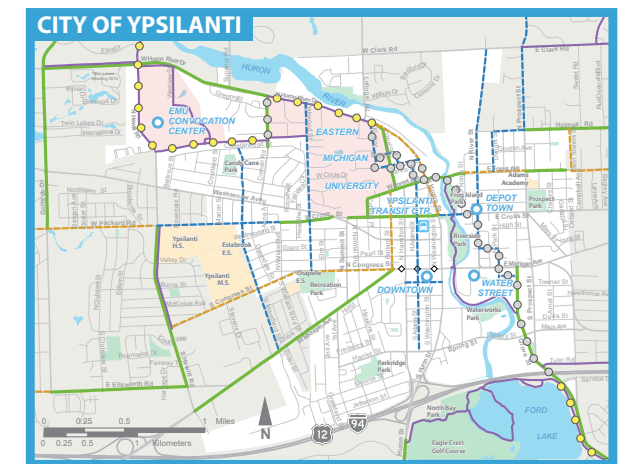
LEFT RIGHT or

WEAR A HELMET

Wear helmet over the forehead, above the eyebrows, not tilted back. It should not move around while riding.

BE VISIBLE

Wear light-colored or reflective clothing, especially at night.



Source: Washtenaw County Parks and Recreation

Washtenaw Area Transportation Study

The Washtenaw Area Transportation Study (WATS) is a multi-jurisdictional agency responsible for transportation planning in Washtenaw County. WATS has prepared two documents directly applicable to non-motorized planning in Ypsilanti Township. The **2018 Non-motorized Transportation Plan** looks specifically at non-motorized transportation infrastructure while the **2045 Long Range Plan** considers overall regional transportation development. The latter plan, adopted by the WATS Policy Committee on March 20, 2019, was developed by a coalition of local municipalities including Ypsilanti Township. The new plan is a major overhaul of the original 2006 study, and includes an inventory of existing walking and bicycling facilities and identifies non-motorized transportation deficiencies across the County.

The plan identifies seven major goals, five of which directly relate to non-motorized transportation issues as follows:

1. **Equity:** WATS continues to seek ways to invest in environmental justice, low opportunity, and very low opportunity areas in an effort to disrupt the effects of historic injustice. Significant sections of Ypsilanti Township fall in the “low” and “very low” categories of the Opportunity Index;
2. **Safety:** Track the number and rate of roadside crashes, reduce the five year average for pedestrian and cyclist injuries, and adopt a “Vision Zero” philosophy which aims to eliminate all transportation related fatalities by designing systems that protect users;

3. **Environment:** Reduce the total number of Vehicle Miles Traveled (VMT) in an effort to reduce greenhouse gas emissions, and has pledged to invest 10% of Surface Transportation Block Grant funds into non-motorized options;
4. **Linking Transportation and Land Use:** Increase the percentage of work trips accessible within 30 minutes, noting that biking and walking trips have the highest share of trips within this range; and
5. **Access & Mobility:** Measure the overall coverage of local bike and pedestrian networks, encourage “Complete Street” development, and increases the availability of non-motorized facilities.

Under regional priorities, the plan highlights the Huron I-94 non-motorized crossing, noting the disruptive nature of the freeway and its role in disconnecting Ypsilanti Township and City of Ypsilanti residents. The report concludes, “Every effort should be made to construct this project and connect these communities.”

WATS also highlights the importance of the B2B and connected trails. WATS has funded portions of the trail through Surface Transportation Program (STP) funds and showed support for the project by signing letters of support for federal Transportation Alternatives Program (TAP) funds.

Finally, the study highlights a number of paving and/or reconstruction projects that could allow for non-motorized facility investment at a significantly reduced cost. Notable projects include paving and reconstruction of Bemis Road, roadway rehabilitation of Hewitt

Figure 26. Detail: Pedestrian Facility Deficiencies (top) and Bike Facility Deficiencies (bottom)

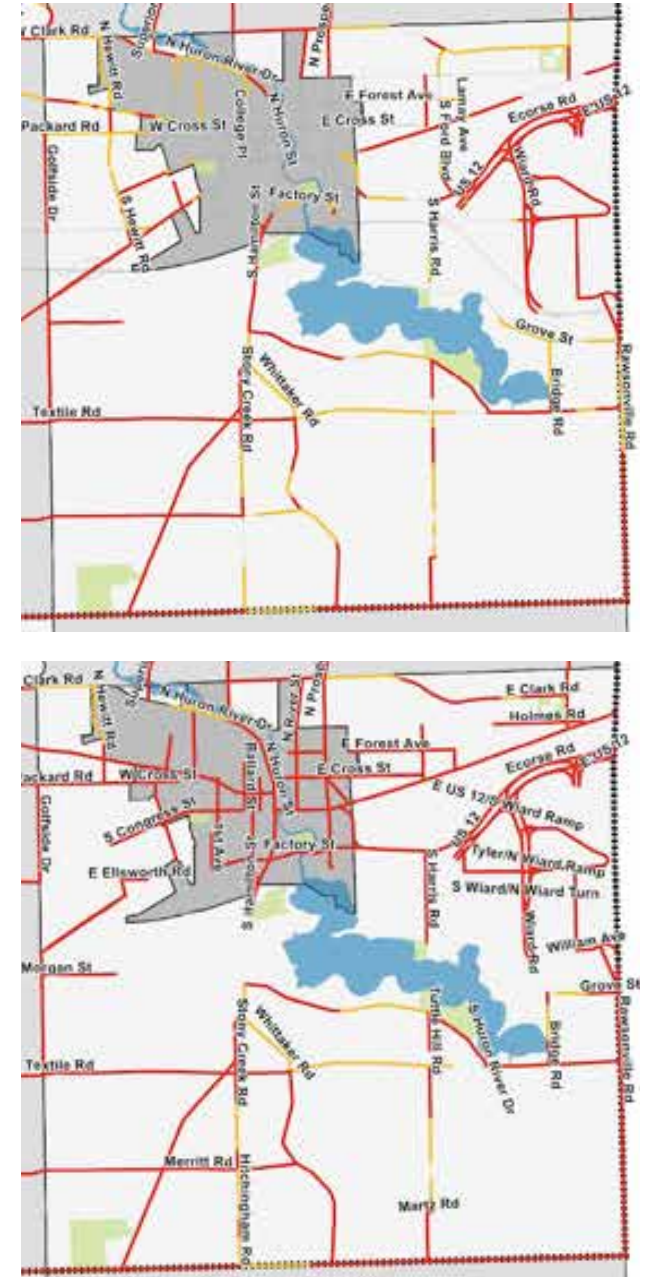
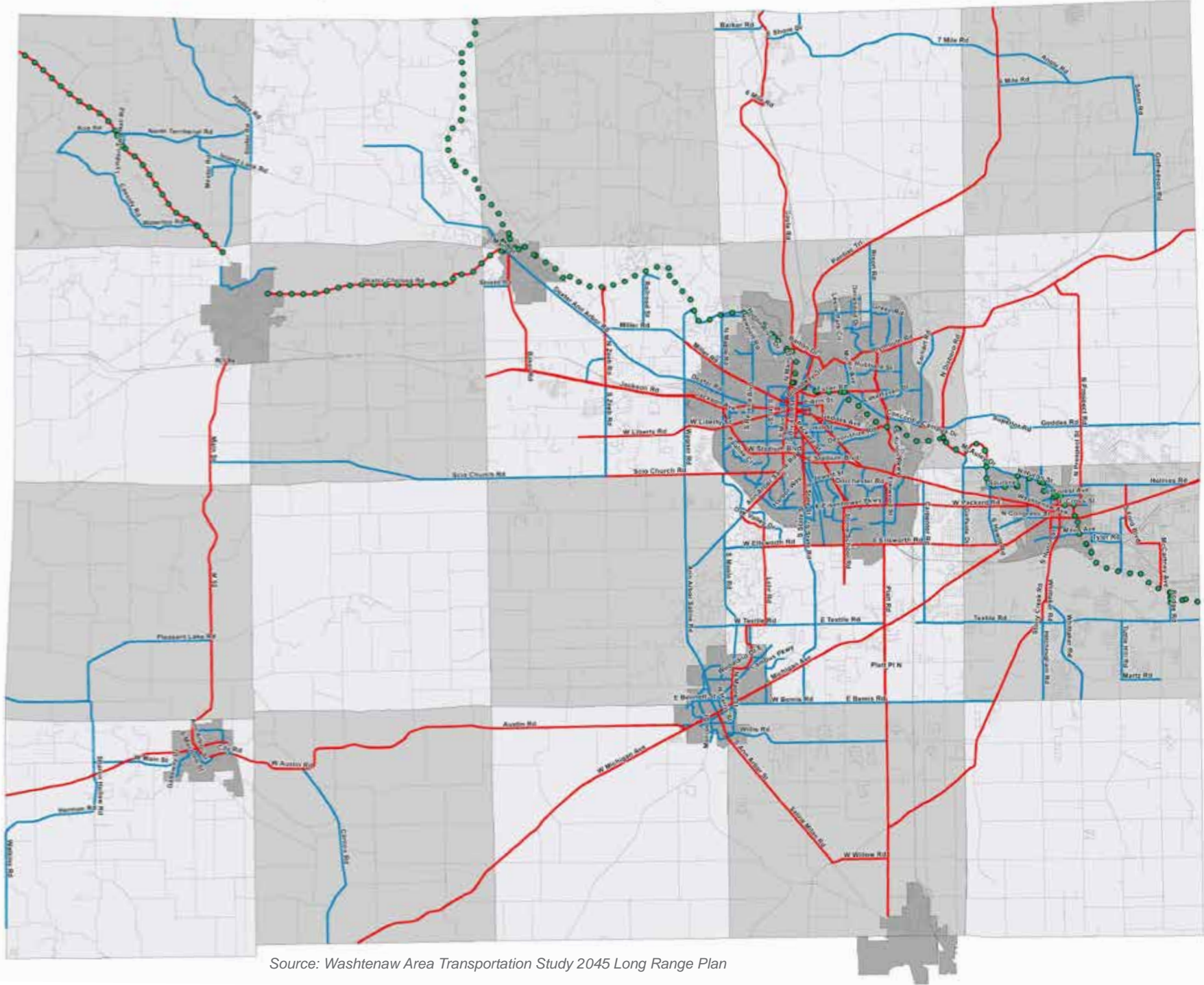


Figure 27. Primary Regional (red) and Locally Identified (blue) Non-Motorized Transportation Routes



Source: Washtenaw Area Transportation Study 2045 Long Range Plan

Reimagine Washtenaw

In 2009, a coalition of the Cities of Ann Arbor and Ypsilanti, Pittsfield and Ypsilanti Townships, MDOT, Washtenaw County Office of Community and Economic Development, Ann Arbor Area Transportation Authority, and Washtenaw Area Transportation study partnered to evaluate opportunities to transform Washtenaw Avenue from an auto-centric thoroughfare into a mixed-use corridor with efficient mass transit

and safe non-motorized facilities. The corridor improvement study recommended adoption of Complete Street policies, focusing on streetscape and non-motorized infrastructure that provide a "sense of place". Pedestrian and bicycle safety are addressed through signalized intersections, mid-block crossings, and clearly designated bicycle facilities.

In Ypsilanti Township, the number of vehicle travel lanes would remain the same, but a narrow median would be introduced to improve traffic flow and provide safer pedestrian crossings. Travel lanes would be reduced to 11-foot width with continuous sidewalks and buffered bike lanes. Signalized intersections at Golfside, Fountain Square, and Hewitt, and potential neighborhood connections are suggested for Collegewood and Maubetsch. Implementation of the recommendations would be phased over several decades as opportunities arise and public access can be accommodated.

Figure 28. Conceptual Treatment for Washtenaw Avenue at Golfside Drive



Source: ReImagine Washtenaw

Future Transit

A dedicated transit lane, as part of a road diet, could replace a travel lane when a needed mode shift has occurred.



BEFORE
View of Boulevard Looking East at the Washtenaw/Foster Intersection



Source: Adapted from ReImagine Washtenaw

PROPOSED

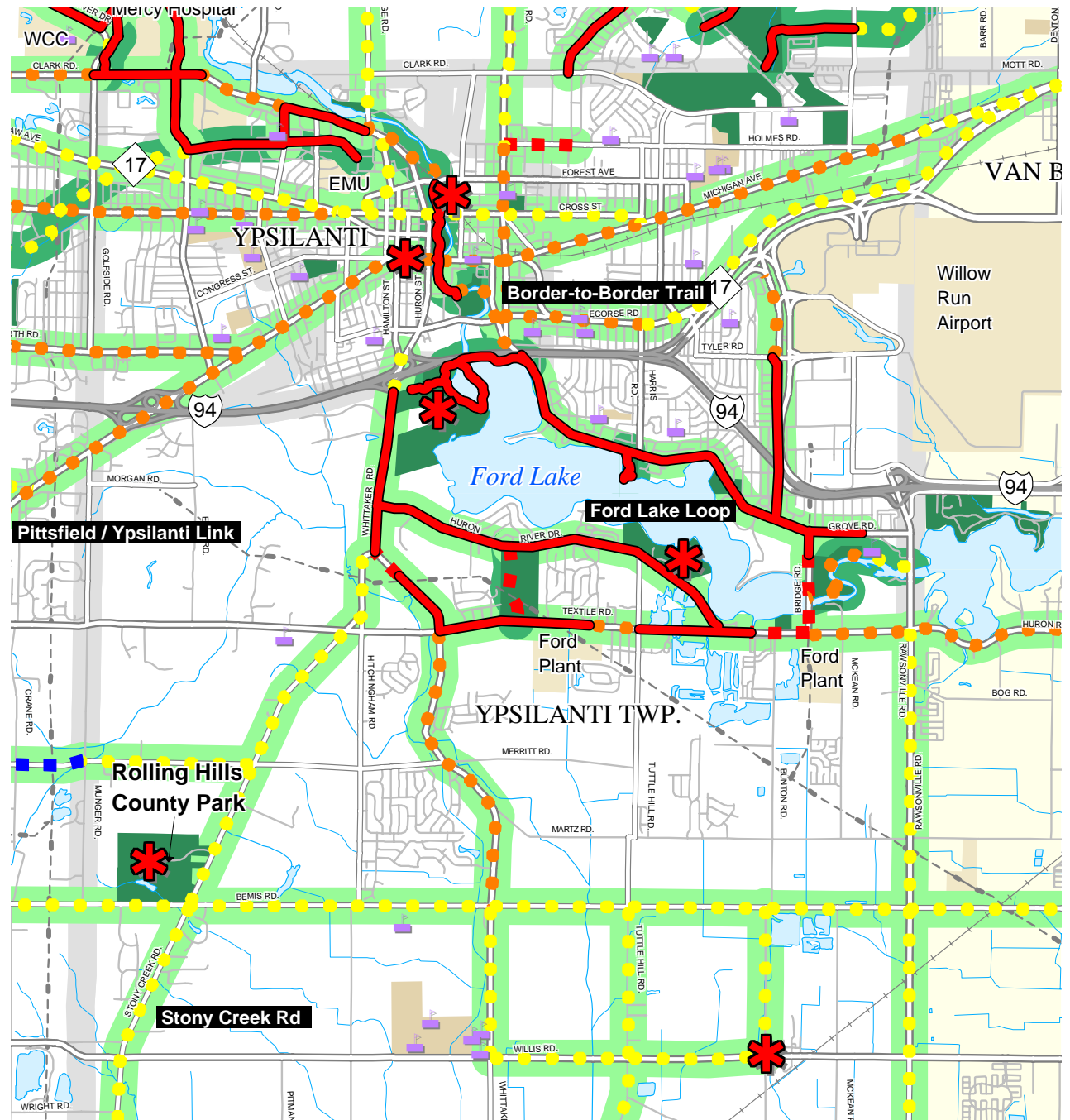
Southeast Michigan (Washtenaw County) Regional Trails and Greenways Vision

The seven-county region of southeast Michigan developed an updated Southeast Michigan Greenways Vision, which reflects the desired non-motorized connections in the region. This initiative was facilitated by the Community Foundation for Southeast Michigan. Counties worked together with local municipalities and community interest groups to develop a long-term vision for a connected system of greenways and non-motorized facilities. The vision for trails and greenways in Washtenaw County resulted from input gathered at several workshops. While grant funding was completed in 2006, the foundation continues to share their greenway experience with interested communities.

The RTGV highlights the non-motorized loop surrounding Ford Lake, and reinforces support for connections to Van Buren Township. Connections to Augusta Township to the south are also proposed, providing important links to the Lincoln Consolidated Schools campus.

- Greenway System Legend:**
A greenway network is comprised of three basic parts: links, hubs and sites.
- Greenway Links**
Links are the heart of the greenway system. They are the linear connections for people.
- Type of Link:**
- Off-Road Corridors
 - Roadway Based Corridors (Bike Lanes & Sidewalks or Sidepaths)
- Status of Link:**
- Existing or Nearing Completion
 - - - Under Development
 - - - Detailed Design / Study Underway
 - - - Planned (Included in a Report)
 - - - Preliminary Concept
- Greenway Hubs**
Hubs are the anchors of the system, such as large parks and major cultural attractions.
- * Regional Hubs
- Greenway Sites**
Sites are smaller features than hubs that serve as points of interest and frequent destinations.
- Schools
 - Parks and Open Space
- Legend for Other Symbols**
- City, Village and Township Boundaries
 - Water
 - School Properties
 - Selected Large Private Properties
 - Freeway
 - Primary Road
 - Local Road
 - Railroad
 - - - Power Transmission Line - Easement
 - - - Power Transmission Line - ITC Owned

Figure 29. Ypsilanti Township Regional Trails and Greenways Vision



Source: Southeast Michigan Regional Trails and Greenways Vision, Greenways Collaborative

STATE OF MICHIGAN

State of Michigan - Iron Belle Trail

First announced in 2012, the Iron Belle Trail (IBT) system is the longest designated state trail in the United States. The trail, which is approximately 68% complete as of 2019, will provide a 1,273 mile hiking and 791 mile biking route winding from Belle Isle in Detroit to Ironwood in the far northwest corner of the Upper Peninsula. The trail takes advantage of existing multi-use trail systems, and fills gaps between communities where needed. The hiking portion of the IBT passes directly through Ypsilanti Township as part of the Border-to-Border trail.

The IBT is an important leg in the North Country Trail, the 4,600 mile trail system which spans from eastern New York to central North Dakota. Michigan's section of the trail is the longest in the North Country system. The North Country trail enters the state well west of Ypsilanti Township, but is directly accessible by following the IBT to Homer, Michigan, where the two trails intersect. The Michigan Department of Transportation (MDOT) maintains the bike trail along US-2 in the Upper Peninsula, while the Michigan Department of Natural Resources (MDNR) and local municipalities are responsible for the bike sections in the Lower Peninsula. Volunteers from the North Country Trail Association perform maintenance on the hiking trails on certain sections of the trail, and may be available for periodic assistance on the Township portion of the trail.

Since its inception in 2012, \$68 million has gone toward a variety of projects to develop and construct sections of the IBT, including more than \$40 million in federal grants, \$25 million in state grants and more than \$3 million in local funds. The MDNR offers a mini-grant program to assist

Figure 30. Iron Belle Trail Proposed Alignment



with engineering and design assistance, development costs, and trail signage and marketing. Proposed projects must be on the planned trail route. The maximum ask amount is \$50,000.

The **Michigan Fitness Foundation** is home to the **Iron Belle Trail Fund Campaign (IBTFC)**. The campaign has raised money from private donors and philanthropy groups across the state to fund development of the trail. The majority of funding from this campaign has gone to more rural areas; Donors typically require that spending happen in their home regions. While the IBTFC has not been involved in IBT development in southeast Michigan to date, the potential for funding through this campaign is possible if a partnership with a donor group can be established.

Source: Michigan Department of Natural Resources

2040 State Long-Range Transportation Plan

The Michigan Department of Transportation (MDOT) 2040 State Long-Range Transportation Plan indicates that paved shoulders four feet or greater in rural areas and bicycle lanes in urban areas are considered suitable bicycle facilities. More than 44 miles of marked bike lanes and 3,160 miles of paved shoulders have been developed as of 2015. Rail-to-trail facilities also continue to grow as the result of partnerships between governmental agencies, nonprofit groups, and other interested parties. The state saw a nearly 4% increase in rail trails between 2010 and 2015, with 2,386 miles now open to the public.

MDOT has also implemented road diet programs on more than 55 miles of trunkline across the state. They now consider any road with an Average Annual Daily Traffic (AADT) level of less than 10,000 vehicles as a candidate for a road diet. Michigan Avenue and Ecorse Road, two streets which had been considered prime candidates for road diets, both exceed this threshold.

Community and Economic Benefits of Bicycling in Michigan

MDOT's Community and Economic Benefits of Bicycling in Michigan found that cycling provides an estimated \$668 million per year in economic benefits to Michigan's economy. Case studies in Ann Arbor and four other cities were used to quantify the effects on employment, retail revenue, tourism, overall health benefits, and increased productivity.

2010 Complete Streets Legislation (Public Act 135) and MDOT's 2012 Complete Streets Policy are designed to enable coordination between agencies and ensure network connectivity. Since their inception, more than 100 communities have adopted complete street policies, including the cities of Ypsilanti and Ann Arbor. This legislation also required the creation of a Complete Streets Advisory Council. The council provides education and advice to local communities regarding development of complete street policies.

State Trails Implementation Plan

The MDNR's State Trails Implementation Plan of 2014 provides guidance on a variety of motorized and non-motorized trail systems in the state. Priorities for the plan include:

- Developing funding sources and mechanisms for trail maintenance, acquisition, and development;
- Ensuring sustainability by maintaining trails according to established guidelines;
- Expanding trails to ensure broader public access to trail systems;
- Linking trails, trail users, and adjoining communities to enhance local prosperity, and;
- Develop and enhance trail partnerships and collaborations.



Image Source: Michigan Department of Natural Resources

Southeast Michigan Council of Governments 2014 Bicycle and Pedestrian Travel Plan for Southeast Michigan / SEMCOG 2045

In 2014 SEMCOG and MDOT jointly adopted the **Bicycle and Pedestrian Travel Plan for Southeast Michigan**. This plan focuses on integrating individual trail systems into one cohesive network. The plan provides valuable statistics regarding bike commute trips and pedestrian trends; it notes, for example, that bicycle trips as a form of commuting increased by over 200% between 1994 and 2005.

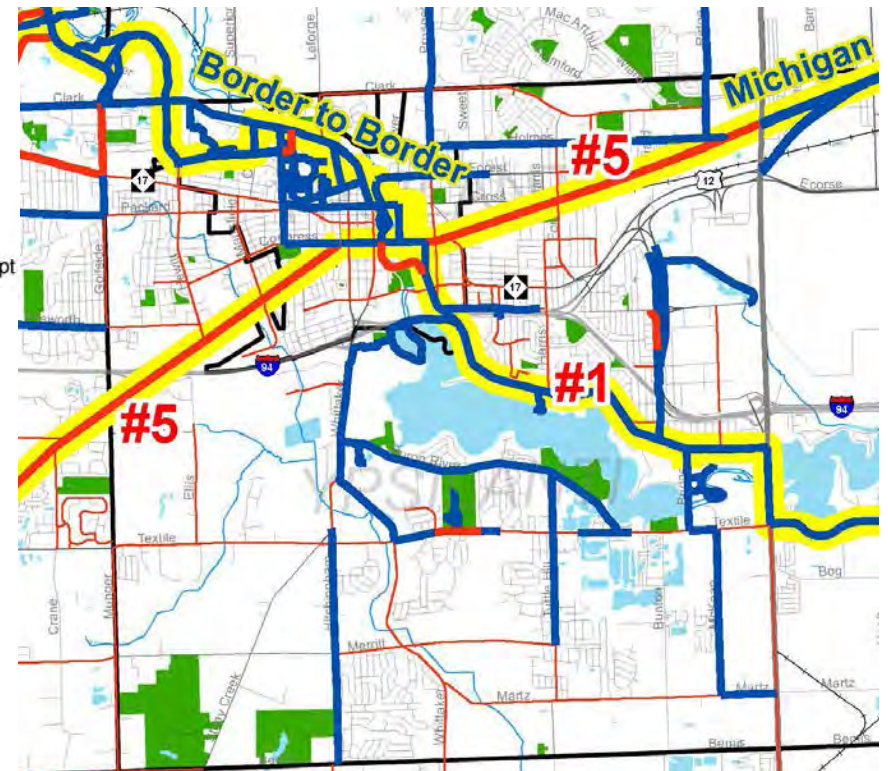
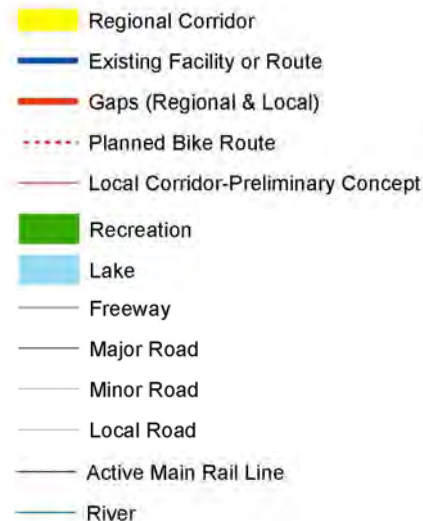
Washtenaw County has the second largest trail network in the seven-county SEMCOG region, behind Oakland County. The main discrepancy between the two counties is in built and planned safety paths; Oakland has over five times as many shared use paths as Washtenaw. The plan identifies deficiencies in both the pedestrian and bicycling networks, and specifically calls out the B2B, noting major crossing issues at I-94 and Grove Roads and a lack of pedestrian facilities on Huron River Road.

The plan offers a variety of strategies for regional implementation and emphasizes the importance of timing; using an excerpt from Oakland County's Complete Streets General Guidelines, it demonstrates the importance of incorporating bicycle and pedestrian projects as part of greater streetscape planning and design. As the project progresses, opportunities for input decrease while cost of implementation increases dramatically. This is important for the Township to consider as various WATS projects are implemented over the coming years.

In 2018, SEMCOG released two reports, an implementation report and the **2045 Regional Transportation Plan for Southeast Michigan**. The reports detail progress made on the region's bicycle and pedestrian network, and references the addition of 109 miles of shared-lane markings, 105 miles of local bike routes, 57 miles of shared-use paths, 47 miles of conventional bike lanes, and 24 miles of protected bike lanes. The implementation report responds to planning efforts first completed in 2006 and later updated in 2014, and incorporates a number of different initiatives, including the Washtenaw County Regional Trails and Greenways Vision.

The 2014 plan identifies a number of potential routes, trail gaps, and other non-motorized opportunities on a county by county basis. The primary focus in Ypsilanti Township is on the Border-to-Border Trail. Identified as route one in Figure 21, the plan calls for improved facilities along Grove Road, new connections on Rawsonville Road, and added wayfinding signage along the trail. I-94 crossings at Huron and Grove Roads are noted as significant problem areas as which require attention. A second route (#5 in Figure 21) follows the US 12 / Michigan Avenue corridor, linking the Hines Drive and I-275 Metro Trails in Plymouth to the Lenawee County line and the M-52 Road Corridor. SEMCOG envisions this trail becoming part of the US Bicycle Route 36, which currently runs from Chicago to the Michigan state line.

Figure 31. Detail: Regional Transportation Plan



Source: SEMCOG

OTHER PLANS

Van Buren Township Parks and Recreation Master Plan

Van Buren Township's most recent recreation plan references the 2002 Greenways and Trails Master Plan which establishes the creation of a linked non-motorized pathway system throughout the Township. The plan recommends three treatment levels for the pathway system: Class I would be 10 to 12-foot wide multi-use pathways, Class II are bicycle lanes, and Class III bike routes. Two primary connections to Ypsilanti Township are proposed. A Class I route would be installed on Ecorse Road, while a Class III bike route is proposed for Rawsonville Road with a pathway north of the river extending to North Hydro Park. A Class I route is shown running along Huron River Drive, but does not continue through to Textile in Ypsilanti Township. The Five-Year Capital Improvement Plan recommends construction of pathways in Riggs Heritage Park with connections to Lower Huron MetroPark, but does not provide funding for other proposed routes.

2006 – 2030 Western Wayne County Transportation Improvement Study

This study of Plymouth and Canton Townships primarily focuses on motorized transportation enhancements. Still, it devotes a significant portion of the text to non-motorized pathway development, and acknowledges the need for additional non-motorized facilities both as a way to ease vehicular congestion and to meet the demand of local residents. The report notes that each community is in different stages of development, with Canton having the most ambitious vision at the time. It further states that the majority of off-street non-motorized paths in the region are limited to internal park trails and residential developments, which frequently do not connect with existing on-street sidewalk networks and bike lanes, with the notable exception of the I-275 Bikeway. The study highlights the potential for non-motorized development along the US-12 corridor

Washtenaw Bicycling and Walking Coalition

The Washtenaw Bicycling and Walking Coalition (WBWC) is a group dedicated to increasing the quality and quantity of bicycling and walking opportunities in Washtenaw County through advocacy and education. The group is comprised of local organizations, agencies, retail stores, as well as individual cyclists and walkers.



HEALTH AND ACTIVE COMMUNITY PROGRAMS

Several significant programs promoting pedestrian and bicycle friendly communities in Michigan, Washtenaw County, and locally have come together to create incentives and facilitate non-motorized transportation planning and development.



Image Source: Michigan Safe Routes to School

Promoting Active Communities

The Promoting Active Communities (PAC) program is an online assessment and award system funded in whole or in part by the USDA's Supplemental Nutrition Assistance Program Education through the Michigan Department of Health and Human Services and the Michigan Fitness Foundation. It was developed in collaboration with the Community Economic Development Association of Michigan, Michigan Association of Planning, Michigan Department of Education, Michigan Department of Health and Human Services, Michigan Department of Transportation, Michigan Land Use Institute, Michigan Municipal League, Michigan State University Extension, mParks, and the Safe Routes to School National Partnership. The program is part of a state initiative on physical activity to help Michigan communities make changes to their policies, promotion strategies, and the physical design of their communities to make it easier for community residents to be physically active.

The PAC assessment is a self-assessment tool that enables communities to examine their policies, programs, and built environments. The assessment, which requires teamwork between community leaders and citizens, generates ideas for community improvements. Participants complete six modules covering core community readiness, parks and recreation, schools, neighborhoods, commercial districts, and transportation infrastructure. Upon completion, every community is eligible to earn one of five award levels from the Governor's Council and Michigan Department of Community Health, based on their assessment score.

Michigan Fitness Foundation – Safe Routes to Schools

The Michigan Fitness Foundation (MFF) Safe Routes to School program provides expertise and assistance in the form of grants to develop solutions which encourage students to walk and bike to school. The Minor Grant program focuses on programming opportunities. Applicants can apply for up to \$5,000 per school or \$25,000 per districts that serve at least one grade in the K-8 range. Non-profits with an approved working partnership with the school are also eligible.

Major grants are used to identify and correct barriers walking or biking. Barriers can be physical or behavioral, and could include projects such as crosswalk updates, multi-use pathways, sidewalk installation, signage, and traffic calming measures. Eligible communities may apply for up to \$200,000 in infrastructure funding and an additional \$8,000 in programming funding for each school that serves at least one grade K-8.



Image Source: Michigan Safe Routes to School

Bicycle Friendly Communities Campaign

The League of American Bicyclists sponsors the Bicycle Friendly Communities award which recognizes communities that provide safe and plentiful bikeways, access to safe and convenient bike parking, and encourage “share the road” programs for non-cyclists. The five-level award system (bronze, silver, gold, platinum, and diamond) reflects the level of investment in non-motorized transportation infrastructure and programming. As of fall of 2018, 464 communities across the United States had been recognized. Michigan communities recognized by the program include Ann Arbor, Battle Creek, Houghton, and Marquette (silver level), and East Lansing, Flint, Grand Rapids, Kalamazoo, Lansing, Midland, Portage, and Ypsilanti (bronze level). Sault Ste. Marie received an Honorable Mention award in 2018.

Program to Educate All Cyclists

The Program to Educate All Cyclists (PEAC) is a non-profit organization based in Ypsilanti that was developed to teach children with disabilities to become cyclists. PEAC runs summer programs for children with disabilities throughout southeast Michigan. Programs include Family Rides in the Willow Metropark, the Active Transportation Program which teaches young adults how to more independently walk, bike, and use transit, Summer Cycling, 2x2 Visual Impairment Cycling, and private lessons. PEAC also holds special events throughout the year such as Celebration of Cycling, Hand Cycle Racing, and their annual “Pints for PEAC”. There may be opportunities to collaborate with the program and host events or programs in one of the Township’s parks or other facilities.

Washtenaw County Public Health Building Healthy Communities Program

Washtenaw County Public Health Department’s (WCPHD) “Building Healthy Communities initiative” aims to make policy and environmental changes to communities in ways that make it easier for residents to be physically active, obtain healthful foods, and not smoke. Funded by the Michigan Department of Health and Human Services, the program’s goal is to reduce cardiovascular disease, obesity, and other chronic conditions. WCPHD works with partners and residents to implement local projects where they are most needed and can be most effective.

Past projects have helped launch non-motorized planning initiatives and development and construction of walking and biking trails. WCPHD has assisted nearby communities with designing and distributing walking maps, promoting events such as community walks, and installing bike parking and pedestrian-oriented benches. Ypsilanti Township should consider reaching out to WCPHD for assistance developing similar events and programs.

Washtenaw County Community Health Improvement Plan

The Washtenaw County Health Improvement Plan (HIP) is an on-going collaboration of local agencies, coalitions, and the Washtenaw County Public Health Department. In recent years, HIP has shifted their research to focus on health equity and community engagement issues. HIP has held community engagement sessions in marginalized areas including the West Willow neighborhood, seeking to identify barriers and opportunities for health development. HIP’s “Health Equity & Community Voice” notes the disparities in overall health between whites and people of color, and emphasizes the importance of engaging with community members to help develop programs and infrastructure. It further notes that “Recent investments by Habitat For Humanity, Washtenaw County Office of Community Economic Development, and Ypsilanti Township have made improvements to housing conditions, the Community Resource Center, walking trails, and other neighborhood elements, but there is a need for more.”

“Building a Healthier Washtenaw” identifies physical activity as a means to improve health for county residents. The report recommends increasing the proportion of residents with pedestrian sidewalks, paths, or trails in or near their neighborhood from 78 to 86 percent, and developing surveillance for bikeable communities.

By expanding access to non-motorized transportation infrastructure and programs, residents may be more inclined to walk or bike to more places thereby improving their health and well-being.

Implementation



Crushed limestone trails at Clubview Park connect the surrounding neighborhoods.

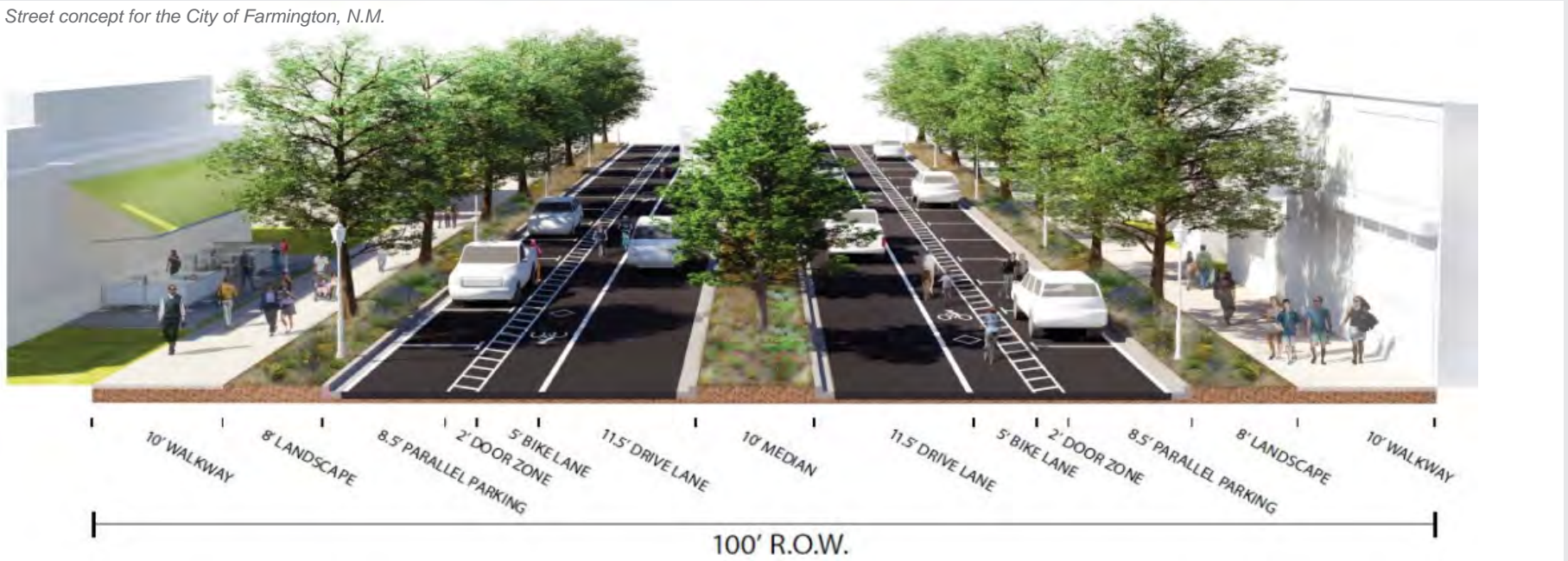
This section of the plan details the manner in which the network of non-motorized facilities may be implemented. It provides a snapshot of the different conditions seen around the Township, potential treatments for each condition, as well as an overview of funding opportunities. Costs for each type of treatment is included in the implementation tables found in the previous chapter.

Complete Street Ordinance

In order to become more competitive for grants, Ypsilanti Township should consider adopting a Complete Street Ordinance, which would require any street improvements or projects in the Township to all street users – pedestrians, motorists and and bicyclists of all ages and abilities – during all planning and design. The Complete Street Ordinance would include:

- A vision for how and why Ypsilanti Township will create complete streets
- Specifications that users include people of all ages and abilities walking, biking, and using transit as well as motor vehicles
- Applies to all aspects - design, planning, maintenance, and operations - of new and retrofit projects
- A clear procedure that any exceptions must be approved by the Township Board
- Street connectivity and a comprehensive, integrated network for all transportation types
- Coordination with adopted policies of all agencies responsible for roads in Ypsilanti Township
- Use of latest/best design guidelines balanced by user needs
- Direction that Complete Street solutions will complement the context of the community
- Performance standards with measurable outcomes
- Specific next steps for implementation of the policy

Complete Street concept for the City of Farmington, N.M.



Facility Structure & Design Alternatives

A variety of non-motorized facilities and accommodations are recommended to form the proposed interconnected network. Each type or combination will need to be selected based on further evaluation of each roadway or area.

The primary references for establishing the standards for non-motorized facility development are:

- Guide for the development of Bicycle Facilities (AASHTO, 1999, 2013);
- Michigan Manual on Uniform Traffic Control Devices (MMUTCD) (MDOT, 2013); and
- Selecting Roadway Design Treatments to Accommodate Bicycles (FHWA, 1994).

Based on the review of current standards for non-motorized facility development, there are five types of facilities proposed for Ypsilanti Township:

1. Sidewalks for pedestrian use,
2. Shared roadways for bicycle use,
3. Bicycle lanes for bicycle use,
4. Shared-use pathways for pedestrians and bicyclists, and
5. Pedestrian Refuge Islands.

Sidewalks

Sidewalks are for pedestrians and are located within road rights-of-way. They usually consist of concrete pavement and are separated from the roadway by a landscaped area. In Ypsilanti Township, most existing sidewalks are 4 or 5 feet wide, with some separation from the roadway. Any new sidewalk construction must comply with current ADA standards, be at least 5 feet wide, and include appropriate ramps at roadways.

Figure 32. Shared Roadway

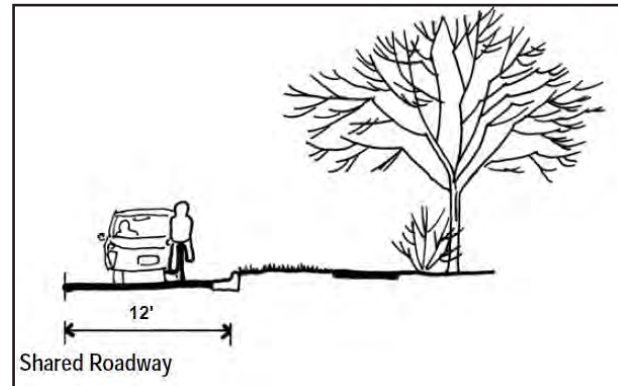


Figure 33. Sharrow



Shared Roadways

Shared roadways include roads upon which a bicycle may be legally used and marked as a bike route. According to the Federal Highway Administration (1994), shared roadways are appropriate on local roads having low daily volumes or speeds of less than 30 mph. They serve all types of riders. Most Township streets are currently suitable for shared roadway bicycling with no additional improvements necessary.

Shared roadways are also appropriate in locations where it is not feasible to add pavement at the edge of a roadway to create a bike lane and at roadway intersections. The Township may consider reducing travel lane widths to 10 or 11 feet and striping a broken line indicating the area where motorists should be prepared to see bicyclists. The resulting three- to five-foot marked lane would increase the safety of bicyclists.

A sharrow may also be used to mark the shared roadway. Sharrows are chevrons pointing in the direction of vehicle traffic to indicate where a bicyclist may ride. They provide a visual cue that bicycles are expected and indicate the location to ride on the roadway. They are typically used on roadways where there is not enough space for bicycle lanes or which connect gaps between other bicycle facilities.

The effectiveness of sharrows as compared to dedicated bike lanes remains a question. According to a 2016 Transportation Research Board study, streets marked with sharrows had higher incidences of injuries than comparable streets with bike lanes. The study also noted that bike ridership was significantly higher along routes with dedicated bike lanes. (Ferenchak 2016)

Bicycle Lanes

Bicycle lanes include designated lanes on roadways that incorporate striping, signing, and pavement markings for the preferential or exclusive use of bicyclists. They are typically delineated by pavement markings and should be one-way, a minimum of five feet wide to the face of the curb. A minimum of three feet rideable surface should be provided where the joint between the gutter pan and pavement surface is smooth. If the joint is not smooth, four feet rideable surface should be provided. Similarly, bicycle lanes should be a minimum of four feet wide on streets without curbs.

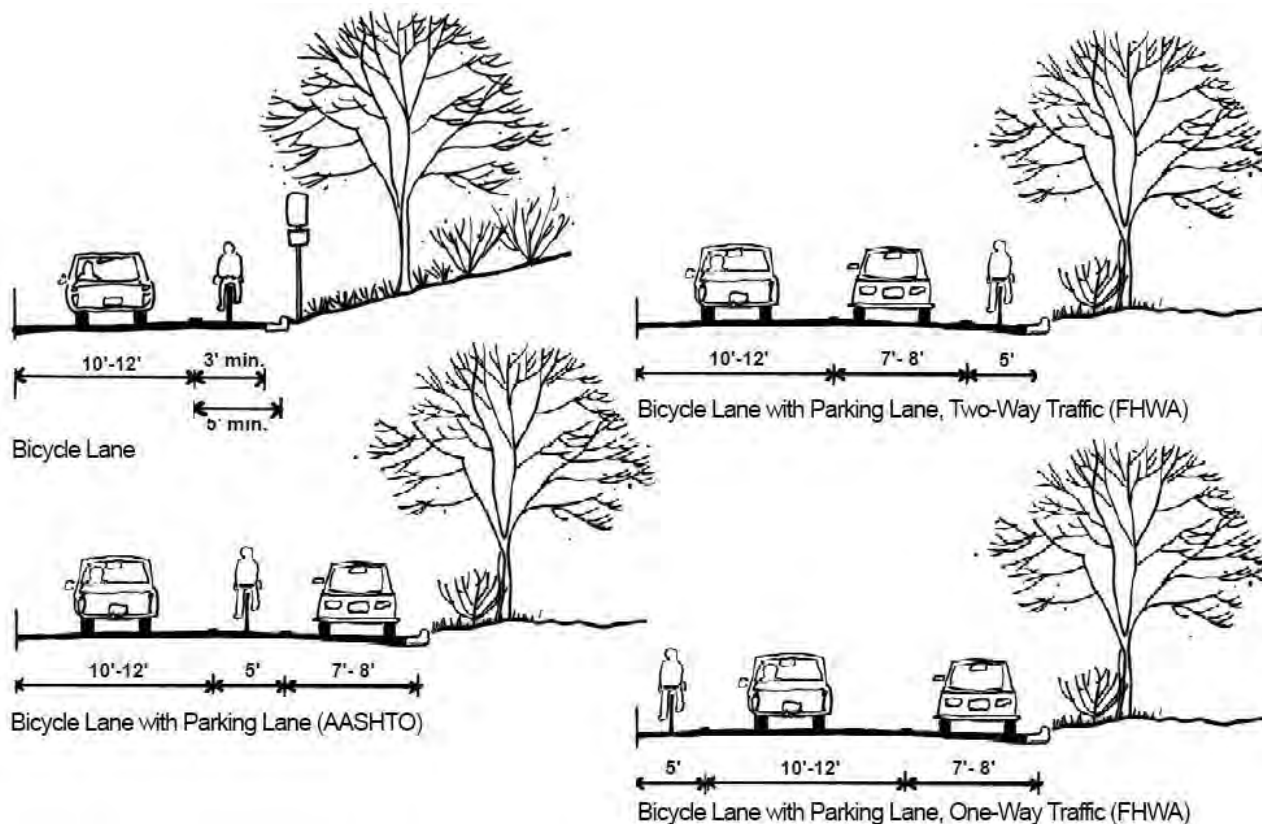
According to the Federal Highway Administration (FHWA 2015), bicycle lanes are appropriate on roadways having daily volumes that exceed 10,000 or car speeds that exceed 30 mph. While they definitely serve Type A riders, bicycle lanes will attract and serve Type B riders as well.

AASHTO and FHWA take different approaches to the placement of bike lanes where on-street parking is permitted. AASHTO states that a five foot wide bicycle lane should always be placed on the right side of the street between the parking lane and the motorized vehicle lane. FHWA guidelines, on the other hand, recommends bike

lanes on the left side of the street on one way streets with cars parked on the right; for two way streets, the bike lane is between the parked car and the curb. The configuration recommended by AASHTO is more prevalent in Michigan.

An important consideration in the design of bicycle lanes is the location of bicycle lanes at intersections. Guidance for pavement markings and signs at intersections is contained in the Michigan Manual on Uniform Traffic Control Devices (MMUTCD).

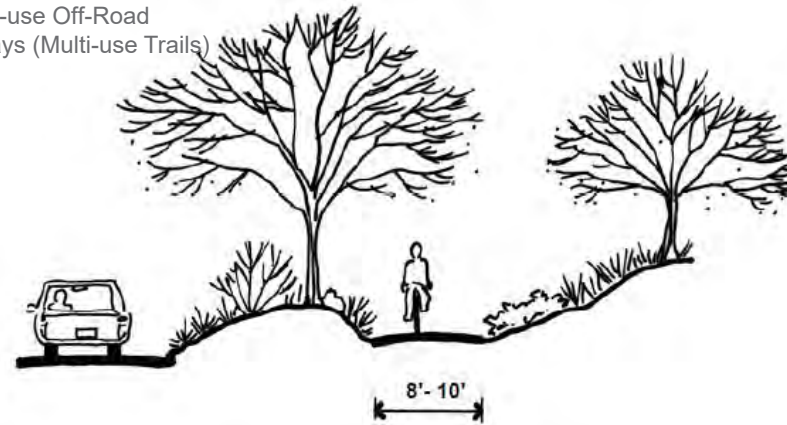
Figure 34. Bicycle Lanes



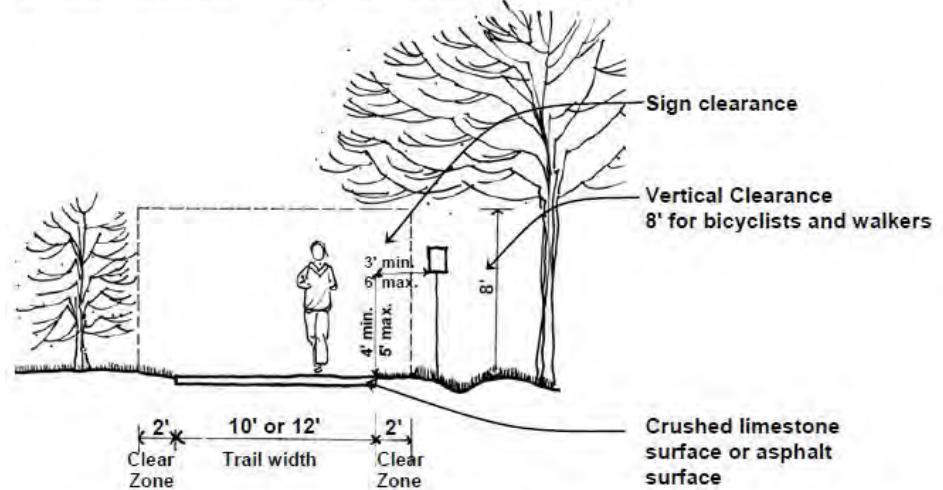
Shared-use Off-Road Pathways

A shared-use off-road pathway is physically separated from motor vehicular traffic by an open space. The path may be within the road right-of-way or within a park or easement. Paths are normally two-way facilities. The AASHTO (2012) recommended pavement width is 10 feet, but 8 feet may be considered where path usage is low, where space is limited or where pathways are located on both sides of roadways. Similarly, 12 feet may be considered a better suited width where path usage is expected to be high, such as in an urban situation. A minimum of a 2-foot clear zone needs to be maintained along both sides of a pathway, with an 8 foot vertical clearance.

Figure 35. Shared-use Off-Road Pathways (Multi-use Trails)



Off-road Shared-Use Pathway within a Road Right-of-Way



Off-road Shared-Use Pathway outside of Roadways



Road Hazards

Because most roads have been designed without bicycle travel in mind, there are often many ways they should be improved to safely accommodate bicycle travel. Some of the common hazards to safe bicycle travel include wheel eating drainage grates and poor pavement conditions.

Drainage grate inlets and utility covers can be problematic to bicyclists and pedestrians, and should be kept out of bicyclists' expected path. Newly constructed or repaired inlets are required to have a bicycle-safe grate. Curb inlets should be used wherever possible to completely eliminate exposure of bicyclists to grate inlets. A temporary correction recommended by AASHTO involves welding steel cross straps perpendicular to the parallel bars to provide safe openings.

Figure 38. Typical Road Hazards



Pavement Types

Pavement surface irregularities are also dangerous to bicyclists. Pavement surfaces should be free of irregularities such as gaps in longitudinal paving joints, potholes, and bumps. The presence of debris along curbs due to the failure of routinely sweeping pavement edges reduces the operating space for bicycles and can also create dangerous situations. On older pavements it may be necessary to fill joints, adjust utility covers or, in extreme cases, overlay the pavement to make it suitable for bicycling.

In general, *consistency* of pavement is more important than the *type* of pavement. The plan recommends three general pavement types for Ypsilanti Township pathways. Each type of pavement has its pluses and minus, but the common thread is that regular, ongoing maintenance is key to ensuring the long-term viability of a pathway or trail.

Asphalt has long been the standard surface type for urban and suburban settings due to its durability, ease of installation, and relatively low cost per linear foot. In recent years, asphalt prices have risen dramatically, to the point where per unit costs for asphalt is higher than concrete. Asphalt must be patched yearly to control cracking, and complete replacement may be required as early as twelve years after installation.

Like asphalt, **concrete** is frequently used, most often for sidewalks and similar walkways. It is rarely seen used on multi-use trails due to increased cost of installation. Concrete's durability is much higher than asphalt, however, and yearly maintenance costs are lower on average.

Low initial cost and low environmental impact makes **crushed limestone** an outstanding choice for more natural settings. Crushed limestone paths are considered ADA compliant due to their firm and slip-free surfaces. Regular maintenance is critical, however; limestone will be overgrown by aggressive weeds in a relatively short period of time, and can be prone to washout unless the site is adequately prepared. Maintenance costs drive the long-term costs up to levels near that of asphalt or concrete. Note that gravel is not the same thing as crushed limestone; gravel paths are made of larger sized aggregate which is not passable by wheelchairs, and is not ADA compliant.

A fourth category of pavement that is not recommended by this plan but which may warrant further investigation is **permeable pavement**. Permeable pavement comes in three basic categories; permeable asphalt or concrete, pavers, or permeable rubber surfacing. All three categories have higher initial costs and require significantly higher levels of maintenance than standard asphalt or concrete paths.

Companies are now offering pour-in-place mixes comprised of recycled rubber and an adhesive mixture, similar to playground surfacing, which has the same permeability factor as crushed limestone. Per foot costs are comparable to concrete and asphalt. The durability of the product is uncertain, however, and the costs for maintaining such surfaces are unknown. This type of surface may be worth exploring for relatively short, highly visible projects, where the efficacy of the product can be monitored and evaluated.

Figure 39. Asphalt Surfacing



Figure 42. Permeable Asphalt



Figure 40. Concrete Surfacing



Figure 43. Permeable Pavers



Figure 41. Crushed Limestone Surfacing



Figure 44. Permeable Recycled Rubber Paving



Funding Sources

The following programs are potential funding opportunities for developing pedestrian and non-motorized transportation facilities. The type of projects allowed depend on the program, however, the categories range from planning and construction of pedestrian or bicycle facilities to design of public spaces, educational programs, research, and methods for reducing air pollution.

MAP-21 (Moving Ahead for Progress in the 21st Century Act) is the most recent federal transportation funding law. It consolidates transportation funding programs that were available under the previous funding law including the **Transportation Enhancement** program, the **Safe Routes to School** program, and the **Recreation Trails** program into a program called **Transportation Alternatives Program (TAP)**. This singular program is the largest federal source for trail funding.

Transportation Alternative activities are projects that “expand travel choices and enhance the transportation experience by integrating modes and improving the cultural, historic, and environmental aspects of our transportation infrastructure.” Activities which may apply to the Ypsilanti Township include:

- Construction, planning, and design of on-road and off-road facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act; and

- Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.

Transportation Enhancement and Safe Routes to School (K – 8th grade) funds are distributed through a partnership between SEMCOG and MDOT. Each project are jointly evaluated by SEMCOG and MDOT staff to determine eligibility, consistency with TAP program requirements, and how well the project meets SEMCOG’s Creating Success goals.

Applications must be submitted through the Michigan Department of Transportation’s online grant system (MGS). A minimum 20 percent local match is required for proposed projects and applications are accepted online.

<http://www.semCog.org/TAPCall.aspx>

Revenues from the **Michigan Transportation Fund (MTF)** are generated from state gas and value taxes. The funding is divided among MDOT, road commissions, cities, and villages. Each Act 51 agency is required by law to spend at a minimum an average of one percent of their Act 51 dollars on non-motorized improvements for 10 years subsequent to Act 51 award. This amount can be used to provide portion of a match for federal funds.

This funding is provided to areas that are not in compliance with air quality standards or are in a maintenance area for air quality non-attainment issues. Congestion Mitigation/Air Quality (CMAQ) projects are awarded competitively and jointly between MDOT and the Southeast Michigan Council of Governments (SEMCOG).

Applicants must demonstrate that they reduce emissions in order to be considered eligible for funding as determined by the Federal Highway Administration. Southeast Michigan is a designated non-attainment area.

http://www.michigan.gov/mdot/0,4616,7-151-9621_11041_60661---,00.html

State grants are available to local units of government for acquisition and development of land and facilities for outdoor recreation such as shared-use paths. 2019 priorities were trails, wildlife/ecological corridors, and projects located within urban areas. The **Michigan Natural Resources Trust Fund (MNRTF)** provides funding for the purchase and development of land for natural resource based preservation and recreation. Goals of the program are to:

- Protect natural resources and provide for their access, public use and enjoyment,
- Provide public access to Michigan’s waters, particularly the Great Lakes and facilitate their recreation use,
- Meet regional, county, and community needs for outdoor recreation opportunities,
- Improve the opportunities for outdoor recreation in urban areas, and
- Stimulate Michigan’s economy through recreation related to tourism and community revitalization.

Grant proposals must include a local match of at least 25 percent of the total project cost. There is no minimum or maximum for acquisition projects. Applications are due April 1.

http://www.michigan.gov/dnr/0,4570,7-153-58225_58301---,00.html

The Land and Water Conservation Fund (LWCF) is a federal appropriation to the National Park Service, who distributes funds to the Michigan Department of Natural Resources for development of outdoor recreation facilities. The focus of the program has recently been on trailway systems and other community recreation needs such as playgrounds, picnic areas, athletic fields, and walking paths. The match percentage must be 50 percent of the total project cost. Applications are due April 1.

http://www.michigan.gov/dnr/0,4570,7-153-58225_58672---,00.html

Advocacy Advance is the partnership of the Alliance for Biking & Walking and the League of American Bicyclists. They work to boost local and state bicycle and pedestrian advocacy efforts. This grant is intended to help advocacy organizations take advantage of unexpected opportunities to win, increase, or preserve funding for biking and walking. These grants are available to non-profit groups; however, partnerships with local governments are encouraged. Eligible activities include campaigns centered around transportation bonds or ballot initiatives, campaigns to attain and spend public funding, campaigns to preserving existing allocations of public funding at risk of being cut, and development of specialized tools and materials to reach targeted audiences who may influence the decision for increased funding on biking and walking.

Connecting Communities is a grant program operated by the WCPARC that provides supplemental funding for the development of non-motorized trails or similar projects. In 2016, Washtenaw County residents passed a four-year road and trails millage of which 20% will be allocated to WCPARC for the development of non-motorized trails, including the Border-to-Border Trail. The Parks and Recreation Commission voted to use 1/3 of its allocation to reinstate the Connecting Communities initiative. The program is active from 2017 through 2020.

The program is open to all municipalities and public entities in Washtenaw County. Projects should support the Parks and Recreation Commission's primary goal of providing valuable, non-motorized connections between communities and activity centers thus offering a healthy alternative for recreation, transportation, fitness, and energy conservation.

Ypsilanti Township should investigate additional sources of funding. Seeking donations, attracting sponsors, holding fund-raising events, and seeking out other revenue sources are methods that should be pursued aggressively to raise funding for walk- and bike-way development

Appendix



Figure 45. Proposed Bridge Treatment Over I-94 at S Huron St

Alternative 1

Shared Use Path on West Side

Key Improvements

- * 10'-12' shared use path
- * Hard barrier on outside of path
- * Pedestrian signals
- * Reconfigured southwest on-ramp
- * Better sidewalk connections

Cross section at center of bridge

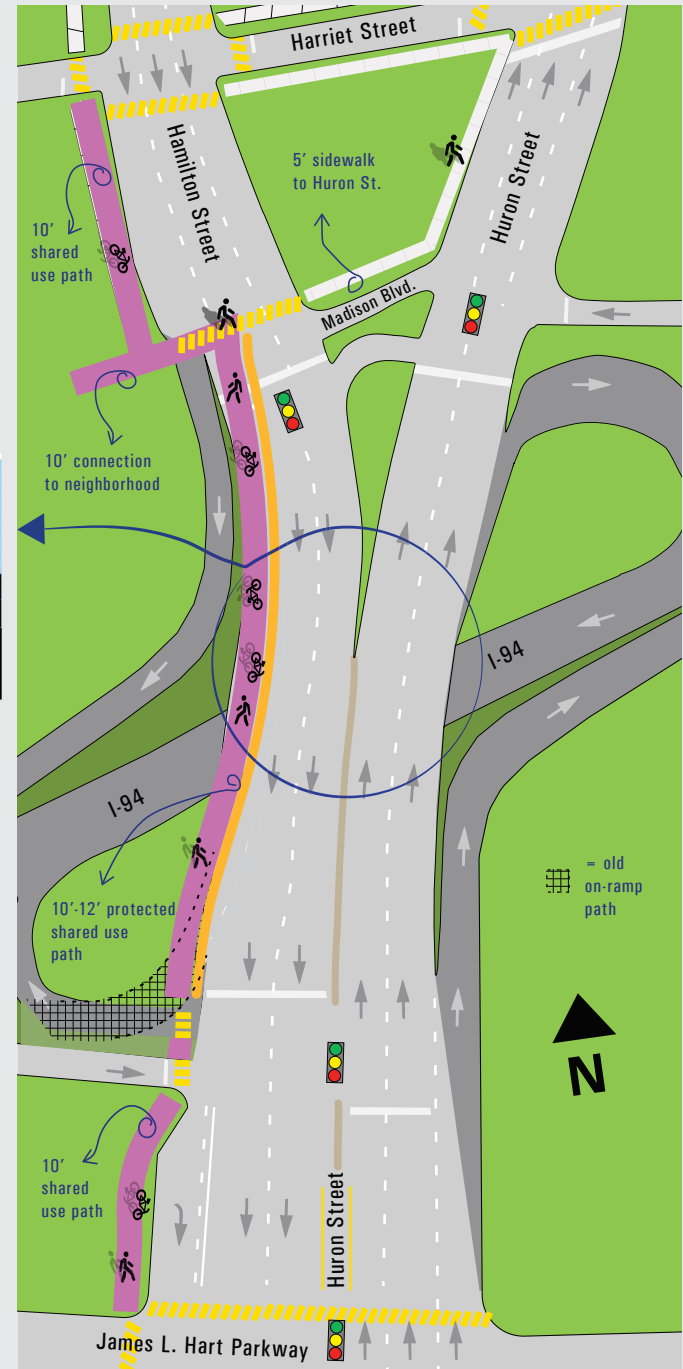
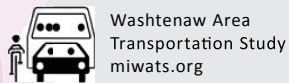
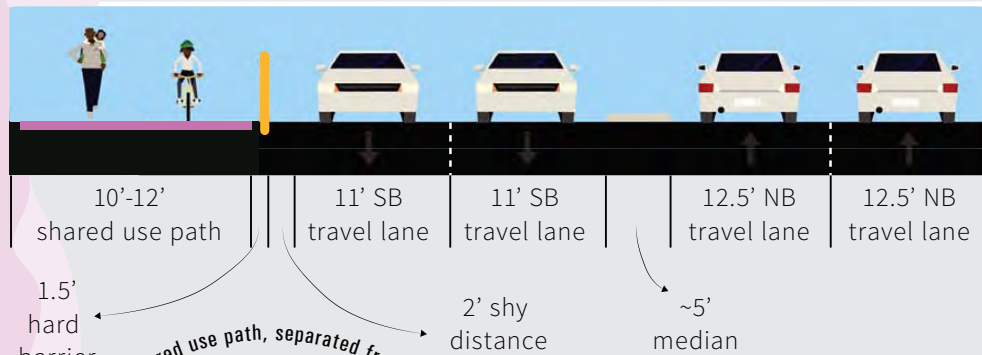


Figure 46. Alternative A: Proposed Road Treatment Dorset / Ecorse / West Willow Area



US-12 TRANSPORTATION IMPROVEMENT STUDY

OPTION A
5 LANE HIGHWAY
WITH TRAFFIC SIGNALS

LEGEND

-  STUDY AREA
-  PUBLIC ROAD RIGHT OF WAY
-  TRAFFIC SIGNAL
-  PEDESTRIAN FACILITY

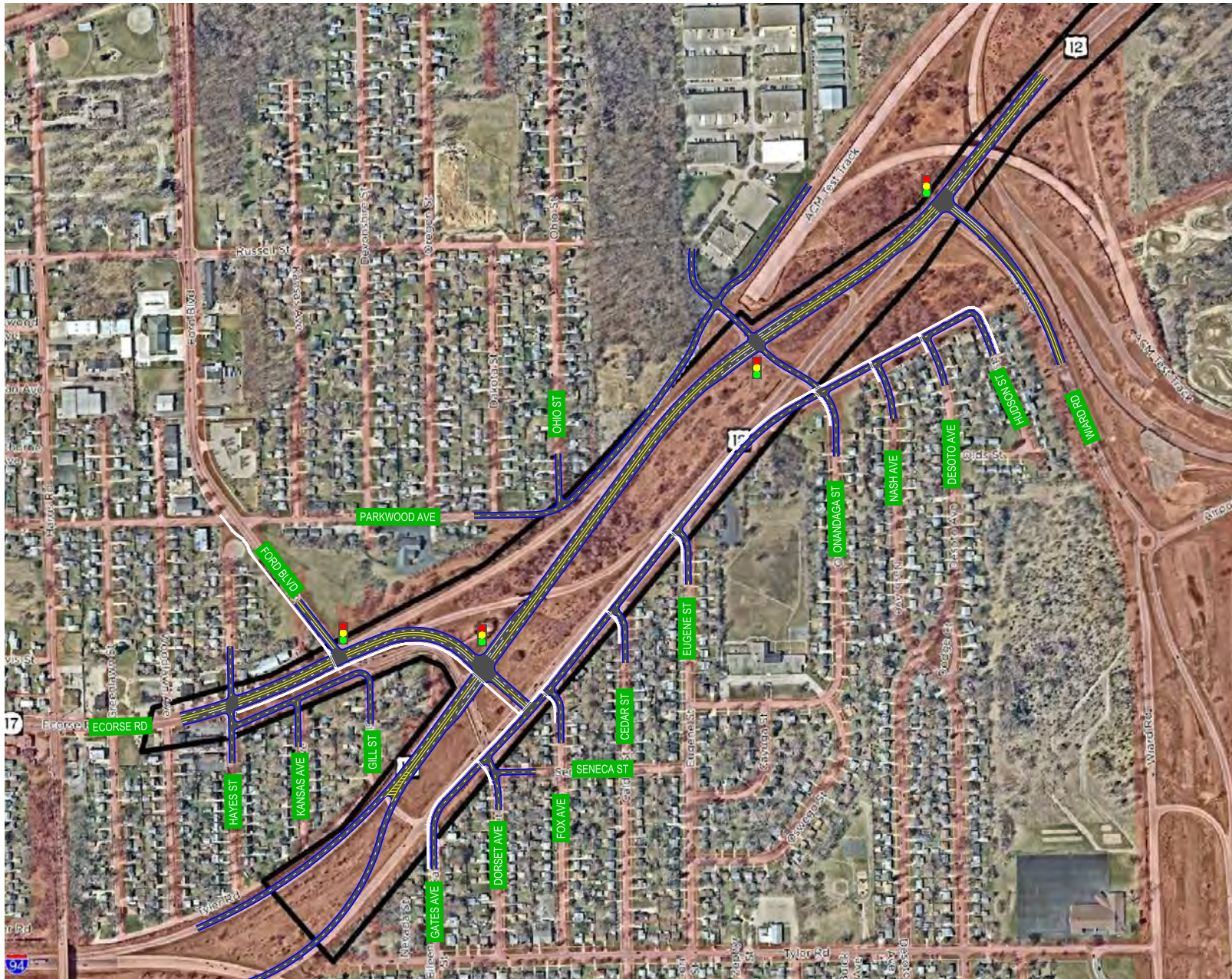
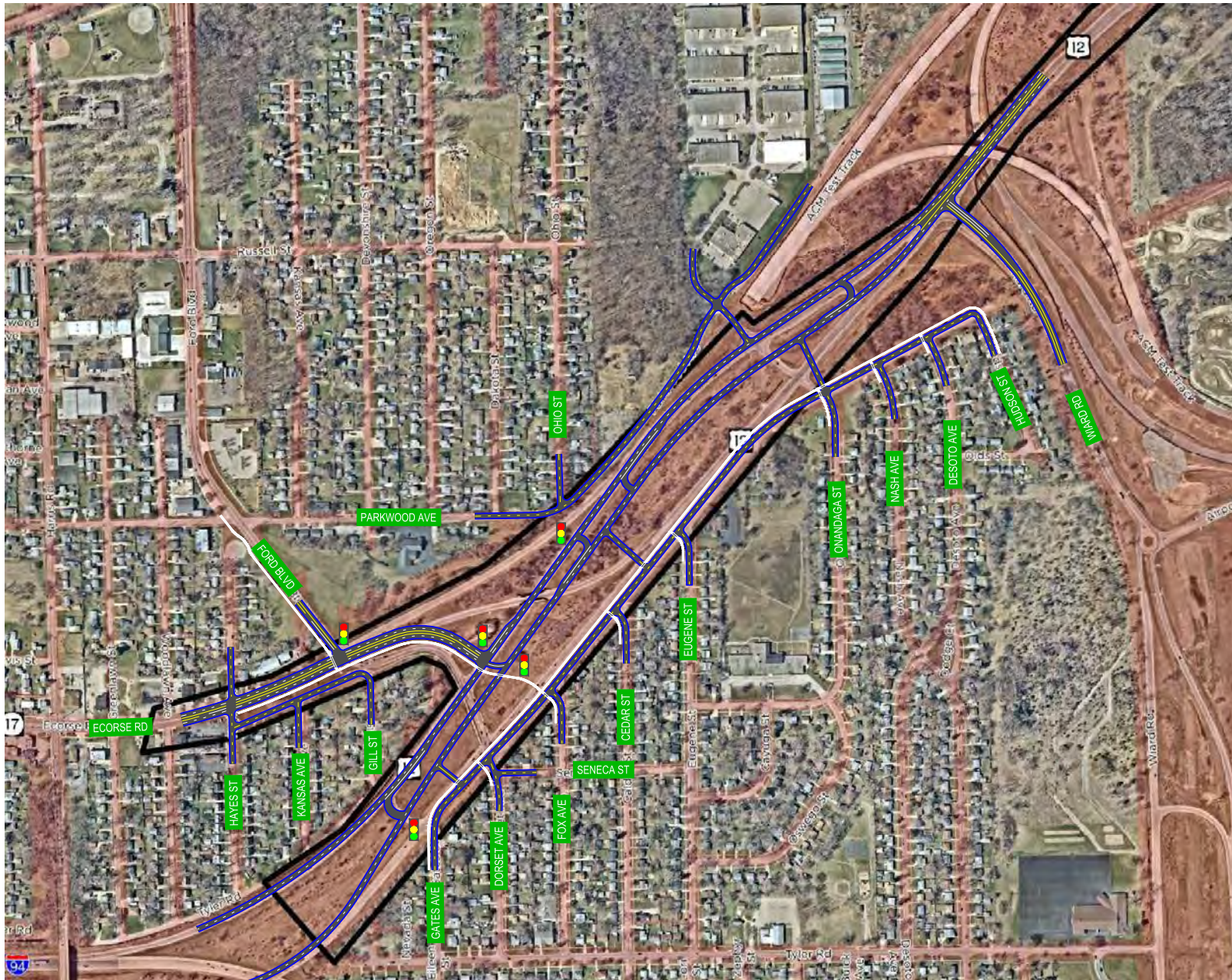


Figure 47. Alternative B: Proposed Road Treatment Dorset / Ecorse / West Willow Area



US-12 TRANSPORTATION IMPROVEMENT STUDY

**OPTION B
4 LANE BOULEVARD
WITH TRAFFIC SIGNALS**

LEGEND

-  STUDY AREA
-  PUBLIC ROAD RIGHT OF WAY
-  TRAFFIC SIGNAL
-  PEDESTRIAN FACILITY



Figure 48. Alternative C: Proposed Road Treatment Dorset / Ecorse / West Willow Area



US-12 TRANSPORTATION
IMPROVEMENT STUDY

OPTION C
4 LANE BOULEVARD
WITH ROUNDABOUTS

LEGEND

-  STUDY AREA
-  PUBLIC ROAD RIGHT OF WAY
-  PEDESTRIAN FACILITY

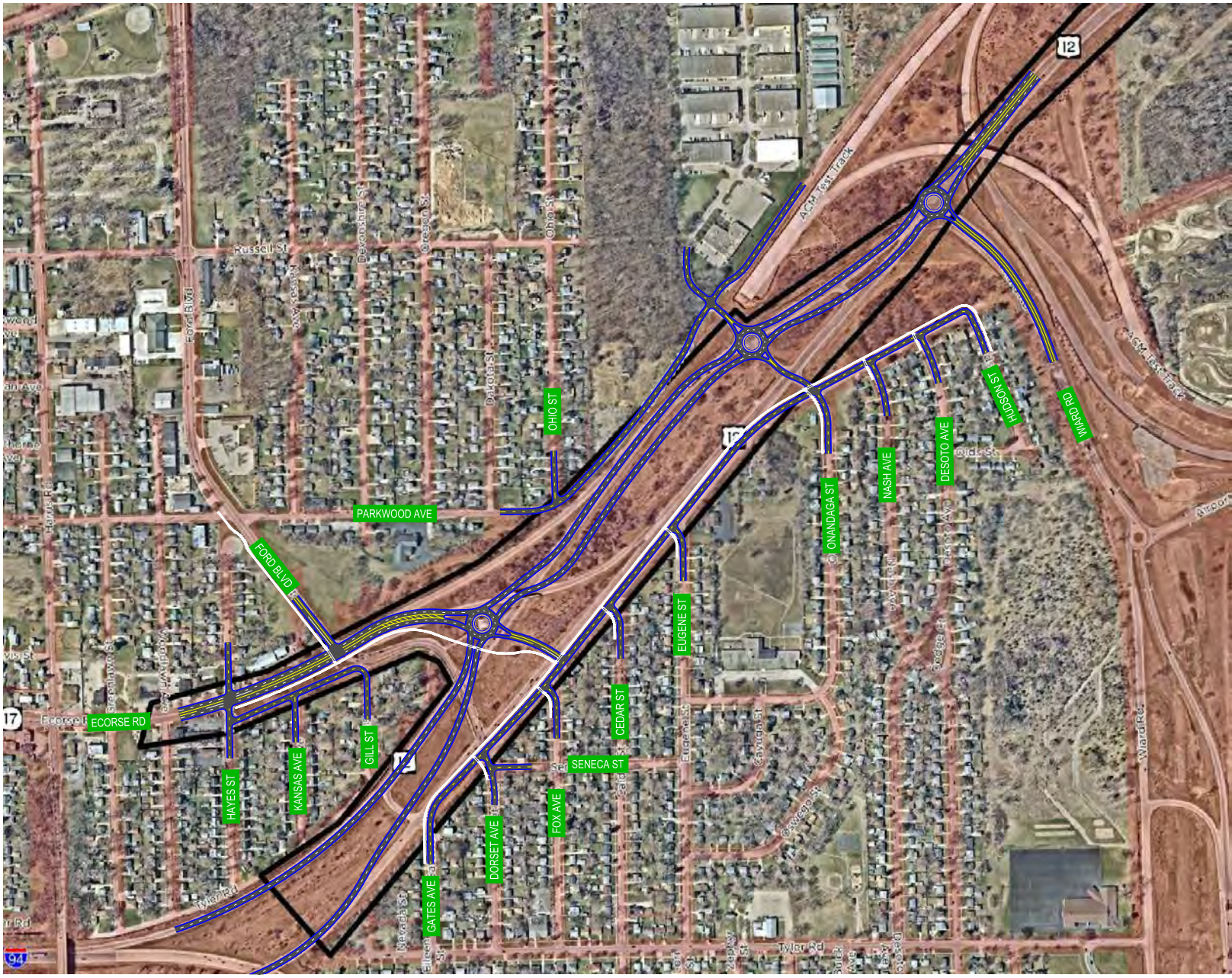


Figure 49. Preferred Alignment - B2B / Iron Belle Trail at North Hydro Park

Planning Process

Zone 1 Route F



Route Description

Travels down Bridge Rd from the existing Iron Belle Trail, through Hydro Park along the north side of the river, connecting back to Grove St at Rawsonville Elementary. Crossing Grove St at Snow Rd and terminating at Rawsonville Rd.

Notes

- Connects to existing Iron Belle Trail.
- Existing sidewalk on south side of Grove St from Bridge Rd to Rawsonville Elementary.
- Passes single family neighborhoods and an elementary school. Would connect to businesses on Rawsonville.
- Connection through Hydro Park provides trailhead and recreation opportunities as well as views over the Huron River.
- Some perceived safety concerns feeling secluded along river.
- Takes advantage of existing infrastructure.

| Rte # | Route Description | Residential Access | Commercial Access | Trailhead Opp. | Connectivity | Rec Opp | Safety | Scenic Variety | Viability of Long Term Maint | Feasibility of Development | Property Acquisition Feasibility | TOTAL SCORE |
|-------|---|--------------------|-------------------|----------------|--------------|---------|--------|----------------|------------------------------|----------------------------|----------------------------------|-------------|
| 1 | Hydro Park | | | | | | | | | | | |
| 1F | Rawsonville Rd to Hydro Park, following Huron River to Rawsonville Elementary, back to Grove St | 5 | 5 | 8 | 10 | 10 | 6 | 7 | 9 | 10 | 18 | 88 |

Iron Belle Trail

Ypsilanti Township, City of Belleville, Van Buren Township

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

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.

REGULAR MEETING AGENDA **TUESDAY, DECEMBER 3, 2019** **7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
4. CONSENT AGENDA
 - A. MINUTES OF THE NOVEMBER 19, 2019 WORK SESSION, CLOSED SESSION, AND REGULAR MEETING
 - B. STATEMENTS AND CHECKS
 1. STATEMENTS AND CHECKS FOR DECEMBER 3, 2019 IN THE AMOUNT OF \$390,913.05
5. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

OLD BUSINESS

1. RESOLUTION 2019-46, 2020 FISCAL YEAR BUDGET
(PUBLIC HEARING HELD AT THE NOVEMBER 19, 2019 REGULAR MEETING)

NEW BUSINESS

1. REQUEST FOR APPROVAL OF A GRANT FROM THE STATE COURT ADMINISTRATIVE OFFICE MICHIGAN DRUG COURT GRANT PROGRAM FOR 2020 IN THE AMOUNT OF \$146,000 FOR THE 14B COURT'S DRUG COURT DOCKET
2. REQUEST FOR AUTHORIZATION TO SEEK LEGAL ACTION TO ABATE PUBLIC NUISANCE DRUG HOUSES BY PADLOCKING LOCATED AT 850 GATES AVE. IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023
3. REQUEST TO APPROVE AGREEMENT WITH TEESNAP FOR WEBSITE SERVICES AND POINT OF SALE SOFTWARE AT GREEN OAKS GOLF COURSE
4. REQUEST TO APPROVE AMENDMENT TO THE AGREEMENT FOR SUBAWARD OF FEDERAL FINANCIAL ASSISTANCE BETWEEN WASHTENAW COUNTY AND YPSILANTI TOWNSHIP FOR IMPROVEMENTS TO FOLEY AVE. TO EXTEND THE CONTRACT TERM TO JUNE 30, 2019

5. RESOLUTION 2019-47, SUPERVISOR'S SALARY
6. RESOLUTION 2019-48, CLERK'S SALARY
7. RESOLUTION 2019-49, TREASURER'S SALARY
8. RESOLUTION 2019-50, TRUSTEE'S SALARY
9. RESOLUTION 2019-54, DESIGNATION OF DEPOSITORIES
10. RESOLUTION 2019-55, 2020 BOARD MEETING DATES
11. RESOLUTION 2019-56, ROBERT'S RULES OF ORDER
12. RESOLUTION 2019-57, DESIGNATION OF NEWSPAPER OF CIRCULATION
13. BUDGET AMENDMENT #19

OTHER BUSINESS

PUBLIC COMMENTS

CONSENT AGENDA

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 19, 2019 WORK SESSION**

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

Members Present: Supervisor Stumbo, Clerk Lovejoy Roe, Treasurer Doe,
Trustees: Eldridge, Ross-Williams
Jarrell Roe (arrived 5:03pm) and Wilson (arrived 5:08pm)

Members Absent: none

Legal Counsel: Wm. Douglas Winters (arrived at 5:04pm)

**1. REQUEST TO ENTER CLOSED SESSION FOR DISCUSSION ON NEGOTIATIONS
WITH FIRE UNION LOCAL 1830**

A motion was made by Trustee Eldridge, supported by Trustee Ross-Williams to go into Closed Session for Discussion on Negotiations with Fire Union Local 1830 at 5:00pm.

| | | | | | |
|-----------------|------------|----------------------|------------|--------------------|------------|
| Eldridge | Yes | Ross-Williams | Yes | Lovejoy Roe | Yes |
| Stumbo | Yes | | | | |

The motion carried unanimously.

The Board entered into closed session at 5:00 p.m.

The Board ended the closed session at 5:52 p.m.

Supervisor Stumbo stated they received a new quote from Cascades for the totes that was on the agenda. She said she would like to move the public hearings for the Private Road Variances first and then an then the public hearing for the 2020 Fiscal Year Budget if the board approves the change. She said Ben Carliesle, Carliesle Wortman & Associates would be at the meeting at 7:00 pm to answer questions regarding the variances.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 19, 2019 WORK SESSION
PAGE 2

2. AGENDA REVIEW

Supervisor Stumbo stated they had vermin in a neighborhood in Ypsilanti Township and the Public Health Department stated that if food sources were not eliminated the vermin would continue. She said they wanted to provide trash totes for an entire route but were not able to do that because they did not have a truck available at this time. She said that our contract with Waste Management expires in June 2020 and we can extend it or re-bid it. She said Mike Hoffmeister, Residential Services Director stated that eventually all communities will require their residents to have totes for their garbage pickup. She said the Township would purchase totes for the neighborhood to get rid of the vermin problem. She said they would do a mailing to let residents know the totes were coming and she said they would explain that the lids must be closed so it would not attract any animals. She said totes would be the property of the address and must stay at the house it was assigned to. Supervisor Stumbo stated that they could no longer put out extra bags unless in an enclosed container.

Trustee Eldridge asked if we were going to enforce that all residents must have the totes and he asked if the Township would cover the cost for all residents. Supervisor Stumbo stated the Township would purchase them for all residents eventually.

Brian Conway, Waste Management stated they would reimburse residents who were currently renting totes. He said residents who have extra garbage could continue to rent an additional cart. He said they would be delivering the new totes to residents in West Willow the week of December 2, 2020.

Trustee Eldridge said the Ordinance needed to change before we send out these totes.

Supervisor Stumbo stated they would include in the letter that if residents have more trash they can rent an extra tote through waste management.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 19, 2019 WORK SESSION
PAGE 3**

Treasurer Doe stated he was concerned if the residents leased an extra tote would the Township be charged extra from Waste Management since two totes was equivalent to six bags of garbage.

Mr. Conway stated they would work something out.

Trustee Ross-Williams was happy the Township would be purchasing the totes for the entire Township which should eliminate the problems from West Willow repeating itself in other neighborhoods throughout the Township.

Arloa Kaiser, Township Resident stated Waste Management does a great job in her neighborhood and she appreciates them.

JoAnn McCullom, Township Resident thanked the Township for helping with the vermin problem in West Willow.

**A. 7:00PM – RESOLUTION 2019-46, 2020 FISCAL YEAR BUDGET
(PUBLIC HEARING SET AT THE OCTOBER 15, 2019 REGULAR MEETING)(see attached)**

Javonna Neel, Accounting Director presented Resolution 2019-46, 2020 Fiscal Year Budget to the Board. She said everyone had received the line by line draft and she welcomed questions from the Board.

She said the taxable value increased to \$105,931,767.00. She said all the numbers were higher than they expected.

Ms. Neel stated our biggest expenditure was our wages and they would increase 2.5% for 2020. She said our health insurance was increased by 3% which was lower than expected. She said vision was at a 5% increase and dental did not have an increase.

Supervisor Stumbo stated the changes that were discussed at the last board meeting had been made on the budget.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 19, 2019 WORK SESSION
PAGE 4

Trustee Eldridge thanked Javonna Neel and Tammie Keen for all their work on the budget and also thanked all the other staff that contributed to the budget. He also thanked residents, Arloa Kaiser and JoAnn McCollum who come to all the board meetings.

Clerk Lovejoy Roe stated she has sent information regarding the Clerks' budget to Board members. She stated she used 2008, 2012, and 2016 numbers since those were Presidential Election years. She explained that for the AV Count Board, which run the absentee ballots, she would need extra inspectors since the new equipment runs slower. Clerk Lovejoy Roe stated that she ran the numbers for how many election workers she would need and at today's rate it comes to \$127,783.00. She said she asked for \$130,000.00 in her budget but if the board would like to budget for \$127,000.00 she would be fine with it. She said regarding temporary help, she would need about \$21,683.00 to fill the temporary positions that she said she would need to hire for the elections in 2020. She said the temporary help would have to be certified through the County to work on the QVF software. She said she would not have anyone working if she did not need them. Clerk Lovejoy Roe explained with the new law, residents can register to vote up to and including on the actual day of the election. She said it is hard to calculate how much more work that will entail since we have never registered residents after 30 days prior to an election. She said she knows she would have to get approval from the union to use a temp but would like to have one from the August election and continue up to the November election.

Clerk Lovejoy Roe stated she would continue to use employees in the Township who want to work overtime during these elections. She said she does have one employee who worked overtime in 2008, 2012, and 2016 but she would not be working overtime in 2020.

Trustee Wilson asked for clarification on what Clerk Lovejoy Roe was asking for. Clerk Lovejoy Roe stated she was asking for \$127,000.00 instead of \$120,000.00 for inspectors and \$21,000.00 to hire temporary help.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 19, 2019 WORK SESSION
PAGE 5

Trustee Wilson stated he would agree to the changes Clerk Lovejoy Roe was asking for.

Trustee Ross-Williams stated the Clerk has given them a lot of data and she would have appreciated having it prior to the meeting so she could have thoroughly read it.

Clerk Lovejoy Roe apologized for not getting the information to the board prior to the meeting but it took a lot of time to acquire the numbers not only from the Township but from the County and she wanted to make sure it was accurate. She said if anyone needed more explanation they could speak with her or Deputy Clerk Lisa Stanfield and they would go over it with them.

Myla Harris, introduced herself as a 27 year employee and with AFSCME Local 3451. She expressed opposition to temporary help for the 2020 elections. She said there was a frozen position in the Clerk's office and requested that position to be filled before using temporary staff to assist with elections. She also encouraged the use of overtime. She said she was opposed to the use of temporary employees from August to November. Ms. Harris stated that she would like the board to look into the account where Clerk Lovejoy Roe pays salary employees stipends for elections.

Clerk Lovejoy Roe said for all overtime in the Clerk's office the contract was followed. She said she details the extra hours that salary employees work for elections and does not give them a stipend for every extra hour they work. She said she has never had temporary help in her office until recently, when she hired a temporary to fill a position where someone was out on a medical leave for a few months. Clerk Lovejoy Roe asked Human Resources Manager, Karen Wallin if temporary employees punch the time clock and Ms. Wallin indicated that they did punch in and out.

Supervisor Stumbo said that in the previous Presidential Elections they budgeted for four elections but in the 2020 it is only being budgeted for three elections. She said she paid a \$150.00 stipend to her deputy and Jeff Allen for the 2008 election.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 19, 2019 WORK SESSION
PAGE 6**

She said the amount for the 2016 elections and what was being asked for the 2020 elections is a difference of \$100,000.00. She said she wondered if Clerk Lovejoy Roe mistakenly budgeted for four elections in 2020 and not three.

Clerk Lovejoy Roe said she budgeted for three elections and explained the wage rates for all employees and inspectors had risen quite a bit since 2016. She also stated that more workers are needed now with the new tabulators. She explained that several full time township employees work elections and they also are required to be used for overtime in setting up precincts. She said this was not required in 2016.

Supervisor Stumbo stated she would like to verify the numbers.

Trustee Ross-Williams questioned the paying of a stipend to salary employees for elections. She said exempt employees mean they can work zero hours or as many hours as needed to get the job done.

Supervisor Stumbo stated she wanted the data as to how Clerk Lovejoy Roe came up with her numbers.

Clerk Lovejoy Roe asked Supervisor Stumbo what it was that she did not understand regarding her budget request and she would explain it.

The Work Session adjourned at 6:58PM

Respectfully Submitted,

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 19, 2019 REGULAR BOARD MEETING

Supervisor Stumbo called the meeting to order at approximately 7:06 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 HEARINGS

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-11-30-30-033 (PUBLIC HEARING SET AT THE OCTOBER 30, 2019 SPECIAL MEETING)

Supervisor Stumbo declared the Public Hearing Opened at 7:07pm

John Sauter stated he owns 6501 and 6557 Munger Road and he would ask the board to vote on this after the Public Hearing tonight.

John Edwardson stated he owns the property right next to the Merritt Road property. He said at the last meeting it was decided to have additional studies done regarding access for water and fire hydrant and he would like to know what the results were.

Supervisor Stumbo declared the Public Hearing Closed at 7:09pm

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)

Supervisor Stumbo declared the Public Hearing Opened at 7:09pm

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 19, 2019 REGULAR BOARD MEETING
PAGE 2**

Supervisor Stumbo declared the Public Hearing Closed at 7:10pm

Attorney Winters stated Ben Carlisle, Mike Radzik and Charlotte Wilson have a number of conditions that the Board should consider. He said one condition would be to limit the number of houses that would be served by the private road. He said for the Sauter property there would be a limit of six single-family residential properties irrespective of the Michigan Land Division Act. He said for the Bullock property there would be no more than two properties that would be allowed on his parcel with the condition that he abandon the one easement that currently exists that goes out to Textile Road. Attorney Winters stated that Mr. Carlisle has a very detailed list of a number of conditions along with the Fire Marshalls' recommendations and we would prepare a Resolution. He said tonight the plan was to have the public hearing, get the conditions that were recommended, the petitioner may not agree with the conditions but we would have it all prepared and the board would be able to make a decision by the first meeting in December.

Clerk Lovejoy Roe stated she has a memo that was in the board packet at the last meeting from Charlotte Wilson and it states that the following conditions need to be placed on the two variances: 1) the Township fire department in their letter of Oct. 28, 2019 approves the variance request submitted on Oct. 15, 2019 but they recommend insulation NFPA13D automatic sprinkler systems in the houses that exceed the 150' from an approved access road and/or exceed the 400' distance from the nearest hydrant. The Township Attorney, the Fire Department and Consultants have recommended the following conditions for any approvals to the variances 1) deed restrictions are recorded that a maximum of eight single family homes may access the private road 2) if construction of the approved private road has not begun within two years from the date the variances were approved than the variances will be null and void, and 3) the installation of the NFPA13D 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' from the access road. Clerk Lovejoy Roe suggested that there should be a road maintenance agreement.

Ben Carlisle, Carlisle Wortman stated at the first public hearing it was denied because there was a lack of understanding by the applicant and the township. He said since that time he has met with the applicant to clarify the request. He said they have written a conditions of approval document that lists out about six different conditions that would be included as part of the approval. He said the following conditions are 1) any future splits of the Sauter property must comply with the Land Division Act but there shall not be more than six single family homes built, 2) there shall be no more than two single family homes on the Bullock property, 3) there should be no more than a total of eight homes that will be served by the private road 4) the shared driveway shall be maintained to provide access for emergency vehicles 5) The Bullocks have agreed to vacate the 22' wide access easement that runs to Textile Road, 6) the applicants agreed to record a private road maintenance agreement that shall run with the land and be recorded with the county, 7) no land contracts in violation of State of Michigan Land Division

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Act shall be approved, and 8) include what the Fire Marshall is requesting in regards to the sprinkling of the houses.

Mr. Carlisle stated if the Board agrees with these recommendations then he said he suggest they come back with a Resolution that will list these recommendations to the next board meeting for the Boards' consideration.

Trustee Eldridge asked the applicant if he heard the recommendations and if he was in agreement with them.

Jeff Bullock said they would comply with the law and the law states you cannot make us put sprinklers in the houses. He said if that kills the deal so be it. He said he was very upset about it and that he had talked with the Fire Chief who told him that the Fire Department had no jurisdiction over it and now there is a demand to put in a sprinkler system. He said putting in a sprinkler system would kill his property value so it would not be worth it.

Trustee Eldridge asked if the Fire Marshall could explain regarding the sprinkler system.

Dan Kimball, Fire Marshall stated the sprinkler system you put in your residence is not the same as you would put in a commercial dwelling. He said the residential system is about \$1.00 a square foot and that your insurance will probably cut some money off your premium. He said the system is designed to give someone extra time to get out if there was a fire.

Clerk Lovejoy Roe stated that previously the Fire Marshall had said he had no jurisdiction over the property and now she questioned the recommending of a sprinkler system.

Mr. Kimball said if they stay within the distances that he put in his recommendation then they are fine. He said the code says you cannot put a structure or building outside of those distances. He said once you exceed the 400' from the hydrant you do not comply with the fire code.

Clerk Lovejoy Roe asked if this was a new code because there are many homes 400' from a hydrant. She said her house is over 400' from a hydrant.

Mr. Kimball stated the IFC 2012 has this stipulation in it and that is what they go by. He said a building could not be built if it is farther than 400' away from a hydrant.

John Sauter stated he would like to check that because he thinks Michigan and about 45 other states has legislation on the books that states no local municipality can enforce that IFC regulation.

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Attorney Winters stated this was a request from the petitioners for a variance to an existing private road ordinance and that ordinance allows the Board to put any reasonable condition in its consideration on the request for a variance. He said if the petitioners are asking the Board to vary their application of the township ordinances, rules, regulations, its' not necessarily what 45 other states are doing it is what the Board deems a reasonable condition. He said if the Fire Marshall states this is a reasonable condition than ultimately it is up to the Board to consider it or not.

Attorney Winters stated that there should be confirmation from all the parties involved in this that there would be no more than six houses built on the Sauter property and two houses on the Bullock property.

John Sauter stated they do not have any problem with all the other conditions.

Trustee Jarrell Roe stated that she would like to understand the MCL that relates to the sprinkler system. She said she would like our Planning Consultants, these petitioners, and our Attorney to sit down and figure this out. She said it was frustrating and she said she was sure it was for others to come to this meeting and not have all the information and conditions ahead of time. Trustee Jarrell Roe apologized for the all the confusion with the petitioners request.

Clerk Lovejoy Roe said she respects what Attorney Winters stated but she knows we have many houses farther than 400' away from a hydrant and if that were a deal breaker she would go with allowing the houses to be built. She said she would like to know if it is a recommendation or a law that they have to be within 400'. She said she apologized that this should not have taken this long. She said she was not given anything extra for the packet regarding the new recommendations and that is why it was not in the packet. She said she would email this information tonight to each board member.

Dan Kimball said it was a recommendation not a law. He said for a 2000 square foot house you are looking at the sprinkler system costing \$2,000.00 to \$3,000.00. He said it is about safety and this system will put the fire out and also give the occupants time to get out safely. He said when you are building a house a distance from the road it can be difficult for the fire department to get fire trucks back there.

Trustee Ross-Williams stated that she knows this will come before them again and she would like all the information in the packet. She said she knows Clerk Lovejoy Roe stated she did not have this information to put in the packet. Trustee Ross-Williams stated she would like all the recommendations and all the information regarding the sprinkler system in the packet before the next meeting.

Supervisor Stumbo stated in two weeks we will have all the information and will be able to vote on it then. She thanked everyone for their patience.

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**A. 7:00PM – RESOLUTION 2019-46, 2020 FISCAL YEAR BUDGET
(PUBLIC HEARING SET AT THE OCTOBER 15, 2019 REGULAR MEETING)**

Supervisor Stumbo declared the Public Hearing Opened at 7:33pm.

Supervisor Stumbo declared the Public Hearing Closed at 7:34pm.

Clerk Lovejoy Roe asked if the Fire Department changes would be in the budget the next time we look at it.

Supervisor Stumbo said it would be.

PUBLIC COMMENTS

JoAnn McCollum, Township Resident said she was happy to get the Totes for West Willow. She said the problem with the rats were all through West Willow and she was thankful to the Township to help eliminate this problem.

Arloa Kaiser, Township Resident asked if all of the Township residents would be receiving a Tote for free.

Supervisor Stumbo stated the goal was for the entire Township to receive the totes but the agenda item tonight was the first phase and that would be for West Willow.

Arloa Kaiser stated that we are doing absentee ballots by mail, we send tax bills in the mail and our Post Office in Ypsilanti is not reliable. Ms. Kaiser asked why the Post Office is not reliable and why don't we make them accountable. She said she is continuing to have problems getting her mail.

Supervisor Stumbo stated she would report it to the Post Office and to Congresswomen Debbie Dingell.

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**

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- 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

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 the Skate Park is on schedule for 2020. He said they received the soil report that was the final item on the checklist. He said they should begin construction in the spring of 2020.

Attorney Winters stated that contaminated soil was found by ACM on the property of the former Hydro-matic Corporation. He said there is studies being done on how to destroy this contaminated soil (PFSA).

Attorney Winters stated he was informed today that Mary Miller was promoted to the mediation chief and will be following through with the Forbes Cleaners cleanup. He said all three of these projects have to do with environmental issues and the Township has worked to keep the Township environmentally sound.

Mike Hoffmeister, Residential Services Director introduced John Hines, Recreation Program Coordinator. Mr. Hoffmeister stated Mr. Hines is a Township Resident and he worked for Pittsfield Township Recreation with his background in Youth Sports and Recreation Programming before taking this position with Ypsilanti Township.

NEW BUSINESS

- 1. REQUEST APPROVAL OF CONTRACT WITH YPSILANTI TOWNSHIP FIREFIGHTERS LOCAL 1830 UNION WITH A TERM ENDING DATE OF DECEMBER 31, 2023**

A motion was made by Treasurer Doe, supported by Trustee Wilson to Approve the Request to Approve the Contract with Ypsilanti Township Firefighters Local 1830 Union with a Term Ending Date of December 31, 2023.

Attorney Winters introduced Keith Harr, President of the Union Negotiating Team. Keith Harr stated he was a 27-year veteran of the Ypsilanti Township Fire

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Department. He said he thanked the Township Board for making the decisions that helped this Township become one of the strongest townships in the State. Mr. Harr said they felt they had a voice at the table and that they were respected. He said this contract was meaningful to him because we were able to recover some of things that had been taken away during the 2000's. He said he would be retiring under this contract. Mr. Harr introduced the rest of the firefighters that were at the meeting.

Attorney Winters stated that in 2019 they negotiated a 1-year contract because we were trying to get a millage passed and we said that if we passed the millage we would be able to offer a longer contract next time. Attorney Winters stated this is a four-year contract and he said we were able to purchase the two new fire trucks that were on display outside this evening and he said we were able to restore some benefits that were taken away in the previous contracts. Attorney Winters explained the added benefits for the Firefighters that changed in the new contract.

Trustee Eldridge thanked everyone for his or her contribution in the negotiation. He said we need to add more firefighters and police officers in Ypsilanti Township.

Trustee Wilson said that he was familiar with the tiered status and believes we should move away from that.

Trustee Ross-Williams thanked the Firefighters for their service and was happy we could restore some of the benefits.

Clerk Lovejoy Roe stated she worked with Keith Harr in the past and thanked those who helped with this negotiations. She also thanked the voters for passing the millage. Clerk Lovejoy Roe stated the voters gave their support because of the good service they receive in the Township from the Fire Department.

Supervisor Stumbo stated that Chief Copeland just celebrated his tenth year in the Township and she thanked him for his leadership. She said this package is within the current budget revenues. Supervisor Stumbo said additional firefighters would cost additional taxes. She said hopefully we would continue to grow and increase our revenue on our taxable income but she said our residents are currently taxed enough. She said the fact that our residents supported a .5 mill increase was awesome. Supervisor Stumbo said it goes to the Chief and the men and women who work in the Fire Department. She said our residents appreciate you, trust you, and thank you.

The motion carried unanimously.

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**2. REQUEST APPROVAL OF SALE AND TRANSFER AGREEMENT FOR
RENEWABLE ENERGY CREDITS (RECS)**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve the Request for Approval of the Sale and Transfer Agreement for Renewable Energy Credits (RECS) (see attached).

Mike Saranen, Operations Manager stated they started this program in 2014. He said this is the 4th year we can say we are 100% renewable.

The motion carried unanimously.

**3. RESOLUTION 2019-51, ADOPTION OF ANNUAL EXEMPTION OPTION AS SET
FORTH IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH
INSURANCE CONTRIBUTION ACT**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve Resolution 2019-51, Adoption of Annual Exemption Option as set Forth in 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act (see attached).

The motion carried unanimously.

**4. RESOLUTION 2019-52, ADOPTION OF YPSILANTI TOWNSHIP GENERAL
SAFETY PLAN**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Resolution 2019-52, Adoption of Ypsilanti Township General Safety Plan (see attached).

The motion carried unanimously.

**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**

A motion was made by Trustee Eldridge, supported by Trustee Ross-Williams to Approve the Request of the 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 (see attached).

Supervisor Stumbo stated she would like Clerk Lovejoy Roe to include a map the next time we do this conversion. She said LED takes less energy and are brighter

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than the sodium lights. She said in a streetlight assessment district it would cost less for the residents.

Clerk Lovejoy Roe stated we would eventually convert the entire Township over to LED. She said we have done most of the north side and some of the subdivisions on the south side of the Township.

The motion carried unanimously.

- 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**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve 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 (see attached).

The motion carried unanimously.

- 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**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve 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.

The motion carried unanimously.

- 8. REQUEST TO PURCHASE 86 GALLON TOTER CARTS FROM CASCADE FOR THE WEST WILLOW SUBDIVISION IN THE AMOUNT OF \$57,323.00 BUDGETED IN LINE ITEM #226-226-000-971-001**

A motion was made by Treasurer Doe, supported by Trustee Jarrell Roe to Approve Request to Purchase 86 Gallon Toter Carts from Cascade for the West Willow Subdivision in the Amount of \$57,323.00 Budgeted in Line Item #226-226-000-971-001.

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Supervisor Stumbo stated that a letter would be sent out to our residents explaining the guidelines and they would not be able to set out trash bags once they have the toter cart.

The motion carried unanimously.

9. BUDGET AMENDMENT #18

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Budget Amendment #18 (see attached).

Supervisor Stumbo stated there was an invoice that the City of Ypsilanti has not paid to the Township for the use of a fire truck and that should be deducted from the invoice that we have from them.

The motion carried unanimously.

OTHER BUSINESS

Supervisor Stumbo stated that tomorrow, 11/20 she would start her 32nd year of Public Service in Ypsilanti Township.

Trustee Ross-Williams stated the YMCA continues to move forward with the proposal. She said they would be doing an Ypsilanti Task Force in order to look at the proposal to put in the Ypsilanti Holistic and Health Center in Ypsilanti Township.

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

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;

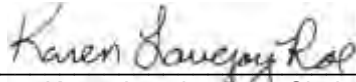
WHEREAS, the three options are as follows:

- 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.

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. 2019-51 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on November 19, 2019.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

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;

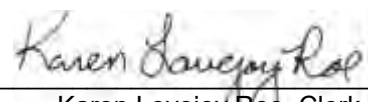
Whereas, will providing adequate funding for safety activities and;

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.

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. 2019-52 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on November 19, 2019.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti


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: _____

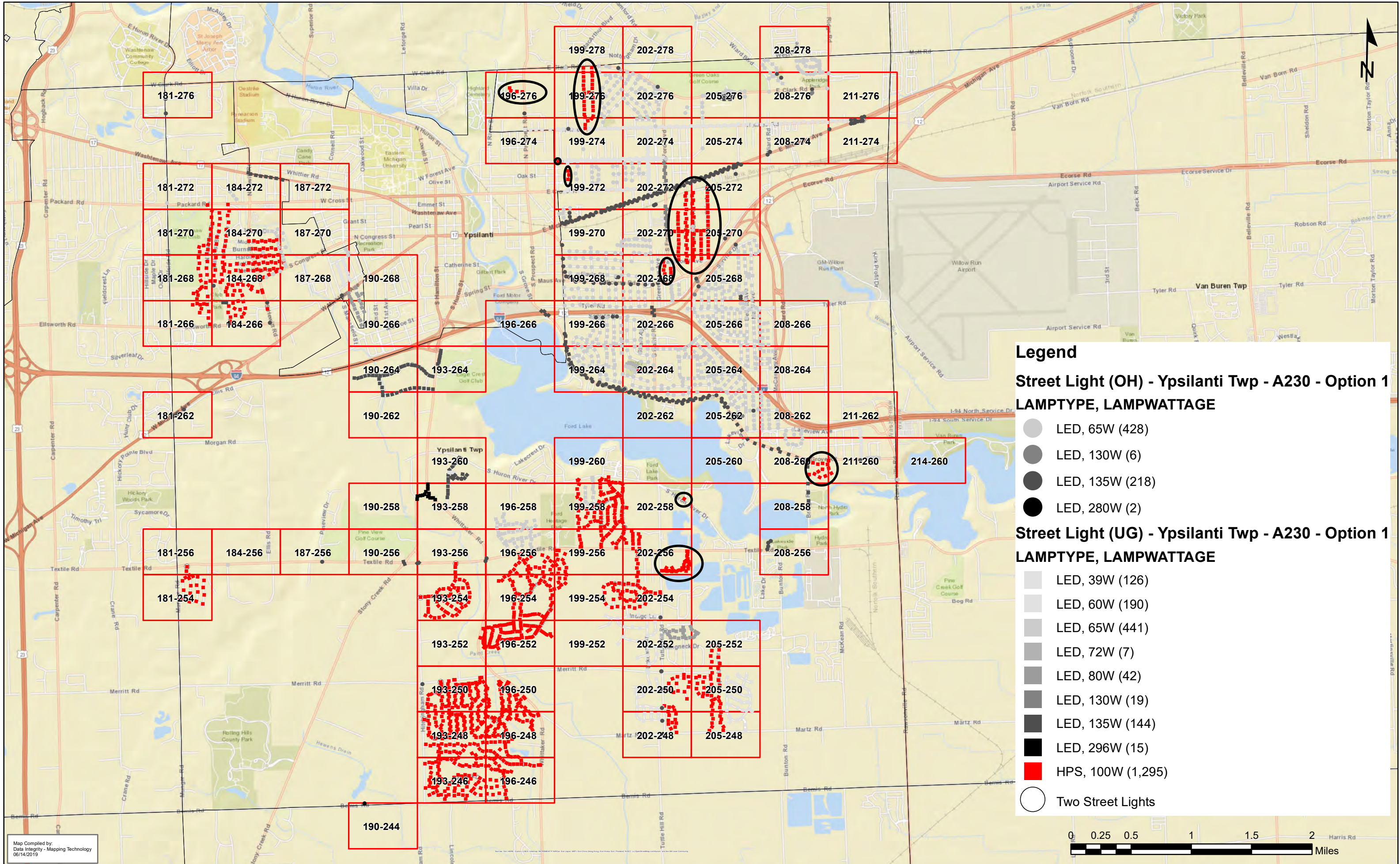


Attachment 1 to Purchase Agreement

Map of Location

[To be attached]

Ypsilanti Twp - Option 1 Streetlight Locations - Map Sheet Index





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: _____

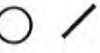


Attachment 1 to Purchase Agreement

Map of Location

[To be attached]

OPL #:
175W MV



ATS 492

GOLFSIDE DR



Install 6' support arm
and 136w LED to
existing wood pole.



ELLSWORTH RD



Install 6' support arm
and 136w LED to
existing wood pole.

CLUBHOUSE DR



**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> |
|--------------------------------------|-----------------------|-------------------------------|

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> |
|---------------------------------|-----------------------|----------------------------------|

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> |
|-----------------------------------|-----------------------|-----------------------------|

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.

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

DECEMBER 3, 2019 BOARD MEETING

| | | |
|---------------------------|----|-------------------|
| ACCOUNTS PAYABLE CHECKS - | \$ | 190,439.97 |
| HAND CHECKS - | \$ | 200,473.08 |
| CREDIT CARDS PURCHASES - | \$ | 0.00 |
| GRAND TOTAL - | \$ | 390,913.05 |

HAND Checks

| Check Date | Check | Vendor Name | Amount |
|------------|--------|--------------------------------|------------|
| Bank AP AP | | | |
| 11/15/2019 | 183850 | OKINAWAN KARATE CLUB | 674.80 |
| 11/19/2019 | 183851 | AMAN DEEP THAPER | 18.00 |
| 11/19/2019 | 183852 | ANITA CREME-SYPE | 66.00 |
| 11/19/2019 | 183853 | ANNE NICOLE ZBOROWSKI | 18.00 |
| 11/19/2019 | 183854 | BRIAN DANIEL CARVER | 18.00 |
| 11/19/2019 | 183855 | CHRISTOPHER PLATEK | 18.00 |
| 11/19/2019 | 183856 | CRAIG SWOPE | 18.00 |
| 11/19/2019 | 183857 | DANIEL GARDNER JR | 18.00 |
| 11/19/2019 | 183858 | DANIEL MICHAEL EADIE | 18.00 |
| 11/19/2019 | 183859 | FLORA HERRERA | 18.00 |
| 11/19/2019 | 183860 | JANELLE MAIS | 18.00 |
| 11/19/2019 | 183861 | JEAN MARIE JACOBS | 18.00 |
| 11/19/2019 | 183862 | JESSEE LEE KNOLTON | 18.00 |
| 11/19/2019 | 183863 | JIMMIE MITCHELL RAINES | 66.00 |
| 11/19/2019 | 183864 | JOELYN AMY WELCH | 66.00 |
| 11/19/2019 | 183865 | JULIA WARTLEY | 66.00 |
| 11/19/2019 | 183866 | KERRY JAHN-DRONE | 66.00 |
| 11/19/2019 | 183867 | LINDA ANNE ULRICH | 18.00 |
| 11/19/2019 | 183868 | LINDA ILENE LAWTHER | 18.00 |
| 11/19/2019 | 183869 | LINDA MARIE VELLA | 18.00 |
| 11/19/2019 | 183870 | LORIE LIN NEWCOMER | 18.00 |
| 11/19/2019 | 183871 | MEGAN ELIZABETH KLUCZYNSKI | 18.00 |
| 11/19/2019 | 183872 | NATHANAEL BOOTH | 18.00 |
| 11/19/2019 | 183873 | PATRICK DAVID OSTROWKI | 18.00 |
| 11/19/2019 | 183874 | PAUL CHARLES ALLEN | 18.00 |
| 11/19/2019 | 183875 | PAUL CLAY ELKINS | 18.00 |
| 11/19/2019 | 183876 | PETER WESSELL TENBROECK | 18.00 |
| 11/19/2019 | 183877 | SAMUAL RICHARD SUDDUTH | 66.00 |
| 11/19/2019 | 183878 | SPENCER JEFFREY ORLANDO | 66.00 |
| 11/19/2019 | 183879 | TRAVIS DEE RICHMOND | 18.00 |
| 11/19/2019 | 183880 | TYRA SCHAE MCCOLLUM | 18.00 |
| 11/19/2019 | 183881 | UJKAN VLADAJ | 18.00 |
| 11/19/2019 | 183882 | COMCAST CABLE | 234.85 |
| 11/19/2019 | 183883 | COMCAST CABLE | 141.85 |
| 11/19/2019 | 183884 | COMCAST CABLE | 146.85 |
| 11/19/2019 | 183885 | COMCAST CABLE | 106.85 |
| 11/19/2019 | 183886 | COMCAST CABLE | 106.85 |
| 11/19/2019 | 183887 | COMCAST CABLE | 106.85 |
| 11/19/2019 | 183888 | MI CUSTOM SIGNS | 3,370.00 |
| 11/19/2019 | 183889 | WEX BANK | 1,802.35 |
| 11/19/2019 | 183890 | AARON SIEGFRIED | 82.50 |
| 11/19/2019 | 183891 | ORCHARD, HILTZ & MCCLIMENT INC | 2,338.25 |
| 11/21/2019 | 183892 | CHARTER TOWNSHIP OF SUPERIOR | 131.59 |
| 11/21/2019 | 183893 | CLEAR RATE COMMUNICATIONS, INC | 856.02 |
| 11/21/2019 | 183894 | COMCAST CABLE | 116.38 |
| 11/21/2019 | 183895 | WASTE MANAGEMENT | 1,046.15 |
| 11/21/2019 | 183896 | WASTE MANAGEMENT | 31,435.36 |
| 11/21/2019 | 183897 | WASTE MANAGEMENT | 46,680.53 |
| 11/21/2019 | 183898 | WASTE MANAGEMENT | 106,874.02 |
| 11/21/2019 | 183899 | WASTE MANAGEMENT | 883.47 |
| 11/21/2019 | 183900 | WASTE MANAGEMENT | 632.50 |
| 11/21/2019 | 183901 | WASTE MANAGEMENT | 248.38 |
| 11/21/2019 | 183902 | YPSILANTI COMMUNITY | 1,562.68 |

AP TOTALS:

| | |
|----------------------------|-------------------|
| Total of 53 Checks: | 200,473.08 |
| Less 0 Void Checks: | 0.00 |
| Total of 53 Disbursements: | <u>200,473.08</u> |

| Check Date | Check | Vendor Name | Amount |
|------------|--------|-------------------------------------|-----------|
| Bank AP AP | | | |
| 12/03/2019 | 183903 | A.F. SMITH ELECTRIC | 2,218.79 |
| 12/03/2019 | 183904 | AAATA | 30.16 |
| 12/03/2019 | 183905 | ACCUSHRED LLC | 65.00 |
| 12/03/2019 | 183906 | AKT PEERLESS ENVIRONMENT SERV. | 14,633.00 |
| 12/03/2019 | 183907 | ALLGRAPHICS CORPORATION | 1,165.25 |
| 12/03/2019 | 183908 | AMAZON CAPITAL SERVICES | 882.05 |
| 12/03/2019 | 183909 | ANN ARBOR CLEANING SUPPLY | 77.58 |
| 12/03/2019 | 183910 | ANN ARBOR WELDING SUPPLY CO | 398.08 |
| 12/03/2019 | 183911 | APPLIED IMAGING | 2,662.87 |
| 12/03/2019 | 183912 | ARBOR VACUUM & SMALL APPLIANCE | 175.35 |
| 12/03/2019 | 183913 | ATCHINSON FORD | 101.24 |
| 12/03/2019 | 183914 | AUTO VALUE YPSILANTI | 218.73 |
| 12/03/2019 | 183915 | BIDDLE CONSULTING GROUP, INC | 519.00 |
| 12/03/2019 | 183916 | BRIONNA SMITH | 100.00 |
| 12/03/2019 | 183917 | CARLISLE/WORTMAN ASSOCIATES | 10,165.50 |
| 12/03/2019 | 183918 | CHELSEA TIDERINGTON | 1,686.65 |
| 12/03/2019 | 183919 | CINCINNATI TIME SYSTEMS | 752.20 |
| 12/03/2019 | 183920 | CLAUDIA SELENE SETTLE | 420.00 |
| 12/03/2019 | 183921 | COLMAN-WOLF SANITARY SUPPLY CO | 185.16 |
| 12/03/2019 | 183922 | CONSTANT CONTACT | 546.00 |
| 12/03/2019 | 183923 | CORE & MAIN | 543.62 |
| 12/03/2019 | 183924 | CRYSTAL FLASH, INC. | 2,103.22 |
| 12/03/2019 | 183925 | CUMMINS INC | 62,825.25 |
| 12/03/2019 | 183926 | DAN KIMBALL | 73.21 |
| 12/03/2019 | 183927 | DAWN FARM | 25.00 |
| 12/03/2019 | 183928 | DES MOINES STAMP MFG. CO. | 38.60 |
| 12/03/2019 | 183929 | DETROIT LEGAL NEWS | 112.00 |
| 12/03/2019 | 183930 | EMERGENCY MEDICAL PRODUCTS | 724.06 |
| 12/03/2019 | 183931 | EMERGENCY VEHICLE SERVICES | 8,126.57 |
| 12/03/2019 | 183932 | FEDERAL EXPRESS CORPORATION | 72.49 |
| 12/03/2019 | 183933 | FIBER LINK | 349.75 |
| 12/03/2019 | 183934 | FONDRIEST ENVIRONMENTAL, INC | 260.00 |
| 12/03/2019 | 183935 | GOLDEN CORRAL | 1.00 |
| 12/03/2019 | 183936 | GRAINGER | 199.48 |
| 12/03/2019 | 183937 | GRANITE TELECOMMUNICATIONS | 175.64 |
| 12/03/2019 | 183938 | GRIFFIN PEST SOLUTIONS | 93.00 |
| 12/03/2019 | 183939 | HOME DEPOT | 2,413.01 |
| 12/03/2019 | 183940 | HONEYWELL | 6,623.16 |
| 12/03/2019 | 183941 | JUMP-A-RAMA | 1,567.30 |
| 12/03/2019 | 183942 | KAREN LOVEJOY ROE | 110.32 |
| 12/03/2019 | 183943 | KCI | 307.20 |
| 12/03/2019 | 183944 | KRISTI TROY | 29.00 |
| 12/03/2019 | 183945 | KVR SINGH | 700.00 |
| 12/03/2019 | 183946 | LARRY DOE | 191.43 |
| 12/03/2019 | 183947 | LIGHT POLE PLUS | 1,208.00 |
| 12/03/2019 | 183948 | LOWE'S | 634.60 |
| 12/03/2019 | 183949 | LYDEN OIL COMPANY | 432.50 |
| 12/03/2019 | 183950 | MARK HAMILTON | 1,750.00 |
| 12/03/2019 | 183951 | MCCALLA'S FEED SERVICE, INC. | 409.50 |
| 12/03/2019 | 183952 | MENARDS, INC. | 157.30 |
| 12/03/2019 | 183953 | MICHIGAN ASSOCIATION OF FIRE CHIEFS | 125.00 |
| 12/03/2019 | 183954 | MICHIGAN CAT | 2,394.28 |
| 12/03/2019 | 183955 | MICHIGAN CHAPTER - I.A.A.I. | 20.00 |
| 12/03/2019 | 183956 | MICHIGAN FIRE INSPECTORS SOCIETY | 30.00 |
| 12/03/2019 | 183957 | MICHIGAN LINEN SERVICE, INC. | 1,167.26 |
| 12/03/2019 | 183958 | MICHIGAN STATE FIREMEN'S ASSOC | 75.00 |
| 12/03/2019 | 183959 | MUNICIPAL CODE CORPORATION | 950.00 |
| 12/03/2019 | 183960 | NFPA CERTIFICATION DEPARTMENT | 150.00 |
| 12/03/2019 | 183961 | OFFICE EXPRESS | 341.93 |
| 12/03/2019 | 183962 | OKINAWAN KARATE CLUB | 699.30 |
| 12/03/2019 | 183963 | ORCHARD, HILTZ & MCCLIMENT INC | 1,333.50 |
| 12/03/2019 | 183964 | RHETT REYES | 684.00 |
| 12/03/2019 | 183965 | RICOH USA, INC. | 2,435.80 |
| 12/03/2019 | 183966 | S & S ASSOCIATES, INC | 231.70 |
| 12/03/2019 | 183967 | SAM'S CLUB DIRECT | 841.20 |
| 12/03/2019 | 183968 | SHAWN MCCUNE | 100.00 |
| 12/03/2019 | 183969 | SOUTHEASTERN MICH. PLUMBING | 45.00 |
| 12/03/2019 | 183970 | SPOK, INC. | 162.60 |
| 12/03/2019 | 183971 | STANTEC | 2,899.73 |
| 12/03/2019 | 183972 | STEVE'S AIR DUCT & CARPET CLEANING | 799.01 |
| 12/03/2019 | 183973 | TERMINIX PROCESSING CENTER | 56.00 |
| 12/03/2019 | 183974 | THERESE FOOTE | 221.20 |
| 12/03/2019 | 183975 | THOMAS PIOTROWSKI | 225.00 |
| 12/03/2019 | 183976 | TINA HOTCHKISS | 1,599.20 |
| 12/03/2019 | 183977 | TODD BARBER | 2,275.00 |
| 12/03/2019 | 183978 | UNIFIRST CORPORATION | 94.44 |
| 12/03/2019 | 183979 | UNIVERSITY TRANSLATORS | 251.31 |
| 12/03/2019 | 183980 | VERIZON CONNECT NWF, INC. | 713.99 |

| Check Date | Check | Vendor Name | Amount |
|------------|--------|----------------------------------|----------|
| 12/03/2019 | 183981 | VERMEER OF MICHIGAN, INC. | 791.61 |
| 12/03/2019 | 183982 | VERSALIFT MIDWEST | 2,095.82 |
| 12/03/2019 | 183983 | VICTORY LANE | 82.03 |
| 12/03/2019 | 183984 | W.J. O'NEIL COMPANY | 3,635.96 |
| 12/03/2019 | 183985 | WASHTENAW COMMUNITY COLLEGE# | 150.61 |
| 12/03/2019 | 183986 | WASHTENAW COUNTY | 1,810.00 |
| 12/03/2019 | 183987 | WASHTENAW COUNTY TREASURER | 9,245.00 |
| 12/03/2019 | 183988 | WASHTENAW COUNTY TREASURER | 541.32 |
| 12/03/2019 | 183989 | WASHTENAW COUNTY TREASURER# | 3,299.25 |
| 12/03/2019 | 183990 | WASHTENAW GLASS | 432.50 |
| 12/03/2019 | 183991 | WASHTENAW INTERMEDIATE | 238.00 |
| 12/03/2019 | 183992 | WEINGARTZ | 1,438.92 |
| 12/03/2019 | 183993 | WEISSMAN'S | 4,685.49 |
| 12/03/2019 | 183994 | WOLVERINE FREIGHTLINER | 6,887.83 |
| 12/03/2019 | 183995 | YPSILANTI ACE HARDWARE | 57.91 |
| 12/03/2019 | 183996 | YPSILANTI COMMUNITY | 3,651.09 |
| 12/03/2019 | 183997 | YPSILANTI COMMUNITY SCHOOLS - YP | 605.26 |
| 12/03/2019 | 183998 | YPSILANTI DISTRICT LIBRARY | 119.73 |
| 12/03/2019 | 183999 | YPSILANTI TOWNSHIP PETTY CASH | 260.28 |
| 12/03/2019 | 184000 | ZEP SALES & SERVICE | 231.09 |

AP TOTALS:

| | |
|----------------------------|------------|
| Total of 98 Checks: | 190,439.97 |
| Less 0 Void Checks: | 0.00 |
| Total of 98 Disbursements: | 190,439.97 |

ATTORNEY REPORT

GENERAL LEGAL UPDATE

OLD BUSINESS

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 | | 180,400 |
| 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: | | | \$ 9,274,834 |

Fire Department - Fund 206

| | | | |
|---|--------------------------|----|----------------------------|
| 206 | Fire Department | \$ | 3,995,047 |
| 220 | Civil Service Commission | | 17,165 |
| 852 | Pension and Insurance | | 1,820,693 |
| 970 | Capital Outlay | | 603,074 |
| 975 | Federal Grant Department | | - |
| Total Fire Department Fund by Department | | | Total: \$ 6,435,979 |

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 | | | Total: \$ 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: | \$ - |
|---------------|-------------|

Building Department - Fund 249

| | |
|---------------|-------------------|
| Total: | \$ 884,699 |
|---------------|-------------------|

Local Development Finance Authority - Fund 250

| | |
|---------------|-------------------|
| Total: | \$ 129,164 |
|---------------|-------------------|

Hydro Station - Fund 252

| | |
|---------------|-------------------|
| Total: | \$ 430,435 |
|---------------|-------------------|

Law Enforcement - Fund 266

| | | | |
|---|------------------|----|----------------------------|
| 301 | Sheriff Services | \$ | 7,215,114 |
| 304 | Ordinance | | 802,906 |
| Total Law Enforcement Fund by Department | | | Total: \$ 8,018,020 |

Debt 2006 Bond - Fund 398

| | |
|---------------|-------------------|
| Total: | \$ 234,960 |
|---------------|-------------------|

Golf Course - Fund 584

| | |
|---------------|-------------------|
| Total: | \$ 767,944 |
|---------------|-------------------|

| | | |
|--------------------------------------|---------------------|----------------------|
| Compost - Fund 590 | Total: | \$ 944,419 |
| Motor Pool - Fund 595 | Total: | \$ 248,553 |
| Nuisance Abatement - Fund 893 | Total: | \$ 28,097 |
| | Grand Total: | \$ 34,785,577 |

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: \$ 9,286,860 |
| Revenues | \$ 6,521,582 |
| Transfer-in | - |
| Appropriation of prior year fund balance | - |
| Fire Department Fund - 206 | Total: \$ 6,521,582 |
| Revenues | \$ 6,300 |
| Transfer-in | - |
| Appropriation of prior year fund balance | 2,522 |
| Parks Commission Fund - 208 | Total: \$ 8,822 |
| Revenues | \$ 1,530,092 |
| Transfer-in | 321,000 |
| Appropriation of prior year fund balance | 26,521 |
| Bike Path, Sidewalk, Recreation, Roads, Operations - 212 | Total: \$ 1,877,613 |
| Revenues | \$ 2,817,222 |
| Transfer-in | - |
| Appropriation of prior year fund balance | 133,299 |
| Environmental Services Fund - 226 | Total: \$ 2,950,521 |
| Revenues | \$ 306,680 |
| Transfer-in | 468,519 |
| Appropriation of prior year fund balance | - |
| Recreation Fund - 230 | Total: \$ 775,199 |
| Revenues | \$ 1,668,724 |
| Transfer-in | - |
| Appropriation of prior year fund balance | 107,594 |
| 14B Court - 236 | Total: \$ 1,776,318 |
| 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, Operatio | 0.9865 | \$ 1,361,711 * |
| Operating Total: | 13.5018 | \$ 18,637,146 |
| | | |
| <u>Debt</u> | | |
| Fire Pension | 1.3300 | \$ 1,835,859 * |
| Debt Total: | 1.3300 | \$ 1,835,859 |
| | | |
| Grand Total: | 14.8318 | \$ 20,473,004 * |

* 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. |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

☐

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 7,813 | 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 | 16,426 | 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 | 5,600 | 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 | 20,311 | 13,000 |
| 101-000.000-626.637 | ADMINISTRATION FEES/FIRE DEPT | 66,201 | 69,951 | 74,295 | 74,295 | 68,104 | 74,416 |
| 101-000.000-626.638 | ADMINISTRATION FEES/ENVIR SVC | 13,810 | 22,836 | 21,659 | 21,659 | 19,854 | 21,476 |
| 101-000.000-626.639 | ADMINISTRATION FEES/LAW ENFOR | 28,037 | 27,878 | 37,711 | 37,711 | 34,568 | 39,788 |
| 101-000.000-626.640 | ADMINISTRATION FEES/GOLF COUR | 23,294 | 17,758 | 18,220 | 18,220 | 16,702 | 18,243 |
| 101-000.000-626.641 | ADMINISTRATIVE FEES/COMPOST | 6,272 | 6,548 | 9,251 | 9,251 | 8,480 | 11,876 |
| 101-000.000-626.642 | ADMINISTRATION FEES/BLDG DEPT | 21,076 | 28,030 | 33,431 | 33,431 | 30,645 | 32,992 |
| 101-000.000-626.643 | ADMINISTRATION FEES/RECREATIO | 25,051 | 19,083 | 19,585 | 19,585 | 17,953 | 19,604 |
| 101-000.000-626.644 | ADMINISTRATION FEES/14B COURT | 31,735 | 36,310 | 37,317 | 37,317 | 34,207 | 37,315 |
| 101-000.000-626.645 | ADMINISTRATION FEES/HOUSING INSPECT | 16,877 | 19,201 | 18,225 | 18,225 | 16,706 | 18,011 |
| 101-000.000-641.003 | FORD LAKE HYDRO STATION | 0 | 156,899 | 79,000 | 79,000 | 80,339 | 81,000 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 | 2018 | 2019 | 2019 | 2019 | 2020 |
|--|-------------------------------------|------------|-----------|-----------------|----------------|------------------------|------------------|
| | | ACTIVITY | ACTIVITY | ORIGINAL BUDGET | AMENDED BUDGET | ACTIVITY THRU 11/30/19 | 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 | 11,615 | 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 | 202,409 | 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 | 1,915 | 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 | 210 | 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 | 11,600 | 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 | 11,570 | 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 | 534,535 | 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 | 1,715,034 | 0 | 50,650 |
| NET OF REVENUES/APPROPRIATIONS - 000.000 - | | 11,570,810 | 9,178,898 | 8,931,489 | 11,002,038 | 8,163,898 | 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). |
| | |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 101.000 - TOWNSHIP BOARD | | | | | | | |
| 101-101.000-703.000 | SALARIES - ELECTED OFFICIALS | 60,000 | 60,000 | 60,000 | 60,000 | 55,000 | 61,500 |
| 101-101.000-715.000 | F.I.C.A./MEDICARE | 4,452 | 4,470 | 4,590 | 4,590 | 4,123 | 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 | 38,154 | 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) | (134,579) | (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

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 162,433 | 218,500 |
| 101-137.000-801.020 | LEGAL SERVICES - DOMESTIC VIO | 132,920 | 161,298 | 165,000 | 165,000 | 139,068 | 189,750 |
| NET OF REVENUES/APPROPRIATIONS - 137.000 - COURT DUE PROCESS | | (284,175) | (345,876) | (355,000) | (355,000) | (301,501) | (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

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

☐

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 171.000 - TOWNSHIP SUPERVISOR | | | | | | | |
| 101-171.000-703.000 | SALARIES - ELECTED OFFICIALS | 79,400 | 81,782 | 84,236 | 84,236 | 77,216 | 86,342 |
| 101-171.000-705.000 | SALARY - SUPERVISION | 57,095 | 53,034 | 60,964 | 60,964 | 52,623 | 62,488 |
| 101-171.000-706.000 | SALARY - PERMANENT WAGES | 47,480 | 48,907 | 50,354 | 50,354 | 43,561 | 51,616 |
| 101-171.000-708.004 | SALARIES PAY OUT-PTO&SICKTIME | 1,279 | 1,636 | 0 | 727 | 726 | 0 |
| 101-171.000-708.009 | AUTO ALLOWANCE | 0 | 3,000 | 6,000 | 6,000 | 5,417 | 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 | 15,360 | 13,531 | 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 | 41,244 | 46,500 |
| 101-171.000-956.000 | MISCELLANEOUS | 80 | 0 | 100 | 100 | 20 | 100 |
| NET OF REVENUES/APPROPRIATIONS - 171.000 - TOWNSHIP SUPERVISOR | | (264,937) | (271,685) | (327,735) | (328,518) | (270,396) | (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. |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 201.000 - ACCOUNTING | | | | | | | |
| 101-201.000-705.000 | SALARY - SUPERVISION | 73,846 | 73,980 | 78,354 | 78,354 | 67,780 | 80,313 |
| 101-201.000-706.000 | SALARY - PERMANENT WAGES | 97,146 | 100,002 | 103,274 | 103,274 | 89,342 | 105,960 |
| 101-201.000-708.004 | SALARIES PAY OUT-PTO&SICKTIME | 7,583 | 5,473 | 0 | 5,130 | 4,187 | 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 | 14,287 | 11,788 | 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 | 1,469 | 1,900 |
| 101-201.000-876.000 | RETIREMENT/MERS | 33,195 | 33,147 | 45,000 | 45,000 | 41,230 | 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) | (338,810) | (288,244) | (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. |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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. |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 209.000 - ASSESSING DEPARTMENT | | | | | | | |
| 101-209.000-705.000 | SALARY - SUPERVISION | 40,000 | 42,000 | 118,709 | 118,709 | 105,475 | 121,677 |
| 101-209.000-706.000 | SALARY - PERMANENT WAGES | 154,745 | 200,250 | 157,831 | 157,831 | 130,831 | 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 | 3,987 | 3,987 | 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 | 21,919 | 18,022 | 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 | 191 | 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 | 162 | 720 |
| 101-209.000-876.000 | RETIREMENT/MERS | 35,437 | 35,092 | 35,301 | 35,301 | 31,936 | 36,350 |
| 101-209.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 942 | 2,600 | 2,600 | 2,200 | 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 | 1,174 | 1,281 |
| 101-209.000-958.000 | MEMBERSHIP AND DUES | 999 | 1,137 | 1,500 | 1,500 | 642 | 1,500 |
| NET OF REVENUES/APPROPRIATIONS - 209.000 - ASSESSING DEPARTMEI | | (322,671) | (378,068) | (431,952) | (436,244) | (369,031) | (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. |
| | |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|----------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 210.000 - LEGAL SERVICES | | | | | | | |
| 101-210.000-801.002 | LEGAL SERVICES | 227,293 | 287,007 | 250,000 | 250,000 | 235,311 | 265,000 |
| NET OF REVENUES/APPROPRIATIONS - 210.000 - LEGAL SERVICES | | (227,293) | (287,007) | (250,000) | (250,000) | (235,311) | (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 |

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 215.000 - TOWNSHIP CLERK | | | | | | | |
| 101-215.000-703.000 | SALARIES - ELECTED OFFICIALS | 79,400 | 81,782 | 84,236 | 84,236 | 77,216 | 86,342 |
| 101-215.000-704.000 | APPOINTED OFFICIALS | 36,280 | 96,675 | 0 | 24,376 | 23,281 | 120,000 |
| 101-215.000-705.000 | SALARY - SUPERVISION | 57,454 | 59,201 | 116,195 | 116,195 | 101,558 | 119,100 |
| 101-215.000-706.000 | SALARY - PERMANENT WAGES | 117,720 | 132,411 | 96,215 | 88,115 | 72,719 | 98,754 |
| 101-215.000-707.000 | SALARY - TEMPORARY/SEASONAL | 0 | 0 | 0 | 14,897 | 12,803 | 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 | 6,124 | 6,122 | 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 | 20,336 | 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 | 29,660 | 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 | 1,772 | 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 | 9,000 | 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 | 57,686 | 64,412 |
| 101-215.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 511 | 1,300 | 1,300 | 1,183 | 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) | (502,694) | (730,997) |

NARRATIVE

101-227 – Human Resources

Expenditures

| Line Item | Explanation |
|--|---|
| 101-227-000-706-000 – Salary-Permanent Wages | <p>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.</p> <p>Also budgeted in this line is a restored HR Generalist position which still needs to be filled in 2019.</p> |
| 101-227-000-706-015 – Safety Coordinator | <p>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.</p> |
| 101-227-000-715-000 – FICA/Medicare | <p>Figures provided by the Accounting Director.</p> |
| 101-227-000-719-000 – Health Insurance | <p>We received our renewal rates and will receive a 3% increase for 2020.</p> <p>The amount shown is greater than 3% due to budgeting 40% of the Operations Manager in this budget.</p> |

| 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.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 227.000 - HUMAN RESOURCES | | | | | | | |
| 101-227.000-706.000 | SALARY - PERMANENT WAGES | 106,008 | 111,273 | 159,586 | 144,586 | 99,122 | 171,014 |
| 101-227.000-706.015 | SAFETY COORDINATOR | 0 | 0 | 7,000 | 7,000 | 6,087 | 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 | 7,919 | 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 | (56) | 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 | 17,550 | 26,912 |
| 101-227.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 675 | 2,600 | 2,600 | 1,125 | 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 | 37,833 | 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) | (231,917) | (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. |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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. |

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11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 253.000 - TREASURER | | | | | | | |
| 101-253.000-703.000 | SALARIES - ELECTED OFFICIALS | 79,400 | 81,782 | 84,236 | 84,236 | 77,216 | 86,342 |
| 101-253.000-705.000 | SALARY - SUPERVISION | 53,034 | 57,826 | 60,964 | 60,964 | 52,316 | 62,488 |
| 101-253.000-706.000 | SALARY - PERMANENT WAGES | 73,021 | 97,011 | 96,215 | 95,255 | 79,721 | 98,027 |
| 101-253.000-707.000 | SALARY - TEMPORARY/SEASONAL | 0 | 0 | 0 | 3,900 | 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 | 0 | 0 | 0 |
| 101-253.000-709.000 | REG OVERTIME | 965 | 1,018 | 1,800 | 1,600 | 1,072 | 1,800 |
| 101-253.000-715.000 | F.I.C.A./MEDICARE | 16,636 | 18,440 | 18,626 | 18,895 | 16,096 | 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 | 60 | 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 | 42,969 | 49,005 |
| 101-253.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 475 | 1,300 | 1,300 | 1,125 | 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) | (376,862) | (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. |
| | |

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 | 2018 | 2019 | 2019 | 2019 | 2020 |
|---|--------------------------------|----------|----------|-----------------|----------------|------------------------|------------------|
| | | ACTIVITY | ACTIVITY | ORIGINAL BUDGET | AMENDED BUDGET | ACTIVITY THRU 11/30/19 | REQUESTED BUDGET |
| Dept 265.000 - RESIDENT SVCS: BLDG OPERATIONS | | | | | | | |
| 101-265.000-705.000 | SALARY - SUPERVISION | 0 | 0 | 59,225 | 59,225 | 45,651 | 60,705 |
| 101-265.000-706.000 | SALARY - PERMANENT WAGES | 223,962 | 242,983 | 270,375 | 270,375 | 228,771 | 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 | 7,844 | 10,000 |
| 101-265.000-715.000 | F.I.C.A./MEDICARE | 17,747 | 18,680 | 24,346 | 24,930 | 22,285 | 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 | 9,667 | 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 | 6,980 | 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 | 780 | 2,500 |
| 101-265.000-777.000 | BLDG OPER EQUIP TOOLS | 2,055 | 2,080 | 4,000 | 27,500 | 3,547 | 5,000 |
| 101-265.000-818.001 | CONTRACTUAL SERVICES CIVIC CT | 41,783 | 52,560 | 50,000 | 61,500 | 41,499 | 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 | 2,120 | 3,500 |
| 101-265.000-876.000 | RETIREMENT/MERS | 22,570 | 22,924 | 31,168 | 31,168 | 20,302 | 20,304 |
| 101-265.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 858 | 5,850 | 5,850 | 5,327 | 6,500 |

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019



| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| 101-265.000-920.001 | UTILITIES - CIVIC CENTER | 77,322 | 69,139 | 80,000 | 75,000 | 52,183 | 80,000 |
| 101-265.000-931.001 | REPAIRS CIVIC CENTER | 893 | 1,058 | 2,000 | 3,000 | 2,002 | 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 |
| 101-265.000-938.000 | EQUIPMENT CONTRACTUAL EQUIP | 0 | 493 | 1,000 | 1,000 | 178 | 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 | 6,601 | 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 (| | (493,640) | (533,405) | (685,363) | (693,574) | (518,296) | (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 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 266.000 - COMPUTER SUPPORT | | | | | | | |
| 101-266.000-706.000 | SALARY - PERMANENT WAGES | 162,121 | 152,357 | 171,250 | 171,250 | 147,989 | 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 | 11,580 | 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 | 790 | 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 | 74,451 | 104,660 |
| 101-266.000-867.000 | GAS & OIL | 108 | 254 | 1,500 | 1,500 | 216 | 1,500 |
| 101-266.000-876.000 | RETIREMENT/MERS | 15,504 | 15,431 | 19,232 | 19,232 | 18,124 | 20,725 |
| 101-266.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 566 | 1,300 | 1,300 | 1,121 | 1,300 |
| 101-266.000-933.000 | EQUIPMENT MAINTENANCE | 3,760 | 4,922 | 5,000 | 5,000 | 2,821 | 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 | 72,066 | 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 | 5,431 | 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 | 147,000 | 138,363 | 111,000 |
| 101-266.000-977.001 | COMPUTER SOFTWARE | 35,768 | 18,619 | 53,700 | 77,570 | 44,223 | 83,100 |
| NET OF REVENUES/APPROPRIATIONS - 266.000 - COMPUTER SUPPORT | | (475,636) | (478,195) | (704,449) | (747,636) | (591,531) | (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 | An increase has been budgeted to cover the cost of the absentee postcard mailing, approved by the Board at the October 1, 2019 regular meeting. \$90,000 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. |

| Line Item | Explanation |
|--|--|
| 101-267-000-933-000 – Equipment Maintenance | Maintenance on all equipment except copiers and computers. No change recommended for 2020. |
| | |
| 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. |

11/15/19

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 267.000 - GENERAL SERVICES | | | | | | | |
| 101-267.000-727.000 | OFFICE SUPPLIES | 6,801 | 6,299 | 7,000 | 7,000 | 6,464 | 8,500 |
| 101-267.000-727.200 | OFFICE MEETING/WELC SUPPLIES | 339 | 620 | 700 | 700 | 374 | 700 |
| 101-267.000-730.000 | POSTAGE | 40,512 | 57,267 | 60,000 | 57,200 | 39,373 | 90,000 |
| 101-267.000-850.000 | TELEPHONE | 42,006 | 39,131 | 44,000 | 44,000 | 38,504 | 44,000 |
| 101-267.000-900.000 | PUBLISHING | 11,510 | 17,338 | 18,000 | 18,000 | 17,581 | 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 | 11,442 | 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) | (128,823) | (180,400) |

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. |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 371.000 - COMMUNITY DEVELOPMENT | | | | | | | |
| 101-371.000-705.000 | SALARY - SUPERVISION | 18,351 | 74,448 | 59,916 | 59,916 | 53,482 | 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 | 4,129 | 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 | 21,843 | 15,000 |
| 101-371.000-860.000 | TRAVEL | 0 | 443 | 500 | 500 | 258 | 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 | 4,164 | 9,149 |
| 101-371.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 875 | 975 | 975 | 875 | 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) | (186,515) | (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. |
| | |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 400.000 - PLANNING COMMISSION | | | | | | | |
| 101-400.000-704.000 | APPOINTED OFFICIALS | 2,689 | 3,833 | 6,300 | 6,300 | 3,360 | 9,450 |
| 101-400.000-715.000 | F.I.C.A./MEDICARE | 39 | 56 | 91 | 91 | 49 | 137 |
| 101-400.000-723.000 | DEFERRED COMPENSATION EMPLOYE | 35 | 50 | 82 | 82 | 44 | 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) | (3,853) | (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. |
| | |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019



| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 410.000 - ZONING BOARD OF APPEALS | | | | | | | |
| 101-410.000-704.000 | APPOINTED OFFICIALS | 962 | 1,100 | 3,000 | 3,000 | 1,200 | 4,500 |
| 101-410.000-715.000 | F.I.C.A./MEDICARE | 31 | 35 | 50 | 50 | 27 | 65 |
| 101-410.000-723.000 | DEFERRED COMPENSATION EMPLOYE | 9 | 10 | 45 | 45 | 14 | 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) | (1,491) | (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. |
| | |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 446.000 - HIGHWAYS AND STREETS | | | | | | | |
| 101-446.000-818.008 | HIGHWAYS & STREETS LIFT STATI | 8,181 | 5,807 | 19,000 | 13,500 | 6,873 | 19,000 |
| 101-446.000-818.009 | HIGHWAYS & STREETS DRAIN COST | 169,331 | 216,922 | 172,112 | 179,612 | 172,112 | 224,994 |
| 101-446.000-818.022 | HIGHWAY & ST-ROAD CONSTRUCTIO | 250,090 | 542,814 | 100,000 | 994,954 | 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

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 728.000 - ECONOMIC DEVELOPMENT | | | | | | | |
| 101-728.000-705.000 | SALARY - SUPERVISION | 0 | 29,808 | 77,500 | 71,000 | 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 |
| 101-728.000-801.000 | PROFESSIONAL SERVICES | 0 | 0 | 0 | 6,500 | 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.

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 762.000 - RESIDENT SVCS: ADMINISTRATION | | | | | | | |
| 101-762.000-705.000 | SALARY - SUPERVISION | 42,304 | 45,620 | 44,371 | 44,371 | 14,058 | 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 | 1,036 | 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 | 12 | 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 | 725 | 0 |
| 101-762.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 56 | 0 | 300 | 225 | 0 |
| NET OF REVENUES/APPROPRIATIONS - 762.000 - RESIDENT SVCS: ADMIN | | (77,097) | (52,080) | (65,846) | (65,846) | (16,179) | 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

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|--------------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 774.000 - RESIDENT SVCS: PARKS & GROUNDS | | | | | | | |
| 101-774.000-705.000 | SALARY - SUPERVISION | 27,535 | 0 | 59,225 | 56,225 | 10,290 | 0 |
| 101-774.000-706.000 | SALARY - PERMANENT WAGES | 115,139 | 122,282 | 130,856 | 130,856 | 109,175 | 129,957 |
| 101-774.000-707.000 | SALARY - TEMPORARY/SEASONAL | 94,886 | 103,098 | 92,000 | 86,700 | 81,843 | 90,000 |
| 101-774.000-707.775 | SALARY - TEMP. FORD LAKE PARK | 52,173 | 104,715 | 93,000 | 93,000 | 80,018 | 90,000 |
| 101-774.000-707.776 | SALARY TEMP FLP GATE STAFF | 15,297 | 16,565 | 24,000 | 24,000 | 13,886 | 20,000 |
| 101-774.000-708.004 | SALARIES PAY OUT-PTO&SICKTIME | 4,715 | 3,164 | 3,604 | 3,604 | 87 | 4,000 |
| 101-774.000-708.010 | HEALTH INS BUYOUT | 2,698 | 4,500 | 3,000 | 3,000 | 2,560 | 3,000 |
| 101-774.000-709.000 | REG OVERTIME | 4,293 | 5,555 | 7,500 | 13,500 | 11,680 | 15,000 |
| 101-774.000-715.000 | F.I.C.A./MEDICARE | 13,132 | 15,171 | 15,046 | 15,046 | 11,805 | 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 | 2,397 | 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 | 2,354 | 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 | 15,429 | 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 | 17,393 | 21,836 |
| 101-774.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 1,038 | 3,250 | 3,250 | 1,718 | 3,250 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 | 2018 | 2019 | 2019 | 2019 | 2020 |
|---|-------------------------------|-----------|-----------|-----------------|----------------|------------------------|------------------|
| | | ACTIVITY | ACTIVITY | ORIGINAL BUDGET | AMENDED BUDGET | ACTIVITY THRU 11/30/19 | REQUESTED BUDGET |
| 101-774.000-920.000 | UTILITIES - PARKS | 13,827 | 13,577 | 14,000 | 14,000 | 3,999 | 14,000 |
| 101-774.000-920.775 | UTILITIES - FORD LAKE PARKS | 13,189 | 12,176 | 12,000 | 12,000 | 8,515 | 18,500 |
| 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 | 828 | 1,000 |
| 101-774.000-939.030 | LABOR/FLUID CHRGS - MOTORPOOL | 1,226 | 1,200 | 1,200 | 1,200 | 1,100 | 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 | 2,567 | 2,800 |
| 101-774.000-943.000 | MOTORPOOL LEASE/MAINTENANCE | 27,425 | 30,500 | 41,407 | 41,407 | 37,956 | 30,268 |
| 101-774.000-943.775 | MOTORPOOL LEASE MAINT-FORD L | 27,425 | 30,500 | 41,407 | 41,407 | 37,956 | 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 | 119,057 | 15,000 |
| NET OF REVENUES/APPROPRIATIONS - 774.000 - RESIDENT SVCS: PARKS | | (694,793) | (654,199) | (786,298) | (954,013) | (679,101) | (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

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 16,757 | 28,000 |
| NET OF REVENUES/APPROPRIATIONS - 780.000 - RSD-STORMWATER MC | | (14,642) | (10,041) | (28,000) | (28,000) | (16,757) | (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. |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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> |

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 561,686 | 600,000 |
| 101-950.000-801.024 | LAND USE ISSUES | 264,917 | 238,204 | 200,000 | 200,000 | 203,766 | 200,000 |
| 101-950.000-801.400 | PROF SERV - SPECIAL LAND PROJECT | 0 | 0 | 0 | 17,840 | 3,356 | 0 |
| 101-950.000-880.001 | RIGHT OF WAY MAINT | 19,677 | 13,290 | 35,000 | 5,000 | 0 | 35,000 |
| 101-950.000-880.002 | MOWING PROPERTIES | 66,018 | 57,365 | 60,000 | 90,000 | 75,794 | 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) | (923,849) | (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. |

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 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 | 46,618 | 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 | 98,989 | 113,365 |
| 101-956.000-917.000 | WORKERS COMPENSATION INSURANC | 16,622 | 16,261 | 17,002 | 17,002 | 14,785 | 17,002 |
| 101-956.000-925.000 | CAMERAS NON TAX ASSESSMENT | 24,106 | 13,871 | 15,500 | 15,500 | 11,995 | 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) | (804,126) | (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. |
| | |

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Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 | 2018 | 2019 | 2019 | 2019 | 2020 |
|---|------------------------------------|-------------|-----------|--------------------|-------------------|---------------------------|---------------------|
| | | ACTIVITY | ACTIVITY | ORIGINAL BUDGET | AMENDED BUDGET | ACTIVITY THRU 11/30/19 | 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 | 29,348 | 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 | 9,834 | 30,000 |
| 101-970.000-975.141 | CIVIC CENTER - ROOF | 0 | 0 | 203,000 | 240,087 | 240,087 | 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) | (745,108) | (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. |
| | |

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|--|---------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| 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 | 11,002,038 | 8,163,898 | 9,286,860 |
| APPROPRIATIONS - FUND 1C 0.00 | | 9,869,281 | 9,486,927 | 8,893,104 | 10,963,653 | 8,278,526 | 9,274,834 |
| NET OF REVENUES/APPROPRIATIONS - FUND 101 | | 1,701,529 | (308,029) | 38,385 | 38,385 | (114,628) | 12,026 |

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. |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 550 | 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 | 1,875 | 2,000 |
| 206-000.000-694.004 | INSURANCE REIMBURSEMENTS | 4,779 | 27,704 | 0 | 0 | 8,726 | 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 | 6,326,969 | 6,521,582 |

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---------------------|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 206.000 - FIRE | | | | | | | |
| 206-206.000-705.000 | SALARY - SUPERVISION | 81,696 | 84,179 | 86,684 | 86,684 | 74,986 | 88,851 |
| 206-206.000-705.002 | SALARIES OFFICERS | 456,282 | 505,571 | 510,828 | 509,994 | 434,392 | 537,349 |
| 206-206.000-706.000 | SALARY - PERMANENT WAGES | 977,580 | 1,015,601 | 1,066,811 | 1,087,400 | 937,921 | 1,155,503 |
| 206-206.000-706.011 | PERMANENT WAGES- FIRE CLERICA | 47,729 | 49,356 | 49,192 | 49,192 | 44,047 | 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 | 48,800 | 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 | 13,200 |
| 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 | 62,029 | 92,250 |
| 206-206.000-709.001 | HOLIDAY OVERTIME | 21,111 | 35,904 | 20,000 | 20,000 | 29,192 | 21,500 |
| 206-206.000-709.002 | SALARY - CONTRACTUAL OVERTIME | 117,292 | 120,937 | 124,352 | 129,800 | 109,021 | 134,948 |
| 206-206.000-715.000 | F.I.C.A./MEDICARE | 155,090 | 158,172 | 175,064 | 175,064 | 136,242 | 187,713 |
| 206-206.000-717.000 | SALARIES HOLIDAY PAY | 90,487 | 70,733 | 74,885 | 74,885 | 72,067 | 83,807 |
| 206-206.000-719.000 | HEALTH INSURANCE | 328,560 | 364,634 | 438,427 | 445,100 | 417,744 | 497,942 |
| 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 | (33,600) |
| 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 | 30,794 |
| 206-206.000-719.016 | VISION BENEFITS | 5,089 | 5,299 | 6,296 | 6,296 | 4,886 | 6,508 |
| 206-206.000-719.020 | HEALTH CARE DEDUCTION | 69,183 | 69,163 | 127,155 | 102,155 | 75,709 | 127,295 |
| 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 | 1,638 | 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 | 12,384 | 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 | 34,000 | 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 | 11,361 | 14,000 |
| 206-206.000-757.004 | MEDICAL SUPPLIES | 6,824 | 9,631 | 10,800 | 10,800 | 9,889 | 10,000 |
| 206-206.000-757.005 | FIRE INVESTIGATION | 551 | 634 | 9,500 | 10,500 | 525 | 6,500 |

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 68,104 | 74,416 |
| 206-206.000-801.000 | PROFESSIONAL SERVICES | 40,710 | 9,637 | 20,000 | 20,000 | 27,309 | 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 | 70,921 | 81,600 |
| 206-206.000-863.001 | AUTO & TRUCK MAIN STATION #1 | 48,835 | 37,118 | 60,000 | 86,500 | 71,313 | 30,000 |
| 206-206.000-863.003 | AUTO & TRUCK MAIN STATION #3 | 21,483 | 13,286 | 20,000 | 21,000 | 19,621 | 20,000 |
| 206-206.000-863.004 | AUTO & TRUCK MAIN STATION #4 | 26,493 | 18,556 | 20,000 | 24,500 | 21,917 | 20,000 |
| 206-206.000-867.000 | GAS & OIL | 27,579 | 36,315 | 33,000 | 33,000 | 25,525 | 33,165 |
| 206-206.000-876.000 | RETIREMENT/MERS | 10,981 | 10,980 | 15,000 | 15,000 | 13,671 | 15,500 |
| 206-206.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 10,300 | 12,625 | 13,000 | 26,000 | 22,750 | 46,800 |
| 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 | 32,259 | 56,942 |
| 206-206.000-917.000 | WORKERS COMPENSATION INSURANC | 72,895 | 75,003 | 78,082 | 78,082 | 67,555 | 78,082 |
| 206-206.000-920.004 | UTILITIES HEAT | 14,554 | 9,710 | 20,000 | 20,000 | 8,573 | 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 | 16,938 | 17,000 |
| 206-206.000-920.007 | UTILITIES WATER AND SEWER | 5,074 | 4,218 | 4,000 | 4,000 | 3,247 | 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 | 18,000 | 14,860 | 15,000 |
| NET OF REVENUES/APPROPRIATIONS - 206.000 - FIRE | | (3,369,378) | (3,395,126) | (3,739,402) | (3,813,807) | (3,210,569) | (3,995,047) |

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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|---|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| 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 | CAPT L 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 | 523,700 | 483,074 |
| 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) | (532,704) | (603,074) |
| ESTIMATED REVENUES - FUND 0.00 | | 5,020,278 | 5,170,512 | 6,402,585 | 6,476,990 | 6,326,969 | 6,521,582 |
| APPROPRIATIONS - FUND 200.00 | | 4,831,596 | 5,333,778 | 6,194,960 | 6,269,365 | 5,517,398 | 6,435,979 |
| NET OF REVENUES/APPROPRIATIONS - FUND 206 | | 188,682 | (163,266) | 207,625 | 207,625 | 809,571 | 85,603 |

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. |
| | |

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Calculations as of 11/30/2019

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|--|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| 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 | 3,150 | 8,100 |
| 208-208.000-715.000 | F.I.C.A./MEDICARE | 57 | 58 | 91 | 91 | 46 | 117 |
| 208-208.000-723.000 | DEFERRED COMPENSATION EMPLOYE | 51 | 52 | 82 | 82 | 41 | 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) | (3,737) | (8,822) |
| ESTIMATED REVENUES - FUND 208 | | 5,680 | 6,173 | 7,000 | 7,000 | 5,111 | 8,822 |
| APPROPRIATIONS - FUND 208 | | 4,558 | 4,610 | 6,973 | 6,973 | 3,737 | 8,822 |
| NET OF REVENUES/APPROPRIATIONS - FUND 208 | | 1,122 | 1,563 | 27 | 27 | 1,374 | 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

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019



| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 15,097 | 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 | 18,820 | 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 | 40,000 | 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 | 1,911,050 | 1,877,613 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 21,187 | 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 | 55,800 | 49,762 | 50,000 |
| 212-212.000-931.004 | REPAIRS & MAINTENANCE - PARKS | 19,128 | 24,659 | 20,000 | 12,897 | 11,333 | 20,000 |
| 212-212.000-931.775 | REPAIRS - FORD LAKE PARKS | 22,167 | 11,048 | 20,000 | 18,200 | 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) | (721,088) | (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 | 51,515 | 90,000 |
| 212-970.000-976.008 | CAPITAL OUTLAY - COMMUNITY CT | 108,077 | 0 | 0 | 34,701 | 25,370 | 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 | 342,239 | 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) | (451,277) | (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 | 1,911,050 | 1,877,613 |
| APPROPRIATIONS - FUND 21 0.00 | | 1,453,368 | 1,870,630 | 1,625,545 | 2,192,398 | 1,826,615 | 1,877,613 |
| NET OF REVENUES/APPROPRIATIONS - FUND 212 | | 99,812 | (166,592) | 0 | 0 | 84,435 | 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. |
| | |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 1,355 | 2,500 |
| 226-000.000-642.001 | SALE OF TRASH PICKUP STICKERS | 7,792 | 7,604 | 7,000 | 7,000 | 8,125 | 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 | 1,042 | 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 | 2,735,426 | 2,950,521 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|------------------------------|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 226.000 - ENVIRONMENTAL | | | | | | | |
| 226-226.000-705.000 | SALARY - SUPERVISION | 69,837 | 43,549 | 73,984 | 23,984 | 14,058 | 87,075 |
| 226-226.000-706.000 | SALARY - PERMANENT WAGES | 115,893 | 112,659 | 149,501 | 149,501 | 116,053 | 149,197 |
| 226-226.000-707.000 | SALARY - TEMPORARY/SEASONAL | 26,085 | 39,289 | 40,000 | 40,000 | 23,029 | 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 | 893 | 2,000 |
| 226-226.000-715.000 | F.I.C.A./MEDICARE | 15,736 | 12,028 | 17,964 | 17,964 | 10,186 | 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 | 125 | 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 | 299 | 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 | 794 | 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 | 19,854 | 21,659 |
| 226-226.000-804.000 | CONTRACTUAL/ROLLOFF DISPOSAL | 16,083 | 17,338 | 16,500 | 16,500 | 15,975 | 16,706 |
| 226-226.000-804.001 | CONTRACTUAL/RUBBISH PICKUP | 1,217,201 | 1,266,578 | 1,260,000 | 1,260,000 | 1,064,943 | 1,275,750 |
| 226-226.000-804.003 | CONTRACTUAL/YARDWASTE PICKUP | 354,769 | 366,814 | 380,000 | 380,000 | 314,086 | 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 | 8,189 | 12,000 |
| 226-226.000-804.007 | RECYCLING PICK-UP CURBSIDE | 352,379 | 334,332 | 370,000 | 370,000 | 308,069 | 374,625 |
| 226-226.000-804.008 | CURBSIDE RECYCLING DISPOSAL | 8,148 | 146,107 | 130,000 | 130,000 | 139,728 | 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 | 3,090 | 786 | 4,000 |
| 226-226.000-867.200 | GAS & OIL - YCUA | 0 | 5,577 | 5,500 | 5,500 | 6,099 | 5,500 |
| 226-226.000-867.300 | FUEL SURCHARGE-CURBSIDE | 7,789 | 26,349 | 30,000 | 30,000 | 14,196 | 25,000 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 | 2018 | 2019 | 2019 | 2019 | 2020 |
|--|--------------------------------|-------------|-------------|-----------------|----------------|------------------------|------------------|
| | | ACTIVITY | ACTIVITY | ORIGINAL BUDGET | AMENDED BUDGET | ACTIVITY THRU 11/30/19 | REQUESTED BUDGET |
| 226-226.000-876.000 | RETIREMENT/MERS | 30,186 | 30,363 | 20,905 | 20,905 | 15,422 | 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 | 1,639 | 4,225 |
| 226-226.000-900.000 | PUBLISHING | 20,545 | 4,897 | 21,500 | 22,410 | 21,464 | 22,575 |
| 226-226.000-913.000 | INSURANCE & BONDS FLEET | 6,771 | 6,551 | 6,855 | 6,855 | 5,975 | 6,841 |
| 226-226.000-917.000 | WORKERS COMPENSATION INSURANC | 5,405 | 5,793 | 6,004 | 6,004 | 5,036 | 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 | 1,071 | 0 |
| 226-226.000-933.000 | EQUIPMENT MAINTENANCE | 2,933 | 2,839 | 6,000 | 6,000 | 2,849 | 6,000 |
| 226-226.000-939.000 | AUTO MAINTENANCE | 6,922 | 653 | 7,000 | 7,000 | 2,480 | 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 | 9,427 | 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 | 2,500 | 0 | 10,000 |
| 226-226.000-971.001 | CAPITAL OUTLAY - OTHER | 0 | 0 | 0 | 57,500 | 0 | 0 |
| 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) | (2,350,084) | (2,950,521) |
| ESTIMATED REVENUES - FUND 0.00 | | 2,482,228 | 2,575,744 | 3,017,029 | 3,031,023 | 2,735,426 | 2,950,521 |
| APPROPRIATIONS - FUND 22.0.00 | | 2,559,606 | 2,701,372 | 3,017,029 | 3,031,023 | 2,350,084 | 2,950,521 |
| NET OF REVENUES/APPROPRIATIONS - FUND 226 | | (77,378) | (125,628) | 0 | 0 | 385,342 | 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. |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 1,690 | 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 | 758,781 | 775,199 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 751.000 - RESIDENT SVCS: RECREATION | | | | | | | |
| 230-751.000-705.000 | SALARY - SUPERVISION | 61,449 | 63,832 | 65,578 | 65,578 | 56,728 | 67,217 |
| 230-751.000-706.000 | SALARY - PERMANENT WAGES | 167,855 | 179,507 | 190,957 | 190,957 | 145,306 | 193,088 |
| 230-751.000-707.000 | SALARY - TEMPORARY/SEASONAL | 8,476 | 4,140 | 9,000 | 9,000 | 6,593 | 7,000 |
| 230-751.000-707.100 | SALARY - TEMP PROGRAM STAFF | 21,527 | 19,906 | 21,500 | 19,900 | 14,384 | 15,000 |
| 230-751.000-707.200 | SALARY - TEMP DANCE STAFF | 11,900 | 13,091 | 16,000 | 16,000 | 11,234 | 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 | 1,622 | 250 |
| 230-751.000-715.000 | F.I.C.A./MEDICARE | 18,497 | 19,527 | 20,982 | 21,701 | 17,173 | 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 | 1,059 | 832 |
| 230-751.000-727.000 | OFFICE SUPPLIES | 1,466 | 1,290 | 1,700 | 1,500 | 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 | 700 | 671 | 700 |
| 230-751.000-740.100 | REC YOUTH SPORTS PROG | 17,717 | 16,075 | 19,000 | 19,000 | 13,405 | 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 | 17,550 | 10,275 | 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 | 23,600 | 21,287 | 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 | 2,070 | 0 |
| 230-751.000-776.003 | MAINT SUPPLIES - COMMUNITY CT | 4,893 | 6,292 | 4,700 | 5,500 | 4,869 | 4,700 |
| 230-751.000-800.001 | ADMINISTRATION FEES | 25,051 | 19,083 | 19,585 | 19,585 | 17,953 | 19,604 |
| 230-751.000-818.000 | CONTRACTUAL SERVICES | 11,097 | 9,409 | 12,000 | 10,850 | 10,311 | 12,000 |
| 230-751.000-818.002 | CONTRACTUAL SERVICES COMM CEN | 13,719 | 24,846 | 17,000 | 16,500 | 16,100 | 16,500 |
| 230-751.000-850.000 | TELEPHONE | 1,014 | 1,054 | 2,000 | 2,000 | 991 | 2,000 |
| 230-751.000-867.000 | GAS & OIL | 2,335 | 3,282 | 3,000 | 2,900 | 2,487 | 3,000 |
| 230-751.000-876.000 | RETIREMENT/MERS | 35,835 | 27,610 | 35,738 | 35,738 | 28,193 | 24,238 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

☐

| GL NUMBER | DESCRIPTION | 2017 | 2018 | 2019 | 2019 | 2019 | 2020 |
|--|--------------------------------|-----------|-----------|-----------------|----------------|------------------------|------------------|
| | | ACTIVITY | ACTIVITY | ORIGINAL BUDGET | AMENDED BUDGET | ACTIVITY THRU 11/30/19 | REQUESTED BUDGET |
| 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 | 2,229 | 3,900 |
| 230-751.000-880.000 | COMMUNITY PROMOTION | 1,050 | 546 | 7,500 | 700 | 0 | 6,000 |
| 230-751.000-890.000 | SENIOR NUTRITION PROGRAM | 8,014 | 8,770 | 16,000 | 16,000 | 7,278 | 16,000 |
| 230-751.000-913.000 | INSURANCE & BONDS FLEET | 7,350 | 7,114 | 7,443 | 7,443 | 6,486 | 7,428 |
| 230-751.000-917.000 | WORKERS COMPENSATION INSURANC | 8,678 | 8,401 | 8,746 | 8,746 | 7,481 | 8,746 |
| 230-751.000-920.003 | UTILITIES - COMMUNITY CENTER | 58,814 | 57,858 | 59,000 | 54,300 | 43,865 | 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 | 4,700 | 4,316 | 4,500 |
| 230-751.000-933.001 | MAINTENANCE CONTRACTS | 7,734 | 7,378 | 5,000 | 7,200 | 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 | 19,178 | 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) | (681,343) | (775,199) |
| ESTIMATED REVENUES - FUND 0.00 | | 726,270 | 805,976 | 811,263 | 821,386 | 758,781 | 775,199 |
| APPROPRIATIONS - FUND 230.00 | | 732,470 | 806,011 | 811,263 | 821,386 | 681,343 | 775,199 |
| NET OF REVENUES/APPROPRIATIONS - FUND 230 | | (6,200) | (35) | 0 | 0 | 77,438 | 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.

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019



| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 1,315 | 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 | 1,318,381 | 1,776,318 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|----------------------|---------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 136.000 - COURT | | | | | | | |
| 236-136.000-703.001 | SALARY - JUDGE | 45,724 | 45,724 | 45,724 | 45,724 | 40,448 | 45,724 |
| 236-136.000-706.000 | SALARY - PERMANENT WAGES | 467,334 | 488,351 | 513,573 | 513,573 | 418,673 | 556,612 |
| 236-136.000-706.001 | SALARY - BAILIFF | 40,601 | 42,045 | 42,826 | 42,826 | 41,622 | 43,897 |
| 236-136.000-706.002 | SALARY - MAGISTRATE/COURT ADMIN | 75,905 | 78,261 | 80,589 | 80,589 | 69,712 | 82,604 |
| 236-136.000-707.000 | SALARY - TEMPORARY/SEASONAL | 5,730 | 4,673 | 8,000 | 8,000 | 18,261 | 0 |
| 236-136.000-708.004 | SALARIES PAY OUT-PTO&SICKTIME | 1,542 | 5,830 | 3,756 | 4,600 | 843 | 0 |
| 236-136.000-708.008 | RETIREE TIME PAYOUTS | 0 | 0 | 0 | 0 | 17,929 | 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 | 39,113 | 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 | 704 | 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 | 757 | 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 | 9,178 | 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 | 6,300 | 5,858 | 6,000 |
| 236-136.000-800.001 | ADMINISTRATION FEES | 31,735 | 36,310 | 37,317 | 37,317 | 34,207 | 37,315 |
| 236-136.000-801.007 | ATTORNEY FEES CRIMINAL | 41,736 | 40,140 | 74,982 | 74,982 | 41,518 | 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 | 0 | 0 | 1,000 |
| 236-136.000-801.012 | CONTRACTUAL/INTERPRETER FEES | 7,557 | 10,578 | 6,500 | 6,500 | 7,145 | 6,500 |
| 236-136.000-802.100 | COURT INNOVATION GRANT | 188,793 | 95,962 | 156,000 | 156,800 | 111,889 | 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 | 2,400 | 2,500 |
| 236-136.000-812.002 | 14B ENHANCED JURY FEES | 700 | 1,733 | 1,000 | 1,000 | 1,260 | 1,000 |
| 236-136.000-812.003 | 14B JUROR EXPENSES | 302 | 617 | 300 | 300 | 564 | 300 |
| 236-136.000-819.006 | COMPUTER PROGRAMS/LIEN | 10,099 | 21,063 | 24,960 | 24,960 | 12,783 | 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 | 1,924 | 2,500 |

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| 236-136.000-860.000 | TRAVEL | 1,777 | 2,414 | 2,000 | 2,000 | 1,632 | 2,000 |
| 236-136.000-876.000 | RETIREMENT/MERS | 117,677 | 117,705 | 174,067 | 174,067 | 144,369 | 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 | 600 | 3,900 |
| 236-136.000-900.000 | PUBLISHING | 1,762 | 2,516 | 3,000 | 2,900 | 0 | 3,000 |
| 236-136.000-914.000 | INSURANCE & BONDS FIRE & LIAB | 9,093 | 8,797 | 9,205 | 9,205 | 8,021 | 9,186 |
| 236-136.000-917.000 | WORKERS COMPENSATION INSURANC | 6,386 | 6,577 | 6,679 | 6,679 | 5,588 | 6,679 |
| 236-136.000-920.014 | UTILITIES - COURT | 16,635 | 15,691 | 17,600 | 17,600 | 14,433 | 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 | 1,785 | 2,000 |
| 236-136.000-960.000 | EDUCATION AND TRAINING | 1,041 | 1,342 | 2,000 | 2,000 | 475 | 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) | (1,444,870) | (1,776,318) |
| ESTIMATED REVENUES - FUND 0.00 | | 1,970,190 | 1,667,775 | 1,807,324 | 1,808,233 | 1,318,381 | 1,776,318 |
| APPROPRIATIONS - FUND 23 0.00 | | 1,910,289 | 1,655,722 | 1,805,815 | 1,806,724 | 1,444,870 | 1,776,318 |
| NET OF REVENUES/APPROPRIATIONS - FUND 236 | | 59,901 | 12,053 | 1,509 | 1,509 | (126,489) | 0 |

NARRATIVE

Fund 248 – Housing & Business Inspection

THIS BUDGET IS NOW INCLUDED WITH FUND 266 – ENFORCEMENT

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019



| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 31,068 | 0 |
| 248-000.000-607.300 | CHRG FOR SERV-SF RENTAL INSPECT | 138,815 | 104,935 | 130,000 | 130,000 | 97,090 | 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 | 131,645 | 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 | 9,515 | 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 | 5,430 | 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 | 352 | 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 | 311,959 | 0 |

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 248.000 - RENTAL INSPECTION | | | | | | | |
| 248-248.000-705.000 | SALARY - SUPERVISION | 7,726 | 7,961 | 8,197 | 8,197 | 7,091 | 0 |
| 248-248.000-706.000 | SALARY - PERMANENT WAGES | 155,045 | 164,756 | 144,357 | 144,357 | 127,370 | 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 | 550 | 0 |
| 248-248.000-715.000 | F.I.C.A./MEDICARE | 12,703 | 13,551 | 13,478 | 13,478 | 10,239 | 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 | 16,706 | 0 |
| 248-248.000-867.000 | GAS & OIL | 5,684 | 6,344 | 6,000 | 6,000 | 3,553 | 0 |
| 248-248.000-876.000 | RETIREMENT/MERS | 19,019 | 19,402 | 21,575 | 21,575 | 19,795 | 0 |
| 248-248.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 874 | 975 | 975 | 871 | 0 |
| 248-248.000-913.000 | INSURANCE & BONDS FLEET | 1,936 | 1,871 | 1,958 | 1,958 | 1,707 | 0 |
| 248-248.000-917.000 | WORKERS COMPENSATION INSURANCE | 2,069 | 2,421 | 2,523 | 2,523 | 1,602 | 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 | 6,244 | 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) | (253,934) | 0 |
| ESTIMATED REVENUES - FUND 0.00 | | 213,066 | 337,533 | 293,707 | 293,707 | 311,959 | 0 |
| APPROPRIATIONS - FUND 240.00 | | 276,475 | 305,724 | 293,707 | 293,707 | 253,934 | 0 |
| NET OF REVENUES/APPROPRIATIONS - FUND 248 | | (63,409) | 31,809 | 0 | 0 | 58,025 | 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. |
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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 2,220 | 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 | 509,586 | 580,000 |
| 249-000.000-476.480 | ELECTRICAL PERMIT | 75,001 | 51,582 | 67,000 | 67,000 | 78,391 | 75,000 |
| 249-000.000-476.481 | MECHANICAL PERMIT | 135,588 | 149,756 | 110,000 | 110,000 | 166,310 | 121,000 |
| 249-000.000-476.482 | PLUMBING PERMIT | 67,995 | 65,265 | 62,000 | 62,000 | 89,307 | 75,000 |
| 249-000.000-476.484 | MISC / REINSPECT | 15,750 | 36,443 | 15,000 | 15,000 | 5,820 | 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 | 16,320 | 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 | 598 | 0 |
| 249-000.000-694.004 | INSURANCE REIMBURSEMENTS | 252 | 196 | 0 | 0 | 499 | 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 | 894,709 | 901,500 |

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 | 2018 | 2019 | 2019 | 2019 | 2020 |
|------------------------------------|--------------------------------|----------|----------|-----------------|----------------|------------------------|------------------|
| | | ACTIVITY | ACTIVITY | ORIGINAL BUDGET | AMENDED BUDGET | ACTIVITY THRU 11/30/19 | REQUESTED BUDGET |
| Dept 249.000 - BUILDING DEPARTMENT | | | | | | | |
| 249-249.000-705.000 | SALARY - SUPERVISION | 58,989 | 68,228 | 118,506 | 118,506 | 95,654 | 101,264 |
| 249-249.000-706.000 | SALARY - PERMANENT WAGES | 42,862 | 44,290 | 45,612 | 45,612 | 39,565 | 64,553 |
| 249-249.000-706.004 | BUILDING INSPECTION | 111,040 | 80,521 | 123,693 | 123,693 | 51,909 | 61,828 |
| 249-249.000-706.005 | ELECTRICAL INSPECTION | 53,672 | 58,655 | 60,266 | 60,266 | 53,630 | 63,960 |
| 249-249.000-706.006 | PLUMBING INSPECTION | 45,191 | 55,414 | 58,123 | 58,123 | 50,206 | 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 | 23,088 | 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 | 284 | 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 | 30,645 | 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 | 68,201 | 80,000 |
| 249-249.000-867.000 | GAS & OIL | 4,724 | 5,229 | 6,000 | 6,000 | 4,228 | 6,000 |
| 249-249.000-876.000 | RETIREMENT/MERS | 35,193 | 36,036 | 48,127 | 48,127 | 39,729 | 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 | 3,625 | 5,525 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| 249-249.000-913.000 | INSURANCE & BONDS FLEET | 1,936 | 1,871 | 2,040 | 2,040 | 2,303 | 1,955 |
| 249-249.000-917.000 | WORKERS COMPENSATION INSURANCE | 3,953 | 4,490 | 4,611 | 4,611 | 3,791 | 4,703 |
| 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 | 15,508 | 14,146 |
| 249-249.000-958.000 | MEMBERSHIP AND DUES | 905 | 2,905 | 2,500 | 2,500 | 1,810 | 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 | 3,497 | 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) | (645,004) | (884,699) |
| ESTIMATED REVENUES - FUND 0.00 | | 877,829 | 958,295 | 858,500 | 910,825 | 894,709 | 901,500 |
| APPROPRIATIONS - FUND 240.00 | | 596,653 | 767,773 | 854,557 | 906,882 | 645,004 | 884,699 |
| NET OF REVENUES/APPROPRIATIONS - FUND 249 | | 281,176 | 190,522 | 3,943 | 3,943 | 249,705 | 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

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019



| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 437,500 | 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 | 4,319 | 0 |
| 252-000.000-694.004 | INSURANCE REIMBURSEMENTS | 304 | 235 | 0 | 0 | 324 | 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 |
| 252-000.000-699.000 | APPROPRIATED PRIOR YEAR BAL. | 0 | 0 | 0 | 3,213 | 0 | 0 |
| NET OF REVENUES/APPROPRIATIONS - 000.000 - | | 463,116 | 500,610 | 481,000 | 521,713 | 527,302 | 483,500 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 84,036 | 46,904 |
| 252-252.000-707.000 | SALARY - TEMPORARY/SEASONAL | 17,150 | 23,972 | 15,000 | 15,000 | 12,272 | 15,375 |
| 252-252.000-708.004 | SALARIES PAY OUT-PTO&SICKTIME | 0 | 916 | 0 | 2,984 | 2,984 | 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 | 8,788 | 7,725 | 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 | 7,497 | 9,050 |
| 252-252.000-801.000 | PROFESSIONAL SERVICES | 26,729 | 28,992 | 50,000 | 70,000 | 60,294 | 50,000 |
| 252-252.000-818.013 | CONTRACTUAL SERVICES/HYDRO ST | 5,148 | 3,730 | 7,500 | 9,500 | 6,454 | 9,000 |
| 252-252.000-850.000 | TELEPHONE | 587 | 1,293 | 1,400 | 1,400 | 1,031 | 1,600 |
| 252-252.000-867.000 | GAS & OIL | 2,317 | 3,525 | 2,400 | 3,400 | 2,541 | 2,600 |
| 252-252.000-876.000 | RETIREMENT/MERS | 11,065 | 11,064 | 17,254 | 17,254 | 14,052 | 11,720 |
| 252-252.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 9 | 1,300 | 1,300 | 909 | 1,300 |
| 252-252.000-915.000 | INSURANCE AND BONDS | 2,322 | 2,247 | 2,351 | 2,351 | 2,048 | 2,346 |
| 252-252.000-917.000 | WORKERS COMPENSATION INSURANC | 1,506 | 1,519 | 1,578 | 1,578 | 1,363 | 1,578 |
| 252-252.000-920.017 | UTILITIES - HYDRO | 2,134 | 1,102 | 2,400 | 2,400 | 894 | 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 | 21,510 | 20,000 |
| 252-252.000-931.013 | REPAIRS & MAINT - OTHER DAMS | 0 | 0 | 10,000 | 10,000 | 2,470 | 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 | 5,389 | 5,817 |
| 252-252.000-956.000 | MISCELLANEOUS | 1,663 | 3,500 | 2,800 | 3,500 | 3,500 | 2,800 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|------------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| 252-252.000-956.009 | CITY SHARE/HYDRO STATION | 44,772 | 47,912 | 40,000 | 55,000 | 43,600 | 40,000 |
| 252-252.000-956.019 | HYDRO-FISH STUDY-ESCROW EXPEN | 8,075 | 8,060 | 8,000 | 9,500 | 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) | (484,687) | (343,798) | (430,435) |
| ESTIMATED REVENUES - FUND 0.00 | | 463,116 | 500,610 | 481,000 | 521,713 | 527,302 | 483,500 |
| APPROPRIATIONS - FUND 250.00 | | 340,656 | 623,696 | 443,974 | 484,687 | 343,798 | 430,435 |
| NET OF REVENUES/APPROPRIATIONS - FUND 252 | | 122,460 | (123,086) | 37,026 | 37,026 | 183,504 | 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). |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019



| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 4,240 | 0 |
| 266-000.000-694.004 | INSURANCE REIMBURSEMENTS | 556 | 431 | 0 | 0 | 5,447 | 0 |
| 266-000.000-699.000 | APPROPRIATED PRIOR YEAR BAL. | 0 | 0 | 0 | 172,275 | 0 | 0 |
| NET OF REVENUES/APPROPRIATIONS - 000.000 - | | 6,866,421 | 7,103,243 | 7,663,576 | 7,835,851 | 7,561,822 | 8,118,506 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---------------------------------|------------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 301.000 - SHERIFF SERVICES | | | | | | | |
| 266-301.000-705.000 | SALARY - SUPERVISION | 101,172 | 104,247 | 107,349 | 107,349 | 92,862 | 110,032 |
| 266-301.000-706.000 | SALARY - PERMANENT WAGES | 17,634 | 18,102 | 35,901 | 35,901 | 16,316 | 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 | 5,500 | 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 | 9,186 | 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 | 3,546 | 5,000 |
| 266-301.000-800.001 | ADMINISTRATION FEES | 28,037 | 27,878 | 37,711 | 37,711 | 34,568 | 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 | 5,182,301 | 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 | 240 | 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 | 17,155 | 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 | 3,755 | 6,255 |
| 266-301.000-917.000 | WORKERS COMPENSATION INSURANC | 3,831 | 3,822 | 3,976 | 3,976 | 4,103 | 6,499 |
| 266-301.000-920.015 | UTILITIES/ 1405 HOLMES RD | 8,300 | 7,000 | 10,000 | 10,000 | 5,473 | 10,000 |
| 266-301.000-920.016 | UTILITIES/2057 TYLER POLICE | 2,428 | 1,625 | 3,000 | 3,000 | 1,141 | 2,000 |
| 266-301.000-920.019 | UTILITIES 1501 S HURON STATIO | 26,615 | 28,413 | 25,000 | 25,000 | 14,820 | 20,000 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| 266-301.000-931.011 | BLDG MAINT/1405 HOLMES | 3,477 | 27,921 | 7,500 | 7,500 | 3,783 | 5,000 |
| 266-301.000-931.012 | BLDG MAINT/2057 TYLER RD | 3,345 | 1,731 | 4,000 | 4,000 | 1,431 | 4,000 |
| 266-301.000-931.015 | BLDG MAINT - 1501 S HURON STA | 12,321 | 43,507 | 25,000 | 35,478 | 32,719 | 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 | 745 | 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 | 6,301 | 50,000 |
| NET OF REVENUES/APPROPRIATIONS - 301.000 - SHERIFF SERVICES | | (6,568,527) | (6,379,788) | (7,255,462) | (7,374,410) | (5,927,895) | (7,215,114) |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 304.000 - ORDINANCE | | | | | | | |
| 266-304.000-705.000 | SALARY - SUPERVISION | 15,452 | 15,921 | 16,395 | 16,395 | 14,183 | 25,206 |
| 266-304.000-706.000 | SALARY - PERMANENT WAGES | 134,969 | 154,734 | 190,661 | 190,661 | 157,794 | 386,095 |
| 266-304.000-706.012 | WAGES-NEIGHBRD WATCH/ENFORCEM | 19,008 | 37,737 | 42,848 | 42,848 | 37,066 | 63,648 |
| 266-304.000-707.000 | SALARY - TEMPORARY/SEASONAL | 0 | 0 | 0 | 20,000 | 11,940 | 0 |
| 266-304.000-708.004 | SALARIES PAY OUT-PTO&SICKTIME | 5,361 | 5,131 | 0 | 4,019 | 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 | 20,000 | 16,903 | 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 | 161 | 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 | 858 | 1,500 |
| 266-304.000-867.000 | GAS & OIL | 2,482 | 3,802 | 4,000 | 4,000 | 4,479 | 8,000 |
| 266-304.000-876.000 | RETIREMENT/MERS | 26,930 | 29,129 | 27,605 | 27,605 | 24,492 | 52,978 |
| 266-304.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 1,351 | 2,925 | 2,925 | 2,504 | 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 | 4,908 | 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) | (458,571) | (356,288) | (802,906) |
| ESTIMATED REVENUES - FUND 0.00 | | 6,866,421 | 7,103,243 | 7,663,576 | 7,835,851 | 7,561,822 | 8,118,506 |
| APPROPRIATIONS - FUND 26.0.00 | | 6,835,637 | 6,708,610 | 7,660,706 | 7,832,981 | 6,284,183 | 8,018,020 |
| NET OF REVENUES/APPROPRIATIONS - FUND 266 | | 30,784 | 394,633 | 2,870 | 2,870 | 1,277,639 | 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

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

□

| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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. |
| | |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 5,733 | 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 | 704,153 | 767,944 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---------------------------------|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 584.000 - GOLF COURSE FUND | | | | | | | |
| 584-584.000-702.001 | SALARIES - GREENSKEEPER | 77,456 | 79,809 | 82,185 | 82,185 | 71,094 | 84,240 |
| 584-584.000-702.002 | SALARIES - PRO SHOP DIRECTOR | 47,077 | 49,451 | 50,923 | 50,923 | 44,051 | 52,196 |
| 584-584.000-706.000 | SALARY - PERMANENT WAGES | 30,542 | 31,470 | 32,406 | 32,406 | 28,033 | 33,216 |
| 584-584.000-706.008 | WAGES PROSHOP | 0 | 24,130 | 31,065 | 37,065 | 31,675 | 37,992 |
| 584-584.000-707.001 | WAGES- TEMPORARY MAINTENANCE | 42,976 | 51,303 | 50,000 | 48,224 | 45,762 | 50,000 |
| 584-584.000-707.002 | WAGES- TEMPORARY PRO SHOP | 48,365 | 28,567 | 30,000 | 30,000 | 29,017 | 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 | 14,532 | 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 | 974 | 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 | 6,800 | 6,599 | 6,500 |
| 584-584.000-757.002 | OPERATING SUPPLIES PRO SHOP | 2,381 | 3,037 | 3,500 | 3,100 | 2,774 | 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 | 14,800 | 14,023 | 15,000 |
| 584-584.000-757.008 | COST OF SALES FOOD & BEV | 11,611 | 12,100 | 17,000 | 13,600 | 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 | 13,800 | 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 | 16,702 | 18,243 |
| 584-584.000-801.000 | PROFESSIONAL SERVICES | 2,946 | 3,107 | 3,500 | 3,500 | 2,928 | 3,500 |
| 584-584.000-818.000 | CONTRACTUAL SERVICES | 9,864 | 159 | 1,200 | 300 | 279 | 1,200 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 13,195 | 13,000 |
| 584-584.000-876.000 | RETIREMENT/MERS | 15,116 | 15,329 | 19,231 | 19,231 | 17,737 | 20,154 |
| 584-584.000-876.100 | RETIREMENT HEALTH CARE SAVINGS | 0 | 675 | 2,600 | 2,600 | 1,125 | 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 | 7,680 | 8,796 |
| 584-584.000-917.000 | WORKERS COMPENSATION INSURANC | 4,202 | 4,086 | 4,207 | 4,207 | 3,564 | 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 | 1,752 | 3,000 |
| 584-584.000-920.010 | UTILITIES MAINTENANCE PHONE | 76 | 88 | 700 | 400 | 71 | 700 |
| 584-584.000-920.011 | UTILITIES MAINTENANCE WATER | 1,362 | 1,398 | 1,000 | 2,000 | 1,932 | 1,000 |
| 584-584.000-920.013 | UTILITIES PRO SHOP | 1,764 | 1,748 | 3,000 | 2,100 | 1,595 | 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 | 1,182 | 2,000 |
| 584-584.000-933.000 | EQUIPMENT MAINTENANCE | 47,514 | 26,830 | 30,000 | 40,050 | 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 | 1,271 | 1,386 |
| 584-584.000-956.008 | MISCELLANEOUS EXP-PRO SHOP | 9 | 453 | 500 | 1,900 | 863 | 500 |
| 584-584.000-957.000 | BANK CHARGES | 5,211 | 6,056 | 6,000 | 7,400 | 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) | (624,656) | (767,944) |
| ESTIMATED REVENUES - FUND 0.00 | | 810,658 | 682,119 | 757,022 | 761,656 | 704,153 | 767,944 |
| APPROPRIATIONS - FUND 58 0.00 | | 715,510 | 698,706 | 757,022 | 761,656 | 624,656 | 767,944 |
| NET OF REVENUES/APPROPRIATIONS - FUND 584 | | 95,148 | (16,587) | 0 | 0 | 79,497 | 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

11/26/2019

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|--|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Fund 590 - COMPOST FUND | | | | | | | |
| Dept 000.000 | | | | | | | |
| 590-000.000-607.510 | AUTO LEASE REVENUE | 2,800 | 2,800 | 2,800 | 2,800 | 2,567 | 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 | 101,451 | 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 | 64,668 | 23,500 |
| 590-000.000-650.102 | SALES - SCRAP METAL | 5,936 | 8,506 | 6,000 | 6,000 | 6,156 | 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 | 31,336 | 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 | 91,182 | 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 | 5,144 | 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 | 497 | 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 | 524,409 | 944,419 |

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|-----------------------------|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 590.000 - COMPOST SITE | | | | | | | |
| 590-590.000-705.000 | SALARY - SUPERVISION | 0 | 0 | 82,400 | 82,400 | 71,280 | 84,872 |
| 590-590.000-706.000 | SALARY - PERMANENT WAGES | 109,995 | 123,097 | 74,322 | 74,322 | 62,469 | 76,021 |
| 590-590.000-707.000 | SALARY - TEMPORARY/SEASONAL | 20,186 | 26,618 | 26,000 | 26,000 | 24,018 | 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 | 524 | 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 | 11,571 | 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 | 314 | 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 | 1,870 | 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 | 8,480 | 11,876 |
| 590-590.000-804.000 | CONTRACTUAL/ROLLOFF DISPOSAL | 46,483 | 37,603 | 36,300 | 40,800 | 33,684 | 42,500 |
| 590-590.000-804.004 | TWP DISPOSAL FEE | 9,542 | 7,897 | 6,000 | 0 | 0 | 6,000 |
| 590-590.000-850.000 | TELEPHONE | 151 | 151 | 800 | 800 | 141 | 500 |
| 590-590.000-867.200 | GAS & OIL - YCUA | 12,878 | 17,398 | 8,000 | 19,500 | 13,435 | 16,500 |
| 590-590.000-876.000 | RETIREMENT/MERS | 19,273 | 20,385 | 33,750 | 33,750 | 30,780 | 34,875 |
| 590-590.000-913.000 | INSURANCE & BONDS FLEET | 2,322 | 2,247 | 2,448 | 2,448 | 2,048 | 2,346 |
| 590-590.000-917.000 | WORKERS COMPENSATION INSURANC | 3,843 | 3,956 | 4,112 | 4,112 | 3,518 | 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 | 18,840 | 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 |
| 590-590.000-943.000 | MOTORPOOL LEASE/MAINTENANCE | 3,509 | 3,567 | 3,000 | 3,000 | 2,750 | 3,000 |
| 590-590.000-956.000 | MISCELLANEOUS | 0 | 296 | 500 | 500 | 249 | 500 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| 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) | (341,314) | (944,419) |
| ESTIMATED REVENUES - FUND 0.00 | | 510,777 | 474,978 | 564,565 | 812,684 | 524,409 | 944,419 |
| APPROPRIATIONS - FUND 590.00 | | 473,537 | 500,746 | 564,565 | 812,684 | 341,314 | 944,419 |
| NET OF REVENUES/APPROPRIATIONS - FUND 590 | | 37,240 | (25,768) | 0 | 0 | 183,095 | 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. |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 1,100 | 1,200 |
| 595-000.000-607.515 | COMBINED LEASE/REPAIR REVENUE | 203,014 | 207,719 | 227,297 | 227,297 | 203,395 | 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 | 242,336 | 266,497 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|--|--------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| Dept 595.000 - MOTORPOOL | | | | | | | |
| 595-595.000-706.000 | SALARY - PERMANENT WAGES | 10,254 | 11,041 | 11,403 | 11,403 | 9,860 | 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 | 731 | 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 | 6,651 | 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 | 8,260 | 20,000 |
| 595-595.000-867.000 | GAS & OIL | 33,732 | 38,520 | 41,000 | 41,000 | 33,864 | 35,000 |
| 595-595.000-876.000 | RETIREMENT/MERS | 2,268 | 2,559 | 480 | 480 | 518 | 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 | 2,944 | 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 | CAPT'L 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) | (87,020) | (248,553) |
| ESTIMATED REVENUES - FUN 0.00 | | 245,306 | 275,722 | 263,897 | 284,642 | 242,336 | 266,497 |
| APPROPRIATIONS - FUND 59 0.00 | | 243,020 | 275,044 | 245,132 | 265,877 | 87,020 | 248,553 |
| NET OF REVENUES/APPROPRIATIONS - FUND 595 | | 2,286 | 678 | 18,765 | 18,765 | 155,316 | 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. |
| | |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 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 | 9,647 | 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 | 15,226 | 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 | 42,528 | 28,500 |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|-------------------------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| 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 | 5,956 | 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) | (32,623) | (28,097) |

11/26/2019

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 11/30/2019

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| GL NUMBER | DESCRIPTION | 2017 ACTIVITY | 2018 ACTIVITY | 2019 ORIGINAL BUDGET | 2019 AMENDED BUDGET | 2019 ACTIVITY THRU 11/30/19 | 2020 REQUESTED BUDGET |
|---|-------------|------------------|------------------|----------------------------|---------------------------|-----------------------------------|-----------------------------|
| ESTIMATED REVENUES - FUND 0.00 | | 37,104 | 42,108 | 30,000 | 40,000 | 42,528 | 28,500 |
| APPROPRIATIONS - FUND 890.00 | | 33,046 | 30,036 | 28,597 | 38,597 | 32,623 | 28,097 |
| NET OF REVENUES/APPROPRIATIONS - FUND 893 | | 4,058 | 12,072 | 1,403 | 1,403 | 9,905 | 403 |

NEW BUSINESS



14-B DISTRICT COURT

7200 SOUTH HURON RIVER DRIVE
YPSILANTI, MICHIGAN 48197-7099

CRIMINAL/TRAFFIC (734) 483-1333
CIVIL (734) 483-5300
FAX (734) 483-3630



HON. CHARLES POPE
DISTRICT COURT JUDGE

MARK W. NELSON
MAGISTRATE

To: Karen Lovejoy Roe, Clerk

From: Mark Nelson, Magistrate / Court Administrator

Re: Request to authorize renewal of drug court grant and accept grant funds in the amount of \$146,000.00 to line item 236.000.000-569.019 and expenditure in a corresponding amount to line item 236.136.000-802.100.

Date: November 19, 2019

The 14B Court is requesting renewal approval of the attached contracts to accept grant funds from State Court Administrative Office under Michigan Drug Court Grant Program for the Court's Drug Court Docket. The contract is for a one year grant in the amount of \$146,000.00 to allow continued operation of the drug court docket at the 14B District Court. Under Michigan Statute, drug courts can place defendants for non-violent drug related offenses on probation with more intensive and directed supervision and treatment.

Along with approval of the contract, the Court is requesting that grant funds in the amount of \$146,000.00 be accepted and added to the remainder of 2019 budget and as budgeted for in the 2020 budget prorated over the two years. The income and expenditure line items are 236.000.000-569.019 and 236.136.000-802.100 respectively. While the current request is to prorate the entire amount between the two fiscal years, it may be necessary to make adjustments at the end of 2019 to the budgets to accommodate for actual expenditures in 2019.

Attached are copies of the contracts for the grants. If any additional information is needed, please do not hesitate to contact me.



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, Michigan 48909
Phone (517) 373-0128

Dawn A. Monk
Chief Operating Officer

October 7, 2019

Honorable Charles Pope, Chief Judge/Drug Court Judge
14B District Court
Ypsilanti Township Civic Center
7200 S. Huron River Drive
Ypsilanti, MI 48198

Re: FY 2020 Michigan Drug Court Grant Program Award Notification
14B District Court — Hybrid DWI/Drug Court
UI: U10065

Dear Chief Judge Pope:

I am pleased to inform you that your court has been awarded a grant in the amount of \$146,000 from the Michigan Drug Court Grant Program administered by the State Court Administrative Office. This award is for the grant period October 1, 2019, through September 30, 2020. This notification was delayed due to the late passage of the FY 2020 Judiciary budget.

Your court's fiscal year 2020 contract will be e-mailed from DocuSign to your project director, Chelsea Brodfuehrer. Instructions for using DocuSign will be sent to both the Project Director and the Authorizing Official listed in your fiscal year 2020 grant application. Signed contracts are due December 13, 2019.

The budget, based on your court's actual award, should be updated in WebGrants by November 1, 2019. Instructions for revising your budget are attached to the message your project director will receive from WebGrants.

If you have any questions about the grant or need assistance regarding best practices, please contact Andrew Smith at 517-373-0954 or at smitha@courts.mi.gov. For assistance in publicizing the success of your court, please contact John Nevin at 517-373-0129 or nevinj@courts.mi.gov.

October 7, 2019

Page Two

Finally, you should know that the Michigan Supreme Court appreciates your effort and passion presiding over these life-saving courts. You and your treatment court team are to be commended for making a difference in so many lives.

Sincerely,

A handwritten signature in cursive script that reads "Dawn Monk".

Dawn A. Monk

cc: Andrew Smith, Problem-Solving Courts Manager
Jodi Latuszek, Region II Administrator
Mark Nelson, Court Administrator
Chelsea Brodfuehrer, Drug Court Project Director

**Michigan Supreme Court
State Court Administrative Office
Michigan Drug Court Grant Program
Fiscal Year 2020 Contract**

Grantee Name: 14B District Court — Hybrid DWI/Drug Court
Unique Identifier: U10065
Federal ID Number: 38-6007433
Contract Number: 17643
Grant Amount: \$146,000

1. Parties

1.01 This contract is between the State Court Administrative Office (SCAO) and the 14B District Court — Hybrid DWI/Drug Court (Grantee).

2. Amount and Grant Program

2.01 The SCAO will reimburse the Grantee up to **\$146,000** for the Grantee's expenses under this contract.

2.02 The grant funding is from the Michigan Drug Court Grant Program.

3. Duration

3.01 This contract begins on October 1, 2019, and ends on September 30, 2020, at 11:59 p.m.

4. Terms

4.01 This contract contains the entire agreement between the parties. It does not include any other written or oral agreements, except the following:

- A. Reporting requirements (see Attachment A),
- B. Assurances,
- C. Allowable/disallowable expense list,
- D. Conditions on expenses, and
- E. Approved grant budget.

5. "Grantee's Agents" Defined

5.01 The Grantee may partner with other parties to assist with contract performance. In this contract, the term "Grantee's agents" will refer to the Grantee's employees, contractors, subcontractors, vendors, and subrecipients.

6. Relationship and Duties

6.01 The Grantee and Grantee's agents are not SCAO employees.

6.02 The Grantee and Grantee's agents are not eligible for any employer-employee benefits from the SCAO. This includes retirement benefits, pensions, insurance, fringe benefits, workers compensation, training, holiday pay, sick pay, vacation pay, and other benefits that can arise out of an employer-employee relationship.

6.03 The Grantee is responsible for workers compensation and other employee benefits for services performed under this contract.

6.04 The Grantee and Grantee's agents may not enter into contracts for the SCAO.

6.05 The Grantee will pay all taxes regarding activities under this contract.

6.06 Except for the grant amount, the SCAO and the Michigan Supreme Court have no financial obligation to the Grantee.

6.07 The Grantee agrees to comply with all of the contract terms, including the reporting requirements, assurances, allowable/disallowable expense list, conditions on expenses, and approved grant budget.

7. Reimbursement and Budget

7.01 This is a reimbursement-based grant.

7.02 The Grantee's expenses are eligible for reimbursement only after the Grantee has paid the expense.

7.03 The Grantee's expenses are eligible for reimbursement only if the Grantee incurred the expense during the time period that this contract is effective. Consumable expenses, such as drug tests, are eligible for reimbursement only if the item can reasonably be consumed (and the Grantee incurred the expense) during the time period that this contract is effective.

7.04 The Grantee's expenses are eligible for reimbursement only if included on the allowable expense list and the approved budget.

7.05 The Grantee's expenses are eligible for reimbursement only after the Grantee has exhausted all other available funding options. Examples of potential other funding options include local court or county funding, federal funding, participant fees, and partnerships with nonprofit organizations. If the Grantee has other available funding options but relies on the grant funding under this contract first, the SCAO may reduce the reimbursement amount by an amount that is equal to the other available funding options.

7.06 Reimbursements for travel expenses (such as mileage) may not exceed the lesser of the Grantee's travel rates or the State of Michigan travel rates.

7.07 The Grantee may request to amend the grant budget by submitting a Contract Amendment in WebGrants. The SCAO must approve any request to amend the grant budget.

7.08 The Grantee must request expense reimbursement four times per year (see Attachment A). The request to reimburse each expense must include the hourly rate or cost per unit, amount of hours worked or number of units, a description of services provided, the date of the expense, the amount requested, and proof that the Grantee has paid the expense. The grant will not reimburse flat fees.

7.09 The SCAO will reimburse expenses upon their approval of all or part of the Grantee's reimbursement request.

7.10 The Grantee must sign up through the online vendor system to receive reimbursement payments via electronic funds transfers or direct deposits. To register, go to the Department of Technology, Management, and Budget's [website](#).

8. Religious Programming

8.01 The Grantee will not spend grant funds on a program that has a religious component. Before the Grantee refers a person to, or provides a person with, a program with a religious component, the Grantee must do the following: (1) allow the person to choose whether to participate in the program, (2) ensure that a person who chooses to not participate is not penalized, and (3) provide at least one secular option.

9. Assignment

9.01 The Grantee may not assign any portion of this contract unless the SCAO agrees in writing.

10. Procurement Contracts and Subcontracts

10.01 The Grantee may enter into procurement contracts and subcontracts for activities under this grant.

10.02 The Grantee must provide the SCAO with copies of any procurement contracts and subcontracts if the SCAO requests them.

10.03 In any procurement contract or subcontract, the Grantee must include all terms from this contract.

11. Confidential Information

11.01 All medical and treatment information of participants served under this contract is confidential. The SCAO and the Grantee agree that this information will not be disclosed except as allowed by law.

11.02 The Grantee agrees to comply with the Health Insurance Portability and Accountability Act (HIPAA), 42 CFR Part 2, and the Michigan Mental Health Code. Some of these requirements include the following:

- A. The Grantee and Grantee's agents must not share information that is protected under HIPAA, 42 CFR Part 2, or the Michigan Mental Health Code. The Grantee is liable for the unauthorized use or disclosure of protected information. This includes data and information that the SCAO provides to the Grantee.
- B. The Grantee must include in any procurement contract and subcontract that the Grantee's agents must not share protected information. This includes data and information that the SCAO provides to the Grantee.
- C. The Grantee must have written policies and procedures about using and disclosing protected information. The policies and procedures must include that the Grantee restricts their employees' access to protected information.
- D. The Grantee must have a policy to report to the SCAO unauthorized use or disclosure of protected information.

11.03 During contract performance, the Grantee and Grantee's agents might learn information about the SCAO and the SCAO's activities. This information is confidential, and the Grantee and Grantee's agents may not disclose this information unless the SCAO agrees in writing. If law or court order requires disclosure, before the Grantee or any of the Grantee's agents disclose the information, the Grantee must notify the SCAO of the disclosure and the SCAO will have a reasonable opportunity to respond. The Grantee agrees to keep this information confidential after this contract ends.

12. Rights to Work Product, Inventions, and Improvements

12.01 All work product prepared by the Grantee or Grantee's agents belongs to the SCAO, and the SCAO can obtain original versions of the work product.

12.02 The SCAO has the exclusive right to copyright, patent, publish, and distribute all work products prepared by the Grantee or Grantee's agents.

12.03 The Grantee must disclose in writing to the SCAO all inventions and improvements developed by the Grantee or Grantee's agents. The Grantee's disclosure must include the features that are new or different. Any invention or improvement belongs to the SCAO.

12.04 The Grantee and Grantee's agents have not developed any inventions or improvements before entering into this contract.

13. Insurance

13.01 The Grantee must have insurance or an amount set aside in its local budget to cover all reasonable claims related to the Grantee's and Grantee's agents' activities under this contract.

14. Liability

14.01 The Grantee is responsible for liabilities and expenses that result from the Grantee's performance or nonperformance under this contract. This subsection does not waive governmental immunity.

14.02 The Grantee warrants that, before entering into this contract, it is not subject to any liabilities or expenses that could interfere with contract performance.

14.03 The SCAO is not responsible for liabilities and expenses that result from the Grantee's or Grantees' agents' performance, nonperformance, or property.

15. Financial Records, Retention, and Inspection

15.01 The Grantee agrees that all expenses comply with the standard procedures of the Grantee's funding unit.

15.02 The Grantee agrees to maintain financial records that follow generally accepted accounting principles.

15.03 The Grantee must maintain an accounting system with grant financial records that is separate from the Grantee's other financial records.

15.04 The Grantee must retain all financial records related to this contract for at least five years after the SCAO's final reimbursement to the Grantee. The Grantee is responsible for the costs to retain these records.

15.05 If an audit begins before the five-year period expires, and it extends past that period, the Grantee must retain all records until the audit is complete. Based on the audit, the SCAO may adjust reimbursement payments. If the audit reveals that the SCAO overpaid the Grantee, the Grantee must immediately refund those amounts to the SCAO.

15.06 The Grantee agrees that the Michigan Supreme Court, the SCAO, the Michigan Department of Treasury, the State Auditor General, and these parties' authorized representatives may audit and copy the Grantee's grant financial records.

16. Grant Reporting

16.01 The Grantee agrees to follow the grant reporting requirements in Attachment A.

16.02 If a report from Attachment A is 30 days late, the SCAO will send a notice to the Grantee that it has 15 days to submit the report.

16.03 The Grantee agrees to enter data into the Drug Court Case Management Information System for each person the Grantee has screened for or accepted into the program.

17. Suspension, Termination, and Reduction

17.01 Either party may suspend or terminate this contract without cause by notifying the other party in writing. The notice must include the effective date of the suspension or termination and be given at least 15 days before the effective date.

17.02 The SCAO may immediately suspend or terminate this contract if funding is unavailable.

17.03 The SCAO may immediately suspend or terminate this contract if the SCAO determines that the Grantee is not certified.

17.04 The SCAO may immediately suspend or terminate this contract if the SCAO determines that the Grantee is not making sufficient progress toward project goals.

17.05 The SCAO may immediately suspend or terminate this contract if the Grantee does not comply with a contract term, including the reporting requirements, assurances, allowable/disallowable expense list, conditions on expenses, and approved grant budget.

17.06 The SCAO may immediately suspend or terminate this contract if any report from section 16 is at least 45 days late.

17.07 The SCAO may immediately suspend or terminate this contract if the Grantee or any of the Grantee's agents are charged with a criminal offense.

17.08 If the SCAO terminates this contract under 17.05, 17.06, or 17.07, the Grantee is not eligible for SCAO grant funding for two years. After the two-year period, the Grantee must verify in writing that they have corrected the issues.

17.09 The SCAO may reduce the Grantee's grant amount at any time if the SCAO determines that the Grantee is not reasonably likely to fully expend the grant funds by the time this contract ends.

18. Compliance with Laws

18.01 The Grantee must comply with all federal, state, and local laws.

19. Michigan Law

19.01 Michigan law governs this contract.

20. Conflict of Interest

20.01 The Grantee has no personal or financial interest that conflicts with contract performance.

21. Debt to State of Michigan

21.01 The Grantee does not owe money to the State of Michigan or its agencies.

22. Contract Dispute

22.01 If the Grantee intends to sue the SCAO for breach of contract, the Grantee must notify the SCAO in writing within seven days of the alleged breach. The notice must include the contract terms that the Grantee alleges the SCAO breached and details about the alleged breach.

22.02 The SCAO and the Grantee agree that they will first attempt to resolve a dispute through mediation. The SCAO and the Grantee must mutually agree to a mediator.

22.03 If the SCAO and the Grantee cannot resolve a dispute through mediation, the parties agree that they may sue under this contract in any Michigan court except the following:

- A. Any court in the county where the Grantee is located;
- B. If the Grantee is a regional program, any court in the counties that are part of the regional program;
- C. Any court in the counties where the Grantee has accepted participants, including transfer cases; and
- D. Any court in the counties where the Grantee's court shares a district or circuit court.

23. Certification

23.01 Under Michigan law, the SCAO must certify the Grantee in order for the Grantee to begin or to continue to operate a drug court, sobriety court, hybrid drug/sobriety court, family dependency treatment court, veterans treatment court, or mental health court. If the Grantee is not certified, the Grantee may not perform any of the functions of that program type and is not eligible to receive grant funding under the law and under this contract.

24. Program Review and Certification Site Visit

24.01 The SCAO may review the Grantee onsite. As part of the review, the SCAO may interview the program's team members, observe staff meetings and status review hearings, review case files, review data, and review financial records.

25. Amendment

25.01 The parties may amend this contract only with a writing signed by both parties.

25.02 The Grantee may request to amend the grant budget and grant application in WebGrants. The SCAO must approve requests to amend the grant budget and grant application.

26. Contact Person

26.01 The Grantee's contact person is:
Chelsea Brodfuehrer
14B District Court
7200 S. Huron River Drive
Ypsilanti, MI 48197
brodfuehrerc@washtenaw.org

26.02 The SCAO's contact person is:
Andrew Smith
State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, MI 48909
SmithA@courts.mi.gov

27. Signature of Parties

27.01 This contract is not effective unless signed by both parties.

28. Grantee's Authorizing Official

28.01 The Grantee's "Authorizing Official" is the individual who signs this contract. The Authorizing Official must be a person who is authorized to enter into a binding contract for the Grantee. ***The Authorizing Official may not be a judge or other state employee.*** The Authorizing Official might be from the Executive or Legislative Branch of the Grantee — for example, the Authorizing Official might be the County Administrator, Chairman of the Board of Commissioners, Court Administrator, City Manager, Legal Counsel, Finance Director, or Mayor.

28.02 Only one person may sign this contract as the Grantee's Authorizing Official. The Grantee might have more than one individual who is authorized to enter into binding contracts for the Grantee that is receiving funds, or the Grantee's local rules might provide that multiple people must sign contracts. In either case, the Authorizing Official's signature on this contract represents the mutual agreement and acceptance of this contract by all persons who are authorized to enter into binding contracts for the Grantee.

29. Electronic Signatures and DocuSign Review Process

29.01 The signatures on this contract are electronic through the DocuSign system.

29.02 The DocuSign system requires an agent of the Grantee to send this contract to the Grantee’s Authorizing Official for the Authorizing Official’s review and signature. Selecting the dropdown below confirms that the contract can be sent to the Grantee’s Authorizing Official for signature.

29.03 The DocuSign system requires an agent of the SCAO to send this contract to the SCAO’s Chief Operating Officer for the Chief Operating Officer’s review and signature. Selecting the dropdown below confirms that the contract can be sent to the SCAO’s Chief Operating Officer for signature.

**14B District Court
Hybrid DWI/Drug Court**

State Court Administrative Office

Authorizing Official’s Signature

Chief Operating Officer’s Signature

Authorizing Official’s Name

Chief Operating Officer’s Name

Authorizing Official’s Title

Date Signed by Authorizing Official

Date Signed by Chief Operating Officer

ATTACHMENT A
MICHIGAN DRUG COURT GRANT PROGRAM
FY 2020 REPORTING REQUIREMENTS
October 1, 2019, through September 30, 2020

| DCCMIS DATA EXCEPTION REPORT | |
|-------------------------------------|--|
| DUE DATE | NOTE |
| February 15, 2020 | Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of October 1, 2019, through December 31, 2019. |
| May 15, 2020 | Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of January 1, 2020, through March 31, 2020. |
| August 15, 2020 | Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of April 1, 2020, through June 30, 2020. |
| November 15, 2020 | Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of July 1, 2020, through September 30, 2020. |

| DCCMIS USER AUDIT | |
|--------------------------|--|
| DUE DATE | NOTE |
| January 31, 2020 | Courts will be confirming user access to DCCMIS. |

| CLAIMS REPORTS | |
|-------------------------|--|
| DUE DATE | NOTE |
| January 10, 2020 | Courts will be reporting on expenditures from October 1, 2019, through December 31, 2019. |
| April 10, 2020 | Courts will be reporting on expenditures from January 1, 2020, through March 31, 2020. |
| July 10, 2020 | Courts will be reporting expenditures from April 1, 2020, through June 30, 2020. |
| October 10, 2020 | Courts will be reporting expenditures from July 1, 2020, through September 30, 2020. |

| PROGRESS | |
|--|---|
| DUE DATE | NOTE |
| October 30, 2020 Year-End Report | Courts will be reporting on progress made during the grant period – October 1, 2019, through September 30, 2020. |

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

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

To: Karen Lovejoy Roe, Clerk
From: Michael Radzik, OCS Director
Re: **Request to authorize circuit court litigation to a abate public nuisance by padlocking 850 Gates Ave in the amount of \$10,000 funded in account 101-950.000-801.023**
Copy: McLain & Winters, Township Attorneys
Date: November 21, 2019

The Office of Community Standards has investigated public nuisances at the following locations and authorization is requested to engage legal services to abate said nuisances by padlocking.

850 GATES AVE

The single family house located at 850 Gates Ave in the West Willow neighborhood was the scene of a search warrant executed by the Washtenaw County Sheriff's Office on October 5, 2019. The search warrant resulted from an investigation initiated by the WCSO Community Action Team involving alleged narcotics trafficking following a heroin overdose at the property. Entry was made into the house by the Washtenaw Metro SWAT Team due to the high risk violent history of suspects involved in the case. Officers seized controlled substance narcotics, firearms, ammunition and cash from the house. The property owner, Theresa Williams of Redford, MI, is a relative of persons residing in the house. This case was administratively approved for circuit court litigation, and petitions have been filed. Formal authorization is now requested to abate the public nuisance and safeguard the community by padlocking the house.



7200 S. Huron River Drive • Ypsilanti, MI 48197 • (734) 485-4393

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS WILLIAMS
JIMMIE WILSON JR.



**Green Oaks
Golf Course**

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

ytown.org

MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Director of Golf, Kirk Sherwood II, PGA

CC: Mike Hoffmeister, Residential Services Director
Clayton Farnsworth, Assistant Director of Golf

Date: November 20th, 2019

RE: Request Authorization to approve Customer Agreement with TeeSnap for a new point of sale software and website at Green Oaks Golf Course

Green Oaks Golf Course is seeking authorization to approve the proposed Customer Agreement with TeeSnap for a new point of sale software and website at Green Oaks Golf Course. This point of sale software will replace existing software that is antiquated and tough for staff and residents to use. This software has been reviewed and approved by both IT and Accounting. The primary reasons that staff are recommending the change to TeeSnap is because:

1. Teesnap provides Green Oaks Golf Course with a new website
2. TeeSnap provides great marketing tools, email capabilities and other marketing solutions for staff as well as marketing support
3. TeeSnap is more user friendly for both staff and residents. The software is operated with iPads which also allows for mobility for sales of goods on the beverage cart and at golf shows.

Fees for the use of TeeSnap are paid for by the trading of eight (8) golfers per day. Currently, we trade out eight (8) golfers per day to GolfNow through what they call "Hot Deals". These "Hot Deal" prices are lowered, by GolfNow and with no specific bottom limit, the closer you get to each tee time. This allows for the perception of the public to think that the golf course is devalued due to these "Hot Deals". TeeSnap will have "blind" trade times that will be determined by Township Staff, and will allow golfers to purchase tee times at a 10%-20% discounted rate.

Thank you for your time in consideration. If you have any questions feel free to contact me by email at ksherwood@ytown.org or by phone at 734-890-6287 prior to the board meeting.



11/05/2019

Today's Date

11/22/2019

Quote Expires

COURSE INFORMATION

Michael Hoffmeister

Course Representative

Legal Business Name

Green Oaks Golf Course

Name of Course

1775 E Clark Rd

Street Address

Ypsilanti

City

MI

State

48198

Zip Code

COURSE TYPE (Choose one)

- Private
- Public
- Semi-Private
- F&B Only

NUMBER OF HOLES

- 9
- 18
- 27
- Other



CORE PACKAGE

| | LICENSES | MSRP | DISCOUNT | TAX % | TAX TOTAL | TOTAL |
|---|----------|---------|----------|-------|-----------|-------|
| Teesnap Golf + F&B Software Package (includes Teesnap Access Station & Strategic Account Management) | 2 | 9000.00 | 9000.00 | 0 | 0 | 0.00 |
| <i>Each License covers up to 6 users</i> | | | | | | |

COMPONENTS/ADD-ONS

| | INCLUDED | MSRP | DISCOUNT | TAX % | TAX TOTAL | TOTAL |
|--|----------|---------|----------|-------|-----------|-------|
| Custom Website + Form Submissions (SM Claiming, SM Syndication, Blog, Online Store) | ✓ | 1800.00 | 1800.00 | 0 | 0 | 0.00 |
| Email Marketing Tool (Email journeys, Marketing Refresh API) | ✓ | 1000.00 | 1000.00 | 0 | 0 | 0.00 |
| In Person Training, Installation, and Ongoing Support | ✓ | 1500.00 | 1500.00 | 0 | 0 | 0.00 |
| Extra Day(s) of In-Person Training | | | | | | |
| Webinar Training | | | | | | |
| CORE + COMPONENTS/ADD-ONS TOTAL | | | | | | 0.00 |

MARKETING SERVICES

| | INCLUDED | MSRP | DISCOUNT | TAX % | TAX TOTAL | TOTAL |
|------------------------------------|----------|------|----------|-------|-----------|-------|
| Managed Accounting Services | | | | | | |
| Teesnap Social + | | | | | | |
| Managed Marketing Lite | | | | | | |
| Managed Marketing Pro | | | | | | |
| Managed Marketing Thrive | | | | | | |
| Teesnap Messenger Marketing | | | | | | |
| PROFESSIONAL SERVICES TOTAL | | | | | | 0.00 |

ADDITIONAL HARDWARE

NUMBER INCLUDED

| | | | |
|---|--|-------------------------------|-----------|
| Thermal Cloud Printer - TSP65411 | | TOTAL MSRP | 13,300.00 |
| Impact Cloud Printer - SP742CLOUDPRNT | | TOTAL DISCOUNT | 13,300.00 |
| Thermal Bluetooth Printer - TSP654IIBI-24 | | SUBTOTAL | 0.00 |
| Cash Drawer - 13"x13" | | TAXES DUE | 0.00 |
| Cash Drawer - 16"x16" | | TOTAL ANNUAL PRICE DUE | 0.00 |



PAYMENT & PRICING (Please choose one)

MONTHLY PAYMENT

You agree to pay Teesnap monthly installments of \$ _____ for _____ months, starting on _____.

These payments will now be made by ACH electronic funds transfer, or by a monthly charge to Customer’s credit card to be kept on file with Teesnap. Unpaid monthly installments or portions thereof shall carry forward until the entire balance is paid in full.

** All Credit Card payments are subject to an additional 2.75% processing fee that will be added to this payment.*

ANNUAL PAYMENT

You agree to pay Teesnap \$ _____ as a one-time annual payment.

This payment is valid for 1-year use of Teesnap. The terms of this agreement will expire on _____ . Future annual payments will be made by ACH electronic funds transfer or by a charge to Customer’s credit card to be kept on file with Teesnap.

** All Credit Card payments are subject to an additional 2.75% processing fee that will be added to this payment.*



TEEPAY

Based on the selected products and services, Course agrees to provide Teesnap ⁸ _____ Player(s) per day as payment.

These players will be available for sale on any day that the golf course is open and has availability throughout the term of this agreement.

UP FRONT PAYMENT

You agree to pay Teesnap an initial installment of \$ _____ due at least two (2) weeks prior to your installation and training.

This payment will be made by ACH electronic funds transfer, check, or a charge to Customer’s credit card. Failure to make this payment on time may result in forfeiture of your scheduled installation date.

** All Credit Card payments are subject to an additional 2.75% processing fee that will be added to this payment.*

FORM OF PAYMENT

TEEPAY: TeePay is an alternative payment method that allows the Course to provide Teesnap a mutually agreed upon number of players per day in exchange for products and services. A single "Player" is defined as one (1) individual 18-hole round (with cart) made available for sale by Teesnap for its own benefit. Each Player shall be made available for sale beginning on the first day of the month and will be made available on subsequent days throughout the month. Teesnap will never offer more than the daily agreed upon Player(s) unless otherwise agreed upon by the Customer.

The tee times of the individual 18-hole rounds provided as Player(s) shall be mutually agreed upon. Teesnap shall have the ability to sell Player(s) at a price that is at the discretion of Teesnap (except where mutually agreed upon). Player(s) will be available for purchase on the Customer’s website. Teesnap will collect payments for TeePay Times and all applicable taxes directly from golfers.

Throughout the term of this agreement, the Course agrees to use the Teesnap booking portal on their website as the sole provider for online tee time reservations. Additionally, any time where there are tee times available to the public, the Course agrees to ensure those times are available online for purchase through the Teesnap booking portal.



MONTHLY/ANNUAL: Customer agrees to pay the Total Annual Price Due in US Dollars, based on the Payment and Pricing identified above, by one of the following methods:

ACH Electronic Funds Transfer - An ACH Electronic Authorization Payment Form must be completed. Funds transfers will occur on the dates and schedule specified in this Agreement. (Preferred Method)

Credit Card on File - A Credit Card Authorization form must be completed. Customer shall be charged a processing fee equivalent to that which Teesnap is charged for payments made by credit card. Customer shall be liable for any and all fees (annual fees, late payment fees, etc.) associated with the credit card. Customer's card on file will be billed on the dates and schedule specified in this Agreement. (Monthly or Annual Only)

PROCESSING FEES

A **2.75** % processing fee will be charged on all Customer credit and debit card transactions. The fee will be deducted from the Customer's total credit and debit card activities each day. Sales tax is applicable on processing fees in the following states: CT, NM, OH, and the District of Columbia.

* Please note that for installment plans, tax rates for any taxes collected may be subject to change based on applicable government laws and/or regulations.

SOFTWARE AS A SERVICE AGREEMENT

This Software as a Service Agreement (the "Agreement") effective as of _____ (the "Effective Date") is made and entered into by and between **Green Oaks Golf Course**, with its principal place of business at **1775 E Clark Rd** _____ (hereinafter the "Customer"), and Teesnap, LLC, a Nevada limited liability company, with a registered address located at 1201 N. Town Center Drive, Las Vegas, NV 89144 ("Teesnap"). Customer and Teesnap may be referred to individually as a "Party" and collectively as the "Parties."

WHEREAS, Customer wishes to purchase and utilize services and the system (the "System") provided by Teesnap.

WHEREAS, Teesnap provides technology services to Customers and Restaurants to enable orders for food, beverages, Point-of-Sale, Reservations, and related products and services provided by the "Customer" and facilitates payment to the "Customer" for the purchases with a permitted Payment Method ("Payment Transactions").

NOW, THEREFORE, in consideration of the mutual promises contained herein and the agreements set forth below, the receipt and sufficiency of which consideration is hereby acknowledged, the Customer and Teesnap agree as follows:



SECTION 1. DESCRIPTION OF SERVICES

- 1.1 Upon implementation of the System, Teesnap will provide Customer with access to its System and the selected services (the "Services") as described on page 2 of this Agreement.
- 1.2 System will be installed on **01/06/2020** (the "Installation Date").
- 1.3 Teesnap hereby grants Customer a limited, non-transferable, and non-exclusive license to remotely access and use the System solely during the Term (as defined herein) of the Agreement. Except for this limited usage right during the Term, nothing in this Agreement grants Customer any rights, title or interest in the System, Services, or any deliverables provided by Teesnap. Teesnap reserves the right to make changes and updates to the functionality and/or documentation of the System from time to time.

SECTION 2. TEESNAP ACCOUNT

- 2.1 Teesnap may conduct an installation and training session of the System. During this time, Teesnap and Customer will work together to customize Customer's account for the System. This includes, but is not limited to the following:
 - a. Customizing Customer's account with Teesnap;
 - b. Customizing Customer's administrative environment for all related personnel and products;
 - c. Customizing Customer's products, including the cost and retail pricing for each product Customer offers; and
 - d. All other steps required for the operation of the System.
- 2.2 Customer's account will facilitate Customer's use of the System and will allow Customer to receive current reservations, sales related information, and other information pertaining to Customer's relationship with Teesnap.
- 2.3 Teesnap is not and will not be liable for any loss or damage arising from Customer's failure to manage and maintain its account. Each Customer is solely responsible and liable for marketing, selling, pricing, packaging, and provision of any products or services offered through the Services in compliance with all applicable laws, regulations, and rules or industry standards ("Applicable Law"). Teesnap makes no representation or warranty regarding whether a Customer holds any applicable permit, license, registration, or other credential for its business; whether representations by a Customer are true or accurate; or whether a Customer complies with Applicable Law, and Teesnap is not responsible for the quality of the products or services provided by the Customer.

SECTION 3. SYSTEM PARTICIPATION

- 3.1 **Customer Offerings.** To participate in the System, Customer must supply the content and images to describe and illustrate the Customer and its service offerings ("Customer Offerings"), by completing and submitting, or authorizing an agent to complete and submit, the information to Teesnap. Customer Offerings include, but are not limited to, tee time pricing, pricing on retail items, and pricing on food and beverage. Customer is responsible and liable for all Customer Offerings and terms, and for Teesnap's or any purchaser's use or reliance on any of the foregoing.
- 3.2 **Promotion of Golf Course.** Teesnap reserves the right to market the Golf Course Offerings to the Golf Course customers. Teesnap will be responsible for creating and designing the email that will promote and market the Golf Course and the Golf Course Offerings by sending marketing emails to Golf Course customers. The Customer acknowledges and agrees that it will, at all times, be in compliance with the CAN-SPAM Act. This includes, but not limited to, promptly honoring any opt-out/unsubscribe requests received from a customer. Teesnap does not warrant or guarantee the use of the System will result in any particular amount of revenue or profit to the Customer.
- 3.3 **Responsibility for Customer Offering.** Customer represents that all services provided by the Customer for customers booking through the System will be consistent with prevailing industry standards for similar Customers in the area. Customer will be responsible for all customer service with respect to the Customer Offerings. Teesnap shall have no liability for the nature, completeness, or accuracy of information provided by Customer about the Customer Offerings or the fulfillment of the Customer Offerings.
- 3.4 **Processing of Sale.** All sales transactions for the Customer will be processed through the System. Customer agrees that the System will be the exclusive reservation and retail system used by the Customer, and that all golf related commercial activities, including the reservation of calendar for tee times, will be booked through the System during the Term of this Agreement.
- 3.5 **License to Customer's Content.** During the Term of this Agreement, Customer hereby grants Teesnap a non-exclusive, worldwide, transferable, irrevocable, and sub-licensable license to use, copy, distribute, display, and perform any of Customer's content concerning the Customer and the Customer Offerings (including any trademarks, trade names, logos or copyrighted material of Customer to be included in any advertising of the Customer or Customer Offerings) in any and all media or formats in connection with Teesnap's fulfillment of its rights and obligations under this Agreement, including the promotion of the Customer and Customer Offerings.



- 3.6 Customer Data.** Customer acknowledges that it will own all data collected by, or on behalf of, Teesnap pursuant to this Agreement, including all information and data of individuals who may or do purchase the Customer Offerings ("Customer Data"); provided, however, that Teesnap and its affiliates shall have the right to use any such data collected by it for marketing or other purposes. Teesnap affiliates shall not use Customer Data to compete with Customer Offerings, but may use Customer Data to market non-competing products and promotions to course customers. Teesnap shall take commercially reasonable efforts to protect the security of Customer Data and comply with all laws relating to the processing of any Customer Data, including any applicable subscribe/unsubscribe requirements with regard to email communications. If Customer becomes aware of, or suspects, any unauthorized access to or use of Customer Data by Teesnap, Customer shall immediately notify Teesnap and shall cooperate with Teesnap in the investigation of such breach and the mitigation of any damages.
- 3.7 Press Release.** Teesnap may, in its sole discretion, include Customer and the Customer in any press release regarding the Customer Offerings described herein or otherwise identify Customer as one of its Customer clients. Any press release Customer may want to issue which includes Teesnap must be pre-approved in writing by Teesnap prior to release.
- 3.8 PCI Compliance.** Teesnap is and will remain PCI compliant for the life of the product. The annual PCI compliance certification (SAQ) is the sole responsibility of Teesnap. Documentation required for validation of this process or confirmation of completion is available upon request.
- 3.9 Hardware and Data Usage.** Customer agrees to utilize the hardware and cellular data connection exclusively for the purposes set forth in this Agreement. This includes limiting use to authorized apps, websites, and approved add-ons. Teesnap reserves the right to modify, suspend access, and/or pass on fees incurred by Teesnap for excessive data usage.

SECTION 4. PAYMENT TERMS

- 4.1 System Pricing.** In return for the Services and System provided by Teesnap to Customer hereunder, Customer shall deliver the number of Player(s) as set forth on page 2 of this Agreement. In the event that Teesnap is unable to generate enough revenue to cover costs via the Teepay option, Teesnap reserves the right to post double the agreed upon daily allotment but will never sell more than the original total monthly allotment. Additionally, Teesnap will work with the golf course on mutually agreeable alternative payment options.
- 4.2 Additional Fees.** If an ACH Electronic Funds Transfer debit request is not successful; Customer will be subject to a \$15 transaction fee for each occurrence. Additionally, any aged balance beyond 30 days will be subject to a monthly late fee equal to 15% of the balance owed.
- 4.3 Currency.** All payments hereunder shall be in US Dollars (USD) and made by check, credit card, debit card, or ACH electronic transfer. Credit and debit card payments are subject to a processing fee as indicated in this Agreement.
- 4.4 Customer Products Pricing.** All prices for the Customer Offerings shall be established by the Customer. Any price changes to the Customer Offerings shall become effective once loaded into the System.
- 4.5 Customer Sales and Payment Processing.** Teesnap will be responsible for processing all credit and debit card payments from Customer's customers. Customer's name will be displayed on the customer's statement as the sales agent. The System will also track all cash transactions. The Customer shall be responsible for handling and processing of all cash payments.
- 4.6 Payments to Customer.** The third-party payment card processor will process all credit and debit card activities for the Customer. The third-party payment card processor will remit proceeds via Automated Clearing House (the "ACH") to Customer account within two business days.
- 4.7 Taxes.**
Taxes Related to Customer Offerings:
Customer shall be solely responsible for any taxes, levies, duties and/or similar governmental assessments (collectively, "Taxes") of any nature assessable by any jurisdiction whatsoever in connection with the purchase and/or use of Customer Offerings. Customer agrees to hold Teesnap harmless of any liability with respect to any such Taxes.
Taxes Related to Teesnap Services:
If the collection and remittance of Taxes to governmental bodies is applicable on Teesnap Services, Customer agrees to pay Teesnap the amounts to be collected and remitted. Information on assessed and remitted taxes concerning Customer's Teesnap Services will be provided to Customer by Teesnap. Please note that any Taxes collected may be subject to change based on applicable government laws and/or regulations.
- 4.8 Hardware.** During the Term of this Agreement, or any renewal thereof, Teesnap agrees to replace, at no additional cost to Customer, any hardware provided under this Agreement that is deemed defective or inoperable, in Teesnap's sole opinion. Customer will be responsible for



cost of the replacement of any hardware that is damaged by Customer or any of its employees, agents or subcontractors.

- 4.9 Reports.** Teesnap will provide comprehensive reports summarizing Customer's activities for:
- Each Period;
 - All tax related reporting including state, county, and local taxes; and
 - Any other activity designated by Customer.

SECTION 5. TERM AND TERMINATION

- 5.1 Term.** This Agreement is effective as of the Effective Date set forth above and will remain in effect for two (2) years (the "Initial Term"). After the Initial Term and until terminated with 30 days' advance notice by either Party, as provided herein, this Agreement shall be automatically extended for successive one (1) year periods, unless renegotiated prior to end of the Term.
- 5.2 Termination for Convenience.** Either Party may terminate this agreement at any time, with or without further obligation, except for any outstanding and undisputed payments due to a Party, by providing the other Party with ninety (90) days advance written notice.
- 5.3 Termination by Breach of Agreement.** In the event either Party breaches any of the material terms or conditions of this Agreement, and such breach is not cured within thirty (30) days after receipt of written notice specifying the nature of the breach, the non-breaching Party may terminate this Agreement without any further delay or obligation hereunder.
- 5.4 Effects of Termination.** If either Party terminates this Agreement per the provisions of section 5.2 or 5.3, Customer shall i) forfeit any and all pre- paid expenses and fees; Teesnap shall have the right to debit via ACH, or charge a CCoF, for any and all outstanding payments due to Teesnap; to include Early Termination Fees outlined in section 5.5.
- 5.5 Early Termination Fee.** If Customer terminates this Agreement per the provisions of section 5.2, Customer shall pay Teesnap within fifteen (15) days from the date of termination, an early termination fee of fifty percent (50%) of the remaining balance set forth in this Agreement. If Customer is paying via Teepay, Customer shall pay Teesnap, within fifteen (15) days from the date of termination, an early termination fee of one-thousand dollars (\$1,000) per month for each month remaining on the current term. If Customer terminates this Agreement for any reason prior to the Installation Date or within ninety (90) days from the Installation Date, Customer shall pay Teesnap an additional flat fee of one thousand five hundred dollars (\$1,500) as reimbursement to Teesnap for travel expenses.
- 5.6 Equipment Return.** Upon termination of this Agreement for any reason Customer will, within fifteen (15) days from the date of termination, return all equipment leased to Customer by Teesnap. If leased equipment is not returned, or is damaged upon receipt, Teesnap shall have the right to debit via ACH, or charge a CCoF, the full replacement value for the leased equipment.

SECTION 6. MANAGED MARKETING SERVICES

- 6.1 Services.** Customer appoints Teesnap as its exclusive agent to market, provide guidance, and intelligence, and to consult Customer on marketing initiative(s). In this capacity, Teesnap shall have all powers as may be necessary or expedient to carry out the purposes of and the transactions contemplated in this Agreement and will provide such insight as needed, as well as access to Teesnap's Managed Marketing Team.
- 6.2 Teesnap will manage the following Services to Customer:**
- Website Management
 - Online Store Management
 - Email Marketing Management
 - Social Media Management
 - Paid Ads on Social Media
 - Messenger Marketing

Planning Calendar

Customer and Teesnap agree that the planning and communication stage of this Agreement is essential to its success. Both Parties will, to the best of their abilities, meet via electronic meetings or in person to develop the yearly plan. In executing this plan, both Parties also agree that they must work together to make it successful in design and execution.

Website Management

Customer and Teesnap agree that when new pages and new designs are required, both Parties will agree to the branding look and feel of such pages and that new page creation will not exceed four new pages in any given week.



Email Management

Customer and Teesnap agree that Teesnap will provide drafts of emails to Customer and Customer will sign off on drafts before sends. Customer and Teesnap agree that previously signed off on email templates may be sent without approval. Customer agrees that no more than 10 email campaigns will be sent in any given week.

Paid Social Media

Customer and Teesnap agree that Teesnap will have admin privileges to Facebook, Google, and LinkedIn. Customer and Teesnap will agree on budget spend for any given strategy and that Customer's credit card on file will be in good standing for such spending. This spending will be in addition to Teesnap Managed Marketing service cost.

Messenger Marketing

Teesnap will integrate Customer's Teesnap website and Facebook Messenger marketing via the growth tools. Teesnap will engage Customer's audience in accordance with the Facebook Messenger terms and services. Flows and sequences will also be managed in accordance with Facebook's terms of use. In any given week during the year, a limit of one new flow and one new set of sequences will be programmed by Teesnap.

SECTION 7. DISCLAIMER OF WARRANTIES, WAIVER, AND LIMITATION OF LIABILITY

7.1 Disclaimer of Warranties. You expressly understand and agree that your use of the services and all information, products, and other content (including that of third-parties) included in or accessible from the service is at your sole risk. The service is provided on an "as is" and "as available" basis.

Neither Teesnap nor its third-party providers will be liable or responsible for any products or services provided by customer that are a cause of injury or that are unacceptable or do not meet your requirements or expectations.

Except for the express warranties set forth herein, Teesnap and its third-party providers hereby expressly disclaim all express or implied warranties with regard to the services and all information, products, and other content (including that of third-parties) included in or accessible from the services, including but not limited to any implied warranties of merchantability, fitness for a particular purpose, title, non-infringement and quality. Teesnap relies upon customers to provide accurate allergen and dietary information and general product safety. Teesnap does not represent or warrant that the information accessible through the services is accurate, complete, reliable, current, or error-free, including, without limitation, menus, nutritional and allergen information, photos, food quality or descriptions, pricing, hours of operation, or reviews. All content is provided for informational purposes only. The reliance on any information provided through the service is solely at your own risk, including, without limitation, nutritional and allergen information.

Teesnap and its third-party providers make no representations or warranties regarding (i) whether the services will meet your requirements; (ii) the reliability, availability, timeliness, suitability, accuracy or completeness of the services; (iii) the results you may obtain by using the services; (iv) whether the operation or use of the services will be uninterrupted or error-free; or (v) whether the quality of the service, or products or service, information or other material purchased or obtained through the services will meet your expectations.

Any material downloaded or otherwise obtained through the use of the services is done at your own discretion and risk and you are solely responsible for any damage to your computer system or device or loss of data that results from the download of any such material. No advice or information, whether oral or written, obtained by you from Teesnap or a third-party through or from the services will create any warranty not expressly stated in these terms.

You acknowledge that neither Teesnap nor its third-party providers controls the transfer of data over communications facilities, including the internet, and that neither Teesnap nor its third-party providers are responsible for any limitations, delays, or other problems inherent in the use of such communications facilities without limiting the foregoing, neither Teesnap nor its third-party providers warrants or guarantees that any or all security breaches or attacks will be discovered, reported, or remedied, or that there will not be any security breaches by third-parties.

7.2 Limitation of Teesnap's Liability. In no event will Teesnap be liable under any contract, negligence, strict liability, or other theory, for any direct, indirect, special, punitive, incidental, exemplary or consequential damages, including but not limited to damages or lost profits, goodwill, use, data or other intangible losses, even if Teesnap has been advised of the possibility of such damages and even if a remedy set forth herein has failed its essential purpose. To the maximum extent permitted by law, Teesnap's aggregate liability to you or any third-parties in any circumstance is limited to one hundred dollars (\$100 USD).

7.3 State Exceptions. Some states do not allow exclusion of implied warranties or limitation of liability for incidental or consequential damages, so the above limitations or exclusions may not apply to you. In such states, Teesnap's limitation of liability will be limited to the maximum extent permitted by law.

7.4 Reliance on Limitations. Each party acknowledges that the other party has entered into these Terms of Service relying on the limitations of liability stated herein and that those limitations are an essential basis of the bargain between the parties.

7.5 Force Majeure. Teesnap will not be liable for any failure or delay resulting from any condition beyond its reasonable control, including but not limited to governmental action or acts of terrorism, earthquake, fire, flood or other acts of God, labor conditions, power failures, and Internet



disturbances.

SECTION 8. DATA SECURITY

8.1 Data Security Practices. Customer agrees to use security technologies and techniques in accordance with industry best practices, including those relating to the prevention and detection of unauthorized use and access of systems and networks. A "Security Breach" is any act or omission that results in: (i) the unauthorized access or use of confidential information; or (ii) a breach of the physical, technical, administrative or organizational safeguards put in place by the either Party, that relate to the protection of the security, confidentiality, or integrity of confidential information. In the event of a Security Breach, Customer shall provide Teesnap with the name and contact information for a Customer employee or position which shall serve as Teesnap's primary contact and shall be available to assist Teesnap twenty-four (24) hours per day, seven (7) days per week as a contact in resolving obligations associated with a Security Breach. To the extent permitted by law and law enforcement authorities, Customer shall notify Teesnap of a Security Breach as soon as practicable by phone and in writing, but no later than twenty-four (24) hours after Customer becomes aware of it. Immediately following Customer's notification to Teesnap of a Security Breach, the Parties shall coordinate with each other to investigate the Security Breach.

8.2 Data Protection Regulations. Customer shall, at all times, maintain policies, practices and procedures sufficient to comply with data protection regulations such as the EU General Data Protection Regulation, or the California Consumer Privacy Act (to take effect on January 1, 2020). In the event Customer is found to be in violation of such data protection regulations or similar laws, Customer shall indemnify and hold harmless Teesnap from any claims, demands, or liability arising from Customer's breach or violation of the same.

8.3 Modification of Terms. Teesnap reserves the right to modify any portion of these Terms of Service at any time in its sole discretion by notifying you of any changes by electronic mail, posting of the updated Terms of Service on its Website, or delivering an alert through the Application. The changes will become effective, and shall be deemed accepted by you, upon the effective date stated or initial posting/delivery date (if none is stated) and shall be effective on a going-forward basis. If you do not agree to these Terms of Service or any updated version of the Terms of Service, your sole and exclusive remedy is to terminate your use of the Services.

8.4 Miscellaneous. Any action, claim, or dispute related to these Terms of Service will be governed by the laws of Nevada, excluding its conflicts of law provisions, and controlling U.S. federal law. The Uniform Computer Information Transactions Act will not apply to these Terms of Service. If any provision of these Terms of Service Agreement is found to be invalid by any court having competent jurisdiction, the invalidity of such provision will not affect the validity of the remaining provisions of these Terms of Service, which will remain in full force and effect. Failure of Teesnap to act on or enforce any provision of these Terms of Service will not be construed as a waiver of that provision or any other provision herein. No waiver will be effective against Teesnap unless made in writing, and no such waiver will be construed as a waiver in any other or subsequent instance. Except as expressly agreed by Teesnap and Customer, these Terms of Service constitute the entire agreement between you and Teesnap with respect to the subject matter hereof, and supersedes all previous or contemporaneous agreements, whether written or oral, between you and Teesnap with respect to the subject matter. The section headings are provided merely for convenience and will not be given any legal import. These Terms of Service will inure to the benefit of our successors and assigns. You may not assign these Terms of Service without our prior written consent. Any information submitted or provided by you to the Services might be publicly accessible. Important and private information should be protected by you.

IN WITNESS WHEREOF, the Parties have agreed to the terms of this Agreement as of the Effective Date.

| | |
|--------------|--------------|
| _____ | Teesnap, LLC |
| Customer | _____ |
| _____ | _____ |
| Date | Date |
| _____ | _____ |
| Signature | Signature |
| _____ | _____ |
| Printed Name | Printed Name |
| _____ | _____ |
| Title | Title |



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November 21, 2019

CR #51282-1

Supervisor Brenda Stumbo
Clerk Karen Lovejoy Roe
Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

Dear Supervisor Stumbo and Clerk Roe,

Washtenaw County wishes to amend the contract for the Foley Avenue HMA Project with your agency. Corporation Counsel has indicated that this amendment could be accomplished by a letter signed by both of us. If this amendment is agreeable to you, please sign and return all copies of this letter. You will receive an executed copy of this letter upon completion.

Accordingly, I hereby amend the Agreement for Subaward of Federal Financial Assistance between Washtenaw County and the Charter Township of Ypsilanti dated January 15, 2019 as follows:

Amend ARTICLE V – TERM to extend the contract as follows:

“This contract shall be in full force and effect for an additional term of six (6) months terminating on June 30, 2020.”

All other terms and conditions remain the same as in the original contract, subsequent amendments and any applicable RFP/RFQ.

ATTEST:

WASHTENAW COUNTY

Lawrence Kestenbaum (DATE)
County Clerk/Register

Gregory Dill (DATE)
County Administrator

APPROVED FOR CONTENT:

CHARTER TOWNSHIP OF YPSILANTI

Department Head

Accepted by _____

Original: Clerk
Supervisor
cc: Department
Purchasing

CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2019-47
ESTABLISH TOWNSHIP SUPERVISOR'S SALARY

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

WHEREAS in 2020, Teamster and AFSCME employees will receive a 2.5% contractual increase in wages; and

WHEREAS it is recommended that non-union employees also receive a 2.5% increase;

NOW THEREFORE BE IT RESOLVED that the salary for the office of Supervisor shall receive a 2.5% increase in 2020 from \$84,235.66 to \$86,341.55.

CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2019-48
ESTABLISH TOWNSHIP CLERK'S SALARY

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

WHEREAS in 2020, Teamster and AFSCME employees will receive a 2.5% contractual increase in wages; and

WHEREAS it is recommended that non-union employees also receive a 2.5% increase;

NOW THEREFORE BE IT RESOLVED that the salary for the office of Clerk shall receive a 2.5% increase in 2020 from \$84,235.66 to \$86,341.55.

CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2019-49
ESTABLISH TOWNSHIP TREASURER'S SALARY

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

WHEREAS in 2020, Teamster and AFSCME employees will receive a 2.5% contractual increase in wages; and

WHEREAS it is recommended that non-union employees also receive a 2.5% increase;

NOW THEREFORE BE IT RESOLVED that the salary for the office of Treasurer shall receive a 2.5% increase in 2020 from \$84,235.66 to \$86,341.55.

**CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2019-50**

ESTABLISH TOWNSHIP TRUSTEES' SALARY

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

WHEREAS all AFSCME, Teamsters and non-union employees will receive a 2.5% increase in 2020; and

WHEREAS it has been recommended that both non-union and full-time elected officials also receive a 2.5% increase in 2020;

NOW THEREFORE BE IT RESOLVED that the Trustees will be paid according to the Trustee Attendance Policy and will receive a 2.5% increase in 2020.

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2019-54

**DESIGNATION OF DEPOSITORIES
FOR 2020**

NOW THEREFORE, BE IT RESOLVED that Bank of Ann Arbor-Ypsilanti Office, Comerica Bank, Charter One, Ann Arbor State Bank, Fifth Third Bank, Chase Bank, P&C Bank, United Bank & Trust, Fidelity Bank, Huntington National Bank, Key Bank and TCF Bank and their successors be designated depositories for all Charter Township of Ypsilanti funds and securities for the 2020 calendar year.

CHARTER TOWNSHIP OF YPSILANTI

Resolution No. 2019-55

**ADOPTION OF REGULAR BOARD MEETING DATES
FOR THE 2020 CALENDAR YEAR**

NOW THEREFORE, BE IT RESOLVED that the attached schedule of dates and times be adopted for the Charter Township of Ypsilanti for the 2020 calendar year.

**CHARTER TOWNSHIP OF YPSILANTI
BOARD OF TRUSTEES**

SCHEDULE OF MEETINGS FOR 2020

| | |
|--|---|
| Work Session 5:00 p.m. Civic Center Board Room | Regular Meeting 7:00 p.m. Civic Center Board Room |
|--|---|

In 2020, the Township Board will meet on the 1st and 3rd Tuesday of each month in February, April, May, October and December and on the 1st or 3rd Tuesday of each month in January, March, June, July, August, September and November.

Tuesday January 21, 2020

Tuesday February 4, 2020
Tuesday February 18, 2020

Tuesday March 3, 2020

Tuesday April 7, 2020
Tuesday April 21, 2020

Tuesday May 5, 2020
Tuesday May 19, 2020

Tuesday June 16, 2020*

Tuesday July 21, 2020*

Tuesday August 18, 2020*

Tuesday September 15, 2020*

Tuesday October 6, 2020
Tuesday October 20, 2020

Tuesday November 17, 2020

Tuesday December 1, 2020
Tuesday December 15, 2020

All meetings are held at the Ypsilanti Township Civic Center Building, 7200 S. Huron River Drive, Ypsilanti Township

Special Meetings may be called with 24-hour notification.

Pre-approval of Statements and Checks is authorized when no Board Meeting is held, with formal approval at the next regularly scheduled meeting, contingent on Board Members review and no objection.

*Board members should plan to reserve the first Tuesday of June, July, August and September in case a Special Meeting needs to be scheduled.

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2019-56

ADOPTION OF ROBERT'S RULES OF ORDER

NOW THEREFORE, BE IT RESOLVED that Robert's Rules of Order shall be adopted by the Charter Township of Ypsilanti Board of Trustees for the 2020 calendar year.

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2019-57

DESIGNATION OF NEWSPAPER OF CIRCULATION

NOW THEREFORE, BE IT RESOLVED that Washtenaw Legal and MLive/AnnArbor.com be designated as the newspapers of general circulation for the Charter Township of Ypsilanti advertisements and publications for the 2020 calendar year.

CHARTER TOWNSHIP OF YPSILANTI
2019 BUDGET AMENDMENT #19

DECEMBER 3, 2019

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

236 - 14B DISTRICT COURT FUND

Total Increase \$19,296.00

Request to increase budget for retirement of employee. This will be funded by an Appropriation of Prior Year Fund Balance.

| | | | |
|---------------|-------------------------|---------------------|---------------------------|
| Revenues: | Prior Year Fund Balance | 236-000-000-699.000 | \$19,296.00 |
| | | Net Revenues | <u><u>\$19,296.00</u></u> |
| Expenditures: | Retiree Time Payouts | 236-136-000-708.008 | \$17,929.00 |
| | FICA | 236-136-000-715.000 | <u><u>\$1,367.00</u></u> |
| | | Net Expenditures | <u><u>\$19,296.00</u></u> |

Motion to Amend the 2019 Budget (#19)

Move to increase the 14B District Court Fund budget by \$19,296 to \$1,827,529 and approve the department line item changes as outlined.

OTHER BUSINESS
