

**CHARTER TOWNSHIP OF  
YPSILANTI BOARD OF TRUSTEES**

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*Supervisor*

**BRENDA L. STUMBO**

*Clerk*

**HEATHER JARRELL ROE**

*Treasurer*

**STAN ELDRIDGE**

*Trustees*

**JOHN P. NEWMAN II**

**GLORIA PETERSON**

**DEBBIE SWANSON**

**JIMMIE WILSON, JR.**

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**December 21, 2021**

**Work Session – 5:00 pm**

**Regular Meeting – 7:00 p.m.**

**Ypsilanti Township Civic Center**

**7200 S. Huron River Drive**

**Ypsilanti, MI 48197**

# **DEPARTMENTAL REPORTS**

# CHARTER TOWNSHIP OF YPSILANTI FIRE DEPARTMENT

222 South Ford Boulevard, Ypsilanti, MI 48198



## MONTHLY REPORT FOR NOVEMBER 2021

Fire Department staffing levels are as follows:

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

All fire department response personnel are licensed as Emergency Medical Technicians by the State of Michigan Public Health. During the month, the fire department responded to requests 557 for assistance. Of those requests, 340 were medical emergency service calls, with the remaining 217 incidents classified as non-medical and/or fire related.

Department activities for the month of November 2021:

- 1) The Public Education Department participated in the following events:
  - a) Traveling Vietnam Veteran's Wall
  
- 2) Fire fighters received training in the following areas:
  - a) Washtenaw County Hazmat Training @Consumer's Pumping

The Fire Marshal had these activities / events for the month of November 2021:

1. Fire Investigations: 5
2. Building Inspections: 14
3. Plan Reviews: 4
4. Hood / Fire Suppression Inspections: 4
5. Completed Covid 19 screenings for staff
6. Meetings: 5
7. Alarm Inspections: 2

The Fire Chief attended these meetings / events for the month of November 2021:

1. Covid 19 staff screenings
2. WAMAA
3. Fire Investigation for Arbor Circle
4. Fire Investigation-Arbor Circle meeting with Dave Bellers & Phone calls with insurance company.
5. Fire Investigation for 1063 Nash
6. Fire Investigation for 1063 Nash meeting with tenant & WCSD deputy.
7. Fire Investigation for Lake Shore Apartments
8. Retirement of Firefighter Duane Crutcher
9. Retirement of Ypsilanti City Fire Captain
10. Complied information for the meeting with ISO
11. Shift Officer Meeting with the 3 shifts
12. Discussion of the Fire Marshall position with Supervisor Stumbo & Fire Marshall Dan Kimball
13. Planning meetings regarding UPS Unit & Township server to be put on generator power
14. Met with Rapid Roof to repair roof at Station 3
15. Ford Lake Dam meeting with M. Saranen, A Verges, and R Castle-Hine
16. Ordered update furniture for station 1 & 4

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

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



This month the total fire loss, including vehicle fires, is estimated at **\$257,120.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS		ESTIMATED LOSS	
1) 11/03/2021	7005 Merritt	\$	0.00	(rubbish fire)
2) 11/05/2021	Lakeshore Apartments	\$	15,000.00	(building fire)
3) 11/09/2021	2990 Washtenaw	\$	5,500.00	(vehicle fire)
4) 11/09/2021	2861 International	\$	20.00	(rubbish fire)
5) 11/13/2021	1550 E Clark	\$	0.00	(cooking fire)
6) 11/15/2021	1063 Nash	\$	110,000.00	(outside fire)
7) 11/19/2021	2387 Ellsworth	\$	1,000.00	(cooking fire)
8) 11/29/2021	8575 Cargo	\$	600.00	(cooking fire)
9) 11/29/2021	Lakeshore Apartments	\$	125,000.00	(building fire)
10) 11/30/2021	Mark Jefferson Complex	\$	0.00	(mutual aid-City)

Respectfully submitted,

Maria Batianis  
Charter Township of Ypsilanti Fire Department

Attachment: Image Trend Incident Type Report (Summary): 11/01/2021 – 11/30/2021

**Ypsilanti Township - Incident Type Report (Summary)**  
monthly

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
<b>Incident Type Category (FD1.21): 1 - Fire</b>						
111 - Building fire	4	0.72%	210000.00	40000.00	250000.00	97.23%
113 - Cooking fire, confined to container	3	0.54%	100.00	1500.00	1600.00	0.62%
121 - Fire in mobile home used as fixed residence	1	0.18%				
131 - Passenger vehicle fire	1	0.18%	5000.00	500.00	5500.00	2.14%
142 - Brush or brush-and-grass mixture fire	1	0.18%				
150 - Outside rubbish fire, other	2	0.36%	0.00	0.00	0.00	0.00%
151 - Outside rubbish, trash or waste fire	1	0.18%	10.00	10.00	20.00	0.01%
154 - Dumpster or other outside trash receptacle fire	1	0.18%	0.00	0.00	0.00	0.00%
<b>Total: 14</b>		<b>Total: 2.51%</b>	<b>Total: 215110.00</b>	<b>Total: 42010.00</b>	<b>Total: 257120.00</b>	<b>Total: 100.00%</b>
<b>Incident Type Category (FD1.21): 2 - Overpressure Rupture, Explosion, Overheat (No Fire)</b>						
200 - Overpressure rupture, explosion, overheat, other	1	0.18%				
<b>Total: 1</b>		<b>Total: 0.18%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
300 - Rescue, EMS incident, other	33	5.92%				
311 - Medical assist, assist EMS crew	52	9.34%				
320 - Emergency medical service, other	48	8.62%				
321 - EMS call, excluding vehicle accident with injury	180	32.32%				
322 - Motor vehicle accident with injuries	10	1.80%				
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.18%				
324 - Motor vehicle accident with no injuries.	16	2.87%				
<b>Total: 340</b>		<b>Total: 61.04%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)</b>						
412 - Gas leak (natural gas or LPG)	3	0.54%				
423 - Refrigeration leak	1	0.18%				
424 - Carbon monoxide incident	2	0.36%				
440 - Electrical wiring/equipment problem, other	2	0.36%				
441 - Heat from short circuit (wiring), defective/worn	1	0.18%				
444 - Power line down	5	0.90%				
445 - Arcing, shorted electrical equipment	3	0.54%				
<b>Total: 17</b>		<b>Total: 3.05%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 5 - Service Call</b>						
500 - Service call, other	4	0.72%				
510 - Person in distress, other	3	0.54%				
512 - Ring or jewelry removal	1	0.18%				
522 - Water or steam leak	1	0.18%				
531 - Smoke or odor removal	13	2.33%				
551 - Assist police or other governmental agency	1	0.18%				
553 - Public service	5	0.90%				
554 - Assist invalid	9	1.62%				
561 - Unauthorized burning	6	1.08%				
<b>Total: 43</b>		<b>Total: 7.72%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 6 - Good Intent Call</b>						
600 - Good intent call, other	1	0.18%				

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
611 - Dispatched and cancelled en route	105	18.85%				
622 - No incident found on arrival at dispatch address	5	0.90%				
651 - Smoke scare, odor of smoke	2	0.36%				
<b>Total: 113</b>		<b>Total: 20.29%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 7 - False Alarm &amp; False Call</b>						
700 - False alarm or false call, other	10	1.80%				
715 - Local alarm system, malicious false alarm	1	0.18%				
733 - Smoke detector activation due to malfunction	4	0.72%				
734 - Heat detector activation due to malfunction	1	0.18%				
735 - Alarm system sounded due to malfunction	3	0.54%				
736 - CO detector activation due to malfunction	2	0.36%				
741 - Sprinkler activation, no fire - unintentional	1	0.18%				
743 - Smoke detector activation, no fire - unintentional	1	0.18%				
744 - Detector activation, no fire - unintentional	1	0.18%				
745 - Alarm system activation, no fire - unintentional	4	0.72%				
746 - Carbon monoxide detector activation, no CO	1	0.18%				
	<b>Total: 29</b>	<b>Total: 5.21%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
	<b>Total: 557</b>	<b>Total: 100.00%</b>	<b>Total: 215110.00</b>	<b>Total: 42010.00</b>	<b>Total: 257120.00</b>	<b>Total: 100.00%</b>

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
HEATHER JARRELL ROE  
*Treasurer*  
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JIMMIE WILSON, JR.  
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DEBBIE SWANSON



Charter Township of  
Ypsilanti  
Hydro Station

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

**Date:** December 2, 2021  
**To:** Clerk's Office  
**CC:** Brenda Stumbo, Supervisor  
**From:** Michael Saranen, Operation Manager

**Subject:** Department Report (activities in November 2021)

## Activities:

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### Ford Lake Dam (Hydro Station)

#### General Operation Summary:

The Hydro Station continues to operate safely and continues to get routine safety inspections and preventive maintenance. Covid-19 has not impacted operations. Operators had 1 after hour call-ins for the month.

Average precipitation for the month of November is around 2.57", this year it was about 1.91".

Power generation for November was a new record. The generation forecast for the year is forecasted to be slightly above average.

#### Regulatory:

##### **For 2021-**

- update DSSMP, now planned for 2022
- DSSMR, **Complete**
- Owners Dam Safety Program Review – **Complete**
- EAP annual update and test- **Started**
- EAP Training- **Complete**
- Part 12 Inspection- **Plan and Schedule have been filed with FERC. Follow-up letter to FERC due by 12/31/2021**
- WQ Report – **Preparing to file**
- Nuisance Plant Plan Report – **Complete**
- Wildlife Plan Report – **Preparing to file**
- Historical Activity Report – **Complete**
- Gate Certification – **Complete**
- Security Review – **Complete**
- FERC Security Inspection- **Postponed (COVID)**
- FERC Annual Dam Safety Inspection – **Complete**
- Annual DEQ Lake Operation Monitoring Report- **Complete**
- Spillway Assessment Action Plan- **In process, (Due 12/31/2021)**

## Projects:

**Concrete Repairs-** Planning put together bid documents to address spalling concrete on crest of the concrete spillway. Construction is planned for 2022. Field inspection was conducted on 5/6/21, an assessment report was provided by Barr. Report outlines areas that need repairs within 5 to 10 years.

**Sluice Gate Repairs-** Board approved replacing last 2 hydraulic panels later this fall. A Purchase Order was approved. Scheduled for October 2021- **Complete**

**Bridge Deck Concrete Repairs- Complete** Washtenaw County Road Commission is planning a project to preserve the bridge deck, restore the sidewalk that is deteriorating and other items. The sidewalk has been repaired with the remaining work later this summer.

**Sluice Stress Analysis-** the FERC has requested a detail study of gates. This is common industry request from FERC as they continuously look at safety involving dams. We are currently working with engineering to develop a procedure to complete this task. This task should be completed by 2024.

**Powerhouse Service Power Upgrades-** Replace the High voltage transformer to correct power issues. We have received the new transformer and work is planned on Dec 14<sup>th</sup>.

## Operation Summary

2021	November	YTD	5 Year Ave.
Precipitation total (inches) <sup>1</sup>	1.91	35.92	41.3 <sup>1</sup>
Days Online	30.0	333.9	359.2
Generation MWH (estimated)	1331.65791	9004.742	10,696.5
Generation MWH <b>lost</b> (estimated)*	0	399.920	525.7

### After Hour Call In

Water levels	1	28	43
Mechanical/Electrical	0	8	5
Other	0	0	2
Totals	1	36	50

Recent History	2016	2017	2018	2019	2020
Precipitation total (inches) <sup>2</sup>	36.5	40.8	42.2	45.4	41.38
Days Online	359.5	362.0	364.2	350.6	359.7
Generation MWH (estimated)	8,803.4	10,744.9	10,635.0	12,576.7	10,722.7
Generation MWH <b>lost</b> (estimated)*	229.8	269.6	552.9	1,005.8	570.2

### After Hour Call In

Water levels	31	26	30	69	57
Mechanical/Electrical	4	5	3	4	7
Other	2	3	0	2	2
Totals	37	34	33	75	66

<sup>1</sup> Preliminary totals from NOAA for Detroit

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

### *Gate Spilling Summary:*

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

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

### **Sluice Gate Usage Summary:**

Current Year <b>2021</b>	Current Year Days Spilled	Current Year Lost KWh*	Current Year Lost \$*	Prior Yr. Lost \$*
January	0	0	0	0
February	0	0	0	0
March	0	0	0	0
April	1.3	0	0	0
May	11.0	93,311	\$ 5,852	0
June	15.7	109,140	\$ 6,624	\$ 2,502
July	17.0	123,521	\$ 6,147	\$ 3,000
August	15.8	66,017	\$ 3,067	0
September	4.1	0	0	0
October	7.8	0	0	0
November	7.4	0	0	0
December				
Totals	72.7	392,059	\$ 21,690	\$ 5,502

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

## **Sargent Charles Dam**

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



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON  
SHERIFF

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

MARK A. PTASZEK  
UNDERSHERIFF

**To:** Brenda Stumbo, Ypsilanti Township Supervisor  
**From:** Shane Peltier, Police Services Lieutenant  
**Cc:** Ypsilanti Township Board  
Keith Flores, WCSO Police Services Commander  
Nancy Hansen, WCSO Police Services Captain  
**Date:** December 14, 2021  
**Re:** November 2021 Police Services Monthly Report

## SUMMARY:

During the month of November 2021, there were 3,254 calls for service in Ypsilanti Township, a 26% increase in calls for service as compared to November 2020.

## OPERATIONS

During November 2021, Patrol Operations responded to calls for service, conducted traffic enforcement, and completed criminal investigations in support of our citizen's quality of life.

The month of November showed a decrease in home invasions of 11% (8 compared to 9 in 2020). In many of these incidents a domestic relationship and unauthorized entry were common. The best prevention methods for a typical residential home invasion are to keep all windows and doors locked (including vehicles in the driveway), including deadbolts, while away from home. External lighting and visual deterrents such as "Beware of Dog" or alarm signage also discourages criminals.

In November 2021 we took 3 reports of breaking and entering's (non-residential buildings). Compared to November 2020 this was a 200% increase (1 reports taken in November 2020). In the month of November 2021, we saw 3 robberies. In the month of November 2020, we saw a total of 2 robberies (50% increase). From a year-to-date perspective, we are at a 21% decrease in robberies (34 in 2021 YTD compared to 43 in 2020 YTD).

In November 2021 there were 14 reported UDAA's. This is a 8% increase from November 2020 where there were 13 reported UDAA's. Many of these vehicle thefts occurred by the suspect gaining entry to an unlocked vehicle. Citizens are reminded to lock all vehicle doors and keep ignition keys in separate and secure areas to prevent such thefts. Valuables, if left in a vehicle, should be placed in a concealed location. The following website provides further information regarding the reduction of potential for theft of your vehicle, common vehicles targeted, and further information.

<https://www.nhtsa.gov/road-safety/vehicle-theft-prevention>

## YOUTH INITIATIVE

The Sheriff's Office continues to partner with courts, probation, and social services to ensure that there is accountability beyond Sheriff's Office contact with the offenders that are consistently involved in crimes. From a year-to-date perspective, comparing 2021 to the same period in 2020, our juvenile offenses and complaints are up 20.83% (from 192 to 232) and our runaway complaints are up 13.33% (from 45 to 51).

*Public Safety – Quality Service – Strong Communities  
Serving Washtenaw County since 1823*



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON  
SHERIFF

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

MARK A. PTASZEK  
UNDERSHERIFF

## COMMUNITY ACTION TEAM

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

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

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

## WASHTENAW ALERT (EVERBRIDGE)

As a reminder for residents they can sign up for "Up-to-the-minute updates" from the Washtenaw County Sheriff's Office by email or cell phone at [www.washtenaw.org/alerts](http://www.washtenaw.org/alerts)

## HOUSE WATCH

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

## NEW FACES

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

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

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

*Public Safety – Quality Service – Strong Communities  
Serving Washtenaw County since 1823*



# November 2021 Ypsilanti Township Call Report (WD)

City:Ypsilanti Twp-YPT



**Search Criteria: (This report counts for offenses but excludes UCR status of 'Unfounded'.)**

<b>Month:</b>	November
<b>Year:</b>	2021
<b>City:</b>	Ypsilanti Twp-YPT

# November 2021 Ypsilanti Township Call Report (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Nov/2021	Nov/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Nov/2021	YTD	Nov/2020	YTD	Nov	YTD
09001	MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	2	1	100%	6	4	50%	0	3	0	0	0	3
09002	NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	0%	2	0	0%	0	2	0	0	0	2
10001	KIDNAPPING/ABDUCTION	0	0	0%	11	4	175%	0	1	0	0	0	1
10002	PARENTAL KIDNAPPING	0	0	0%	1	0	0%	0	0	0	0	0	0
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	1	1	0%	22	20	10%	0	4	0	0	0	4
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	1	1	0%	9	5	80%	0	1	0	0	0	1
11003	SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	1	-100%	3	7	-57.1%	0	1	0	0	0	1
11004	SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	1	0	0%	3	5	-40%	0	0	0	0	0	0
11006	SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	2	1	100%	15	7	114.2%	0	1	0	0	0	1
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	3	2	50%	16	14	14.28%	0	2	0	0	0	2
12000	ROBBERY	3	2	50%	34	42	-19.0%	1	8	0	1	1	9
12001	ROBBERY	0	0	0%	2	2	0%	0	1	0	1	0	2
13001	NONAGGRAVATED ASSAULT	53	45	17.77%	525	476	10.29%	21	171	2	6	23	177
13002	AGGRAVATED/FELONIOUS ASSAULT	29	30	-3.33%	328	348	-5.74%	13	152	0	6	13	158
13003	INTIMIDATION/STALKING	3	4	-25%	61	53	15.09%	0	7	0	0	0	7
20000	ARSON	1	0	0%	7	6	16.66%	0	0	0	0	0	0
21000	EXTORTION	0	0	0%	3	2	50%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	9	10	-10%	139	109	27.52%	1	16	0	1	1	17
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	2	0	0%	35	19	84.21%	1	6	0	1	1	7
23001	LARCENY -POCKETPICKING	0	0	0%	0	2	-100%	0	0	0	0	0	0
23002	LARCENY -PURSESNAATCHING	0	0	0%	3	8	-62.5%	0	0	0	0	0	0

# November 2021 Ypsilanti Township Call Report (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Nov/2021	Nov/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Nov/2021	YTD	Nov/2020	YTD	Nov	YTD
23003	LARCENY -THEFT FROM BUILDING	10	15	-33.3%	128	131	-2.29%	0	3	0	0	0	3
23004	LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	1	0	0%	1	1	0%	0	0	0	0	0	0
23005	LARCENY -THEFT FROM MOTOR VEHICLE	10	10	0%	219	214	2.336%	0	2	0	2	0	4
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	6	2	200%	38	19	100%	0	1	0	0	0	1
23007	LARCENY -OTHER	8	7	14.28%	109	87	25.28%	0	1	0	0	0	1
24001	MOTOR VEHICLE THEFT	15	13	15.38%	155	115	34.78%	0	9	1	4	1	13
24002	MOTOR VEHICLE, AS STOLEN PROPERTY	3	0	0%	29	17	70.58%	0	9	1	10	1	19
24003	MOTOR VEHICLE FRAUD	0	0	0%	5	3	66.66%	0	1	0	0	0	1
25000	FORGERY/COUNTERFEITING	1	1	0%	5	29	-82.7%	0	0	0	0	0	0
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	5	5	0%	101	77	31.16%	0	1	0	0	0	1
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	6	8	-25%	90	76	18.42%	0	1	0	0	0	1
26004	FRAUD -WELFARE FRAUD	0	0	0%	0	1	-100%	0	0	0	0	0	0
26005	FRAUD -WIRE FRAUD	4	2	100%	27	14	92.85%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	1	6	-83.3%	55	62	-11.2%	0	0	0	0	0	0
27000	EMBEZZLEMENT	2	1	100%	7	16	-56.2%	0	0	0	0	0	0
28000	STOLEN PROPERTY	5	2	150%	24	16	50%	1	4	0	2	1	6
29000	DAMAGE TO PROPERTY	24	32	-25%	351	316	11.07%	3	22	0	2	3	24
30001	RETAIL FRAUD -MISREPRESENTATION	0	2	-100%	1	14	-92.8%	0	0	0	0	0	0
30002	RETAIL FRAUD -THEFT	2	6	-66.6%	57	109	-47.7%	0	2	0	0	0	2
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%	1	0	0%	0	0	0	0	0	0
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	10	9	11.11%	72	84	-14.2%	0	29	0	0	0	29
35002	NARCOTIC EQUIPMENT VIOLATIONS	2	1	100%	18	37	-51.3%	0	3	0	0	0	3
37000	OBSCENITY	0	0	0%	4	5	-20%	0	1	0	0	0	1
40002	COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%	0	1	-100%	0	0	0	0	0	0

# November 2021 Ypsilanti Township Call Report (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Nov/2021	Nov/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Nov/2021	YTD	Nov/2020	YTD	Nov	YTD
52001	WEAPONS OFFENSE- CONCEALED	7	1	600%	67	51	31.37%	5	32	0	1	5	33
52002	WEAPONS OFFENSE -EXPLOSIVES	0	0	0%	1	0	0%	0	0	0	0	0	0
52003	WEAPONS OFFENSE -OTHER	3	6	-50%	46	48	-4.16%	0	5	0	0	0	5
72000	ANIMAL CRUELTY	4	2	100%	13	10	30%	0	0	0	0	0	0
<b>Group A Totals</b>		<b>239</b>	<b>229</b>	<b>4.366%</b>	<b>2849</b>	<b>2687</b>	<b>6.029%</b>	<b>46</b>	<b>502</b>	<b>4</b>	<b>37</b>	<b>50</b>	<b>539</b>
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%	3	5	-40%	0	0	0	0	0	0
26006	FRAUD -BAD CHECKS	1	0	0%	8	11	-27.2%	0	0	0	0	0	0
36004	SEX OFFENSE -OTHER	0	0	0%	4	5	-20%	0	0	0	0	0	0
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	1	6	-83.3%	32	53	-39.6%	0	1	0	0	0	1
38002	FAMILY -NONSUPPORT	0	0	0%	1	0	0%	0	0	0	0	0	0
38003	FAMILY -OTHER	0	0	0%	2	1	100%	0	0	0	0	0	0
41002	LIQUOR VIOLATIONS -OTHER	1	0	0%	24	14	71.42%	0	0	0	0	0	0
42000	DRUNKENNESS	0	0	0%	0	1	-100%	0	0	0	0	0	0
48000	OBSTRUCTING POLICE	13	8	62.5%	167	115	45.21%	4	19	0	3	4	22
49000	ESCAPE/FLIGHT	0	0	0%	1	3	-66.6%	0	0	0	0	0	0
50000	OBSTRUCTING JUSTICE	15	24	-37.5%	164	159	3.144%	1	29	0	0	1	29
53001	DISORDERLY CONDUCT	2	2	0%	23	22	4.545%	0	3	0	0	0	3
53002	PUBLIC PEACE -OTHER	1	2	-50%	9	3	200%	0	0	0	0	0	0
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	2	-100%	6	19	-68.4%	0	0	0	0	0	0
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	23	18	27.77%	183	158	15.82%	21	135	0	1	21	136
55000	HEALTH AND SAFETY	2	1	100%	8	11	-27.2%	0	0	0	0	0	0
57001	TRESPASS	1	1	0%	23	29	-20.6%	0	3	0	0	0	3
57002	INVASION OF PRIVACY -OTHER	0	0	0%	1	0	0%	0	0	0	0	0	0
58000	SMUGGLING	0	0	0%	6	2	200%	0	1	0	0	0	1
63000	VAGRANCY	0	0	0%	2	0	0%	0	0	0	0	0	0
70000	JUVENILE RUNAWAY	6	5	20%	51	45	13.33%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	1	2	-50%	19	20	-5%	0	0	0	0	0	0

# November 2021 Ypsilanti Township Call Report (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Nov/2021	Nov/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Nov/2021	YTD	Nov/2020	YTD	Nov	YTD
<b>Group B Totals</b>		<b>67</b>	<b>71</b>	<b>-5.63%</b>	<b>737</b>	<b>676</b>	<b>9.023%</b>	<b>26</b>	<b>191</b>	<b>0</b>	<b>4</b>	<b>26</b>	<b>195</b>
2800	JUVENILE OFFENSES AND COMPLAINTS	23	26	-11.5%	232	192	20.83%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	16	12	33.33%	306	241	26.97%	0	8	0	0	0	8
3000	WARRANTS	27	34	-20.5%	316	391	-19.1%	14	167	0	6	14	173
3100	TRAFFIC CRASHES	116	88	31.81%	1115	960	16.14%	1	4	0	0	1	4
3200	SICK / INJURY COMPLAINT	170	169	0.591%	1896	1833	3.436%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	693	679	2.061%	8597	8071	6.517%	1	1	0	0	1	1
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	1	-100%	7	10	-30%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	887	778	14.01%	10447	9984	4.637%	0	0	0	9	0	9
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	827	594	39.22%	7339	7768	-5.52%	0	1	0	0	0	1
3800	ANIMAL COMPLAINTS	49	39	25.64%	638	592	7.770%	0	0	0	0	0	0
3900	ALARMS	106	97	9.278%	1241	1391	-10.7%	0	0	0	0	0	0
<b>Group C Totals</b>		<b>2914</b>	<b>2517</b>	<b>15.77%</b>	<b>32134</b>	<b>31433</b>	<b>2.230%</b>	<b>16</b>	<b>181</b>	<b>0</b>	<b>15</b>	<b>16</b>	<b>196</b>
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	1	-100%	7	11	-36.3%	0	0	0	0	0	0
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	1	1	0%	0	0	0	0	0	0
4200	PARKING CITATIONS	0	1	-100%	8	10	-20%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	1	1	0%	4	8	-50%	0	0	0	0	0	0
4500	MISCELLANEOUS A THROUGH UUUU	17	16	6.25%	186	169	10.05%	0	0	0	0	0	0
4600	LIQUOR CITATIONS / SUMMONS	0	0	0%	0	1	-100%	0	0	0	0	0	0
<b>Group D Totals</b>		<b>18</b>	<b>19</b>	<b>-5.26%</b>	<b>206</b>	<b>200</b>	<b>3%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5000	FIRE CLASSIFICATIONS	1	0	0%	3	4	-25%	0	0	0	0	0	0
5100	18A STATE CODE FIRE CLASSIFICATIONS	2	0	0%	4	9	-55.5%	0	0	0	0	0	0
<b>Group E Totals</b>		<b>3</b>	<b>0</b>	<b>0%</b>	<b>7</b>	<b>13</b>	<b>-46.1%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6000	MISCELLANEOUS ACTIVITIES (6000)	48	25	92%	350	382	-8.37%	0	0	0	0	0	0
6100	MISCELLANEOUS ACTIVITIES (6100)	86	81	6.172%	1324	1251	5.835%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	2	1	100%	33	57	-42.1%	0	0	0	0	0	0
6500	CRIME PREVENTION ACTIVITIES	0	3	-100%	50	58	-13.7%	0	0	0	0	0	0
6600	COURT / WARRANT ACTIVITIES	2	0	0%	13	8	62.5%	0	0	0	0	0	0

# November 2021 Ypsilanti Township Call Report (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Nov/2021	Nov/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Nov/2021	YTD	Nov/2020	YTD	Nov	YTD
6700	INVESTIGATIVE ACTIVITIES	43	30	43.33%	409	266	53.75%	0	0	0	0	0	0
<b>Group F Totals</b>		<b>181</b>	<b>140</b>	<b>29.28%</b>	<b>2179</b>	<b>2022</b>	<b>7.764%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>City : Ypsilanti Twp Totals</b>		<b>3422</b>	<b>2976</b>	<b>14.98%</b>	<b>38112</b>	<b>37031</b>	<b>2.919%</b>	<b>88</b>	<b>874</b>	<b>4</b>	<b>56</b>	<b>92</b>	<b>930</b>



# YPSILANTI TOWNSHIP MONTHLY POLICE SERVICES DATA

## November 2021

JERRY L. CLAYTON  
SHERIFF

Incidents	Month 2021	Month 2020	% Change	YTD 2021	YTD 2020	% Change
Traffic Stops	728	508	43%	5786	6682	-13%
Citations	284	221	29%	2704	4044	-33%
Drunk Driving (OWI)	18	9	100%	137	108	27%
Drugged Driving (OUID)	3	7	-57%	35	37	-5%
Calls for Service Total	3254	2583	26%	35716	34332	4%
Calls for Service <i>(Traffic stops and non-response medicals removed)</i>	2068	1783	16%	25333	23727	7%
Robberies	3	2	50%	34	43	-21%
Assaultive Crimes	90	77	17%	913	863	6%
Home Invasions	8	9	-11%	130	104	25%
Breaking and Entering's	3	1	200%	44	24	83%
Larcenies	35	34	3%	497	461	8%
Vehicle Thefts	14	13	8%	162	131	24%
Traffic Crashes	93	63	48%	838	766	9%
Medical Assists	58	47	23%	637	649	-2%
Animal Complaints <i>(ACO Response)</i>	16	13	23%	230	200	15%
<b>In/Out of Area Time</b>	<b>Month</b> <i>(minutes)</i>	<b>YTD</b> <i>(minutes)</i>	+ = Positive Change - = Negative Change			
Into Area Time	1642	14717				
Out of Area Time	1623	30226				
Investigative Ops (DB)	49645	410660				
Secondary Road Patrol	2420	13092				
County Wide	670	5385				
	<b>Hours Accum.</b>	<b>Hours Used</b>	<b>Balance</b>			
Banked Hours	696	696	0			





*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARRELL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**JOHN NEWMAN II**  
**GLORIA PETERSON**  
**DEBBIE SWANSON**  
**JIMMIE WILSON, JR.**



*Charter Township of Ypsilanti*

**Clerk's Office**

7200 S. Huron River  
Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-4700  
Fax: (734) 484-5156

To: Ypsilanti Township Board

From: Brenda Stumbo, Supervisor  
Heather Jarrell Roe, Clerk  
Stan Eldridge, Treasurer

Re: ARPA Funds

Ypsilanti Township intends to use the America Rescue Plan Act (ARPA) funds in the most judicious and fiscally responsible way. Our Township is committed to understanding how these funds overlap with other incoming fund packages that continue to filter in through the federal, state, school and county government entities. It is important to see how all of these moving parts will work together in order to use these once in a lifetime funds in the most efficient way. This is also the advice of our financial auditor, who works with many other municipalities in receipt of ARPA funds.

The Ypsilanti Township Board has historically worked to engage the residents of our community, and is committed to continue with engagement through the process when considering ARPA allocations. Further community engagement is expected to begin in the first quarter of 2022 in a variety of ways in order to reach the greatest number of residents. This will include both physical and electronic engagement.

As the board has discussed considerations that have been identified to date as priorities to the Township will be

- Opportunity Index
- Permanent Infrastructure change
- Efficient use of funds in conjunction with other entities

Timeline for ARPA Funds

- Appoint three township board members to present an update in the first quarter of 2022
- Funds must be obligated by 12/31/2024
- Funds must be expended by 12/31/2026

Allowable uses

- Response to public health emergency or its negative economic impacts
- Provide pay for essential workers
- Provide government services to the extent of lost revenue
- Investments in water, sewer, or broadband infrastructure
- Final ARPA Rules can be found at [home.treasury.gov](https://www.home.treasury.gov)

# REVIEW AGENDA

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- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

# OTHER DISCUSSION

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- 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 HEATHER JARRELL ROE • TREASURER STAN ELDRIDGE  
TRUSTEES: JOHN P. NEWMAN II • GLORIA PETERSON • DEBBIE SWANSON • JIMMIE WILSON, JR.

## **REGULAR MEETING AGENDA** **TUESDAY, DECEMBER 21, 2021** **7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
  - THREE MINUTES PER PERSON
  - ALL COMMENTS MUST BE ADDRESSED TO THE CHAIR
  - PUBLIC COMMENTS ARE ALSO WELCOME AS THE BOARD ADDRESSES EACH AGENDA ITEM
4. CONSENT AGENDA
  - A. MINUTES OF THE NOVEMBER 16, 2021 WORK SESSION AND REGULAR MEETING (TABLED AT THE DECEMBER 7, 2021 REGULAR MEETING)
  - B. MINUTES OF THE DECEMBER 7, 2021 WORK SESSION, CLOSED SESSION AND REGULAR MEETING
  - C. STATEMENTS AND CHECKS
    1. STATEMENTS AND CHECKS FOR DECEMBER 21, 2021 IN THE AMOUNT OF \$1,144,631.02
    2. CLARITY HEALTHCARE DEDUCTIBLE ACH FOR NOVEMBER 2021 IN THE AMOUNT OF \$31,182.77
    3. CLARITY HEALTHCARE ADMIN FEE FOR NOVEMBER 2021 IN THE AMOUNT OF \$1,245.75
  - D. TREASURER'S REPORT NOVEMBER 2021
5. ATTORNEY REPORT
  - A. GENERAL LEGAL UPDATE

### **NEW BUSINESS**

1. RESOLUTION 2021-41, APPROVAL OF 2022 FISCAL YEAR BUDGET (PUBLIC HEARING HELD AT THE DECEMBER 7, 2021 REGULAR MEETING)
2. REQUEST TO APPROVE CONTRACT EXTENSIONS THROUGH MARCH 31, 2022 FOR THE COLLECTIVE BARGAINING AGREEMENTS WITH AFSCME 14-B AND TPOAM
3. REQUEST TO APPROVE CONTRACT WITH GCSI FOR LOBBYIST SERVICES THROUGH DECEMBER 31, 2024
4. REQUEST TO AUTHORIZE CIRCUIT COURT LITIGATION TO ABATE PUBLIC NUISANCES LOCATED AT 276 KANSAS AND 270 KANSAS BUDGETED IN LINE ITEM #101-729-801-023
5. RESOLUTION 2021-32, DESIGNATION OF DEPOSITORIES FOR 2022
6. RESOLUTION 2021-33, ADOPTION OF ROBERT'S RULES OF ORDER FOR 2022

7. RESOLUTION 2021-34, DESIGNATION OF NEWSPAPER OF CIRCULATION FOR 2022
8. RESOLUTION 2021-35 ADOPTION OF 2022 REGULAR BOARD MEETING DATES
9. RESOLUTION 2021-36, AUTHORIZING THE DIVISION OF PLATTED LOTS IN WASHTENAW BUSINESS PARK SUBDIVISION
10. RESOLUTION 2021-37, ESTABLISHING TOWNSHIP SUPERVISOR'S SALARY FOR 2022
11. RESOLUTION 2021-38, ESTABLISHING TOWNSHIP CLERK'S SALARY FOR 2022
12. RESOLUTION 2021-39, ESTABLISHING TOWNSHIP TREASURER'S SALARY FOR 2022
13. RESOLUTION 2021-40, ESTABLISHING TOWNSHIP TRUSTEE'S SALARY FOR 2022
14. RESOLUTION 2021-42, 2022 BOARDS AND COMMISSIONS APPOINTMENT AND RE-APPOINTMENTS
15. BUDGET AMENDMENT #16

**OTHER BUSINESS**

**BOARD MEMBER UPDATES**

# PUBLIC COMMENTS

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# **CONSENT AGENDA**

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**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 16, 2021 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:04PM. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

**Members Present:** Supervisor Stumbo, Clerk Heather Jarrell Roe, and Treasurer Eldridge  
Trustees: Gloria Peterson, Debbie Swanson, Jimmie Wilson, John Newman

**Members Absent:** none

**Legal Counsel:** Wm. Douglas Winters - Absent

**1. WASHTENAW AVE. PHASE II AND REIMAGINE WASHTENAW  
.....NATHAN VOGHT  
WASHTENAW COUNTY**

Nathan Voght, Washtenaw County Office of Community and Economic Development explained the Reimagine Washtenaw Project. He said they will connect the community with sidewalks and bike lanes along Washtenaw Avenue connecting Ypsilanti Township with Ann Arbor and Pittsfield Township. He said last year they completed Phase I. Mr. Voght stated they would be happy and available to manage Phase II if the Township requests them to do so. He said in Phase II Ypsilanti would be mostly finished by bringing some of the existing sidewalk up to code and filling in the gaps that still do not have sidewalks in the Township. He said the next phase would need about \$70,000.00 for the engineering design. He said they would require about a year to get the easements from the property owners for phase II. He said they estimate construction in 2024-25 which the cost is estimated to be about \$700,000.00 to \$900,000.00. He said there would be additional cost for construction engineering at about \$135,000.00 to \$170,000.00. He said the total cost would be about \$920,000.00 to \$1.2 million. He said Ypsilanti Township receives approximately \$175,000.00 per year in CDBG funding. He said this would cover the design but in the next couple of years only using CDBG funds there would be a funding gap of \$500,000.00 to \$750,000.00 to complete Phase II. Mr. Voght stated this project could be broken up into more phases but costs would be higher. He also stated that there are possible grants that could be on the horizon but that is something he will keep the board apprised of.

Nathan Voght stated on another issue they have had a couple meetings with Representative Peterson and said MDOT is applying, through the Governors' Office for Covid Funding to do a re-construct of Washtenaw Ave. from Carpenter Road to the Water Tower. He said that would only be the roadway. He said that this would only include the roadway and not sidewalks or bike paths. He stated that it may be prudent to wait to see what happens with that funding before proceeding.



**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 16, 2021 WORK SESSION MEETING  
PAGE 2**

**2. AAATA PRESENTATION.....MATT CARPENTER  
AAATA**

Ryan Hunter, Ypsilanti Township Representative on the AAATA Board stated they will be discussing proposed long range planning for Washtenaw County through 2045. He said the future belongs to those who prepare for it now.

Matt Carpenter, AAATA CEO, stated The Ride is working on long range planning and he will be explaining four proposed scenarios for the future for Washtenaw County. He said there will be no decisions made tonight but they are asking the board their input on these scenarios, which was detailed with a slide presentation. He said when they look at the community they serve, Ann Arbor, Ypsilanti, and Ypsilanti Township many of the residents have the same concerns for the future. He said these concerns were climate change, affordable housing, social equity, how to get people to jobs, and tax rates. He said they drive their transit goals for 2045 from the input they receive from municipalities. He said these scenarios show how transit can evolve over the next 25 years. He said these scenarios represent examples of service that could be provided with increasing the investment with each one.

Mr. Carpenter explained scenario one which is a baseline option. He said this represents what we could expect in the future if we do nothing. He said they judge their success by ridership. He said this option would have no increase to the millage rate and our services may get a little bit better. He said population growth will outpace the ability of the system to attract more riders. He said the population will grow 1%-2% a year which will be more than our system can accommodate. He said 63% of the population of our area would be within walking distance to high frequency service.

Mr. Carpenter explained scenario two has a small increase in services and in our local millage. He said you would see new express services which would move people more quickly. He said 77% of the population would be within walking distance to high frequency service. He said this would include ways to move the transit quicker through traffic by adjusting traffic signals or bus lanes.

Mr. Carpenter explained scenario three has a higher increase in services along with a higher increase in the local millage. He said the service and ridership it generates begins to grow faster than the population. He said they can do more benefit for more people even when our communities grow and change. He said we begin to make progress in the increase of ridership, economical mobility, labor mobility, and climate change. He said we see the introduction of bus rapid transit along Washtenaw Ave. He said Bus Rapid Transit is called BRT Light. He said this does not have a dedicated lane. Mr. Carpenter stated 86% of the population is within walking distance to high frequency service. He said BRT is the concept of train on tires. He said the idea is to simulate the kind of rapid transit high frequency service you might get on a subway or a rail line but to do it at a much lower cost using smaller vehicles that are more affordable. These vehicles would run on roads we already own. He said full BRT has a dedicated road and BRT light does not.

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE NOVEMBER 16, 2021 WORK SESSION MEETING**  
**PAGE 3**

Mr. Carpenter explained scenario four has a much higher increase in services with a much higher increase in the local millage. He said we have a much more aggressive expansion of routes throughout Ann Arbor and routes north and south. He said there is also routes through the City of Ypsilanti around I-94 which will get riders to the west side of Ann Arbor without having to go through downtown. He said this should get people going from the east side of Washtenaw County to the west side more quickly. He said 93% of the population is within walking distance to high frequency service.

Mr. Carpenter stated the early feedback they received about these scenarios was that it didn't focus on the east side of the county. He said they added to each scenario making each a little more focused on Ypsilanti Township.

Trustee Wilson asked about regional transit and asked how involved Mr. Carpenter has been trying to bring that to Washtenaw County. Mr. Carpenter stated Washtenaw County is a member of Regional Transit Authority since it was formed in 2013. He said there are two Washtenaw County Representatives appointed by the County Board of Commissioners. He said they speak to RTA staff on a weekly basis. He said we try and do our best to serve the community we represent. He said some aspects of these scenarios will include park and rides which would be part of regional connections. He said they really want to have a clear idea on really what the residents want.

Trustee Newman stated with Lyft and Uber available, residents would have to be assured that the bus system would be as reliable for them to use it. Mr. Carpenter stated they operate a flex ride service which has been much more successful than he had initially expected. He said Uber and Lyft are for profit and subsidized by venture capitalist. He said if they stop making a profit those services will be stopped without warning. He said AAATA is funded through property taxes and is more stable.

Trustee Swanson stated as a board they have been spending a lot of time thinking about the opportunity index and the data and what that would mean for our citizens. She said looking at the scenarios with the maps you have presented I don't see the strongest path in the areas that need it the most. She said public transportation is a vital part of what our residents need. She said the City of Ypsilanti and Ypsilanti Township are connected but the City is not our community or our residents. She said when she looked at these maps she sees it is centralized on the needs for the City of Ypsilanti but again that is not us. She said she is not saying that it is not a good thing for the city but that is not necessarily good for the township. Trustee Swanson said she is not seeing what Ypsilanti Township residents need especially in the opportunity index. She said when she looks at the regional map it appears there is a great desire to get Ann Arbor wherever they want to go back and forth and a desire to get Ypsilanti to Ann Arbor or to get them to Detroit and get them right back home. She said it doesn't look like the design of this is for our residents to have the dignity of transportation. She said it looks like we're there to serve the purposes of other entities. Trustee Swanson said that feels unfair and it feels that it doesn't necessarily address the equity which was right at

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE NOVEMBER 16, 2021 WORK SESSION MEETING**  
**PAGE 4**

the front of this presentation. She said it doesn't reach the areas that need the dignity of transportation. She said this isn't about someone wanting to go somewhere and not drive their car it is about whether someone has the ability to get to work because they don't have the transportation. She said even if we were all in for scenario four spending all that money it would not be enough to up lift our residents to the level they need and deserve to be up lifted. She said AAATA was designed to take care of Ann Arbor. She said these scenarios were not designed to take care of Ypsilanti Townships' needs for their residents. Trustee Swanson stated that when we look at what people need we need to overlap that with the opportunity index and we need to understand it is the dignity of transportation and they can't wait too long for a bus to get them to work. She said there is more efficient ways to get to downtown Ann Arbor then going down Washtenaw Ave. if you want a faster route. She said the Board is committed to their residents and being advocates for them in providing the best possible services.

Mr. Carpenter stated he is aware that Ann Arbor residents are not as concerned about their property taxes. He asked if you prefer to keep the millage rate at its' current rate with no room to increase. Clerk Jarrell Roe stated she would need more information about their total budget and if you know what our taxable value is today in Ypsilanti Township. Mr. Carpenter said he did not know but the reason they put the graph together so everyone would know what service they would receive and what it would cost. He said their operation budget currently is \$50 million. He said they run a pretty tight ship by transit industry standards. Mr. Carpenter said the reality is it is a labor intensive service, about 250 staff, its' a capital intensive service every bus cost just over \$1/2 million and has to last 12 years. He said it is not a cheap enterprise for communities to get into.

Trustee Swanson stated that the residents within the high opportunity index also bear a larger tax because of school debt. She explained when Willow Run and Ypsilanti Public merged together the residents who live in the former Willow Run School district still continue to be taxed by the Willow Run debt and then they pay the additional school tax from Ypsilanti Community. She said they are concerned with taxes for all residents of Ypsilanti Township but the area that may have the greatest need for transportation are already paying more taxes than the rest of the community.

Mr. Carpenter stated that when they met earlier with Officials they asked what impact the new Federal Infrastructure Bill would have on this. He said they are not sure but they think it focuses on capital funding such as construction and not on operating. He said it may be possible they would pay for the capital costs.

Supervisor Stumbo stated that increasing taxes alone does affect affordability. She said that is not just residents but also includes businesses. She asked if there was capital cost in any of the 4 scenarios. He said there may be in some of the mixture. Supervisor Stumbo stated that she didn't think Mr. Carpenter had a complete financial picture because there is not an operational increase. Mr. Carpenter said it was there but he could not disaggregate it here. Supervisor Stumbo stated that the millage increase would be for the operating costs. Supervisor Stumbo stated she is

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 16, 2021 WORK SESSION MEETING  
PAGE 5**

also worried about RTA because she heard they would be going out for another millage. Mr. Carpenter said if RTA goes for a millage they can only go on even number years and only in November every two year. He said if RTA doesn't get it out in 2022 they will not be able to go out again until 2024. He said AAATA is on a five year cycle. Supervisor Stumbo stated the reason we joined this when we did was because the biggest benefit was that if our seniors lived within a one mile radius of the route The Ride would come and pick up them up and now you don't provide that service. Supervisor Stumbo stated she does not think the increase will service the residents in our community. She said there is over 7,000 people living in 48197 and 48198 that work at UofM. She said she doesn't think any of these scenarios would help our residents get to work because they won't be frequent enough. She said it was a lot of money for the services we would get.

Attorney Winters stated we spent a lot of time negotiating the transportation funding agreement in 2013-14. He said he wondered if the agreement they crafted at that time but is everything in that agreement still in compliance. Mr. Carpenter stated the agreement is still in affect and he believes they are still in compliance.

**3. FINANCIAL POLICY DISCUSSION.....JAVONNA NEEL  
ACCOUNTING DIRECTOR**

Javonna Neel, Accounting Director stated she has a draft of the procurement policy. She said the last one they had was called a financial policy and was adopted in 2007. She said that Travis McDugald helped her with this draft. She explained what she put in the policy and asked the board for their input. She said she would need to complete this by the end of year.

Clerk Jarrell Roe explained that she met with Supervisor Stumbo and Treasurer Eldridge and they went through the draft and explained the changes they suggested.

Supervisor Stumbo stated this will come back to the board with changes.

**The Work Session meeting was adjourned at approximately 6:55PM.**

**Respectfully Submitted,**

**Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti**

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE NOVEMBER 16, 2021 REGULAR BOARD MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:00PM 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 Heather Jarrell Roe, and Treasurer Eldridge  
Trustees: Gloria Peterson, Debbie Swanson, John Newman, and Jimmie Wilson, Jr.

**Members Absent: (none)**

**Legal Counsel:** Wm. Douglas Winters

**PUBLIC COMMENTS**

- **THREE MINUTES PER PERSON**
- **ALL COMMENTS MUST BE ADDRESSED TO THE CHAIR**
- **PUBLIC COMMENTS ARE ALSO WELCOME AS THE BOARD ADDRESSES EACH AGENDA ITEM**

Roderick Casey, Township Resident stated that seniors in Ypsilanti Township who are on fixed incomes, are having their rent raised and they can no longer afford to live there. He said he would like the Township to adopt a resolution similar to the one Ann Arbor has adopted to make it illegal to discriminate against a person because of the social-economic standing. He said people are getting kicked out because they are not rich. He said that is not the way to spend your last years after helping to build this country up.

Anna Weatherspoon, Township Resident stated she is here along with Mr. Casey regarding Huron Heights Apartments. She said they are raising rents and still not keeping the complex up. She said she is a single mom who works every day. She said it is hard when things in her apartment need to be repaired and they do not get fixed but they continue to raise the rent. Ms. Weatherspoon stated there are shootings and there is no security. She said they used to have security driving around the complex but that is gone. She said she feels for others in the complex who cannot pay their rent and are being evicted and have nowhere to go.

Mr. Jeff Castro, YCUA Director introduced the new Executive Director of YCUA, Mr. Luke Blackburn. Mr. Castro stated he was retiring in December and Mr. Blackburn will be taking over his position. He said Mr. Blackburn worked for YCUA for twenty years and then worked for Great Lakes Water Authority for five years and now will be the new Director of YCUA.

Mr. Blackburn stated he was happy to be back at YCUA and loved the team there. He said he looks forward to build upon the excellent reputation that YCUA has and help lead it into the future.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 16, 2021 REGULAR BOARD MEETING  
PAGE 2**

Alisha Dyer, Township Resident stated she knows that there will be a vote tonight regarding the rezoning for R&L. She is excited that this will provide new jobs but she said she would hope that people who have criminal records would be considered when filling some of the new positions.

Supervisor Stumbo stated that normally they do not respond to public comments but we follow up with the issues raised during the public comments. She said that she did want Ms. Weatherspoon to know that there is a process we can help with conditions with apartments in Ypsilanti Township. She said there is an Ordinance that if you are having issues with an apartment we can get an inspection on that through our Ordinance Department and have that taken care of.

**CONSENT AGENDA**

**A. MINUTES OF THE NOVEMBER 2, 2021 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR NOVEMBER 16, 2021 IN THE AMOUNT OF \$405,907.40**
- 2. CLARITY HEALTHCARE DEDUCTIBLE ACH FOR OCTOBER 2021 IN THE AMOUNT OF \$35,304.55**
- 3. CLARITY HEALTHCARE ADMIN FEE FOR OCTOBER 2021 IN THE AMOUNT OF \$1,245.12**

**C. TREASURER'S REPORT SEPTEMBER 2021**

**A motion was made by Treasurer Eldridge, supported by Trustee Wilson to Approve the Consent Agenda.**

**The motion carried unanimously.**

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters stated that Fire Marshall Dan Kimball and Dave Bellers, Chief Building Official has spent a lot of time dealing with the former Willow Run High School which had been leased out by Ypsilanti Community Schools to a for-profit entity known as Play at the Cage. He said it was converted into a minor league baseball training facility. He said when it was inspected it was a shock that it had been leased without it being code compliant. He said it was not fire suppressed, numerous public safety issues, and no emergency generator. He said there was a Do Not Occupy posted on the property. He said these buildings are being leased out for 30-40 years without having zoning compliance submitted to the Township. He said that Dan Kimball and Dave Bellers are two of the best people in the State who do a great job by insuring that anyone that using our facilities are safe.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 16, 2021 REGULAR BOARD MEETING  
PAGE 3**

Attorney Winters stated that we have spent two years trying to encourage the Washtenaw County Board and the YMCA to build a recreational facility for Eastern Washtenaw County residents. He said we have tried to bring equity to the eastern part of Washtenaw County. He said the UofM Poverty Solution Report provided validity to what all of us knew for years, that US-23 was an unofficial boundary line between Ann Arbor and Ypsilanti where they themselves acknowledged that privileged in Washtenaw County were divided by race and geography. He said as the County tries to seek input on how to best utilize the \$75 million dollars they received as part of the American Rescue Plan he would encourage this Board to demand Washtenaw County to live up to its' promise to have a recreational facility located on the eastside of Washtenaw County that would incorporate for our residents quality of life indicators that are addressed in the opportunity index. He said as we end 2021 with not having the feasibility study from the YMCA, without having a financial commitment made by the Washtenaw County Board of Commissioners he would encourage this Board to focus on what would be the most important item to demand of the County Board on where those \$75 million dollars should be spent. He said in order to help with the inequity in this county it would be to focus on helping the residents in the Eastern side which is Ypsilanti Township, Superior Township, Augusta Township, and the City of Ypsilanti.

**OLD BUSINESS**

- 1. 2<sup>ND</sup> READING OF RESOLUTION 2021-23, PROPOSED ORDINANCE 2021-497, AN ORDINANCE TO REZONE 1441 RUSSELL STREET, BEING PARCEL ID K-11-10-160-003, FROM ITS CURRENT RM-2 (MULTI-FAMILY RESIDENTIAL) DISTRICT ZONING CLASSIFICATION TO I-1 (LIGHT INDUSTRIAL) DISTRICT ZONING CLASSIFICATION WITH VOLUNTARY CONDITIONS IN WRITING BY THE APPLICANT (1<sup>ST</sup> READING HELD AT THE OCTOBER 19, 2021 REGULAR BOARD MEETING)**

Attorney Winters stated this is in proper form for the Board to act on but there was a condition imposed by the Planning Commission back in October, 2020 that R&L would make the necessary improvements to Emerick Street which is located in the City of Ypsilanti which they agreed to do. He said they notified the city that they will make the nearly \$80,000.00 improvement. He said currently R&L is waiting on the City to get their Attorneys to draft that agreement.

Clerk Jarrell Roe stated she spoke with the representative from R&L tonight about the hiring process regarding people reentering the community and they said they do allow for that contingent upon what specific job they are applying for and what their history was.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 16, 2021 REGULAR BOARD MEETING  
PAGE 4**

**A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to Approve 2<sup>nd</sup> Reading of Resolution 2021-23, Proposed Ordinance 2021-497, an Ordinance to Rezone 1441 Russell Street, being Parcel ID K-11-10-160-003, from its Current RM-2 (Multi-Family Residential) District Zoning Classification to i-1 (light Industrial) District Zoning Classification with Voluntary Conditions in Writing by the Applicant (1<sup>st</sup> Reading Held at the October 19, 2021 Regular Board Meeting) (see attached).**

<b>Swanson.....Yes</b>	<b>Newman.....Yes</b>	<b>Peterson.....Yes</b>
<b>Jarrell Roe.....Yes</b>	<b>Stumbo.....Yes</b>	<b>Eldridge.....Yes</b>
<b>Wilson.....Yes</b>		

**The motion carried unanimously.**

**NEW BUSINESS**

**1. RESOLUTION 2021-28, APPROVING CONTRACT AND AUTHORIZING NOTICE FOR STATE STREET PUMP IMPROVEMENTS**

**A motion was made by Clerk Jarrell Roe, supported by Trustee Peterson Approve Resolution 2021-28, Approving Contract and Authorizing Notice for State Street Pump Improvements (see attached).**

Tom Colis, attorney for Miller Canfield explained the Resolution.

Clerk Jarrell Roe asked them to explain why the State Street Pump needed these improvements.

Jeff Castro, Director of YCUA explained that in May, 2019 we had a significant rain storm which caused about 60 basements back up in the West Willow area. He said after evaluating the entire area they realized they needed more capacity in the pump station and more capacity on the suction and the discharge site.

Supervisor Stumbo stated that they just passed the infrastructure bill and wondered if those funds would be available for this type of project.

Mr. Colis stated they were looking into that and if they become available some of these projects would qualify.

Supervisor Stumbo stated that we are just authorizing this and there is a 45 day period and that if other funds could be used then we will use those instead of spending Township dollars.

<b>Swanson.....Yes</b>	<b>Newman.....Yes</b>	<b>Peterson.....Yes</b>
<b>Jarrell Roe.....Yes</b>	<b>Stumbo.....Yes</b>	<b>Eldridge.....Yes</b>
<b>Wilson.....Yes</b>		

**The motion was carried unanimously.**



**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 16, 2021 REGULAR BOARD MEETING  
PAGE 5**

**2. RESOLUTION 2021-29, APPROVING CONTRACT AND AUTHORIZING NOTICE FOR SNOW ROAD IMPROVEMENTS**

Jeff Castro, Director of YCUA stated that during the May, 2019 rain event there was a massive sanitary overflow into the Huron River. He said this will correct the problem so when there is a heavy rain this will not happen again.

Supervisor Stumbo stated her concerns with the cost.

Mr. Castro explained why it would not increase the Townships' rates plus other contract communities will be paying a portion. He said the resolution for the primary switchgear approximately 70% of the cost will be paid by contract communities.

Supervisor Stumbo stated she does want to try and get the funding for these projects.

**A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to Approve Resolution 2021-29, Approving Contract with Authorizing Notice for Snow Road Improvements (see attached).**

Swanson.....Yes	Newman.....Yes	Peterson.....Yes
Jarrell Roe.....Yes	Stumbo.....Yes	Eldridge.....Yes
Wilson.....Yes		

**The motion was approved unanimously.**

**3. RESOLUTION 2021-30, APPROVING CONTRACT AND AUTHORIZING NOTICE FOR PRIMARY SWITCHGEAR**

Jeff Castro, YCUA Director explained the Resolution for primary switchgear and reminded the board that 70% of the cost will be paid by contract communities.

**A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to Approve the Resolution 2021-30, Approving Contract and Authorizing Notice for Primary Switchgear (see attached).**

Swanson.....Yes	Newman.....Yes	Peterson.....Yes
Jarrell Roe.....Yes	Stumbo.....Yes	Eldridge.....Yes
Wilson.....Yes		

**The motion was approved unanimously.**

Supervisor Stumbo thanked Jeff Castro for all his work with YCUA in Ypsilanti Township and expressed how much he would be missed.

Mr. Castro stated he appreciated that and said it had been an honor to be the Director of YCUA for the past 10 years and to work for 37 years with YCUA.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 16, 2021 REGULAR BOARD MEETING  
PAGE 6**

**4. REQUEST APPROVAL OF PROPOSAL FROM GROUNDWORKS FOR OUTDOOR WIRELESS INTERNET IN THE AMOUNT OF \$3,610.00 BUDGETED IN LINE ITEM #235-136-947-038 TO BE PAID FOR BY THE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING GRANT (CESF)**

Magistrate Nelson stated this was to extend high speed wireless internet into the parking lot of 14B Court so people can sit in the privacy of their vehicle while doing court business since they are still conducting court hearings remotely. He said this entire project is paid fully through a Grant.

**A motion was made by Clerk Jarrell Roe, supported by Treasurer Peterson to Approve the Proposal From Groundworks for Outdoor Wireless Internet in the Amount of \$3,610.00 Budgeted in Line Item #235-136-947-038 to be Paid for by the Coronavirus Emergency Supplemental Funding Grant (CESF).**

The motion was approved unanimously.

**5. REQUEST TO APPROVE ADOPTING THE ANNUAL EXEMPTION OPTION AS SET FORTH IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT**

**A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to Approve Adopting the Annual Exemption Option as Set Forth in 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act.**

The motion was approved unanimously.

**6. BUDGET AMENDMENT #14**

**A motion was made by Clerk Jarrell Roe, supported by Trustee Peterson to Approve Budget Amendment #14 (See Attached).**

The motion was approved unanimously.

**AUTHORIZATION AND BIDS**

**1. REQUEST TO SEEK PROPOSALS FOR AN IRRIGATION SYSTEM RENOVATION INCLUDING DESIGN AND CONSTRUCTION SERVICES AT GREEN OAKS GOLF COURSE**

**A motion was made by Clerk Jarrell Roe, supported by Trustee Peterson to Approve the Request to Seek Proposals for an Irrigation System Renovation Including Design and Construction Services at Green Oaks Golf Course.**

The motion was approved unanimously.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 16, 2021 REGULAR BOARD MEETING  
PAGE 7**

**A motion was made by Trustee Wilson, supported by Trustee Peterson to Adjourn.**

**Motion carried unanimously.**

**The meeting was adjourned at approximately 8:24PM.**

**Respectfully Submitted,**

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

**Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti**

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION 2021-23  
In Reference to Ordinance 2021-497**

**Rezoning of 1441 RUSSELL STREET (K -11-10-160-003)**

**Whereas**, at its regularly scheduled meeting held October 27, 2020, the Charter Township of Ypsilanti (Township) Planning Commission (Commission) recommended that the Township Board approve a voluntary conditional rezoning request pursuant to MCL125.3405 for a certain parcel of property comprising 8.24 acres, commonly identified as 1441 Russell Street, Parcel ID K -11-10-160-003, from the RM-2 (Multiple-Family Residential) zoning district to the I-1 (Light Industrial) zoning district with voluntary conditions in writing by the Applicant.

**Whereas**, the entire development includes three (3) parcels. Parcels K -11-10-280-019 and K -11-10-160-002 are zoned I-1, General Industrial. Parcel K-11-10-160-003 is zoned RM-2. The Developer desires to conditionally rezone parcel K-11-10-160-003 of the Property from RM-2, Multiple Family Residential to I-1, Light Industrial. The purpose of the rezoning is to develop the Property for the primary purpose of expanding the existing use of the property as a freight terminal.

**Whereas**, proposed Ordinance No. 2021-497 rezones 1441 Russel Street, Parcel ID K-11-10-160-003, from RM-2 District to I-1 District zoning classification with voluntary conditions of: *The Site will be developed as illustrated on the preliminary site plan drawings (dated 9-29-20), specifically:*

1. *The existing parcel formally zoned RM-2 will not contain any buildings or driveways.*
2. *Open detention basins and landscaping will occupy the existing parcel formally zoned RM-2.*
3. *A minimum pavement setback of 80' is provided on the south side of the property (20' minimum by ordinance)*
4. *A variable width buffer of existing woods will remain as depicted on the preliminary site plans.*
5. *30 additional landscape buffer trees will be provided beyond ordinance requirements along the east and south property lines adjacent to single family residents.*
6. *Minion Drive will be reconstructed per the approved engineering standards of the Charter Township of Ypsilanti at the sole cost of the Developer.*

**Whereas**, the Township Board of Trustees agrees that the rezoning is appropriate.  
**Now Therefore, Be it Resolved** that the Charter Township of Ypsilanti hereby adopts and incorporates by reference Ordinance No. 2021-497 attached hereto, by reference, in its entirety.

I, Heather Jarrell 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. 2021-23 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on November 16, 2021.



Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti

**Charter Township of Ypsilanti  
ORDINANCE 2021-497**

**An Ordinance Amending Ordinance 2021-497 Township Zoning Ordinance, So As To Rezone 1441  
Russell Street, being Parcel ID K-11-10-160-003, From Its Current RM-2 (Multi-Family  
Residential) District Zoning Classification to I-1 (Light Industrial) District Zoning Classification  
with voluntary conditions in writing by the Applicant**

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

Real Property consisting of 8.24 acres of land located at 1441 Russell Street, also known as Parcel ID K-11-10-160-003, and more particularly described as follows:

See attached legal description labeled "Attachment A" shall be rezoned from its current RM-2 (Multi-Family Residential) District zoning classification to the I-1 (Light Industrial) District zoning classification with voluntary conditions of:

*The Site will be developed as illustrated on the preliminary site plan drawings (dated 9-29-20), specifically:*

1. *The existing parcel formally zoned RM-2 will not contain any buildings or driveways.*
2. *Open detention basins and landscaping will occupy the existing parcel formally zoned RM-2.*
3. *A minimum pavement setback of 80' is provided on the south side of the property (20' minimum by ordinance)*
4. *A variable width buffer of existing woods will remain as depicted on the preliminary site plans.*
5. *30 additional landscape buffer trees will be provided beyond ordinance requirements along the east and south property lines adjacent to single family residents.*
6. *Minion Drive will be reconstructed per the approved engineering standards of the Charter Township of Ypsilanti at the sole cost of the Developer.*

The Zoning Map, as incorporated by reference, in the Charter Township of Ypsilanti Zoning Ordinance is hereby amended by the rezoning of the afore-described parcel of property from its RM-2 District zoning classification to the I-1 District zoning classification.

**Severability**

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

**Publication**

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

**Effective Date**

This Ordinance shall become effective upon:

- 1) Recording of a Deed Restriction, approved by the Ypsilanti Township Attorney for Parcel ID K-11-10-160-003, setting forth voluntary conditions in writing by the Applicant; and
- 2) Recording of a Conditional Rezoning Agreement, approved by the Ypsilanti Township Attorney for Parcel ID K-11-10-160-003; and
- 3) Publication of this ordinance in a newspaper of general circulation as required by law.

I, Heather Jarrell Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2021-497 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on November 16, 2021 after first being introduced at a Regular Meeting held on October 19, 2021. The motion to approve was made by member Jarrell Roe and seconded by Eldridge YES: Stumbo, Jarrell Roe, Eldridge, Newman, Swanson, Peterson and Wilson ABSENT: None NO: None ABSTAIN: None.



Heather Jarrell Roe, Clerk

Charter Township of Ypsilanti

"ATTACHMENT A"

**LEGAL DESCRIPTIONS:**

Tax Parcel Descriptions

43 EMERICK ST

Parcel Number: K -11-10-280-019

COM AT CENT OF SEC 10, TH N 87-15-30 W 502.72 FT ALONG E & W 1/4 LINE, TH N 3-4-0 W 331.02 FT FOR PL OF BEG, TH N 87-37-0 W 775.69 FT, TH N 3-39-59 W 261.96 FT, TH N 86-19-31 E 258.03 FT, TH N 3-40-29 W 199.44 FT, TH ALONG A CURVE TO THE L HAVING A RADIUS OF 4691.15 FT AND A CENTRAL ANGLE OF 19-51-9 AND A CHORD BEARING N 82-48-47 E 1719 FT, TH S 17-7-10 E 504.86 FT, TH S 71-53-0 W 341.56 FT, TH ALONG A CURVE TO THE R HAVING A RADIUS OF 2765 FT AND A CENTRAL ANGLE OF 20-30-0 A DISTANCE OF 989.30 FT TO THE POB. CONTAINING 22.78 +/- AC T3S R7E WASHTENAW COUNTY MICHIGAN SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

960 MINION ST

Parcel Number: K -11-10-160-002

COM AT CEN OF SEC, TH S 87 DEG 32' E 982.02 FT ALNG E & W 1/4 LN, TH N02-51-W 1223.37 FT TO P.O.B., TH S02-51E 1223.37 FT, TH N87-32-00W 879.15 FT, TH N02-47-00W 334.45 FT, TH 605.39 FT ALNG ARC OF A CIRCULAR CURVE TO RIGHT RADIUS 2831.0 FT, CHORD S87-07-54W 604.19 FT TH N03-04-00W 66.31 FT, TH ELY 989.30 FT ALNG ARC OF CURVE LEFT, RADIUS 2765.0 FT, CHORD N82-08-00E 984.04 FT, TH N71-53-00E 341.56 FT, TH N17-07-10W 504.86 FT TO S LN RR ROW, TH ELY ALONG S LINE RR ROW N72-38-58E 303.31 FT TO POB. SEC 10, T3S-R7E, 14.78 AC

1441 RUSSELL ST

Parcel Number: K -11-10-160-003

COM AT CENT OF SEC, TH S87-32-00E 982.02 FT IN E & W 1/4 LINE FOR PL OF BEG, TH N02-51-00W 1223.37 FT, TH N69-58-00E 115.66 FT IN S LINE OF RAILROAD TH N69-27-00E 239.23 FT, TH S02-51-00E 1362 FT, TH N87-16-00W 23.48 FT, TH N87-32-00W 316.23 FT TO PL OF BEG, BEING PART OF W 1/2 OF NE 1/4, EXC THAT PART INCLUDED IN CRESTWOOD SUBDIVISION, SEC 10, T3S-R7E. 8.15 AC.

**Combined/Overall Parcel Description:**

An area of land being located in the North 1/2 Section 10, Town 03 South - Range 07 East, Township of Ypsilanti, County of Washtenaw, State of Michigan; more particularly described as commencing at the Center of Section 10; thence South 88 degrees 03 minutes 40 seconds East, 102.81 feet to the point of beginning of this description; thence North 03 degrees 19 minutes 25 seconds West, 334.87 feet; thence 605.35 feet along the arc of a 2831.00-foot radius curve to the right which has a central angle of 12 degrees 15 minutes 05 seconds and a chord which bears South 85 degrees 44 minutes 06 seconds West, 604.20 feet; thence North 03 degrees 36 minutes 59 seconds West, 66.31 feet; thence North 88 degrees 00 minutes 29 seconds West, 783.27 feet; thence North 04 degrees 08 minutes 29 seconds West, 259.17 feet; thence North 85 degrees 51 minutes 31 seconds East, 258.00 feet; thence North 04 degrees 08 minutes 29 seconds West, 200.00 feet to the south line of the railroad right-of-way; thence 2057.70 feet along the arc of a 4962.68-foot radius curve to the left which has a central angle of 23 degrees 45 minutes 25 seconds and a chord which bears North 80 degrees 29 minutes 54 seconds East, 2043.00 feet; thence North 68 degrees 34 minutes 20 seconds East, 331.64 feet; thence South 03 degrees 21 minutes 49 seconds East, 787.65 feet; thence South 86 degrees 47 minutes 21 seconds West, 153.08 feet; thence South 10 degrees 10 minutes 05 seconds East, 248.31 feet; thence South 05 degrees 21 minutes 55 seconds West, 205.12 feet; thence South 01 degrees 59 minutes 55 seconds West, 110.00 feet; thence North 88 degrees 03 minutes 40 seconds West, 1053.73 feet returning to the point of beginning.

# Charter Township of Ypsilanti

## RESOLUTION 2021-28

### APPROVING CONTRACT AND AUTHORIZING NOTICE (State Street Pump Station Improvements)

Minutes of a regular meeting of the Township Board (the “Governing Body”) of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan (the “Local Unit”), held on the 16th day of November, 2021, at 7:00 o’clock p.m., prevailing Eastern Time.

PRESENT: Members: Stumbo, Jarrell Roe, Eldridge, Wilson, Peterson, Newman and Swanson

ABSENT: Members: None

The following preamble and resolutions were offered by Member Jarrell Roe and supported by Member Peterson:

WHEREAS, it is necessary to acquire and construct certain improvements to the wastewater system, consisting of the acquisition, construction and installation of improvements to the State Street pump station in the Local Unit, including replacement and extension of force main further from the facility, together with all necessary appurtenances and attachments thereto, to serve the Local Unit (the “Improvements”); and

WHEREAS, an SRF Contract (the “Contract”) has been prepared between the Local Unit and the Ypsilanti Community Utilities Authority (the “Authority”) whereby the Authority will issue its bonds (the “Bonds”) on behalf of the Local Unit to provide for the financing of the Local Unit’s share of the cost of the acquisition, construction and installation of the Improvements; and

WHEREAS, this Governing Body has carefully reviewed the Contract and finds that it provides the best means for accomplishing the acquisition and construction of the Improvements and for providing the needed services.

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. Approval of Contract; Effectiveness. The Contract is hereby approved and the Supervisor and the Clerk of the Local Unit are hereby authorized and directed to execute and deliver the Contract for and on behalf of the Local Unit; provided, however, that the Contract shall not become effective until the expiration of forty-five (45) days after the publication of the attached notice as a display advertisement of at least ¼ page in size in the *Washtenaw Legal News*, a newspaper of general circulation within the Local Unit, which manner of publication is deemed by the Governing Body to be the most effective manner of informing the taxpayers and electors of the Local Unit of the details of the proposed Contract and the rights of referendum thereunder.

2. Publication of Notice. The Clerk is directed to publish the attached notice in the newspaper above designated as soon as possible after the adoption hereof.

3. Rescission. All resolutions and parts of resolutions in conflict with this resolution are hereby repealed.

AYES: Members: Stumbo, Jarrell Roe, Eldridge, Wilson, Peterson, Newman and Swanson





NOTICE OF INTENT TO EXECUTE  
TAX-SUPPORTED CONTRACT AND OF RIGHT TO  
PETITION FOR REFERENDUM THEREON

TO THE TAXPAYERS AND ELECTORS OF  
THE CHARTER TOWNSHIP OF YPSILANTI,  
WASHTENAW COUNTY, MICHIGAN:

PLEASE TAKE NOTICE, the Charter Township of Ypsilanti (the “Local Unit”) has approved by resolution the execution of a contract (the “Contract”) with the Ypsilanti Community Utilities Authority (the “Authority”) pursuant to Act No. 233, Public Acts of Michigan, 1955, as amended, which Contract provides, among other things, that the Authority will acquire and construct certain wastewater system improvements, consisting of the acquisition, construction and installation of improvements to the State Street pump station in the Local Unit, including replacement and extension of force main further from the facility, together with all necessary appurtenances and attachments thereto, to serve the Local Unit (the “Improvements”), and will issue its bonds in the principal amount not to exceed \$3,600,000 to finance the cost of the acquisition and construction of such Improvements for the Local Unit AND THE LOCAL UNIT WILL PAY TO THE AUTHORITY PURSUANT TO THE CONTRACT THE SUMS NECESSARY TO RETIRE THE PRINCIPAL OF AND INTEREST ON SAID BONDS.

LOCAL UNIT’S CONTRACT OBLIGATIONS

It is presently contemplated that the bonds will be issued in the principal amount of not to exceed \$3,600,000, will mature serially over a period of not to exceed twenty-five (25) years from the date of issuance of the bonds, and will bear interest at the rate or rates to be determined at the time of sale to the Michigan Finance Authority but in no event to exceed two percent (2.0%) per annum on the balance of the bonds from time to time remaining unpaid. The Contract includes the Local Unit’s pledge of its limited tax full faith and credit for the prompt and timely payment of the Local Unit’s obligations as expressed in the Contract. THE LOCAL UNIT WILL BE REQUIRED TO LEVY AD VALOREM TAXES WITHIN APPLICABLE CONSTITUTIONAL AND STATUTORY TAX LIMITATIONS ON ALL TAXABLE PROPERTY WITHIN THE LOCAL UNIT TO THE EXTENT NECESSARY TO MAKE THE PAYMENTS REQUIRED TO PAY PRINCIPAL OF AND INTEREST ON THE BONDS IF OTHER FUNDS FOR THAT PURPOSE ARE NOT AVAILABLE. IT IS THE PRESENT INTENT OF THE LOCAL UNIT TO USE THE REVENUES FROM THE TOWNSHIP DIVISION OF THE AUTHORITY’S SYSTEM TO MAKE THE PAYMENTS REQUIRED TO PAY PRINCIPAL OF AND INTEREST ON THE BONDS.

RIGHT OF REFERENDUM

The Contract will become effective and binding upon the Local Unit without vote of the electors as permitted by law unless a petition requesting an election on the question of the Local Unit entering into the Contract, signed by not less than 10% of the registered electors of the Local Unit, is filed with the Township Clerk within forty-five (45) days after publication of this notice. If such petition is filed, the Contract cannot become effective without an approving vote of a majority of electors of the Local Unit qualified to vote and voting on the question. The Contract is on file at the office of the Township Clerk.

This notice is given pursuant to the requirements of Section 8 of Act No. 233, Public Acts of Michigan, 1955, as amended. Further information concerning the details of the Contract and the matters set out in this notice may be secured from the Township Clerk’s office.

Heather Jarrell Roe  
Clerk  
Charter Township of Ypsilanti

38341877.1/099369.00045

Charter Township of Ypsilanti

RESOLUTION 2021-29

RESOLUTION APPROVING CONTRACT  
AND AUTHORIZING NOTICE  
(Snow Road Improvements)

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Minutes of a regular meeting of the Township Board (the “Governing Body”) of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan (the “Township”), held on the 16th day of November, 2021, at 7:00 p.m., prevailing Eastern Time.

PRESENT: Members: Stumbo, Jarrell Roe, Eldridge, Wilson, Peterson, Newman and Swanson

ABSENT: Members: None

The following preamble and resolutions were offered by Member Jarrell Roe and supported by Member Eldridge:

WHEREAS, it is necessary to acquire and construct certain wastewater system improvements, consisting of the acquisition, construction and installation of improvements to the Snow Road sanitary sewer main in the Township, including installation of a new sanitary sewer parallel to the existing pipe, together with all necessary appurtenances and attachments thereto, to serve the Township (the “Improvements”); and

WHEREAS, a Contract has been prepared between the Township and the Ypsilanti Community Utilities Authority (the “Authority”) whereby the Authority will issue its bonds (the “Bonds”) on behalf of the Township to provide for the financing of the Township’s share of the cost of the acquisition, construction and installation of the Improvements; and

WHEREAS, this Governing Body has carefully reviewed the Contract and finds that it provides the best means for accomplishing the acquisition and construction of the Improvements and for providing the needed services;

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. Approval of Contract; Effectiveness. The Contract is hereby approved and the Supervisor and the Township Clerk of the Township are hereby authorized and directed to execute and deliver the Contract for and on behalf of the Township; provided, however, that the Contract shall not become effective until the expiration of forty-five (45) days after the publication of the attached notice as a display advertisement of at least ¼ page in size in the **Washtenaw Legal News**, a newspaper of general circulation within the Township, which manner of publication is deemed by the Governing Body to be the most effective manner of informing the taxpayers and electors of the Township of the details of the proposed Contract and the rights of referendum thereunder.

2. Publication of Notice. The Clerk is directed to publish the attached notice in the newspaper above designated as soon as possible after the adoption hereof.

3. Reimbursement Declarations. The Township makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

- (a) As of the date hereof, the Township reasonably expects to reimburse itself for the expenditures described in (b) below with proceeds of debt to be incurred by the Township.
- (b) The expenditures described in this paragraph (b) are for the costs of acquiring and constructing the Improvements which were or will be paid subsequent to sixty (60) days prior to the date hereof.

- (c) The maximum principal amount of debt expected to be issued for the Improvements, including issuance costs, shall not exceed \$6,900,000.

4. Rescission. All resolutions and parts of resolutions in conflict with this resolution are hereby repealed.

AYES: Members: Stumbo, Jarrell Roe, Eldridge, Wilson, Peterson, Newman and Swanson

NAYS: Members: None

RESOLUTION DECLARED ADOPTED.



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Heather Jarrell Roe, Township Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan, at a regular meeting held on November 16, 2021, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



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Heather Jarrell Roe, Township Clerk

NOTICE OF INTENT TO EXECUTE  
TAX-SUPPORTED CONTRACT AND OF RIGHT TO  
PETITION FOR REFERENDUM THEREON

TO THE TAXPAYERS AND ELECTORS OF  
THE CHARTER TOWNSHIP OF YPSILANTI,  
WASHTENAW COUNTY, MICHIGAN:

PLEASE TAKE NOTICE, the Charter Township of Ypsilanti (the "Township") has approved by resolution the execution of a contract (the "Contract") with the Ypsilanti Community Utilities Authority (the "Authority") pursuant to Act No. 233, Public Acts of Michigan, 1955, as amended, which Contract provides, among other things, that the Authority will acquire and construct certain wastewater system improvements, consisting of the acquisition, construction and installation of improvements to the Snow Road sanitary sewer main in the Township, including installation of a new sanitary sewer parallel to the existing pipe, together with all necessary appurtenances and attachments thereto, to serve the Township and will issue its bonds in the principal amount of not to exceed \$6,900,000 to finance the cost of such improvements for the Township AND THE TOWNSHIP WILL PAY TO THE AUTHORITY PURSUANT TO THE CONTRACT THE SUMS NECESSARY TO RETIRE THE PRINCIPAL OF AND INTEREST ON SAID BONDS.

TOWNSHIP'S CONTRACT OBLIGATIONS

It is presently contemplated that said bonds will be in the principal amount of not to exceed \$6,900,000, will mature serially over a period of not to exceed twenty-five (25) years, and will bear interest at the rate or rates to be determined at the time of sale but in no event to exceed the maximum rate of interest per annum permitted by law on the balance of the bonds from time to time remaining unpaid. The Contract includes the Township's pledge of its limited tax full faith and credit for the prompt and timely payment of the Township's obligations as expressed in the Contract. THE TOWNSHIP WILL BE REQUIRED TO LEVY AD VALOREM TAXES WITHIN APPLICABLE CONSTITUTIONAL AND STATUTORY TAX LIMITATIONS ON ALL TAXABLE PROPERTY WITHIN THE TOWNSHIP TO THE EXTENT NECESSARY TO MAKE THE PAYMENTS REQUIRED TO PAY PRINCIPAL OF AND INTEREST ON THE BONDS IF OTHER FUNDS FOR THAT PURPOSE ARE NOT AVAILABLE. IT IS THE PRESENT INTENT OF THE TOWNSHIP TO USE THE REVENUES FROM THE TOWNSHIP DIVISION OF THE AUTHORITY'S SYSTEM TO MAKE THE PAYMENTS REQUIRED TO PAY PRINCIPAL OF AND INTEREST ON THE BONDS.

RIGHT OF REFERENDUM

The Contract will become effective and binding upon the Township without vote of the electors as permitted by law unless a petition requesting an election on the question of the Township entering into the Contract, signed by not less than 10% of the registered electors of the Township, is filed with the Township Clerk within forty-five (45) days after publication of this notice. If such petition is filed, the Contract cannot become effective without an approving vote of a majority of electors of the Township qualified to vote and voting on the question. The Contract is on file at the office of the Township Clerk.

This notice is given pursuant to the requirements of Section 8 of Act No. 233, Public Acts of Michigan, 1955, as amended. Further information concerning the details of the Contract and the matters set out in this notice may be secured from the Township Clerk's office.

Heather Jarrell Roe  
Clerk, Charter Township of Ypsilanti

38342650.1/099369.00045

Charter Township of Ypsilanti

RESOLUTION 2021-30

RESOLUTION APPROVING CONTRACT  
AND AUTHORIZING NOTICE  
(Primary Switchgear)

Minutes of a regular meeting of the Township Board (the “Governing Body”) of the Township of Ypsilanti, County of Washtenaw, State of Michigan (the “Township”), held on the 16th day of November, 2021, at 7:00 p.m., prevailing Eastern Time.

PRESENT: Members: Stumbo, Jarrell Roe, Eldridge, Wilson, Peterson, Newman and Swanson

ABSENT: Members: None

The following preamble and resolutions were offered by Member Jarrell Roe and supported by Member Eldridge:

WHEREAS, it is necessary to acquire and construct certain improvements to the wastewater treatment plant, consisting of replacement of the primary switchgear for the electrical supply to the plant, together with all necessary appurtenances and attachments thereto (the “Project”), to serve the Township and the City of Ypsilanti (the “City”); and

WHEREAS, a contract (the “Contract”) has been prepared among the Township, the City and the Ypsilanti Community Utilities Authority (the “Authority”) whereby the Authority will issue its bonds (the “Bonds”) on behalf of the Township and the City to provide for the financing of costs of the Project; and

WHEREAS, this Governing Body has carefully reviewed the Contract and finds that it provides the best means for accomplishing the Project and for providing the needed services.

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The Contract is hereby approved and the Supervisor and the Clerk of the Township are hereby authorized and directed to execute and deliver the Contract for and on behalf of the Township; provided, however, that Contract shall not become effective until the expiration of forty-five (45) days after the publication of the attached notice as a display advertisement of at least ¼ page in size in the *Washtenaw Legal News*, a newspaper of general circulation within the Township, which manner of publication is deemed by the Governing Body to be the most effective manner of informing the taxpayers and electors of the Township of the details of the proposed Contract and the rights of referendum thereunder.

2. The Township Clerk is directed to publish the attached notice in the newspaper above designated as soon as possible after the adoption hereof.

3. All resolutions and parts of resolutions in conflict with this resolution be, and the same hereby are repealed.

AYES: Members: Stumbo, Jarrell Roe, Eldridge, Wilson, Peterson, Newman and Swanson

NAYS: Members: None

RESOLUTION DECLARED ADOPTED.



\_\_\_\_\_  
Heather Jarrell Roe, Township Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan, at a regular meeting held on November 16, 2021, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



\_\_\_\_\_  
Heather Jarrell Roe, Township Clerk

NOTICE OF INTENT TO EXECUTE  
TAX-SUPPORTED CONTRACT AND OF RIGHT TO  
PETITION FOR REFERENDUM THEREON

TO THE TAXPAYERS AND ELECTORS OF  
THE CHARTER TOWNSHIP OF YPSILANTI,  
WASHTENAW COUNTY, MICHIGAN:

PLEASE TAKE NOTICE, the Charter Township of Ypsilanti (the “Township”) has approved by resolution the execution of a contract (the “Contract”) with the Ypsilanti Community Utilities Authority (the “Authority”) and the City of Ypsilanti (the “City”) pursuant to Act No. 233, Public Acts of Michigan, 1955, as amended, which Contract provides, among other things, that the Authority will acquire, construct and install certain improvements to the wastewater treatment plant, consisting of replacement of the primary switchgear for the electrical supply to the plant, together with all necessary appurtenances and attachments thereto to service the Township and the City and will issue its bonds in the principal amount not to exceed \$3,125,000 to finance the cost of the acquisition and construction of such wastewater improvements for the Township and the City AND THE TOWNSHIP WILL PAY TO THE AUTHORITY PURSUANT TO THE CONTRACT THE SUMS NECESSARY TO RETIRE ITS PERCENTAGE SHARE OF THE PRINCIPAL OF AND INTEREST ON SAID BONDS.

TOWNSHIP’S CONTRACT OBLIGATIONS

It is presently contemplated that the bonds will be in the principal amount of not to exceed \$3,125,000, of which the Township’s “Local Unit Share” (as that term is defined in the Contract and is based on the Township’s annual usage of the wastewater system) is initially 75.77%, subject to adjustment annually, will mature serially over a period of not to exceed twenty-five (25) years, and will bear interest at the rate or rates to be determined at the time of sale to the Michigan Finance Authority but in no event to exceed two percent (2.0%) per annum on the balance of the bonds from time to time remaining unpaid. The Contract includes the Township’s pledge of its limited tax full faith and credit for the prompt and timely payment of the Township’s obligations as expressed in the Contract. THE TOWNSHIP WILL BE REQUIRED TO LEVY AD VALOREM TAXES WITHIN APPLICABLE CONSTITUTIONAL AND STATUTORY TAX LIMITATIONS ON ALL TAXABLE PROPERTY WITHIN THE TOWNSHIP TO THE EXTENT NECESSARY TO MAKE THE PAYMENTS REQUIRED TO PAY ITS SHARE OF THE PRINCIPAL OF AND INTEREST ON THE BONDS IF OTHER FUNDS FOR THAT PURPOSE ARE NOT AVAILABLE. IT IS THE PRESENT INTENT OF THE TOWNSHIP TO USE THE REVENUES FROM THE TOWNSHIP DIVISION OF THE AUTHORITY’S SYSTEM TO MAKE THE PAYMENTS REQUIRED TO PAY PRINCIPAL OF AND INTEREST ON THE BONDS.

RIGHT OF REFERENDUM

The Contract will become effective and binding upon the Township without vote of the electors as permitted by law unless a petition requesting an election on the question of the Township entering into the Contract, signed by not less than 10% of the registered electors of the Township, is filed with the Township Clerk within forty-five (45) days after publication of this notice. If such petition is filed, the Contract cannot become effective without an approving vote of a majority of electors of the Township qualified to vote and voting on the question. The Contract is on file at the office of the Township Clerk.

This notice is given pursuant to the requirements of Section 8 of Act No. 233, Public Acts of Michigan, 1955, as amended. Further information concerning the details of the Contract and the matters set out in this notice may be secured from the Township Clerk’s office.

Heather Jarrell Roe  
Clerk, Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI  
2021 BUDGET AMENDMENT #14**

**November 16, 2021 (Revised)**

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

**101 - GENERAL OPERATIONS FUND**

**Total Increase \$853.00**

Request to increase budget for PTO payout request of 40 hours to be paid at 75%. This will be funded by an appropriation for prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$853.00
		Net Revenues	<u><u>\$853.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	101-191-708.004	\$792.00
	FICA	101-191-715.000	\$61.00
		Net Expenditures	<u><u>\$853.00</u></u>

**252 - HYDRO STATION FUND**

**Total Increase \$26,900.00**

Request to increase budget revenue for the higher than expected energy created and expenditures for additional review for tail water curve, a jack hammer, and the City of Ypsilanti's 10% portion of the revenues generated by the dam. This will be funded by the increase in generated revenue of the dam.

Revenues:		252-000-644.003	\$26,900.00
		Net Revenues	<u><u>\$26,900.00</u></u>
Expenditures:		252-535-801.000	\$4,900.00
		252-535-977.000	\$7,000.00
		252-535-959.000	\$15,000.00
		Net Expenditures	<u><u>\$26,900.00</u></u>

**597 - COMPOST FUND**

**Total Increase \$29,263.00**

Request to increase budget for PTO payout request of 180 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	597-000-699.999	\$6,049.00
		Net Revenues	<u><u>\$6,049.00</u></u>
Expenditures:	Salaries pay out - PTO	597-590-708.004	\$5,619.00
	FICA	597-590-715.000	\$430.00
		Net Expenditures	<u><u>\$6,049.00</u></u>

Request to increase budget for health care expenditure due to option switched from health care buy out to full coverage in 2021. The budget was already set for 2021 when the open enrollment for health care was requested.

\* This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	597-000-699.999	\$23,214.00
		Net Revenues	<u><u>\$23,214.00</u></u>
Expenditures:	Health Care	597-590-719.000	\$23,214.00
		Net Expenditures	<u><u>\$23,214.00</u></u>

\* Revised Jneel 11/15/21



Motion to Amend the 2021 Budget (#14) Revised

Move to increase the General Fund budget by \$853 to \$9,963,201 and approve the department line item changes as outlined.

Move to increase the Hydro Station Fund budget by \$26,900 to \$537,527 and approve the department line item changes as outlined.

Move to increase the Compost Fund budget by \$29,263 to \$734,187 and approve the department line item changes as outlined.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 7, 2021 WORK SESSION**

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

**Members Present:** Supervisor Stumbo, Clerk Heather Jarrell Roe, and Treasurer Eldridge  
Trustees: Debbie Swanson, Jimmie Wilson,  
Trustee Newman

**Members Absent:** Trustee Peterson

**Legal Counsel:** Wm. Douglas Winters – Absent

**1. REQUEST TO ENTER INTO CLOSED SESSION PURSUANT TO MCL 15.268 SECTION 8 SUBPARAGRAPH (C) “FOR STRATEGY AND NEGOTIATION SESSIONS CONNECTED WITH THE NEGOTIATION OF THE TEAMSTERS COLLECTIVE BARGAINING AGREEMENT”**

**A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to enter into Closed Session.**

Swanson.....Yes	Wilson.....Yes	Newman.....Yes
Jarrell Roe.....Yes	Eldridge.....Yes	Stumbo.....Yes

**The motion carried unanimously.**

**The Board entered into closed session at 5:02PM**

**The Board ended the closed session at 6:20PM**

**2. 2022 BUDGET REVIEW.....SUPERVISOR STUMBO  
AND ACCOUNTING DIRECTOR JAVONNA NEEL**

Javonna Neel, Accounting Director presented the changes that were made to the draft budget. She said this Budget, although it is not required, will be published in the legal review on Thursday.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 7, 2021 WORK SESSION  
PAGE 2**

Supervisor Stumbo stated they can revise a budget at any time. She said they can do that when a special project comes up. She said they want to try and not have as many budget amendments at the beginning of the year by carrying over projects. She said since it is the end of the year and we know what we are not going to receive so we will re-budget it.

Supervisor Stumbo stated we are required by law to adopt it by December 31, 2021.

**PUBLIC HEARING**

**A. 2022 FISCAL YEAR BUDGET**

(PUBLIC HEARING SET AT THE NOVEMBER 2, 2021 REGULAR MEETING)

**CONSENT AGENDA**

**A. MINUTES OF THE NOVEMBER 16, 2021 WORK SESSION AND REGULAR MEETING**

Clerk Jarrell Roe stated they will table the minutes.

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR DECEMBER 2, 2021 IN THE AMOUNT OF \$987,961.08**

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 7, 2021 WORK SESSION  
PAGE 3**

**NEW BUSINESS**

**1. RESOLUTION 2021-31, APPROVAL OF THE 2022 POVERTY EXEMPTION  
GUIDELINES AND APPLICATION**

Brian McCleery, Deputy Assessor stated the County has a foreclosure prevention program. He said they have staff which includes attorneys that work with residents and refer them to the Assessing Department for the poverty exemption. He said also the Housing Bill for seniors' that helps seniors fill out the forms are also referred to us. He said their staff also will help residents fill out the forms. He said some people tell people not to file a Michigan Tax return if they are not making any money but if they own a house in Michigan they need to file state taxes because they get a homestead credit and they can get up to \$1500.00.

**2. REQUEST TO APPOINT AN INTERIM RECREATION SERVICES MANAGER  
WITH A WAGE ADJUSTMENT**

Supervisor Stumbo stated that Angela Verges is retiring from the Recreation Department. She said John Hines will be moving into that department as Interim Recreation Services Manager on December 20, 2021.

Karen Wallin, Human Resource Director stated that John Hines has a background in Recreation and also worked at the Community Center. She said after the first of the year they will look at that position and see what we want to do. She said at one point that position was responsible for all of the parks in Ypsilanti Township.

**3. REQUEST AUTHORIZATION TO APPROVE CHANGE ORDER #2 FOR THE  
LOONFEATHER POINT PARK RENOVATION IN THE AMOUNT OF \$10,335.60  
BUDGETED IN LINE ITEM #213-901-975-587**

Mike Hoffmeister, Residential Services Director explained the change order #2 which included removing two trees due to the grading of the new ADA trail leading down to the docks as well as some additional electrical investigation and work in the restroom building.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 7, 2021 WORK SESSION  
PAGE 4**

**4. REQUEST TO APPROVE THE UPDATED TOWNSHIP FINANCIAL POLICY**

Javonna Neel, Accounting Director explained the new Financial Policy that is before the Board tonight for their approval. She stated the changes that were discussed in the prior meeting.

Trustee Swanson questioned where it stated that the Supervisor and one other elected Official would sign for \$10,000.00 - \$15,000.00 purchases which had been the purchase agent. Trustee Swanson wanted to make sure that all three Officials would be aware of what the two Officials were signing if they weren't present.

Ms. Neel stated she had not thought of that. She said the PO's are in the system so they are transparent. She said she could have them bring them back to the Board.

Clerk Jarrell Roe stated in other areas where we need two signatures all three of the full time Officials are notified before it is signed. She suggested added to the policy that all three Officials are notified but only two would need to sign.

Ms. Neel stated she would make that change.

Supervisor Stumbo stated that would be contingent upon Attorney approval.

**5. BUDGET AMENDMENT #15**

**AUTHORIZATION AND BIDS**

- 1. REQUEST TO APPROVE THE CONTRACT WITH JFR ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING PROFESSIONAL SERVICES FOR PHASE 1 OF THE 14B DISTRICT COURT AND CIVIC CENTER SITE SECURITY PROJECT IN THE AMOUNT OF \$21,500.00 BUDGETED IN LINE ITEM #101-272-801-000 CONTINGENT UPON ATTORNEY APPROVAL OF THE CONTRACT**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 7, 2021 WORK SESSION  
PAGE 5**

**The Work Session meeting was adjourned at approximately 6:54PM.**

**Respectfully Submitted,**

**Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti**

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE DECEMBER 7, 2021 REGULAR BOARD MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:00PM 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 Heather Jarrell Roe, and Treasurer Eldridge  
Trustees: Debbie Swanson, John Newman,  
and Jimmie Wilson

**Members Absent:** Trustee Gloria Peterson

**Legal Counsel:** Wm. Douglas Winters

**PUBLIC COMMENTS**

- **THREE MINUTES PER PERSON**
- **ALL COMMENTS MUST BE ADDRESSED TO THE CHAIR**
- **PUBLIC COMMENTS ARE ALSO WELCOME AS THE BOARD ADDRESSES EACH AGENDA ITEM**

Roderick Casey, Township Resident & Delegate, stated he wanted to know the progress of the inspections at Huron Heights Apartment Complex. He said he submitted a Resolution last month to the Board and would like to know the status. He said he would appreciate if one of the Board Members could stay in touch with him. He said he would like to give his condolence to Doug for the loss of his Mother because we are all family and when we lose someone in our family we all feel the pain.

Alisha Dwyer, Township Resident, Co-Chair of the Ytown ARPA Committee with Alex Thomas. She said their committee has attended County listening sessions in the Township. She said it was great to see those who attended. She said they have gotten a lot of township residents engaged in their committee and have met four times. Ms. Dwyer stated they worked very hard on the Resolution that they sent to the Board. She said they welcome feedback from the Board and ask that the Resolution be put on the Agenda for a vote at the upcoming December 21, 2021 Board meeting. She said this has been an exciting process and they appreciate all the one on one conversations they have had with the Board and their hope is that they can continue to work together to do deep canvassing and engagement in the township to come up with a comprehensive ARPA plan. She said with the Resolution they want to formalize their partnership with the Board. She read a poem created for Board.

Clerk Jarrell Roe read a public comment:

From: Tajalli Hodge, Township Resident. Ms. Hodge stated she was supporting the Ytown ARPA Committee Resolution that was submitted to the Township Board and

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE DECEMBER 7, 2021 REGULAR BOARD MEETING**  
**PAGE 2**

requested it be added at the next Board Meeting. She said the ARPA Committee has been working to engage residents from all areas in the township and she thinks it has been rather successful. She said the committee has diverse representation but they are committed to having regular meetings and keeping dialog flowing. She said the committee is passionate about the lives of our residents and neighbors as she knows we all are. She said that she feels these community members may get more accurate feedback from Ypsilanti Township residents that external consultants may not receive. She said we need the passion this committee brings to engage our residents. She asked for this Resolution to be placed on the next board meeting agenda.

From: Michelle Simmons stated she is a member of the Ytown ARPA Committee. She stated they submitted a Resolution to the Board for community engagement for Ypsilanti Township. She said she is agreeing with the Resolution and she thinks it would be a great idea for the community to stay engaged with how the ARPA funds are going to be allocated. She said since the money is for the people the people should have a voice in where the money should go for their individual community. She asked the Board to take their Resolution into consideration because we all care about our community.

From: Joshua Hurry, Ypsilanti Township resident who supports the Ytown ARPA Committee Resolution that has been submitted to the Board. He said he would like the Resolution be added to the next board meeting agenda for a vote. He said he feels it is important for all of us to work together and uniquely engage the community by allowing the ARPA committee to have ownership over the community engagement process and sometimes consultants cannot do the grassroots community engagement we can do and provide. He said he was excited to work together and have diverse representation from multiple neighborhoods in the township. Mr. Hurry stated the Ytown ARPA Committee is an invaluable group of people from all corners of Ypsilanti Township. He said the grassroots aspects of the committee is what makes it great. He said residents of our township have the ability to share their voices and ideas amongst each other and discuss pros and cons of the ideas being brought to the table. He said people want to be heard and this committee gives us the power without playing political jump rope. He said having the committee in place will be great for the community. Mr. Hurry stated the committee at its' core is the people of Ypsilanti Township and will benefit us by giving us a voice that is heard, sense of duty, and an overall sense of purpose in making positive change.

From: Tad Wiser, Township Resident stated he supports the Ytown ARPA Committee Resolution that the group submitted to the Board and request it be added to the December 21, 2021 Board Meeting Agenda for a vote. He said he has not been as active in the township as he could have but he is excited now to become a member of this new committee which is coming together at the right time at this rare moment when our Township is blessed with an unexpected pool of dollars that can be used in many different ways. He said it was a great chance to decide what the best way to spend these public funds without having to rob them from other worthy existing local programs. He said whether we are white, black or



**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 7, 2021 REGULAR BOARD MEETING  
PAGE 3**

brown, whether we are newcomers or have been here for generations, we all care about a thriving Ypsilanti Township. He said none of us really thrive unless all of us thrive together. He said the Ypsilanti Board has a special opportunity by taking action to engage and challenge the Ytown ARPA Committee instead of an outside consultant. He said we should take responsibility and ownership over the community engagement process. He said the Board could meet its' goal and make sure that all of us from our backgrounds, neighborhoods, are being reached and heard in an open process. He said he would like to make sure in true Ypsi Township fashion we spend our ARPA money in ways that can raise everyone up. He said we will be pushing back at those ugly forces that are trying to divide us up and show others what it looks like to be one Ypsilanti Township.

From: Andrea Pierce, Township Resident stated she supports the Ytown ARPA Committee Resolution that the group submitted to the Board and she requests it be added to the December 21, 2021 Board Meeting Agenda for a vote. She said she is a member of the Ytown ARPA Committee and a precinct delegate and she said it is important that our citizens and our leaders work together, that we engage the community by allowing Ytown ARPA Committee to have ownership over the community engagement process. She said often times consultants are unable to address the community or complete the grassroots community engagement that we as citizens will provide. Ms. Pierce stated she is excited to work together with diverse representatives from multiple neighborhoods in the Township. She said citizens want to be included and to be at the table where decisions will be made that will impact us. She asked the board to vote in support of the Ytown ARPA Committee Resolution that will bring community engagement to make the decisions on where to allocate the monies.

Arloa Kaiser, Township Resident asked what ARPA stood for and where did it come from.

Supervisor Stumbo stated ARPA stands for the American Rescue Plan Act and it came from the Federal Government to the local government and its' part of the Virus funding. She said Ypsilanti Township will receive \$9 million.

**PUBLIC HEARING**

**A. 2022 FISCAL YEAR BUDGET**

(PUBLIC HEARING SET AT THE NOVEMBER 2, 2021 REGULAR MEETING)

**Supervisor Stumbo declared the Public Hearing opened at 7:11PM.**

**Supervisor Stumbo asked for Public Comments.**

**No Public Comments**

**Supervisor Stumbo declared the Public Hearing closed at 7:12PM.**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 7, 2021 REGULAR BOARD MEETING  
PAGE 4**

**CONSENT AGENDA**

**A. MINUTES OF THE NOVEMBER 16, 2021 WORK SESSION AND REGULAR MEETING**

**A motion was made by Clerk Jarrell Roe, supported by Trustee Swanson to Table the Minutes until the December 21, 2021 Board Meeting.**

**The motion carried unanimously.**

**B. STATEMENTS AND CHECKS**

**1. STATEMENTS AND CHECKS FOR DECEMBER 2, 2021 IN THE AMOUNT OF \$987,961.08**

**A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to Approve the Consent Agenda.**

**The motion carried unanimously.**

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters thanked all the Board Members, Administrative Staff, all the Township Employees, and others in the audience that have reached out to express their condolences for his mothers' passing. He said his Mother was a big champion and fan of Ypsilanti Township and she loved Ypsilanti Township. He said Clerk Jarrell Roe sent him a copy of her voter registration which she filled out in 1952. He said as a very young lady she participated in Ypsilanti Township process of elections. He said after moving from Kentucky to Michigan she lived the rest her life in Ypsilanti Township. He said she always wanted what was best for the Township. He said she was very supportive of what this Board stands for. Attorney Winters thanked all for their kind thoughts and prayers.

**NEW BUSINESS**

**1. RESOLUTION 2021-31, APPROVAL OF THE 2022 POVERTY EXEMPTION GUIDELINES AND APPLICATION**

**A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to Approve Resolution 2021-31, Approval of the 2022 Poverty Exemption Guidelines and Application (see attached).**

Clerk Jarrell Roe thanked the Assessing Department and Board of Review for all they do in assisting residents with their applications.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 7, 2021 REGULAR BOARD MEETING  
PAGE 5**

The motion carried unanimously.

**2. REQUEST TO APPOINT AN INTERIM RECREATION SERVICES MANAGER  
WITH A WAGE ADJUSTMENT**

**A motion was made by Trustee Wilson, supported by Clerk Jarrell Roe Approve Request to Appoint an Interim Recreation Services Manager with a Wage Adjustment.**

Supervisor Stumbo stated Angela Verges will be retiring and we will miss her. John Hines has been the Deputy Supervisor for the past year will be taking over as Interim Recreation Services Manager. She said John Hines was brought over from the Recreation Department last year during COVID when the Recreation Center was closed. She said Mr. Hines' background is in recreation and he will do a great job there.

The motion was carried unanimously.

**3. REQUEST AUTHORIZATION TO APPROVE CHANGE ORDER #2 FOR THE  
LOONFEATHER POINT PARK RENOVATION IN THE AMOUNT OF \$10,335.60  
BUDGETED IN LINE ITEM #213-901-975-587**

**A motion was made by Treasurer Eldridge, supported by Clerk Jarrell Roe to Approve Request Authorization to Approve Change Order #2 for the Loonfeather Point Park Renovation in the Amount of \$10,335.60 Budgeted in Line Item #213-901-975-587 (see attached).**

Michael Hoffmeister, Residential Services Director stated that this should be done in the next few weeks. He said this was a grant that Clerk Lovejoy Roe applied for in 2019 and it has been a complete renovation of Loonfeather Point Park.

The motion was approved unanimously.

**4. REQUEST TO APPROVE THE UPDATED TOWNSHIP FINANCIAL POLICY**

**A motion was made by Clerk Jarrell Roe, supported by Trustee Wilson to Approve the Request to Approve the Updated Township Financial Policy (see attached).**

The motion was approved unanimously.

**5. BUDGET AMENDMENT #15**

**A motion was made by Clerk Jarrell Roe, supported by Trustee Swanson to Approve Budget Amendment #15 (See Attached).**

The motion was approved unanimously.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 7, 2021 REGULAR BOARD MEETING  
PAGE 6**

**AUTHORIZATION AND BIDS**

- 1. REQUEST TO APPROVE THE CONTRACT WITH JFR ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING PROFESSIONAL SERVICES FOR PHASE 1 OF THE 14B DISTRICT COURT AND CIVIC CENTER SITE SECURITY PROJECT IN THE AMOUNT OF \$21,500.00 BUDGETED IN LINE ITEM #101-272-801-000 CONTINGENT UPON ATTORNEY APPROVAL OF THE CONTRACT**

Michael Hoffmeister, Residential Services Director stated in July 2021 we accepted sealed bids for security upgrades at 14B District Court and the Civic Center. He said they had a walk through with 19 participants and then received 15 sealed bids. He said Clerk Jarrell Roe, Treasurer Eldridge, Attorney Winters, Travis McDugald and others were included in this entire process. He said they interviewed 3 firms and had a 2<sup>nd</sup> interview with JFR Architects which confirmed their desire to award the contract to JFR Architects for their services for Phase 1.

Attorney Winters stated once again we have seen the tragedy that happened at Oxford Schools and our concern has always been the security for 14B Court and the Township Civic Center. He said looking at this for a single point entry for both the 14B Court and the Civic Center, which could check for weapons that do not belong in a court room or a municipal building. He said every day we have a constant reminder in many parts of the Country as to the level of violence that we are seeing in places such as churches, schools, and other civic areas. He said this is step one in making this area more secure. He said this should be a high priority for 2022.

**A motion was made by Clerk Jarrell Roe, supported by Trustee Wilson to Approve the Request to Approve the Contract with JFR Architects for Architectural and Engineering Professional Services for Phase 1 of the 14B District Court and Civic Center Site Security Project in the Amount of \$21,500.00 Budgeted in Line Item #101-272-801-000 Contingent Upon Attorney Approval of the Contract.**

**The motion was approved unanimously.**

**OTHER BUSINESS**

Supervisor Stumbo stated they had a closed session regarding the Teamsters Contact. She said they agreed to add it to the Agenda.

- 1. REQUEST TO APPROVE THE CONTRACT WITH THE TEAMSTERS BARGAINING UNIT 214 THRU DECEMBER 31, 2024**

**A motion was made by Clerk Jarrell Roe, supported by Trustee Swanson to Approve the Contract with the Teamsters Bargaining Unit 214 Thru December 31, 2024.**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 7, 2021 REGULAR BOARD MEETING  
PAGE 7**

Karen Wallin, Human Resources Director stated they had a closed session with the Board this evening and presented the contract. She said the Teamsters have already voted for the contract. Ms. Wallin asked if there were any questions from the Board regarding this contract. She said the salary increases were 2.7% for 2022, 3.0% increase for 2023 and 2024. She said they cleaned up some days that were mentioned in the contract to state whether they were calendar or work days. She said they took out some positions that are no longer positions in the Township. She said there was language regarding longevity and the teamsters wanted to meet with new employees regarding their union so that was included in the contract. She said there was an increase in PTO time to bring it more in line with the other bargaining units. She said there was new language with job postings that allow us to post both external and internal at the same time. She said there was clarification with the holidays.

Attorney Winters stated that it will allow the Teamsters employees that were hired after 2009 to bank up to 80 hours of PTO. He said that the 2020 Covid hours that were unused were allowed to be used in 2021 but they will not be carried over to 2022. Attorney Winters stated that it is a three year contract and hopefully will help in retaining employees.

Supervisor Stumbo stated that on the interviewing committee she wanted to clarify that the elected officials would be in on the interviews if the position was in their department. Karen Wallin stated that the officials would be involved.

**Motion carried unanimously.**

**BOARD MEMBER UPDATES**

Trustee Wilson wanted to clarify an email that the Board may have received about the potential Resolution. He said a group of residents got together and invited the Board to a zoom meeting to talk about community engagement about the American Recue Plan Act funds. He said our residents do not want us to spend the money on a consultant to do community engagement especially when we have residents that are willing to do the community engagement in conjunction with our Township Staff. He said that is the main purpose for the public comments you heard at the beginning of this meeting. He said they did understand that because the master plan was such a large project we needed to pay consultants for that. He stated that Supervisor Stumbo has stated that our staff is very busy and if we have a group of residents that are willing to help he thinks that is a good thing. He said he made sure it was sent to our legal staff and he would follow up with them. He said he will make sure the legal department looks over the Resolution and that it is okay to bring to the Board.

Trustee Swanson stated that unless she missed something as a Board she did not remember that the Board had ever said they were going to seek a consultant regarding the ARPA funds. She said she has heard the board say there is a need for community input. She said she thinks the Board has already stated that they are concerned about the opportunity index. She said they take the spending of those

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE DECEMBER 7, 2021 REGULAR BOARD MEETING**  
**PAGE 8**

dollars very seriously and want them to be spent in the way it was meant to be used. She said she is confused about how a message got out that this board didn't care about protecting this community and how the dollars would be spent. She thinks that residents should be equally concerned about how the schools in this community should spend the ARPA dollars.

Clerk Jarrell Roe thanked Trustee Swanson for her comments. She said they are continuing to work on the rebranding process with Michael Hoffmeister, John Hines, and several others in the Township. She said they will bring those updates back to the Board. She said they just finished up interviewing business owners, residents, Church Leaders, and Township Staff focusing on engagement with our community.

Clerk Jarrell Roe stated she, along with Supervisor Stumbo, and some Planning Department Staff had a meeting regarding Forbes Dry Cleaners site and as that evolves they will bring that back to the Board.

Clerk Jarrell Roe stated that at the last meeting we voted on the bonding of the water and sewer and we are now in the 45 day referendum period. Clerk Jarrell Roe stated she and Supervisor Stumbo and Treasurer Eldridge met with Kirk Profit working to try and get some funds so all that burden will not fall on the residents. She said Supervisor Stumbo has been in contact with Senator Irwin and Ronnie Peterson about this matter also. She said today they just got an email from Luke Blackburn regarding a bill that he thinks some of our YCUA projects will benefit from that.

Clerk Jarrell Roe stated they will miss everyone who is retiring at the Township. She said Mrs. Ruby Walker has served the Township for 21 years and has been like her Mom in the office. She said she will miss her and has diligently served our residents and has great customer service and work ethic and she said she brings her a vitamin C every day.

Trustee Newman stated he is part of the Advisory Group for the AAATA and they are moving forward with their plans into 2045. He said Trustee Swanson had brought up at the last meeting that in all of the scenarios they presented there was only one that included a little bit of activity in Ypsilanti Township and that one had the most cost to residents. He said they still didn't deal with the opportunity index routes. Trustee Newman stated AAATA representatives would go back to the drawing board and redo some of those routes and they have extended the deadline.

Treasurer Eldridge wished Clerk Jarrell Roe a Happy Birthday.

Supervisor Stumbo stated they have had so many suggestions on ARPA. She said not only from the groups tonight but Evan Pratt has storm water suggestions because of the 44 homes in Ypsilanti Township that flooded. She said we have water and sewer projects that are in need. She said we have bike path and sidewalk gaps that need to be filled in. She said we have recreation improvements

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 7, 2021 REGULAR BOARD MEETING  
PAGE 9**

as well. She said we need a recreation center on the east side of Washtenaw County. She said she thinks everyone's heart is in the same place and everyone wants to do what's right for the community. She said \$9 million dollars is a lot of money, but one road is \$1 million dollars. She said we have met with the lab/stem group who are providing an educational place where the youth can go and hangout and learn things such as robotics and finances. She said her position with the County has always been that we need structural change. Supervisor Stumbo stated the County took \$15 million for structural change to take fiber network to Scio Township so they would have internet opportunities. She said we need that structural change in our area because that would change peoples' lives. She said if you give to a program you will have to continue to give to that program. She said structural change is sustainable. Supervisor Stumbo stated we shouldn't rush it and listen to all ideas.

Supervisor Stumbo stated that Carly Willis would be retiring at the end of the year. She said we have lost some wonderful people. Carly is the gold standard for customer service in Residential Services. She said Shawna Waibel will be there and we are hiring people in the Treasurers' Office because someone is moving from there to Residential Services. She said Ruby is a jewel, Rubys' a good name for her because she is a beautiful soul with good work ethics. She said we have some good workers and some are a little new but we will keep the government working for the people in Ypsilanti Township. She thanked everyone for their patience. She said to get internet into one neighborhood would cost \$1 million dollars but that neighborhood would be changed forever.

Trustee Wilson stated that he spoke with Debbie Dingell yesterday about the infrastructure bill and she said she needed to receive ideas from us on what we needed to use it for in our community.

**A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to Adjourn.**

**Motion carried unanimously.**

**The meeting was adjourned at approximately 7:59PM**

**Respectfully Submitted,**

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

**Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti**

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2021-31**

**POVERTY EXEMPTION GUIDELINES & APPLICATION**

**WHEREAS**, the homestead of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under Section 7u of the Michigan Property Tax Act, Public Act 206 of 1893; and

**WHEREAS**, pursuant to Section 211.7u, Ypsilanti Charter Township, Washtenaw County adopts the following guidelines and application for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner and occupy as a homestead (primary residence) the property for which an exemption is requested, as of Tax Day, December 31 of the proceeding year.
- 2) File a completed Application for Poverty Exemption form 5737 with the Board of Review, accompanied by federal and state income tax returns for all persons residing in the homestead, including property tax credit returns, filed in the current or immediately preceding year or a Poverty Exemption Affidavit form 4988 for claimant and all persons residing in the household.
- 3) Meet the income threshold guidelines (maximum income) adopted by the Township Board. The income threshold as adopted is that all household income cannot exceed 30% of the median income for Ann Arbor (Washtenaw County) as published by the United States Department of Housing and Urban Development (HUD) as of December 31 of the preceding year. These income thresholds will be used as long as they are higher than the Federal Poverty Guidelines as determined annually by the United States Office of Management and Budget.
- 4) Complete and submit a Poverty Exemption Asset Test form and meet the maximum asset eligibility test as follows: Assets other than the taxpayer's primary residence, standard mode of transportation and usual household goods valued at more than \$25,000 will be considered and added to the household income to determine eligibility.
- 5) Due to the P.A. 253 of 2020 changes to MCL211.7u, the guidelines will provide for a partial exemption equal to 25% or 50% reduction in taxable value.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Review shall follow the above stated policy, guidelines and application in granting or denying exemptions.

I, Heather Jarrell 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. 2021-31 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 7, 2021.



Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti



*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARRELL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**JOHN P NEWMAN II**  
**GLORIA PETERSON**  
**DEBBIE SWANSON**  
**JIMMIE WILSON JR.**



*Charter Township of Ypsilanti*

**Assessor's Office**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 544-4000  
Fax: (734) 484-5159

**Income Thresholds**

**2022**

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons
\$22,400	\$25,600	\$28,800	\$31,950	\$34,550	\$37,100	\$39,650

Find your household size; then find the annual income listed below it.

If the household income is more than that amount, you will not qualify for the poverty / hardship exemption.

These thresholds are authorized by local Resolution. These thresholds represent 30% of median income for the Ann Arbor area.

\*Updated by HUD 06/01/2021

**CHARTER TOWNSHIP OF YPSILANTI**  
**PROPERTY TAX REDUCTION APPLICATION INSTRUCTIONS**  
**Per MCL 211.7u as Amended and STC Guidelines**

In granting the poverty exemption, the Board of Review realizes that this represents a shift of that portion of the tax burden to the other taxpayers of the community and state.

A **completed application** to be considered for a poverty exemption, the following information must be provided:

1. For a complete and legible application, all sections of the Application must be filled out. An incomplete Application will delay the process and possibly result in a Denial.
2. Please be sure to sign the Application on page 4. An application without a signature will not be taken to the Board for consideration.
3. A completed and signed copy of each of the following should be submitted:
  - Your most recent Michigan Homestead Property Tax Credit Claim (MI 1040 CR).
  - Your most recent Federal Income Tax Return (1040), if you are required to file federal income tax.
  - The Most Recent Federal Income Tax Return (1040) for all other occupants of your home.

Please do not submit original tax returns or supporting documentation, as we must keep all documents submitted.

4. Submit a completed poverty exemption asset test information sheet with signature.
5. If an occupant of your home is not employed but has income from another source, you must include the income on page 3, part 5 "Income Sources" of your application.
6. If an occupant of the home is over 18 years of age but is not contributing to household income please submit a statement to explain why, understanding that the Township is unable to subsidize adult education.
7. Assets other than the taxpayer's primary residence, standard mode of transportation and usual household goods valued at more than \$25,000 will be considered and added to household income.
8. A copy of all bank statements, IRA statements, investment account statements and life insurance statements for the claimant and all persons residing in the household must be included with application.

## Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

**To be considered complete, this application must:** 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.				
Petitioner's Name			Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents	
Property Address of Principal Residence		City	State	ZIP Code
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit		
PART 2: REAL ESTATE INFORMATION				
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.				
Property Parcel Code Number		Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence	Monthly Payment	Length of Time at this Residence		
Property Description				
PART 3: ADDITIONAL PROPERTY INFORMATION				
List information related to any other property owned by you or any member residing in the household.				
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.			Amount of Income Earned from other Property	
1	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid
2	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid



**PART 4: EMPLOYMENT INFORMATION** — List your current employment information.

Name of Employer			
Address of Employer	City	State	ZIP Code
Contact Person	Employer Telephone Number		

**PART 5: INCOME SOURCES**

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

**PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION**

List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

**PART 7: LIFE INSURANCE** — List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

**PART 8: MOTOR VEHICLE INFORMATION**

All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

**PART 9: HOUSEHOLD OCCUPANTS** — List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

**PART 10: PERSONAL DEBT** — List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

**PART 11: MONTHLY EXPENSE INFORMATION**

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	



**NOTICE:** Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

**PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT**

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

**PART 12: CERTIFICATION**

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date
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**This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.**

**Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.**

Michigan Tax Tribunal  
 PO Box 30232  
 Lansing MI 48909

Phone: 517-335-9760  
 E-mail: [taxtrib@michigan.gov](mailto:taxtrib@michigan.gov)

**POVERTY EXEMPTION ASSET TEST INFORMATION:**

DO YOU HAVE ANY OWNERSHIP INTEREST IN ANY OTHER REAL ESTATE? ( ) YES ( ) NO

ADDRESS: \_\_\_\_\_  
 (Additional Information May be Requested by the Board for Other Real Estate.)

**LIST THE CURRENT VALUE FOR EACH ASSET:**

CASH:	\$
CHECKING ACCOUNTS:	\$
SAVINGS ACCOUNTS:	\$
CERTIFICATES OF DEPOSIT:	\$
MONEY MARKET ACCOUNTS:	\$
STOCKS:	\$
BONDS:	\$
TREASURY BILLS:	\$
INSURANCE w/ CASH VALUE:	\$
MUTUAL FUND ACCOUNTS:	\$
IRA ACCOUNTS:	\$
KEOGH ANNUITIES:	\$
DEFERRED COMPENSATION:	\$
JEWELRY and/or GEMS:	\$
RARE COINS:	\$
ANTIQUE CARS:	\$
ANY OTHER COLLECTION:	\$
ANY OTHER ASSET:	\$

**LIST THE CURRENT VALUE FOR ALL HOUSEHOLD VEHICLES:**

(This includes Cars, Trucks, Trailers, Tractors & Boats)

MAKE:				
MODEL:				
YEAR:				
LEASED OR OWNED:				
MONTHLY PAYMENT:				

**I DECLARE THAT ALL OF THE INFORMATION SUBMITTED WITHIN THIS ASSET TEST IS TRUE TO THE BEST OF MY KNOWLEDGE.**

**APPLICANT SIGNATURE:** \_\_\_\_\_ **DATE** \_\_\_\_\_



## Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty

This form is issued under the authority of Public Act 253 of 2020.

This form is to be used to affirm ownership, occupancy, and income status. MCL 211.7u(2) provides that, to be eligible for exemption under this section, a person shall, subject to subsection (6) and (8), annually affirm that the applicant owns and occupies, as a principal residence, the property for which an exemption is requested.

<b>PART 1: OWNER INFORMATION</b> — Enter information for the person owning and occupying the residence.			
Owner Name		Owner Telephone Number	
Mailing Address	City	State	ZIP Code
<b>PART 2: LEGAL DESIGNEE INFORMATION</b> (Complete if applicable.)			
Legal Designee Name		Daytime Telephone Number	
Mailing Address	City	State	ZIP Code
<b>PART 3: HOMESTEAD PROPERTY INFORMATION</b> — Enter information for property in which the exemption is being claimed.			
City or Township (check the appropriate box and enter name) <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village		County	
Name of Local School District			
Parcel Identification Number		Year(s) Exemption Previously Granted by Board of Review	
Homestead Property Address	City	State	ZIP Code
<b>PART 4: AFFIRMATION OF OWNERSHIP, OCCUPANCY, AND INCOME STATUS</b> (Check all boxes that apply.)			
<input type="checkbox"/> I own the property in which the exemption is being claimed. <input type="checkbox"/> The property in which the exemption is being claimed is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home. <input type="checkbox"/> After establishing initial eligibility for the exemption, my income and asset status has remained unchanged and/or I receive a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation, such as federal Supplemental Security Income or Social Security disability or retirement benefits.			
<b>PART 5: CERTIFICATION</b>			
I hereby certify to the best of my knowledge that the information provided on this form is true and I am eligible to receive an exemption from property taxes by reason of poverty pursuant to Michigan Compiled Law, Section 211.7u.			
Owner or Legal Designee Name (print)		Signature of Owner or Legal Designee	Date
<b>Designee must attach a letter of authority.</b>			
<b>LOCAL GOVERNMENT USE ONLY (DO NOT WRITE BELOW THIS LINE)</b>			
<input type="checkbox"/> Approved <input type="checkbox"/> Denied (Attach appeal instructions and provide to owner.)		Tax Year(s) exemption will be posted to tax roll	
<b>CERTIFICATION</b> — I certify that, to the best of my knowledge, the information contained in this form is complete and accurate.			
Assessor Signature		Date Certified by Assessor	



## Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

**INSTRUCTIONS:** When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, \_\_\_\_\_, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Person Making Affidavit

\_\_\_\_\_  
Date



3754 Ranchero Dr.  
Ann Arbor, Michigan 48108-2771  
734-761-1010

# CONTRACT CHANGE ORDER

No: 2

To: Premier Group Associates Date: November 24, 2021 Project No: 2075154400

Contract: Loonfeather Park Improvements Owner: Charter Township of Ypsilanti

Location: Ypsilanti, MI 48197

You are hereby requested to comply with the following changes from the contract plans & specifications:

Item No.	Description of Changes - Quantities, Units, Unit Prices, Change in Completion Schedule, Etc.	Decrease in Contract Price	Increase in Contract Price
1	Tree Removals (2 additional)		\$ 3,400.00
2	Electrical Investigation, Switches & Sensors in Restroom Building		\$ 6,935.60
<b>Change in Contract Price Due to this Change Order:</b>			
Total Decrease		\$ -	
Total Increase			\$ 10,335.60
Net Decrease in Contract Price		\$ 10,335.60	
<b>Original Contract Price</b>			\$ 495,930.00
<b>Total Net Change by Previous Change Orders</b>			\$ (24,480.00)
<b>Total Amount of Contract Prior to this Change Order</b>			\$ 471,450.00
<b>Net Addition or Deduction this Change Order No. 2</b>			\$ 10,335.60
<b>Net Amount of Contract to Date</b>			\$ 481,785.60

This document shall become an amendment to the contract and all provisions of the contract will apply hereto.

\* This pay item shall be paid on a percentage of quantity installed.

Recommended by: Claire Martin  
Claire Martin, PE  
Project Manager

Approved By: Brenda Stunick  
Owner: Heather Jovanovic  
12-8-21

Accepted By: [Signature]  
Contractor

C.O. No. 2



# CHARTER TOWNSHIP OF YPSILANTI FINANCIAL POLICY

**PROCUREMENT, FEDERAL AWARDS,  
ETHICS, EQUIPMENT DISPOSAL, &  
SALE OF TOWNSHIP PROPERTY**

The Charter Township of Ypsilanti will engage in purchasing activities that are fair and equitable, and which provide the maximum purchasing value for public funds.



## Table of Contents

1. Policy.....	5
2. Statutory References .....	5
3. Procedure.....	5
3.1. Operational Guidelines .....	5
3.1.1. Intent.....	5
3.1.2. Application .....	5
3.1.3. Administration .....	5
3.1.4. Sales Tax Exemption.....	6
3.1.5. Cooperative Purchasing .....	6
3.1.6. Gratuities, Personal Benefits, and Kickbacks .....	6
3.1.7. Exemptions.....	6
3.1.8. Unlawful Expenditures.....	7
3.1.9. Failure to Follow Policy .....	8
3.2. Standards for Procurement .....	8
3.2.1. Procurement Procedures:.....	8
3.2.2. Purchases from \$0 to \$1,000 .....	8
3.2.3. Purchases from \$1,000.01 to \$3,000 .....	9
3.2.4. Purchases from \$3,000.01 to \$10,000:.....	9
3.2.5. Purchases from \$10,000.01 to \$15,000:.....	9
3.2.6. Purchases \$15,000.00 and above: .....	9
3.2.7. Exceptions to bidding requirements.....	10
3.2.8. Geographic Location .....	11
3.3. Competitive Sealed Bidding.....	11
3.3.1. Conditions for Use.....	11
3.3.2. Invitation for Bids.....	11
3.3.3. Public Notice .....	11
3.3.4. Bidder’s statement of qualifications.....	11
3.3.5. Bid Opening.....	12
3.3.6. Bid Acceptance and Bid Evaluation.....	12
3.3.7. Correction or Withdrawal of Bids; Cancellation of Awards .....	13
3.3.8. Award.....	13

3.3.9.	Tie Bids .....	14
3.3.10.	Failure or refusal to enter into contract .....	14
3.4.	Request for Proposal (RFP) .....	14
3.4.1.	Conditions for Use.....	14
3.4.2.	Request for Proposal.....	14
3.4.3.	Public Notice .....	14
3.4.4.	Receipt of Proposals.....	14
3.4.5.	Public Bid Opening .....	15
3.4.6.	Evaluation Factors.....	15
3.4.7.	Responsible Offerors and Revisions of Proposals .....	15
3.4.9.	Award .....	15
3.5.	Request for Qualifications (RFQ).....	15
3.6.	Sole Source Procurement .....	15
3.7.	Emergency Procurements.....	16
3.8.	Preferred Contractors .....	16
3.9.	Cancellation of Bids or Requests for Proposals .....	16
3.10.	Rejection of all Bids or Offerors; Responsibility of Bidders or Offerors .....	17
3.11.	Bid, Payment, and Performance Bonds on Contracts.....	17
3.12.	Types of Contracts .....	17
3.13.	Multi-Term Contracts:.....	17
3.14.	Contract Clauses.....	17
3.15.	Contract Administration .....	19
3.16.	Right to Inspect Place of Business, etc.....	19
3.17.	Right to Audit Records .....	19
3.17.1.	Audit of Cost or Pricing Data.....	19
3.17.2.	Contract Records to Be Maintained.....	19
3.18.	Reporting of Anti-competitive Practices.....	19
3.19.	Township Procurement Records.....	19
3.19.1.	Bid File.....	19
3.19.2.	Retention of Procurement Records .....	19
3.20.	Specifications .....	20
3.20.1.	Maximum Practicable Competition .....	20
3.21.	"Brand Name or Equal" Specification .....	20

3.22.	Nondiscrimination.....	20
3.23.	Prevailing Wage and Living Wage Requirements .....	20
3.24.	Procurement of Construction Services .....	20
3.24.1.	Responsibility for Selection of Methods of Construction Contracting Management.....	20
3.24.2.	Bid Security .....	21
3.24.3.	Contract Performance and Payment Bonds – <i>See Exhibit A</i> .....	21
3.24.4.	Fiscal Responsibility .....	22
4.	Federal Awards: .....	22
4.1.	Conflict of Interest .....	22
4.1.1.	Purpose .....	22
4.2.	Standards .....	22
4.3.	Disclosure.....	22
4.4.	Violations .....	22
4.5.	Procurement Rules.....	23
4.5.1.	Purpose .....	23
4.6.	Competition .....	23
4.7.	Methods of Procurement .....	23
5.	Suspensions.....	24
5.1.	Authority to Suspend .....	24
5.2.	Notice to Suspend.....	24
5.3.	Finality of Decision .....	25
6.	Appeals and Remedies.....	25
6.1.	Bid Protests .....	25
6.2.	Contract Claims .....	25
6.2.1.	Claims By a Contractor.....	25
6.2.2.	Notice of Decision .....	25
6.2.3.	Contractor's Right to Appeal.....	25
6.2.4.	Failure to Render Timely Decision .....	25
6.3.	Authority of the Township Board to Settle Bid Protests and Contract Claims .....	26
6.4.	Remedies for Solicitations or Awards in Violation of Law .....	26
6.4.2.	Prior to Award.....	26
6.4.3.	After Award.....	26
6.4.4.	Reservation of Right to Sue for Damages; Equitable Relief .....	26

6.4.5.    Venue .....	26
7.    Ethics in Public Purchasing/Contracting .....	26
7.1.    Criminal Penalties .....	26
7.2.    Employee’s Duty to Abide by Township Policies .....	26
7.3.    Overriding the Provisions of the Policy.....	27
7.4.    Conflicts of Interest.....	27
7.4.1.    Board of Trustees.....	27
7.4.2.    Professional Service Contracts with Former Township Employees .....	27
7.4.3.    Vendor/Township Employee Relationships .....	27
7.4.4.    Contracts with Township Employees.....	27
8.    Equipment Disposition/Disposal.....	27
8.1.    Equipment Disposition.....	27
9.    Sale of Township Owned Real Property.....	28
10.   REVIEW PERIOD .....	28
11.   Definitions.....	28
<b>Purchasing Summary</b> .....	32
Exhibit A - Contract Provision Checklist.....	33
Exhibit B - What to Include in a Request for Proposal.....	34

## 1. Policy

- 1.1. The Charter Township of Ypsilanti will engage in purchasing activities that are fair and equitable, and which provide the maximum purchasing value for public funds. The Township will implement procedures designed to maintain a procurement system of quality and integrity. The provisions of this policy conform to the Township's charter and applicable code, laws and regulations. See: Code of Ordinance Numbers 69 and 116, as amended.

## 2. Statutory References

- 2.1. The Board may establish such rules and regulations regarding the business concerns of the Township as the Board considers necessary and proper. See: MCL 42; Act 359 of 1947, as amended.

## 3. Procedure

### 3.1. Operational Guidelines

#### 3.1.1. Intent

- 3.1.1.1. It is the intent of this policy to maximize the purchasing power and value of public funds through procurement policy that maintains a system of quality and integrity and promotes efficiency, effectiveness and equity in public purchasing. It is the goal of this Policy to recognize the obligation to the taxpayers to maximize the purchasing power of public funds to gain the best value for our residents. The Township will comply with all applicable federal and state laws concerning public purchasing.

#### 3.1.2. Application

- 3.1.2.1. This Policy applies to the procurement of supplies, goods, equipment, services, and construction entered into by Township and its constituent departments and agencies, after the effective date of this Policy. It shall apply to every expenditure of public funds by Township irrespective of the source of the funds. When the procurement involves the expenditure of federal or state assistance or contract funds, the procurement shall be conducted in accordance with any applicable federal or state laws and regulations. Nothing in this Policy shall prevent any public agency from complying with the terms and conditions of any grant, gift, or bequest that is otherwise consistent with law.

#### 3.1.3. Administration

- 3.1.3.1. The Township Supervisor shall act as a purchasing agent of the Township unless they designate another officer (elected or deputy) of the township to act in this capacity, or delegate part of this responsibility to other employees of the township; provided further, that such delegation shall not relieve them of this responsibility as set forth in the Policy. All formal solicitations are administered through the Township Clerks Office.
- 3.1.3.2. Every purchase order and/or lease shall be approved by the Township Supervisor or their appointed Purchasing Agent before being issued as required in



[section 2.3](#). The Township Supervisor (agent) shall adopt any necessary rules respecting requisitions and purchase orders.

3.1.3.3. Signing of statements, checks, and warrants. All statements, checks, and warrants shall be signed as authorized as by the resolution of the Township Board.

#### 3.1.4. Sales Tax Exemption

3.1.4.1. The Township shall not be charged or pay sales tax. Ypsilanti Township, as a Michigan Municipal Corporation, is exempt from sales tax as provided in Act 167 of Public Acts of 1933. MCL 205.54(7); MSA 7.525(4)(7), and the Michigan Sales and Use Tax Rule, 1979 MAC Rule 205.79, provide that sales to the United States government, the State of Michigan, and their political subdivisions, departments and institutions are not taxable when ordered on a Purchase Order and paid for by warrant on government funds. In the alternative, the government may claim exemption at the time of purchase by providing the seller with a signed statement to the effect that the purchaser is a governmental entity. This position was affirmed by the Michigan Department of Treasury through its Revenue Administrative Bulletin 1990-32, approved on October 11, 1990.

3.1.4.2. The issuance of a Township Purchase Order or a Michigan Sales Tax Exemption Certificate does not, by itself, mandate the seller to exempt the sale. Therefore, all departments, divisions, and Elected Officials shall utilize Township's purchase order and accounts payable systems to the fullest extent possible when purchasing and paying for tangible personal property while still adhering to the other provisions within this Purchasing Policy.

#### 3.1.5. Cooperative Purchasing

3.1.5.1. The Township may join in cooperative purchasing arrangements with school districts and other government units. The Township may accept extended government pricing with appropriate documentation, if it is determined to be cost-effective and in the Township's best interest.

#### 3.1.6. Gratuities, Personal Benefits, and Kickbacks

3.1.6.1. It shall be a violation of this Policy for any person to offer, give or agree to give any Township employee or former Township employee, or for any Township employee or former Township employee to solicit, demand, accept or agree to accept from another person, a gratuity, personal benefit, or kickback in connection with any purchasing or contracting decision.

#### 3.1.7. Exemptions

3.1.7.1. The Township Supervisor and Accounting Director have established a list of commodities that may be procured throughout the year that do not require formal Board approval when exceeding the authorized purchasing limits. These commodities and services are typically not competitively bid annually or are typically awarded due to other factors other than price. Certain items (OPEB, Payroll, IRS, etc...) may not require a formal purchase order be created:

- Utilities – Water, Gas, Electric, Sewer, Phone, Internet, Gasoline, Radio Service, etc.

- Liability Insurance
- Health – Medical, Dental, Vision, Life and Disability, etc.
- Workers Compensation
- Legal Service
- Accounting & Audit Services
- United States Postal Service
- Membership Dues (MTA, SEMCOG, Huron River Watershed Council, etc.)
- Bond and Interest payments
- Local, County, State and Federal Mandated Fees

### 3.1.8. Unlawful Expenditures

3.1.8.1. Local units of government in Michigan are only allowed to incur expenditures for a valid “public purpose.” The local unit is the steward of public resources, and they may not be used for a private purpose. The Michigan Supreme Court defined Public Purpose, as having “for its objective the promotion of the public health, safety, morals, general welfare, security, prosperity, and contentment of all the inhabitants or residents within the municipal corporation, the sovereign powers of which are used to promote such public purpose.” As a guide, the following is a list of common types of questionable expenditures as provided by the State of Michigan’s Treasury Department. Employees should contact Finance if they have a question regarding an expenditure.

3.1.8.2. A township cannot loan its credit for any private purpose, or even public purpose, except as provided by law. Const 1963 art. VII, §26

3.1.8.3. A township may not lend its credit to any person, association, or corporation. Const 1963 art IX, §18

3.1.8.4. A township only has those powers that are “fairly implied” and not prohibited by the constitution. Const 1963 art VII, §34

3.1.8.5. Through court cases, the following have specifically been deemed “unlawful expenditures” by townships:

- Donations of cash or goods to churches or to improve church property
- Donations of cash or goods to a private ambulance or EMS service
- Donations of cash or goods to any community organizations
- Donations of cash or goods to veterans or non-profit organizations
- Donations of cash or goods to Little League, Scouts, Big Brothers/Big Sisters
- Contributions/ Legal Expenses to lawsuits by taxpayers
- Flowers for the sick or departed
- Per Diem Payments, Mileage of officials to and from their residences to township hall or meeting rooms of the Board – see MCL 46.52 and 46.62
- Office picnics
- Office refreshments - providing coffee, food, plates, etc. must be for a public, not an individual or private group or purpose. These expenditures for use at a regular or special meeting where the public is also participating in the coffee, food, etc., for fire fighters, volunteer or full time employees, when working an extended period of time or when dedicating public buildings are normally considered expenditures for a public purpose.
- Presents to officials

- Retirement/Recognition Functions/Events and Employee and Retiree Gifts
- Retroactive pay increases, excluding those subject to Public Act 312 arbitration.
- Private Roads – see PA 188 of 1954 MCL 41.721 – 41.738

### 3.1.9. Failure to Follow Policy

- 3.1.9.1. The Township shall not be responsible for the costs of goods and services ordered or purchased by any Township official or employee that are not obtained in accordance with this policy. Contracts negotiated outside of this policy will be considered invalid and non-binding.

## 3.2. Standards for Procurement

### 3.2.1. Procurement Procedures:

- 3.2.1.1. The procurement procedure to be used is determined by the dollar amount of the procurement. Contracts or purchases shall not be artificially divided to circumvent the purchasing procedures in this policy. An aggregate of regular, reoccurring purchases shall be determined on an annual basis; (for example: gasoline, paper products, cleaning supplies, etc.). Grant funded procurements will follow all grant procurement requirements and guidelines, see section 4.
- 3.2.1.2. A cost analysis is required for all procurement actions. This entails verification of the proposed cost data and evaluation of the specific elements of costs and profits, including comparison with the agency’s prior independent cost or price estimate. Funds must be budgeted and available in the cost center.
- 3.2.1.3. Purchase requests are required prior to purchase and will need the approval of the Township Supervisor or their appointed Purchasing Agent.
- 3.2.1.4. The Township Board has approved the use of BidNetDirect Michigan Inter-governmental Trade Network (MITN) purchasing group to request quotes and formal bids. The MITN system is also capable of requesting and accepting electronic sealed bids to be opened at a designated time. This online bidding system is used for local government purchasing departments to invite vendors to register for access to RFPs, bids and awards on the bid system. Vendor may register at no cost to compete in the bidding. Since this site is open to all vendors, this will cover the minimum requirement of three (3) quotes or bids.
- 3.2.1.5. The Township has approved using cooperative contract programs such as MiDeal, which is the State of Michigan’s extended purchasing program and evaluates vendor’s ensuring a fair price and high-quality contracts and Sourcewell National Joint Powers Alliance (NJPA), which has competitively solicited cooperative contracts available for government, education, and nonprofit organizations. These cooperative contract programs and any other ones approved by the Board and may be used as one (1) of the required quotes/bids where competitive sealed bids are not required.

### 3.2.2. Purchases from \$0 to \$1,000

- 3.2.2.1. Purchases in this dollar amount are approved by the department manager. A purchase order is required and must include quotes if applicable.

3.2.3. Purchases from \$1,000.01 to \$3,000

3.2.3.1. Purchases in this dollar amount are approved by the department manager. A minimum of three quotes for goods and services must be requested. The vendor's price quote may be written, electronic, or by reverse auction. Vendor selection and pricing should be reviewed annually for adequate and reasonable competition. A purchase order is required and must include quotes if applicable.

3.2.4. Purchases from \$3,000.01 to \$10,000:

3.2.4.1. Purchases in this dollar amount are approved by the department manager, department supervisor, and the Township Supervisor. A minimum of three quotes for goods and services must be requested. The vendor's price quote may be written, electronic, or by reverse auction. Vendor selection and pricing should be reviewed annually for adequate and reasonable competition. A purchase order is required and quotes must be attached to the purchase request.

3.2.5. Purchases from \$10,000.01 to \$15,000:

3.2.5.1. Posting bid requests on MITN is required.

3.2.5.2. Purchases in this dollar amount are approved by the department supervisor, Township Supervisor and 1 other Full-Time Elected Official. Such purchases or contracts shall be by competition and require the solicitation of a minimum of three (3) price quotations. The vendor's price quote may be written, electronic or by reverse auction and must be included and attached when requesting a purchase order. Award shall be made to the qualified vendor offering the best value in the opinion of the Supervisor.

3.2.5.3. Written memo with the approval from all is required and must be attached to the Purchase Order request and sent to the three full-time elected officials.

3.2.5.4. This provision shall not apply to purchases or contracts where quotations are impractical. Such purchases or contracts shall contain appropriate documentation.

3.2.6. Purchases \$15,000.00 and above:

3.2.6.1. Posting bid requests on MITN is required.

3.2.6.2. *Construction, repair, or improvement for public works or buildings*

3.2.6.2.1. Purchases in this dollar amount will require Board Approval.

3.2.6.2.2. Board approval to seek bids will be required on any public works projects. This includes improvements to buildings, land, and public works.

3.2.6.2.3. Formal competition required for all public work projects. Purchases or contracts estimated to exceed \$15,000 shall require formal competition as deemed appropriate, including but not limited to competitive sealed bids, requests for proposals, quality-based selection (QSB), negotiated purchases, etc. Award shall be made to the qualified vendor offering the best value in the opinion of the Board. See section [3.3. Complete Sealed Bidding](#)

3.2.6.2.4. Under MCL 339.2011, a township may not engage in a public works project costing \$15,000 or more, unless the plans and specifications for the project are prepared by a licensed architect or licensed professional engineer,

the land is surveyed by a licensed professional surveyor and the work is supervised by either a licensed professional architect or engineer.

3.2.6.3. *Asset purchases not requiring specifications from licensed professionals under \$100,000*

3.2.6.3.1. Purchases in this dollar amount will require Board Approval

3.2.6.3.2. Purchases of every kind, nature and description not needing specs provided by a licensed professional will require at least three competitive quotes/bids. This would include but not be limited to mowers, tractors, vehicles, computers, fuel, mulch, and sand. The vendor's price quote may be written, electronic or by reverse auction and must be *included when presenting to the Board*. Award shall be made to the qualified vendor offering the best value in the opinion of the Board.

3.2.6.4. *Asset purchases not requiring specifications from licensed professionals over \$100,000*

3.2.6.4.1. Purchases in this dollar amount will require Board Approval

3.2.6.4.2. Board approval to seek bids will be required.

3.2.6.4.3. Purchases of every kind, nature and description not needing specs provided by a licensed professional will require competitive sealed bids. This would include but not be limited to mowers, tractors, vehicles, computers, fuel, mulch, and sand. Award shall be made to the qualified vendor offering the best value in the opinion of the Board. See section [3.3. Complete Sealed Bidding](#)

3.2.6.5. *General Requirements*

3.2.6.5.1. Awards shall be made to the offeror determined to be best qualified based on the evaluation factors set forth and negotiation of fair and reasonable compensation, with the approval of the Board of Trustees

3.2.7. *Exceptions to bidding requirements*

3.2.7.1. Exceptions to competitive bidding requirements for purchases or contracts exceeding \$3,000 are as follows:

3.2.7.1.1. In the employment of professional services, in which case the Township shall have discretion as to their qualifications.

3.2.7.1.2. Where the Township Board shall determine that a public interest would best be served by the purchase from or joint purchase with another unit of government.

3.2.7.1.3. In the case of an emergency, where it is essential to health, safety or welfare of the people that immediate good faith action be taken. The word "emergency," as used in here and section 3.7 is defined as a condition which is present, immediate and existing, and not one which may or may not arise in the future, or one which reasonably may be foreseen in time to advertise for bids.

### 3.2.8. Geographic Location

- 3.2.8.1. Every attempt shall be made to make purchases in the following order: Charter Township of Ypsilanti, Washtenaw County, State of Michigan, and lastly outside the State of Michigan.
- 3.2.8.2. Public Act 517 of 2012, the Iran Economic Sanctions Act, MCL 129.311, requires townships to require a person submitting a bid on a request for proposal (RFP) to certify that it is not an Iran-linked business. The act prohibits individuals who have economic relations with Iran from submitting bids on RFPs with the State, any political subdivision of the state or any other public entities. The act also includes penalty provisions for those who submit false certification and is scheduled to take effect April 1, 2013.

## 3.3. Competitive Sealed Bidding

### 3.3.1. Conditions for Use

- 3.3.1.1. When competitive sealed bidding is required; all procurement contracts of the Township shall be awarded by competitive sealed bidding, except as otherwise provided in this Policy.

### 3.3.2. Invitation for Bids

- 3.3.2.1. An invitation for bids shall be issued and shall include specifications, and all contractual terms and conditions applicable to the procurement.

### 3.3.3. Public Notice

- 3.3.3.1. Public notice of the invitation for bids shall be given a reasonable time prior to the bid submission date set forth therein. Such notice may include publication in a newspaper of general circulation and/or online media for a reasonable time as determined by the Township Clerk prior to the bid opening. The public notice shall state the place, date and time of bid opening, and shall be in a format approved by the Township Clerk.
- 3.3.3.2. Prospective bidders may be notified by sending each a copy of the notice requesting bids and/or directing them to the preferred MITN purchase group bid site <https://ytown.link/mitn>. Sealed bids may be submitted to the Township Civic Center in person or by mail and online at MITN by the appointed deadline as defined in the bid solicitation.

### 3.3.4. Bidder's statement of qualifications.

- 3.3.4.1. Pursuant to Act No. 170 of the Public Acts of Michigan of 1933 (MCL 123.501 et seq., MSA 5.2311 et seq.), as amended, the agent may require that any person proposing to bid on any such work submit a sworn statement at least ten days before bids are opened on such standard form, in such detail and at such time as may be deemed necessary by the Township Board, setting forth the bidder's qualifications to satisfactorily carry out the work to be performed within the time specified for such performance. The qualifications may be judged by the Township Board upon the basis of the proposed bidder's past performance on work of a similar nature, his financial resources and his construction equipment and facilities which he proposes

to use on the work advertised for construction, as disclosed by such sworn statement and any other available information, and a determination made whether or not he proposed bidder is a suitable person to bid on the work. Any person determined not to be a suitable person to bid on any proposed work shall be notified in writing five days before bids are opened of such determination.

3.3.4.2. Such questionnaire and statement filed with the Township Board shall be deemed to be confidential and shall not be imparted to any other person without the written consent of the bidder.

3.3.4.3. Should the prospective bidder fail to file the statement as required by the Township Board within the time specified, or should they, in the judgment of the board, not be qualified to bid on the duly advertised proposed work, such board may refuse to furnish such person with plans, specifications and proposals and may reject any bid made.

3.3.4.4. It is further provided that when, in the judgement of the Township Board, the volume of work regularly advertised for construction would justify such course, bidders on a public work project may be rated according to their experience, equipment and resources and may be furnished with proposals, plans and specifications for only such type and quantity of work as their qualifications.

3.3.4.5. No action or proceeding of any nature or description in any court, except as stated in this section, shall lie against any officer of the township government because of their refusal to furnish plans, specifications or proposals or to award to any person a contract for the construction of a public work, maintenance or repair thereof for the satisfactory performance of which such person is not, in the opinion of the officer, fully qualified, or who has failed to comply with the provisions of this division.

3.3.4.6. Any person feeling aggrieved at the determination of any such officer, board, commission, committee or department shall have the right of appeal by mandamus, certiorari or other proper remedy to the state supreme court, or in any proper case to any circuit court having jurisdiction. See [section 6 Appeals and Remedies](#)

### 3.3.5. Bid Opening

3.3.5.1. Bids shall be opened in public following the deadline set for the submission of bids at the time and place designated in the invitation for bids. Opening shall be witnessed and recorded in the presence of the Township Clerk or a representative of the Township Clerk, one of the township board members (if available) and at least one other township official, preferably the head of the department most closely concerned with the subject of the contract. The amount of each bid, and such other relevant information as the Township Clerk deems appropriate, together with the name of each bidder shall be recorded. The record and each bid shall be open to public inspection in accordance with Act 442 of the Public Acts of 1976, MCL 15.231 et seq.

### 3.3.6. Bid Acceptance and Bid Evaluation

3.3.6.1. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection,



testing, quality, workmanship, experience, delivery, warranty, and suitability for a particular purpose. Bids which do not comply with all criteria set forth in the invitation to bid may be subject to disqualification.

### 3.3.7. Correction or Withdrawal of Bids; Cancellation of Awards

3.3.7.1. Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on such bid mistakes, may be permitted in the sole discretion of the Township. Mistakes discovered before bid opening may be modified or withdrawn by written notice received in the office designated in the invitation for bids, prior to the time set for bid opening. After bid opening, corrections in bids shall be permitted only to the extent that the bidder can show by clear and convincing evidence, as determined by the Purchasing Agent, that a mistake of a nonjudgmental character was made.

### 3.3.8. Award

3.3.8.1. Upon careful examination and tabulation the results shall be reported to the Township Board with the recommendation of the department manager for Township Board approval.

3.3.8.2. The Township Board reserves the right to reject any or all of the bids submitted under this section for any reason or for no reason at all.

3.3.8.3. Security deposits requirements. Unless required by the Township Board, the purchasing agent shall prescribe the amount of any security to be deposited with any bid, which deposit shall be in the form of cash, certified check, cashier's check or bond written by a surety company authorized to do business in the state. The amount of such security shall be expressed in terms of percentage of the bids as required by Act No. 213 of the Public Acts of Michigan of 1963 (MCL129.201 et seq., MSA 5.2321(1) et seq.). Unless fixed by the Township Board, the agent shall fix the amount of the performance bond and the amount of the labor and material bond to be required by the successful bidder.

3.3.8.4. The contract shall be awarded by appropriate notice to the responsible and responsive bidder whose bid meets the requirements and response selection criteria set forth in the invitation for bids. Nothing in the award process shall prevent the Township Board from acting in the Township's best interest when making the bid award, including awarding the bid to other than the low bidder, using a best value based selection process. No contract or purchase order shall knowingly be entered into with any company or business which is in bankruptcy, receivership or debarment. In the event the bid for a project exceeds available funds, the Township Board may authorize to negotiate an adjustment of the bid price when time or economic considerations preclude re-solicitation of work of a reduced scope, in order to bring the bid within the amount of available funds.

3.3.8.5. At the time the contract is executed by them, the contractor shall file a bond, executed by a security company authorized to do business in the state, to the Township, conditioned to pay all laborers, mechanics, subcontractors and material suppliers, as well as all just debts, dues and demands incurred in the performance of such work and shall file a performance bond when one is required. The contractor



shall also file evidence of liability insurance in an amount satisfactory to the agent and agree to save the Township harmless from any loss or damage caused to any person or property by reason of the contractor's negligence. Bid Security. [See exhibit A - Contract Provision Checklist.](#)

### 3.3.9. Tie Bids

3.3.9.1. Bids that are equal in all aspects shall be awarded to the vendor whose headquarters is closest to the Township delivery point. To determine the location of a vendor, the Township will use the address on file with the State of Michigan as the vendor's Registered Office Address as of the day the solicitation request was first issued by the Township. If a vendor does not have a Registered Office Address with the State of Michigan, that vendor will be deemed to be the vendor at the greatest distance from the Township. If multiple vendors are not registered with the State of Michigan, the state or township of incorporation will be used to determine the vendor's location.

### 3.3.10. Failure or refusal to enter into contract

3.3.10.1. All bids and deposits of certified or cashier's checks may be retained until the contract is awarded and signed. If any successful bidder fails or refuses to enter into the contract awarded to them within five days after same has been awarded, or file any bond required within the same time, the deposit accompanying their bid shall be forfeited to the Township and the Board may, in its discretion, award the contract to the next lowest qualified bidder or re-advertise the contract.

## 3.4. Request for Proposal (RFP)

### 3.4.1. Conditions for Use

3.4.1.1. When the Purchasing Agent determines that the use of competitive sealed bidding is either not practicable or not advantageous to the Township, a contract may be entered into by use of competitive sealed requests for proposals (RFP).

### 3.4.2. Request for Proposal

3.4.2.1. Proposals shall be solicited through a (RFP).

3.4.2.2. See ["What to include in a Request for Proposals" Exhibit B.](#)

### 3.4.3. Public Notice

3.4.3.1. Adequate public notice of the (RFP) shall be given in the same manner as provided in [Section 3.3.3](#) (Competitive Sealed Bidding, Public Notice).

### 3.4.4. Receipt of Proposals

3.4.4.1. No proposal shall be handled so as to permit disclosure of the content of any proposal to competing offerors until the time for the public opening of bids or proposals or if a public opening is not to be conducted, until the deadline for submission of bids or proposals has expired. A register of proposals shall be prepared containing the name of each offeror, the number of modifications received, if any, and a description sufficient to identify the item offered.

### 3.4.5. Public Bid Opening

- 3.4.5.1. Should public bid opening be required; Bid openings shall be given in the same manner as provided in [Section 3.3.5](#) (Competitive Sealed Bidding, Bid Opening).

### 3.4.6. Evaluation Factors

- 3.4.6.1. The request for proposal may state the relative importance of price and other evaluation and selection criteria, and may include specific criteria detailing a best value based method of determining and selecting the best bid.

### 3.4.7. Responsible Offerors and Revisions of Proposals

- 3.4.7.1. As provided in the (RFP), discussions may be conducted with responsible offerors to assure understanding of, and conformance to, the solicitation requirements. Responsible offers shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of the identity of competing offerors or of any information derived from proposals submitted by competing offerors.

- 3.4.8. Discussions made through the Question and Answer portion shall be made available to all offerors.

### 3.4.9. Award

- 3.4.9.1. Award shall be made to the responsible offeror whose proposal is determined to be the most advantageous to the Township, as determined by the Purchasing Agent, taking into consideration price and the evaluation criteria set forth in the request for proposals.
- 3.4.9.2. Upon careful examination and tabulation the results shall be reported to the Township Board with the recommendation of the department manager for Board approval.

## 3.5. Request for Qualifications (RFQ)

- 3.5.1. When it is considered impractical to initially prepare a purchase description to support an award based on price, and/or where the capability of the prospective proposers or bidders are uncertain, a request for qualifications (RFQ) may be issued. Once the prospective bidders/offerors have submitted their responses to the RFQ and have been determined to be technically acceptable and qualified to perform, then an invitation to bid or RFP may be issued to the qualified bidders/offerors.

## 3.6. Sole Source Procurement

- 3.6.1. Sole source purchases are defined as those in which “only one vendor possesses the unique and singularly available capability to meet the requirements set. Such as technical qualifications, ability to deliver at a particular time, services from a public utility or in a situation where a particular supplier or person is identified as the only qualified source available.

- 3.6.2. Sole source purchases may also result because of compatibility with existing equipment or systems, the product or service is patented, copyrighted or has other proprietary information or trade secrets retained by the owner.
- 3.6.3. A contract may be awarded, without competition, when the Purchasing Agent determines, in writing, after conducting a good faith review of available sources, that there is only one appropriate source, and/or, when it is in the best interest of the Township to choose the one appropriate source, for the required supply, equipment, service, or construction item. The Township Supervisor, their delegated agent or department manager, shall conduct negotiations, as appropriate, as to price, delivery, and terms.

### 3.7. Emergency Procurements

- 3.7.1.1. Notwithstanding any other provisions of this Policy, the Township Supervisor may make, or authorize others to make emergency procurements of supplies, services, or construction items, when there exists a threat to public health, safety, welfare, or where it is in the Township's best interest to do so, provided that such emergency procurements shall be made with such competition as is practicable under the circumstances, and shall be documented in writing.
- 3.7.1.2. Whenever there is an imminent threat to the public health, safety or welfare of the Township or its citizens. The Township Supervisor should be made aware of the situation. If an emergency purchase is made, a memo or email describing the nature of the emergency and related purchase from the department manager must be submitted to the Township Supervisor no later than the next business day. The Township Supervisor or in their absence, 2 Full-Time Elected Officials may authorize the award of a contract, utilizing competition as may be practical and reasonable under the circumstances, for the emergency purchase of supplies, materials, equipment, services or construction. Such purchase must be reported to the Township Board as soon as possible.

### 3.8. Preferred Contractors

- 3.8.1. Skilled trades, such as; Carpenters, Electricians, HVAC repair technicians, automotive repair technicians, structured wiring installers, and etc may be necessary on an “as-needed” basis and whereas the cost of services are difficult to calculate prior to services being rendered.
- 3.8.2. Preferred Contractors undergo a RFP process whereas their service rates are defined prior to any services being performed and are called upon as services defined in the RFP are required. Preferred Contractor agreements shall not exceed five years. Preferred Contractor agreement shall be approved by the Township Board. Individual service requests shall not exceed amounts set and approved by the Township Board at the time of approval. Differences will be required to be bought back to the Board.

### 3.9. Cancellation of Bids or Requests for Proposals

- 3.9.1. A bid or a request for proposal, or other solicitation, may be cancelled, or any or all bids or proposals may be rejected in whole or in part, as may be specified in the solicitation, when it is in the best interest of the Township, as determined by the Purchasing Agent. Each solicitation issued by the Township shall state that the solicitation may be cancelled and

that any bid or proposal may be rejected in whole or in part when it is in the best interest of the Township.

### 3.10. Rejection of all Bids or Offerors; Responsibility of Bidders or Offerors

3.10.1. It shall be within the discretion of the Purchasing Agent not to award a contract to a bidder or offeror for any reason, including a determination that the party is not a responsible bidder or offeror.

### 3.11. Bid, Payment, and Performance Bonds on Contracts

3.11.1. To protect the Township's interests, bid surety, payment bonds, or performance bonds or other security may be required for contracts in conformance with State law, as determined by the Purchasing Agent. Any such requirements shall be set forth in the solicitation. Bid or performance bonds shall not be used as a substitute for a determination of a bidder or offeror's responsibility. Financial statements or performance bonds may be required from any company, if deemed appropriate by the Supervisor and/or Legal Counsel. [See Exhibit A – Contract Provision Checklist](#)

### 3.12. Types of Contracts

3.12.1. All contracts are to be reviewed by Legal Counsel. Subject to the limitations of this Section and subject to approval by the Township Board of Trustees. Any type of contract which is appropriate to the procurement and which will promote the best interest of the Township may be used. A cost reimbursement contract may be used only when a determination is made that such contract is likely to be less costly to the Township than any other type, or it is not practicable to obtain the supply, equipment, service, or construction item required except under such a contract.

3.12.2. All software licenses shall be reviewed by Computer Support and if necessary reviewed by Legal Counsel.

### 3.13. Multi-Term Contracts:

3.13.1. Specified Period. Unless otherwise provided by law, a contract may be entered into for any period of time deemed to be in the best interests of the Township. Payment and performance obligations shall be subject to the availability and appropriation of funds.

3.13.2. Determination Prior to Use. Prior to the utilization of a multi-term contract, it shall be determined:

3.13.2.1. That needs of the Township and the contract price are reasonably firm and continuing; and,

3.13.2.2. That such a contract will serve the best interests of the Township by encouraging effective competition or otherwise promoting economies in Township procurement.

3.13.3. Payment and performance obligations for succeeding period shall be subject to the availability and appropriation of funds as set forth in the annual budget.

### 3.14. Contract Clauses

3.14.1. Contract Clauses. All Township contracts shall include provisions necessary to define the responsibilities and rights of the parties to the contract. The Township's Legal Counsel,

may issue clauses appropriate for particular contracts, addressing among others, of the following subjects and be presented to the Board for approval:

- 3.14.1.1. The unilateral right of the Township to order, in writing, changes in the work within the scope of the contract;
  - 3.14.1.2. The unilateral right of the Township to order, in writing, the temporary stoppage of the work or delaying performance that does not alter the scope of the contract;
  - 3.14.1.3. Variations occurring between estimated quantities of work in the contract and actual quantities;
  - 3.14.1.4. Defective pricing;
  - 3.14.1.5. Liquidated damages;
  - 3.14.1.6. Specified excuses for delay or nonperformance;
  - 3.14.1.7. Termination of the contract for default;
  - 3.14.1.8. Termination of the contract in whole or in part for the convenience of the Township;
  - 3.14.1.9. Suspension of work on a project;
  - 3.14.1.10. Site conditions differing from those indicated in the contract, or ordinarily encountered, except that differing site conditions need not be included in a contract:
    - 3.14.1.10.1. When the contract is negotiated;
    - 3.14.1.10.2. When the contractor provides the site or design; or
    - 3.14.1.10.3. When the parties have otherwise agreed with respect to the risk of differing site conditions.
  - 3.14.1.11. Warranty clauses, including warranty of fitness for a particular purpose;
  - 3.14.1.12. Failure to meet contracted-for performance objectives.
- 3.14.2. Price Adjustments. Adjustments in price resulting from the use of contract clauses required by Subsection (1) of this Section shall be computed by one or more of the following ways:
- 3.14.2.1. by agreement on a fixed price adjustment before commencement of the pertinent performance or as soon thereafter as practicable;
  - 3.14.2.2. by unit prices specified in the contract or subsequently agreed upon;
  - 3.14.2.3. by the cost attributable to the events or situations under such clauses with adjustment of profit or fee, all as specified in the contract or subsequently agreed upon;
  - 3.14.2.4. in such other manner as the contracting parties may mutually agree; or
  - 3.14.2.5. in the absence of agreement by the parties, by a unilateral determination by the Township of the costs attributable to the events or situations under such clauses with adjustment of profit or fee as computed by the Township, as accounted for in accordance with generally accepted accounting principles and subject to the provisions of [Section 6 - Appeals and Remedies](#).
- 3.14.3. Standard Clauses and Their Modification. The Township's Legal Counsel may establish standard contract clauses for use in Township contracts. If the Township's Legal Counsel establishes any standard clauses addressing the subjects set forth in section 3.14.1, such clauses may be varied provided that the circumstances justify such variations.

### 3.15. Contract Administration

- 3.15.1. The assigned Township department manager or project leader shall provide assessments to the Purchasing Agent and shall oversee contract administration to ensure that a contractor is performing in accordance with the solicitation and proposal under which the contract was awarded, and according to the terms and conditions of the contract.
- 3.15.2. When external Contract Administration is used, the Township project leader is responsible for ensuring compliance.

### 3.16. Right to Inspect Place of Business, etc.

- 3.16.1. The Township may inspect the place of business or work site of a contractor or subcontractor at any time, if such inspection *is* pertinent to the performance of any contract awarded or to be awarded by the Township.

### 3.17. Right to Audit Records

#### 3.17.1. Audit of Cost or Pricing Data

- 3.17.1.1. The Township may audit the books and records of any contractor that has submitted cost or pricing data as a part of its bid or proposal, for three (3) years from the date of final payment under the contract.

#### 3.17.2. Contract Records to Be Maintained

- 3.17.2.1. The Township shall be entitled to audit the books and records of a contractor or a subcontractor at any time under any contract or subcontract, other than a firm fixed-price contract, to the extent that such books, documents, papers, and records are pertinent to the performance of such contract or subcontract. Such books and records shall be maintained by the contractor for a period of three (3) years from the date of final payment under the prime contract and by the subcontractor for a period of three (3) years, or longer if required, from the date of final payment under the subcontract.

### 3.18. Reporting of Anti-competitive Practices

- 3.18.1. When for any reason collusion or other anti-competitive practices are suspected among any bidders or offerors, the Township Supervisor shall give notice of the relevant facts to the Township Board and Township legal counsel.

### 3.19. Township Procurement Records

#### 3.19.1. Bid File

- 3.19.1.1. All determinations and other written records pertaining to solicitation and award of a contract done by the Purchasing Agent shall be maintained by the Township Clerk in a bid file.

#### 3.19.2. Retention of Procurement Records

- 3.19.2.1. All procurement records shall be retained and disposed of by the Township in accordance with the appropriate Records Retention Schedules.

### 3.20. Specifications

#### 3.20.1. Maximum Practicable Competition

- 3.20.1.1. Specifications shall be written so as to promote overall economy for the purposes intended and to encourage competition in satisfying the Township's needs, while still providing a fair opportunity to all qualified vendors. The policy enunciated in this Section applies to all specifications prepared by Township staff or prepared by others on the Township's behalf.

### 3.21. "Brand Name or Equal" Specification

- 3.21.1. "Brand name or equal" specifications may be used when the Purchasing Agent determines that use of a "brand name or equal" specifications is in the Township's best interest.
- 3.21.2. The Purchasing Agent shall seek to identify sources from which the designated brand name item or items may be obtained and shall solicit such sources to achieve whatever degree of price competition is practicable. If only one source can supply the requirement, the procurement shall be made under Section 3.6(Sole Source Procurement).

### 3.22. Nondiscrimination

- 3.22.1. Every contract or purchase order issued by the Township shall be entered into under provisions which require the contractor, subcontractor or vendor not to discriminate against any employee or applicant for employment because of race, religion, sexual orientation, gender identity, color, national origin, height, weight, disability or marital status.

### 3.23. Prevailing Wage and Living Wage Requirements

- 3.23.1. Prevailing wage occurs when a project involves employing construction workers (e.g., asbestos, hazardous material handling, boilermakers, carpenter, cement mason, electrician, office reconstruction and installation, laborer including cleaning debris, scraping floors, or sweeping floors in construction areas, etc.) and is sponsored or financed in whole or part by any federal funds in excess of \$2,000. This is referred to as the Davis-Bacon and Related Acts requirement and wage determinations are published online at [www.sam.gov](http://www.sam.gov).
- 3.23.2. Living Wage is the lowest wage at which life needs can be met by an employee. This is different than minimum wage which is mandated and enforced by legislation whereas living wages are not. Living wage can include benefits, such as health and dental care, and overtime pay. Living wage calculation for Washtenaw County can be found at [Living Wage Calculator - Living Wage Calculation for Washtenaw County, Michigan \(mit.edu\)](http://Living Wage Calculator - Living Wage Calculation for Washtenaw County, Michigan (mit.edu))

### 3.24. Procurement of Construction Services

#### 3.24.1. Responsibility for Selection of Methods of Construction Contracting Management

- 3.24.1.1. The Township Supervisor shall have discretion to select the method of construction contracting management for a particular project. In determining which method to use, the Township Supervisor shall consult with the appropriate Township officials and legal counsel; consider the Township's requirements, its resources, the project type and scope, and the potential contractor's capabilities.

### 3.24.2. Bid Security

#### 3.24.2.1. *Requirement for Bid Security*

3.24.2.1.1. Bid security may be required for competitive sealed bidding, for construction contracts when the price is estimated to exceed \$50,000. Bid security shall be a bond provided by a surety company authorized to do business in the State of Michigan, or the equivalent in cash, or otherwise supplied in a form satisfactory to the Township under MCL 129.201. Nothing herein shall prevent the requirement of such bonds on construction contracts under \$50,000 when the circumstances warrant. [See Exhibit A – Contract Provision Checklist.](#)

3.24.2.1.2. Amount of Bid Security. Bid security shall be in an amount equal to at least 5% of the amount of the bid.

3.24.2.1.3. Rejection of Bids for Noncompliance with Bid Security Requirements. When the invitation for bids requires security, the bid may be rejected for non-compliance.

3.24.2.2. Withdrawal of Bids. If the bidder is permitted to withdraw the bid before award as provided in Section [3.3.7 \(Competitive Sealed Bidding; Correction or Withdrawal of Bids, Cancellation of Awards\)](#), no action shall be taken against the bidder or the bid security.

### 3.24.3. Contract Performance and Payment Bonds – *See Exhibit A*

#### 3.24.3.1. *Bond Amounts: When Required*

3.24.3.1.1. When a construction contract is awarded the following bonds or security may be required and shall become binding on the parties upon the execution of the contract:

3.24.3.1.1.1. A performance bond satisfactory to the Township, executed by a surety company authorized to do business in the State of Michigan, or otherwise secured in a manner satisfactory to the Township, in an amount equal to 100% of the price specified in the contract; and

3.24.3.1.1.2. A payment bond satisfactory to the Township, executed by a surety company authorized to do business in the State of Michigan, or otherwise secured in a manner satisfactory to the Township, for the protection of all persons supplying labor and material to the contractor or its subcontractors for the performance of the work provided for in the contract. The bonds shall be an amount equal to 100% of the price specified in the contract.

#### 3.24.3.2. *Authority to Require Additional Bonds*

3.24.3.2.1. Nothing in this Section shall be construed to limit the authority of the Township to require a performance bond or other security in addition to those bonds, or in circumstances other than specified in Section 3.23.3.1.



### 3.24.3.3. *Actions on Payment Bonds*

3.24.3.3.1. Where and When Brought. Unless otherwise required by law, every action instituted upon a payment bond shall be brought in a court of competent jurisdiction within Township.

### 3.24.4. *Fiscal Responsibility*

3.24.4.1. Every contract modification, change order, or contract price adjustment which exceeds the authorized contract amount, plus contingency of the total contract amount under a construction contract with the Township, shall be subject to the applicable Township policies and approved by the Township Board.

## 4. *Federal Awards:*

### 4.1. *Conflict of Interest*

#### 4.1.1. *Purpose*

4.1.1.1. Federal Regulations 2CFR Part 200 requires that the Charter Township of Ypsilanti must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of Federal contracts.

### 4.2. *Standards*

4.2.1. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of Ypsilanti Township may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

### 4.3. *Disclosure*

4.3.1. Ypsilanti Township must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with Federal awarding agency policy.

### 4.4. *Violations*

4.4.1. Except as it pertains to elected officials, repeated or intentional violations of the conflict of interest section may be grounds for disciplinary action up to and including removal and/or discharge, where applicable, adapted to the circumstances of the particular violation(s) and having as a primary objective furtherance of Ypsilanti Township's interest in preventing violations and making clear that violations are neither tolerated nor condoned. Violations of Ypsilanti Township's ethics and conflict of interest policies by township employees shall be dealt with through the appropriate governing office.

4.4.2. As to allegations of criminal conduct against an elected official, shall be refer County Sheriff or other appropriate enforcement agency for investigation/prosecution. This policy

recognizes the peculiarities of sanctioning or removing a duly elected official under state law. Election to public office includes protections not afforded other officials, employees, contractors, volunteers or groups.

#### 4.5. Procurement Rules

##### 4.5.1. Purpose

- 4.5.1.1. Federal Regulations 2CFR Part 200 requires that the Charter Township of Ypsilanti must document procurement standards which reflect applicable State, Local and tribal laws and regulations, provided that the procurements conform to applicable Federal law.

#### 4.6. Competition

- 4.6.1. All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

#### 4.7. Methods of Procurement

- 4.7.1. The Charter Township of Ypsilanti must use one of the following methods of procurement:
  - 4.7.1.1. Procurement by micro-purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (§200.67 Micro-purchase). Limits up to \$3,000 with no quotes needed.
  - 4.7.1.2. Procurement by small purchase procedures. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Limits up to \$150,000 with 3 quotes needed.
  - 4.7.1.3. Procurement by sealed bids (formal advertising). Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction. For contracts over \$150,000.
  - 4.7.1.4. Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. For contracts over \$150,000.
  - 4.7.1.5. Procurement by noncompetitive proposals. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
    - 4.7.1.5.1. The item is available only from a single source;
    - 4.7.1.5.2. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

- 4.7.1.5.3. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity; or
- 4.7.1.5.4. After solicitation of a number of sources, competition is determined inadequate.
- 4.7.1.5.5. The Charter Township of Ypsilanti will adhere to these Federal rules by applying our own more restrictive rules spelled out in section 3.2 Standard for Procurement.

## 5. Suspensions

### 5.1. Authority to Suspend

- 5.1.1. The Township Supervisor, upon consultation with Legal Counsel, is authorized to suspend vendors whose performance of Township contracts and purchase orders has been materially deficient. Suspension shall include non-consideration of bids or quotes submitted and cancellation of awards, and other procedures to prevent the suspended vendor from receiving Township business. The suspension shall be for a period of not more than three years. The guidelines for making a suspension include, but are not limited to any one or more of the following:
  - 5.1.1.1. Conviction of a person for commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract, or pending, unresolved charges thereof;
  - 5.1.1.2. Conviction of a person under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which seriously and directly affects responsibility as a Township contractor, or pending, unresolved charges thereof;
  - 5.1.1.3. Conviction of a person under state or federal statutes arising out of the submission of bids or proposals, or pending, unresolved charges thereof;
  - 5.1.1.4. A vendor may be removed from bidding by the Purchasing Agent if the vendor has failed to provide goods or services satisfactory in accordance with bid specifications and/or terms of the contract. It shall be the joint responsibility of the Purchasing Agent and the user department to document any acts of noncompliance or unsatisfactory performance on the part of the vendor. A vendor may be removed from bidding for a maximum of two (2) years
  - 5.1.1.5. Any other cause the Township Supervisor determines to be so serious and compelling as to affect responsibility as a Township contractor, including suspension or termination by another governmental entity for any cause substantially similar to those listed in this Section.

### 5.2. Notice to Suspend

- 5.2.1. The Township Clerk shall issue a written notice to suspend.

### 5.3. Finality of Decision

5.3.1.A notice under Section 5.2 (Notice to Suspend) shall be final and conclusive.

## 6. Appeals and Remedies

### 6.1. Bid Protests

6.1.1. Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest and submit a request in writing to the Township Clerk that the proposal receive a second review within seven (7) day of an award. Aggrieved persons are urged to seek resolution of their complaints initially with the appropriate department manager and/or the Purchasing Agent. A protest with respect to an invitation for bids or request for proposals shall be submitted in writing within seven (7) calendar days of the date the contract is awarded. The Township Supervisor and the Township Legal counsel shall make a determination on the merits of the protest, and, if appropriate, determine a remedy, and that determination shall be final and conclusive.

### 6.2. Contract Claims

#### 6.2.1. Claims By a Contractor

6.2.1.1. All claims by a contractor against the Township relating to a contract, except bid protests, shall be submitted in writing to the Purchasing Agent. The contractor may request a conference with the Township Supervisor and Township Legal counsel on the claim and taken to the Township Board for approval. Claims may include, without limitation, disputes arising under a contract, and those based upon breach of contract, mistake, misrepresentation, or other cause for contract modification or rescission.

#### 6.2.2. Notice of Decision

6.2.2.1. The decision of the Township Board and Legal Counsel shall be issued in writing, and shall be mailed or otherwise furnished to the contractor.

#### 6.2.3. Contractor's Right to Appeal

6.2.3.1. The Township Board's decision shall be final and conclusive unless, within seven (7) calendar days from the date of receipt of the decision, a written appeal is received by the Township Clerk. The Township Supervisor and Township Legal counsel shall make a determination on the merits of the appeal, and, if appropriate, determine a remedy, and those determinations shall be final and conclusive.

#### 6.2.4. Failure to Render Timely Decision

6.2.4.1. If the Township Supervisor does not issue a written decision regarding any contract controversy within seven (7) calendar days after written request for a final decision or within such longer period as may be agreed upon between the parties, then the contractor shall file an appeal with the Township Clerk to be reviewed by the Township Board.

### 6.3. Authority of the Township Board to Settle Bid Protests and Contract Claims

6.3.1. The Township Board is authorized to settle any protest regarding the solicitation or award of a Township contract, or any claim arising out of the performance of a Township contract, prior to an appeal to the Township Supervisor.

### 6.4. Remedies for Solicitations or Awards in Violation of Law

6.4.1. Prior to Bid Opening or Closing Date for Receipt of Proposals. If prior to the bid opening or the closing date for receipt of proposals, the Township Supervisor or Township Clerk, after consultation with the Township Legal counsel, determines that an invitation to bid or RFP is in violation of applicable law, it shall be canceled or revised to comply with applicable law.

#### 6.4.2. Prior to Award

6.4.2.1. If, after bid opening or the closing date for receipt of proposals, the Township Supervisor or Township Clerk after consultation with the Township Legal counsel, determines that an invitation to bid or RFP, or a proposed award of a contract is in violation of applicable law, then the invitation to bid, RFP, or proposed award shall be canceled.

#### 6.4.3. After Award

6.4.3.1. If, after an award, the Township Supervisor, after consultation with the Township Legal counsel, determines that an invitation to bid, RFP, or award of a contract was in violation of applicable law, then the contract shall be modified to be consistent with the law, or shall be terminated.

#### 6.4.4. Reservation of Right to Sue for Damages; Equitable Relief

6.4.4.1. Nothing herein shall prohibit, impair or bar the Township's right, to sue for damages or equitable relief, in addition to the remedies set forth herein.

#### 6.4.5. Venue

6.4.5.1. Any action filed by any party for relief on a determination under the terms of this Policy shall be filed in a court of competent jurisdiction within Township.

## 7. Ethics in Public Purchasing/Contracting

### 7.1. Criminal Penalties

7.1.1. To the extent that violations of the ethical standards of conduct set forth in this Policy constitute violations of federal statutes or Michigan law, they shall be punishable as those statutes provide therein. Such penalties shall be in addition to the civil and administrative sanctions set forth in this policy.

### 7.2. Employee's Duty to Abide by Township Policies

7.2.1. Township employees shall abide by existing Township policies including, but not limited to, policies regarding conflict of interest, gratuities or "kickbacks" and confidential information.

### 7.3. Overriding the Provisions of the Policy

- 7.3.1. Under no circumstance shall Township employees manipulate the circumstances of a purchase transaction to override the provisions of this policy. For example, a proposed or actual purchase for 26,000 may not be split into separate transactions of lesser amounts to avoid soliciting sealed bids.

### 7.4. Conflicts of Interest

#### 7.4.1. Board of Trustees

- 7.4.1.1. No member of the Board of Trustees, individually or through a business in which they are an owner, partner or has a financial interest other than as an employee, will be allowed to bid or perform as a contractor or sub-contractor on any Township construction or procurement projects.

#### 7.4.2. Professional Service Contracts with Former Township Employees

- 7.4.2.1. To avoid the potential for conflict of interest, or any appearance thereof, the Township requires that all requests for entering into professional service contracts with former Township employees be approved by the Board of Trustees.

#### 7.4.3. Vendor/Township Employee Relationships

- 7.4.3.1. To avoid any real or perceived conflict of interest, all proposals or contracts for professional services should, to the extent possible, identify any relative of the contractor of their employees who are presently employed by the Township.

#### 7.4.4. Contracts with Township Employees

- 7.4.4.1. Current employees are prohibited from doing business with the Township.

## 8. Equipment Disposition/Disposal

### 8.1. Equipment Disposition

- 8.1.1. Equipment, supplies or other Township property which have been determined by the department manager or the Township Supervisor to be obsolete, worn out or no longer needed, shall be disposed of in the following manner:

- 8.1.1.1. *For Items \$5,000 or greater (Original Cost).*

- 8.1.1.1.1. Disposal shall be by auction, sealed bid, public offering or any other method the Township Supervisor deems to be in the Township's best interest.
- 8.1.1.1.2. A file shall be maintained by the Accounting Director containing the following information on each item disposed of:
  - 8.1.1.1.2.1. Item Description
  - 8.1.1.1.2.2. Tag number
  - 8.1.1.1.2.3. Original Cost and Date of Purchase if available
  - 8.1.1.1.2.4. Date of Transfer or Sale
  - 8.1.1.1.2.5. Dollar Amount Received at Sale
  - 8.1.1.1.2.6. Method of Transfer - Auction, Sealed Bid, Public Offering, Other.

8.1.1.2. *For Items Under \$5,000 (Original Cost) or Lost, Stolen, Unclaimed and Other Property.*

- 8.1.1.2.1. The Residential Services Director shall dispose of these items in a manner which encourages competition and/or as appropriate for the situation.
- 8.1.1.2.2. A file shall be maintained by the Accounting Director indicating the date, amount of sale, and a description of the item sold, according to an applicable records retention schedule.
- 8.1.1.2.3. Any item lost, stolen, damaged beyond salvage value, or beyond economical repair shall be disposed in a manner confirmed by the Township Supervisor. A description of the item disposed to be maintained by the Accounting Director, according to an applicable records retention schedule.

## 9. Sale of Township Owned Real Property

- 9.1. Identify lots to sell, take to Township Board for authorization to enter into negotiations for sale of the property.
- 9.2. Conduct a valuation of the property based upon Assessing Department review and analysis. Determine the asking price as a starting point of negotiation.
- 9.3. Send letter to adjacent home owners. Priority is given to owner occupied homes.
- 9.4. Negotiate a sale price. No land contracts. Township will hold offer, assuming no other offer is received, up to 6 months or an otherwise agreed upon time period for buyer to pay.
- 9.5. Consent from Township Supervisor and Legal Counsel to proceed and prepare Letter of Agreement with buyer to take to the Township Board.
- 9.6. As a requirement to purchase the property, lots must be maintained and meet the criteria of the Ypsilanti Township Ordinance and all other specific requirements from the Township as agreed upon within the letter of agreement.
- 9.7. Present offer to the Ypsilanti Township board for their approval.
- 9.8. Closing. Quit Claim deed to be prepared and signed by Township Supervisor and Township Clerk. The buyer pays Township by certified check. Buyer is responsible for paying all closing costs associated with the purchase of the property, if applicable.

## 10. Review Period

- 10.1. A Policy Review Team will be appointed by the Supervisor to review this Policy at least once every four years, and will make recommendations for changes to the Board of Trustees.

## 11. Definitions

Whenever applicable, this Policy shall utilize the following definitions:

**"BRAND NAME OR EQUAL" SPECIFICATION**

A specification limited to one or more items by manufacturers' names or catalogue numbers to describe the standard of quality, performance, and other salient characteristics needed to meet Township requirements and which provides for the submission of equivalent products.

**BRAND NAME SPECIFICATION**

A specification limited to one or more items by manufacturers' names or catalogue numbers.

#### BUSINESS

Any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture, or any other private legal entity.

#### COMPETITIVE SEALED BIDS

As determined by the Purchasing Division, the process of receiving two or more sealed bids, responses, or proposals submitted by responsive vendors. Whereas no knowledge of the bids contents is known till after the published bid opening date.

#### CONFIDENTIAL INFORMATION

Any information which is available to an employee only because of the employee's status as an employee of the Township and is not a matter of public knowledge or available to the public on request.

#### CONSTRUCTION

The process of building, altering, repairing, improving, or demolishing any public structure or building, or other public improvements of any kind to any public real property. It does not include the routine operation, routine repair, or routine maintenance of existing structures, buildings, or real property.

#### CONTRACT

All types of Township agreements, regardless of what they may be called, for the procurement of supplies, equipment, services, or construction.

#### CONTRACTOR

Any person having a contract with the Township or any agency thereof.

#### COOPERATIVE PURCHASING

The combination of procurement requirements of two or more public agencies in order to obtain the benefits of volume purchases and/or reduction in administration expenses.

#### COST-REIMBURSEMENT CONTRACT

A contract under which a contractor is reimbursed for costs which are allowable and allocable in accordance with the contract terms and the provisions of this Policy, and a fee or profit, if any.

#### EMPLOYEE

An individual drawing a salary or wages from the Township, whether elected or not; any non-compensated individual performing personal services for the Township or any department, agency, commission, council, board, or any other entity established by the executive or legislative branch of the Township.

#### ENCUMBRANCES

Setting aside funds; funds previously committed.

#### EQUIPMENT



All fungible, non-consumable personal property.

#### GRATUITY

A payment, loan, subscription, advance, deposit of money, service, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is received.

#### INVITATION FOR BIDS

All documents, whether attached or incorporated by reference, utilized for soliciting sealed bids.

#### PERSON

Any individual, business (including the partners, officers, directors, agents, employees and individual members of the business, association or their lessees, trustees, receivers or any combination thereof), union, committee, club, other organization, or group of individuals.

#### PROCUREMENT

The buying, purchasing, renting, leasing, or otherwise acquiring of any supplies, equipment, services, or construction. It also includes all functions that pertain to the obtaining of any supply, service, or construction including description of requirements, selection, and solicitation of sources, preparation and award of contract, and all phases of contract administration.

#### PROFESSIONAL SERVICES

Services rendered by members of a recognized profession which involve extended analysis, exercise of discretion, and independent judgment in their performance, and an advanced, specialized type of knowledge, expertise or training customarily acquired either by a prolonged course of study or equivalent experience in the field, and thus are unique and not subject to price competition in the usual senses.

#### REQUEST FOR PROPOSALS (RFP)

A method for acquiring goods, services and construction for public use in which other factors will be considered in the selection of a vendor in addition to the price, or when there is not sufficient information to prepare a specification suitable for competitive sealed bidding, or when it is expected that negotiations with one or more vendors may be required with respect to any aspect of the requirements.

#### REQUEST FOR QUALIFICATIONS (RFQ)

As determined by the Purchasing Division, the process of receiving proposals, documents, specifications, recommendations, samples, records, brochures, or personnel information, to establish that an offeror is fully qualified to provide a particular good or service in accordance with anticipated contract standards, requirements, and specifications.

#### RESPONSIBLE BIDDER OR OFFEROR

A person who has the capability in all respects to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit which will assure good faith performance.

#### RESPONSIVE BIDDER

A person who has submitted a bid which conforms in all material respects to the requirements set forth in the invitation for bids.

#### REVERSE AUCTION

A reverse auction (also called procurement auction, e-auction) is a real-time auction where sellers compete to sell goods or services for progressively lower prices.

#### SERVICES

The furnishing of labor, time, or effort by a contractor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance. This term shall not include employment agreements or collective bargaining agreements.

#### SPECIFICATION

Any description of the physical or functional characteristics or of the nature of supplies, services, or construction items. It may include a description of any requirement for inspecting, testing, or preparing a supplies, equipment, services, or construction items for delivery.

#### SUBCONTRACTOR

A person providing supplies, services, or construction items to or for the benefit of the Township, pursuant to a contract with a person who has a direct contract with the Township.

#### SUPPLIES

All consumable goods purchased by Township, materials, printing, insurance, and leases of personal property, excluding land or a permanent interest in land.

## *Purchasing Summary*

<b>Amount of Purchase</b>	<b>Line Item Budgeted Funds Required</b>	<b>Type of Quote/Bid Required</b>	<b>Award Authorization Required By</b>	<b>Purchase Order Required</b>
<b>\$0-\$1,000</b>	Yes	None	Department manager	Yes
<b>\$1,000.01 - \$3,000</b>	Yes	Minimal three written, electronic, or by reverse auction. Attach to purchase request	Department manager	Yes
<b>\$3,000.01 - \$10,000</b>	Yes	Minimal three written, electronic, or by reverse auction. Attach to purchase request	Department manager, Department supervisor, and the Township Supervisor	Yes
<b>\$10,000.01 - \$15,000</b>	Yes	Minimal three written, electronic, or by reverse auction. Attach to purchase request	Department supervisor, Township Supervisor, and 1 other Full-Time Elected Official with approval memo sent to all Full-Time Elected Officials and attached to purchase request	Yes
<b>\$15,000.01+ Non-Public Works</b>	Yes	Minimal three written or sealed bids	Board of Trustees	Yes
<b>\$15,000.01+ Public Works Projects</b>	Yes	Approval by Board of Trustees to seek Competitive Sealed Bids	Board of Trustees	Yes

## Exhibit A - Contract Provision Checklist

Prevailing wage provision (Ordinance No. 59) (If Applicable)	
Living Wage Ordinance (If Applicable)	
<b>Bonds: (If construction project is over \$50,000.00)</b>	
Performance-Labor-Materials Bond-(If Required) Guarantees Company will do the job correctly. Amount equal to the amount of the contract. Sometimes called a Labor & Materials bond.	
Maintenance-Guarantee Bond (If Required) Amount equal to the amount of the contract.	
Payment Bond (If Required) Guarantees contractor will pay subcontractors and suppliers. Amount equal to the amount of the contract.	
Bid Bond (If Required) Guarantees price of project. Usually 5% of their bid. Sometimes called a "Surety Bond"	
<b>Insurance Certificates:</b>	
Workers Compensation (\$1,000,000.00 Limit each accident)	
General Liability (Combined single limit of \$1,000,000.00 each occurrence for bodily injury & property damage) Must include 60 day written notice for: Change of coverage, Cancellation, or Non-Renewal of coverage. Must name: "The Charter Township of Ypsilanti and its past, present, and future elected Officials shall be named as "Additional Named Insured" on the General Liability Policy with respect to the services provided under this contact" – Occurrence basis.	
Owner's Protective Policy (Combined single limit of \$1,000,000.00 each occurrence for bodily injury & property damage)	
Automobile Liability Covers owned, hired, and non-owned vehicles with Personal Protection Insurance and Property Protection. Includes residual liability insurance with a combined single limit of \$1,000,000.00 each accident for bodily injury and property damage.	
Builder's Risk	
Umbrella Policy / Excess Coverage	

## Exhibit B - What to Include in a Request for Proposal

In order to receive comparable and informative bids and proposals, the Township should prepare comprehensive specifications for prospective candidates. In general, a request for proposals (RFP) should ask each candidate to describe:

1. The individual or firm's municipal and township experience.
2. Specific experience with the service or project.
3. The names, credentials and references of the specific individuals who will be assigned to work with the township.
4. Specific certification, such as certified public accountant, or memberships in an appropriate association, such as the Public Law Section of the Michigan Bar Association.
5. Potential conflicts of interest, such as Township property owned, interest owned in businesses located in the Township, or other clients who may have interests that are potentially adverse to the Township.
6. Services to be billed above the retainer amount, including the amount charged per hour, with a maximum amount for specific types of services such as additional meetings not covered under the retainer or whether the meetings are to be billed on a per diem or hourly basis.
7. The individual or firm's policy regarding reimbursement for travel time, phone bills, mileage, copying, postage and other incidental expenses.
8. [Public Act 517 of 2012, the Iran Economic Sanctions Act, MCL 129.311, et seq.](#), requires townships to require a person submitting a bid on a request for proposal (RFP) to certify that it is not an Iran-linked business. The act prohibits individuals who have economic relations with Iran from submitting bids on RFPs with the state, any political subdivision of the state or any other public entities. The act also includes penalty provisions for those who submit false certification and is scheduled to take effect April 1, 2013.
9. Formal bid requests shall also include a non-collusion and non-discrimination affidavit

The Township's RFP should also specify the services the Township requires and if those services are to be included in a retainer. The request should indicate the following items:

1. The Township's RFP should also specify the services the Township requires and if those services are to be included in a retainer. The request should indicate the following items:
2. The length of the contract period.
3. Any required qualifications, such as a certified public accountant's license.
4. If attendance is required at board or other meetings, and the number of meetings per year.
5. The amount of anticipated telephone consultation time.
6. The anticipated nature and number of the activities required, such as the average number of ordinance enforcement prosecutions for an attorney, the number and type of funds to be audited for an accountant, or the number of parcels for an appraiser.
7. The titles of the township officials authorized to direct or request services.
8. Whether the activity, such as auditing or appraisal, is to be performed at the Township Civic Center. (Note, all documents and records created in a governmental function are property of the Township and will be subject to the Freedom of Information Act.) Townships are not required to advertise for professional services. However, if a Township chooses to do so, the RFP and any advertisement should include the job title and description, the minimum and any

preferred qualifications, pay rate or range, application method, and a statement that the township will award the contract without regard to the applicant's race, creed, color, religion, sex, national origin or disability.

To allow the board some flexibility in its decisions, the RFP and any ad should also include a disclaimer stating, "The Township reserves the right to reject any and all bids."

Townships are not required to select the lowest bidder. All qualifications may be considered in selecting the consultant.

The Township may want to conduct a pre-bid conference for interested individuals and firms before the final applications are accepted. During a pre-bid conference, the applicants can ask questions about the township, the services required, and the selection process. This allows all the applicants to hear the same information from the township board at the same time.

**CHARTER TOWNSHIP OF YPSILANTI  
2021 BUDGET AMENDMENT #15**

December 7, 2021

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

**101 - GENERAL OPERATIONS FUND**

**Total Increase \$243,358.00**

Request to increase budget for the November 2, 2021 Board approved increase for the elected officials for 2021. This increase coincides with all employee increases for 2021. This will be funded by an appropriation for prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$8,629.00
		Net Revenues	<u><u>\$8,629.00</u></u>
Expenditures:	Salaries - Elected Officials	101-101-703.000	\$1,536.00
	FICA	101-101-715.000	\$118.00
	Salaries - Elected Officials	101-171-703.000	\$2,159.00
	FICA	101-171-715.000	\$166.00
	Salaries - Elected Officials	101-215-703.000	\$2,159.00
	FICA	101-215-715.000	\$166.00
	Salaries - Elected Officials	101-253-703.000	\$2,159.00
	FICA	101-253-715.000	\$166.00
		Net Expenditures	<u><u>\$8,629.00</u></u>

Request to increase budget legal services for meetings, legal research and opinions for board of zoning meetings etc. Also due to the higher number of contract reviews and contract negotiations. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$36,729.00
		Net Revenues	<u><u>\$36,729.00</u></u>
Expenditures:	Legal Services	101-266-801.002	\$36,729.00
		Net Expenditures	<u><u>\$36,729.00</u></u>

Request to increase budget legal services for prosecution and domestic violence for Court Due Process. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$28,000.00
		Net Revenues	<u><u>\$28,000.00</u></u>
Expenditures:	Legal Service - Prosection	101-287-801.014	\$18,000.00
	Legal Service - Domestic Violence	101-287-801.020	\$10,000.00
		Net Expenditures	<u><u>\$28,000.00</u></u>

Request to increase budget legal services. This is due to the higher number of nuisance abatement, "padlock statute" and vacant abandoned properties this year. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$170,000.00
		Net Revenues	<u><u>\$170,000.00</u></u>
Expenditures:	Public Nuisance - Legal Service	101-729-801.023	\$170,000.00
		Net Expenditures	<u><u>\$170,000.00</u></u>

CHARTER TOWNSHIP OF YPSILANTI  
2021 BUDGET AMENDMENT #15

December 7, 2021

252 - HYDRO STATION FUND

Total Increase \$1,374.00

Request to increase budget for PTO payout request of 72 hours to be paid at 75%. This will be funded by an appropriation for prior year fund balance.

Revenues:	Prior Year Fund Balance	252-000-699.999	\$1,374.00
		Net Revenues	<u><u>\$1,374.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	252-535-708.004	\$1,276.00
	FICA	252-535-715.000	\$98.00
		Net Expenditures	<u><u>\$1,374.00</u></u>



Motion to Amend the 2021 Budget (#15)

Move to increase the General Fund budget by \$243,358 to \$10,206,559 and approve the department line item changes as outlined.

Move to increase the Hydro Station Fund budget by \$1,374 to \$538,901 and approve the department line item changes as outlined.

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARRELL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**JOHN P. NEWMAN II**  
**GLORIA PETERSON**  
**DEBBIE SWANSON**  
**JIMMIE WILSON JR.**



**Accounting  
Department**

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

*Charter Township of Ypsilanti*

## STATEMENTS AND CHECKS

*DECEMBER 21, 2021 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$	884,251.86
HAND CHECKS -	\$	256,590.00
CREDIT CARD PURCHASES-	\$	<u>3,789.16</u>
GRAND TOTAL -	\$	<b>1,144,631.02</b>

Clarity Health Care Deductible –

ACH EFT -	\$31,182.77 (NOV)
ADMIN FEE -	\$1,245.75 (NOV)

*HAND CHECKS*

Check Date	Check	Vendor Name	Amount
Bank AP AP			
12/07/2021	189533	AHJEA HOLMES	100.00
12/07/2021	189534	APOLLO FIRE EQUIPMENT CO.	499.95
12/07/2021	189535	CHERYL HEDGES	100.00
12/07/2021	189536	DANCE WITH ELEGANCE	2,174.20
12/07/2021	189537	ERATAINMENT LLC	150.00
12/07/2021	189538	HOWLETT LOCK & DOOR	886.63
12/07/2021	189539	JERRY HAMILTON	87.12
12/07/2021	189540	SCHOOLCRAFT COLLEGE	325.00
12/07/2021	189541	JUMP-A-RAMA	2,090.20
12/09/2021	189542	CARLISLE/WORTMAN ASSOCIATES	800.00
12/09/2021	189543	ORCHARD, HILTZ & MCCLIMENT INC	9,794.75
12/09/2021	189544	LEKKALA REDDY	100.00
12/10/2021	189545	ANDREW MAYNARD	7.71
12/10/2021	189546	LORI THOMAS	100.00
12/14/2021	189547	AT & T	638.57
12/14/2021	189548	AT & T	40.43
12/14/2021	189549	COMCAST BUSINESS	3,556.88
12/14/2021	189550	COMCAST CABLE	47.39
12/14/2021	189551	COMCAST CABLE	151.99
12/14/2021	189552	COMCAST CABLE	8,368.10
12/14/2021	189553	GRANITE TELECOMMUNICATIONS	391.23
12/14/2021	189554	VERIZON WIRELESS	438.31
12/14/2021	189555	VERIZON WIRELESS	2,447.08
12/14/2021	189556	WASTE MANAGEMENT	904.37
12/14/2021	189557	WASTE MANAGEMENT	405.53
12/14/2021	189558	WASTE MANAGEMENT	143.21
12/14/2021	189559	WASTE MANAGEMENT	61.82
12/14/2021	189560	WASTE MANAGEMENT	840.00
12/14/2021	189561	WASTE MANAGEMENT	217,278.34
12/14/2021	189562	WEX BANK	1,774.72
12/14/2021	189563	YPSILANTI COMMUNITY	1,886.47

AP TOTALS:

Total of 31 Checks:	256,590.00
Less 0 Void Checks:	0.00
Total of 31 Disbursements:	<u>256,590.00</u>

*A/P Checks*

Check Date	Check	Vendor Name	Amount
Bank AP AP			
12/21/2021	189564	AAA AUTO PARTS & SERVICE	918.43
12/21/2021	189565	ACCORDION PARTNERS LLC	800.00
12/21/2021	189566	ADVANCED COMMUNICATIONS & DATA	690.76
12/21/2021	189567	AMAZON CAPITAL SERVICES	6,899.54
12/21/2021	189568	ANN ARBOR CLEANING SUPPLY	371.48
12/21/2021	189569	ASCENTIS CORPORATION	295.80
12/21/2021	189570	AUTO VALUE YPSILANTI	195.60
12/21/2021	189571	AYIANNA PALMER	100.00
12/21/2021	189572	BARR ENGINEERING COMPANY	1,040.00
12/21/2021	189573	BELFOR USA GROUP INC	412.18
12/21/2021	189574	BIDNET	604.50
12/21/2021	189575	BLOOMFIELD CONSTRUCTION AND	5,150.00
12/21/2021	189576	BRANDON DRAKE	90.00
12/21/2021	189577	BS & A SOFTWARE	506.00
12/21/2021	189578	CARAHSOFT.COM	648.00
12/21/2021	189579	CENTRON DATA SERVICES	1,585.23
12/21/2021	189580	COURT INNOVATIONS INC	540.00
12/21/2021	189581	CRYSTAL FLASH, INC.	2,635.67
12/21/2021	189582	DANCE WITH ELEGANCE	52.50
12/21/2021	189583	DELUX RENTAL	582.00
12/21/2021	189584	DMC TECHNOLOGY GROUP	150.00
12/21/2021	189585	FERGUSON ENTERPRISES, INC.	1.52
12/21/2021	189586	GENE BUTMAN FORD	262.50
12/21/2021	189587	GLOBAL EQUIPMENT COMPANY	2,478.28
12/21/2021	189588	GOVERNMENTAL CONSULTANT SERVICES	3,206.50
12/21/2021	189589	GRAINGER	473.33
12/21/2021	189590	GRIFFIN PEST SOLUTIONS	61.00
12/21/2021	189591	HALEY MECHANICAL	37.50
12/21/2021	189592	HALEY MECHANICAL	37.50
12/21/2021	189593	HAMMER TRUCKING	2,560.00
12/21/2021	189594	HOME DEPOT	900.11
12/21/2021	189595	INNOVATIVE OFFICE TECHNOLOGY GROUP	63.74
12/21/2021	189596	JACQUELINE TAYLOR	100.00
12/21/2021	189597	KAYLA CASTELOW	15.00
12/21/2021	189598	KBK LANDSCAPING, INC	1,310.00
12/21/2021	189599	KNOWBE4 INC	2,380.50
12/21/2021	189600	LANGUAGE LINE SERVICES	629.90
12/21/2021	189601	LAWRENCE HENDRICKS	100.00
12/21/2021	189602	LIAM LEITZINGER	30.00
12/21/2021	189603	LOMBARDO HOMES OF SE MI LLC	61,426.00
12/21/2021	189604	LOOKING GOOD LAWN	5,680.00
12/21/2021	189605	LOWE'S	73.15
12/21/2021	189606	LOYALTY CAR CARE LLC	75.00
12/21/2021	189607	MARC DUTTON IRRIGATION, INC.	500.00
12/21/2021	189608	MARK NELSON	125.00
12/21/2021	189609	MCCALLA'S FEED SERVICE, INC.	441.00
12/21/2021	189610	MI TRAILER SALES INC	12,345.00
12/21/2021	189611	MICHIGAN LINEN SERVICE, INC.	1,805.45
12/21/2021	189612	MIDWEST ENVIRO SOLUTIONS	3,000.00
12/21/2021	189613	MILTON ANDREWS	4,040.00
12/21/2021	189614	MISS DIG SYSTEM INC	1,473.16
12/21/2021	189615	MITY LITE	5,892.54
12/21/2021	189616	MLIVE MEDIA GROUP	674.50
12/21/2021	189617	MR. BUBBLES AUTO SPA	140.00
12/21/2021	189618	NEXTCARE URGENT CARE MICHIGAN	82.00
12/21/2021	189619	NICOLE WILSON	100.00
12/21/2021	189620	OFFICE EXPRESS	443.14
12/21/2021	189621	ORCHARD, HILTZ & MCCLIMENT INC	24,009.00
12/21/2021	189622	PARKWAY SERVICES, INC.	130.00
12/21/2021	189623	PELLA WINDOWS & DOORS INC	120.00
12/21/2021	189624	PELLA WINDOWS & DOORS INC	202.50
12/21/2021	189625	PETER POWER	1,320.00
12/21/2021	189626	PREMIER GROUP ASSOCIATES	148,045.50
12/21/2021	189627	PREMIER SAFETY & SERVICE	1,477.45
12/21/2021	189628	PRIORITY ONE EMERGENCY	3,947.85
12/21/2021	189629	RHETT REYES	1,810.48
12/21/2021	189630	SAM'S CLUB DIRECT	173.58
12/21/2021	189631	SAMUEL ALMENDRAS	15.00
12/21/2021	189632	SHRADER TIRE & OIL	1,387.52
12/21/2021	189633	SOUTHERN COMPUTER WAREHOUSE	6,156.85
12/21/2021	189634	SPICER GROUP	1,921.75
12/21/2021	189635	STANTEC	3,775.00
12/21/2021	189636	STAPLES* - ACCOUNT #1026071	45.52
12/21/2021	189637	STATE OF MICHIGAN	9,644.26
12/21/2021	189638	STERICYCLE INC	233.04
12/21/2021	189639	SUNRISE HOSPITALITY INC	38,763.75
12/21/2021	189640	TARGET INFORMATION	135.82
12/21/2021	189641	TETRA TECH, INC	1,375.00

Check Date	Check	Vendor Name	Amount
12/21/2021	189642	TRAVIS ERBY	168.00
12/21/2021	189643	TRENDSET COMMUNICATIONS GROUP	2,704.15
12/21/2021	189644	UNIFIRST CORPORATION	135.56
12/21/2021	189645	W.J. O'NEIL COMPANY	2,701.01
12/21/2021	189646	WASHTENAW COUNTY LEGAL NEWS	35.00
12/21/2021	189647	WASHTENAW COUNTY ROAD COMMISSION	9,572.20
12/21/2021	189648	WASHTENAW COUNTY TREASURER#	475,591.55
12/21/2021	189649	WASHTENAW COUNTY TREASURER#	765.07
12/21/2021	189650	WOLVERINE FREIGHTLINER	7,514.38
12/21/2021	189651	YPSILANTI ACE HARDWARE	18.84
12/21/2021	189652	YPSILANTI COMMUNITY	740.00
12/21/2021	189653	YPSILANTI TOWNSHIP	2,223.08
12/21/2021	189654	YPSILANTI TOWNSHIP PETTY CASH	162.14

AP TOTALS:

Total of 91 Checks:	884,251.86
Less 0 Void Checks:	0.00
Total of 91 Disbursements:	884,251.86



Check Date	Check	Vendor Name	Description	Amount
Bank CARDS COMERICA COMMERCIAL CARD				
12/21/2021	74(E)	COMERICA BANK	FEDEX INVOICE - SARANEN	41.61
			REPLINISH COFFIE SUPPLIES FOR SENIOR PRO	12.98
			EXCHANGING COSTUME FOR LARGER SIZE	98.90
			POSTAGE FOR PASSPORTS	26.10
			POSTAGE FOR PASSPORT	8.70
			PASSPORT POSTAGE FOR WEEK OF 11-15-21	98.70
			POSTAGE FOR PASSPORTS	54.20
			SMAFC MEMBERSHIP MEETING	40.00
			GINGERBREAD HOUSES FOR SENIOR ACTIVITY	119.76
			ANNUAL AGENCY SUBSCRIPTION	377.00
			50 & BEYOND TRIP	780.00
			HOLIDAY SOCIAL LUNCHESES	759.20
			RANDOM DOT DRUG SCREEN	40.00
			WRITTEN EXAM NFPA CERTIFED FIRE PLAN	350.00
			2022 MEMBERSHIP DUES	30.00
			2022 I.A.A.I MEMBERSHIP FEE	20.00
			SSL CERTIFICATE	29.95
			SSL CERTIFICATE MULTI DOMAIN	89.95
			POTS & PANS FOR FOOD PREPARATION AND CAS	71.92
			POTS, PANS, SPATULA AND MEASURING CUPS F	118.44
			MONTHLY SUBSCRIPTION FEES FOR TLO SERVIC	75.00
			SQUARE BANQUET CARD TABLE - COMMUNITY CE	488.42
			PROCLAMATION WOOD FRAMES	58.33
				<u>3,789.16</u>

CARDS TOTALS:

Total of 1 Checks:	3,789.16
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	<u>3,789.16</u>

OFFICE OF THE TREASURER  
STAN ELDRIDGE



MONTHLY TREASURER'S REPORT  
NOVEMBER 1, 2021 THROUGH NOVEMBER 30, 2021

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	6,994,616.36	1,015,785.42	1,647,367.53	6,363,034.25
101 - Payroll	251,141.25	705,607.79	700,066.57	256,682.47
101 - Willow Run Escrow	145,384.18	1.19	0.00	145,385.37
206 - Fire Department	1,924,958.04	310.64	345,226.28	1,580,042.40
208 - Parks Fund	17,695.35	0.14	539.47	17,156.02
213 - Roads/Bike Path/Rec/General Fund	760,819.97	1,677.11	201,209.41	561,287.67
226 - Environmental Services	1,588,893.56	74.49	239,706.09	1,349,261.96
230 - Recreation	153,902.25	15,333.56	60,535.81	108,700.00
236 - 14-B District Court	(22,419.56)	137,517.72	112,261.23	2,836.93
244 - Economic Development	70,458.01	0.55	0.00	70,458.56
249 - Building Department Fund	1,588,163.58	75,115.39	52,562.96	1,610,716.01
250 - LDFA Tax	19,995.22	0.16	0.00	19,995.38
252 - Hydro Station Fund	805,310.76	33,804.34	31,756.86	807,358.24
266 - Law Enforcement Fund	7,203,696.11	8,751.25	59,293.80	7,153,153.56
287 - Nuisance Abatement Fund	66,818.51	1,835.77	6,608.50	62,045.78
398 - LDFA 2006 Bonds	2,087.70	0.02	0.00	2,087.72
584 - Green Oaks Golf Course	313,029.44	19,624.11	36,423.03	296,230.52
597 - Compost Site	820,536.63	27,899.18	40,781.44	807,654.37
661 - Motor Pool	369,653.24	41.44	10,385.75	359,308.93
702 - General Tax Collection	25,755.81	5,132.73	0.00	30,888.54
703 - Current Tax Collections	2,333,371.66	188,138.51	686,924.53	1,834,585.64
707 - Bonds & Escrow/GreenTop	1,477,527.87	33,014.02	35,512.89	1,475,029.00
708 - Fire Withholding Bonds	144,397.27	13,118.19	0.00	157,515.46
<b>GRAND TOTAL</b>	<b><u>27,055,793.21</u></b>	<b><u>2,282,783.72</u></b>	<b><u>4,267,162.15</u></b>	<b><u>25,071,414.78</u></b>

# ATTORNEY REPORT

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GENERAL LEGAL UPDATE



# **NEW BUSINESS**

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Resolution No. 2021-41

Charter Township of Ypsilanti  
2022 Fiscal Year Budget

**WHEREAS** the Township Supervisor has prepared and submitted to the Township Board the proposed budgets for calendar year 2022; and

**WHEREAS** the Township Board has advertised the tentative millage rates in the Washtenaw Legal News and held the public hearing on December 7, 2021 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 2022 Fiscal Year Budget by cost center, as follows:

**Expenditures:**

**General Fund - Fund 101**

101	TOWNSHIP BOARD	145,258
171	TOWNSHIP SUPERVISOR	331,534
191	ACCOUNTING	444,274
215	TOWNSHIP CLERK	471,108
223	INDEPENDENT AUDITING	35,500
228	COMPUTER SUPPORT	971,684
247	BOARD OF REVIEW	3,083
253	TREASURER	406,905
257	ASSESSING DEPARTMENT	514,742
262	ELECTION DEPARTMENT	263,960
265	RESIDENT SVCS: BLDG OPERATIONS	609,465
266	LEGAL SERVICES	250,000
267	GENERAL SERVICES	136,700
270	HUMAN RESOURCES	382,652
272	OTHER FUNCTIONS	484,411
287	COURT DUE PROCESS	417,755
445	STORMWATER & DRAINS AT LARGE	628,000
446	HIGHWAYS AND STREETS	94,605
701	PLANNING COMMISSION	10,136
702	ZONING BOARD OF APPEALS	4,875
703	COMMUNITY DEVELOPMENT	325,233
729	COMMUNITY STABILIZATION	1,040,000
752	RESIDENT SVCS: ADMINISTRATION	120,675
770	RESIDENT SVCS: PARKS & GROUNDS	810,037
901	CAPITAL OUTLAY	10,010
999	OTHER FINANCING USES	1,149,025
<b>Total General Fund Expenditure by Department:</b>		<b>\$ 10,061,627</b>

**Fire Department - Fund 206**

336	Fire Department	\$ 4,503,192
269	Civil Service Commission	14,480
<b>Total Fire Department Fund by Department</b>		<b>Total: \$ 4,517,672</b>

**Parks Commission - Fund 208**

<b>Total:</b>	<b>\$ 8,822</b>
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**Bike Path, Sidewalk, Recreation, Roads, Operations - Fund 213**

753	BSR II-Operations	\$ 777,977
901	Capital Outlay	585,735
906	Debt Service	615,000
<b>Total BSR II Fund by Department</b>		<b>Total: \$ 1,978,712</b>

<b>Fire Pension and OPEB - Fund 216</b>			
336	Pension and Insurance		1,617,516
<b>Total Fire Department Fund by Department</b>		<b>Total:</b>	<b>\$ 1,617,516</b>
<b>Fire Special Millage Capital Fund - Fund 217</b>			
901	Capital Outlay		760,000
<b>Total Fire Department Fund by Department</b>		<b>Total:</b>	<b>\$ 760,000</b>
<b>Environmental Services - Fund 226</b>		<b>Total:</b>	<b>\$ 3,352,879</b>
<b>Recreation - Fund 230</b>		<b>Total:</b>	<b>\$ 708,900</b>
<b>14B Court - Fund 236</b>		<b>Total:</b>	<b>\$ 1,794,775</b>
<b>Building Department - Fund 249</b>		<b>Total:</b>	<b>\$ 953,299</b>
<b>Local Development Finance Authority - Fund 250</b>		<b>Total:</b>	<b>\$ 74,322</b>
<b>Hydro Station - Fund 252</b>		<b>Total:</b>	<b>\$ 822,974</b>
<b>Law Enforcement - Fund 266</b>			
301	Sheriff Services	\$	7,593,656
304	Ordinance		944,087
<b>Total Law Enforcement Fund by Department</b>		<b>Total:</b>	<b>\$ 8,537,743</b>
<b>Cares Act - Fund 282</b>		<b>Total:</b>	<b>\$ 4,719,513</b>
<b>Nuisance Abatement - Fund 287</b>		<b>Total:</b>	<b>\$ 48,027</b>
<b>Debt 2006 Bond - Fund 398</b>		<b>Total:</b>	<b>\$ 233,790</b>
<b>Golf Course - Fund 584</b>		<b>Total:</b>	<b>\$ 824,905</b>
<b>Compost - Fund 597</b>		<b>Total:</b>	<b>\$ 742,087</b>
<b>Motor Pool - Fund 661</b>		<b>Total:</b>	<b>\$ 228,973</b>
		<b>Grand Total</b>	<b>\$ 41,986,536</b>

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

**Revenues:**

	Revenues	\$	9,490,397
	Transfer-in		-
	Appropriation of prior year fund balance		571,230
<b>General Fund - 101</b>	<b>Total:</b>	<b>\$</b>	<b>10,061,627</b>
	Revenues	\$	4,596,565
	Transfer-in		-
	Appropriation of prior year fund balance		-
<b>Fire Department Fund - 206</b>	<b>Total:</b>	<b>\$</b>	<b>4,596,565</b>

	Revenues	\$	5,000	
	Transfer-in		-	
	Appropriation of prior year fund balance		3,822	
<b>Parks Commission Fund - 208</b>	<b>Total:</b>	<b>\$</b>	<b>8,822</b>	
	Revenues	\$	1,635,697	
	Transfer-in		307,500	
	Appropriation of prior year fund balance		35,515	
<b>Bike Path, Sidewalk, Recreation, Roads, Operations - 213</b>	<b>Total:</b>	<b>\$</b>	<b>1,978,712</b>	
	Revenues	\$	1,617,516	
	Transfer-in		-	
	Appropriation of prior year fund balance		-	
<b>Fire Pension and OPEB Millage - 216</b>	<b>Total:</b>	<b>\$</b>	<b>1,617,516</b>	
	Revenues	\$	716,081	
	Transfer-in		-	
	Appropriation of prior year fund balance		43,919	
<b>Fire Special Millage Capital Fund - 217</b>	<b>Total:</b>	<b>\$</b>	<b>760,000</b>	
	Revenues	\$	3,538,337	
	Transfer-in		-	
	Appropriation of prior year fund balance		-	
<b>Environmental Services Fund - 226</b>	<b>Total:</b>	<b>\$</b>	<b>3,538,337</b>	
	Revenues	\$	341,100	
	Transfer-in		367,800	
	Appropriation of prior year fund balance		-	
<b>Recreation Fund - 230</b>	<b>Total:</b>	<b>\$</b>	<b>708,900</b>	
	Revenues	\$	1,112,724	
	Transfer-in		682,051	
	Appropriation of prior year fund balance		-	
<b>14B Court - 236</b>	<b>Total:</b>	<b>\$</b>	<b>1,794,775</b>	
	Revenues	\$	805,850	
	Transfer-in		-	
	Appropriation of prior year fund balance		147,449	
<b>Building Department Fund - 249</b>	<b>Total:</b>	<b>\$</b>	<b>953,299</b>	
	Revenues	\$	74,322	
	Transfer-in		-	
	Appropriation of prior year fund balance		-	
<b>Local Development Finance Authority Fund - 250</b>	<b>Total:</b>	<b>\$</b>	<b>74,322</b>	
	Revenues	\$	440,000	
	Transfer-in		-	
	Appropriation of prior year fund balance		382,974	
<b>Hydro Station Fund - 252</b>	<b>Total:</b>	<b>\$</b>	<b>822,974</b>	
	Revenues	\$	8,551,732	
	Transfer-in		-	
	Appropriation of prior year fund balance		-	
<b>Law Enforcement Fund- 266</b>	<b>Total:</b>	<b>\$</b>	<b>8,551,732</b>	
	Revenues	\$	4,719,513	
	Transfer-in		-	
	Appropriation of prior year fund balance		-	
<b>Cares Act Fund - 282</b>	<b>Total:</b>	<b>\$</b>	<b>4,719,513</b>	
	Revenues	\$	30,505	
	Transfer-in		-	
	Appropriation of prior year fund balance		17,522	
<b>Nuisance Abatement Fund - 287</b>	<b>Total:</b>	<b>\$</b>	<b>48,027</b>	

	Revenues	\$	-	
	Transfer-in		233,790	
	Appropriation of prior year fund balance		-	
<b>Debt 2006 Bond Fund - Fund 398</b>	<b>Total:</b>	<b>\$</b>	<b>233,790</b>	
	Revenues	\$	616,400	
	Transfer-in		208,505	
	Appropriation of prior year fund balance		-	
<b>Golf Course Fund - 584</b>	<b>Total:</b>	<b>\$</b>	<b>824,905</b>	
	Revenues	\$	530,700	
	Transfer-in		-	
	Appropriation of prior year fund balance		211,387	
<b>Compost Site Fund - 597</b>	<b>Total:</b>	<b>\$</b>	<b>742,087</b>	
	Revenues	\$	202,218	
	Transfer-in		-	
	Appropriation of prior year fund balance		26,755	
<b>Motorpool Fund - 661</b>	<b>Total:</b>	<b>\$</b>	<b>228,973</b>	
	<b>Grand Total</b>	<b>\$</b>	<b>42,264,876</b>	

**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	0.9925	\$ 1,469,033
Fire Department	3.1250	\$ 4,625,417 *
Fire Capital	0.4881	\$ 722,453 *
Solid Waste	2.4050	\$ 3,559,721 *
Law Enforcement	5.7000	\$ 8,436,761 *
Bike Path, Sidewalk, Recreation, Roads, Operations	1.0059	\$ 1,488,866 *
<b>Operating Total:</b>	<u>13.7165</u>	<u>\$ 20,302,251 *</u>
<u>Debt</u>		
Fire Pension	1.1000	\$ 1,628,147
<b>Debt Total:</b>	<u>1.1000</u>	<u>\$ 1,628,147 *</u>
<b>Grand Total:</b>	<u><b>14.8165</b></u>	<u><b>\$ 21,930,397 *</b></u>

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

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

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARRELL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**JOHN P. NEWMAN**  
**GLORIA PETERSON**  
**DEBBIE SWANSON**  
**JIMMIE WILSON JR.**



**Office of the  
Supervisor**

7200 S. Huron River Drive  
Ypsilanti, MI 48197

[ytown.org](http://ytown.org)

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## MEMORANDUM

To: Heather Jarrell Roe, Clerk  
Lisa Stanfield, Deputy Clerk

From: Brenda Stumbo, Supervisor

CC: Javonna Neel, Accounting Director  
John Hines, Deputy Supervisor

Date: December 15, 2021

Re: 2022 Fiscal Year Budget

Please place the following on the December 21, 2021 agenda:

1. Request to place Resolution number 2021-41 for the 2022 Fiscal Year Budget on the agenda for the Boards consideration.

Attached is a copy of the proposed 2022 Fiscal Year Budget

2022 BUDGET REQUEST							
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 000							
ESTIMATED REVENUES							
101-000-403.000 *	CURRENT PROPERTY TAXES	1,279,252	1,379,048	1,412,452	1,412,452	1,421,030	1,451,500
101-000-404.001 *	ESA REIMBURSEMENT OP	5,753	4,576	4,576	4,576	4,584	4,584
101-000-412.000 *	DELINQUENT PERS PROPERTY TAX	82	2,418	500	500		200
101-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	(869)	(4,982)			5,207	
101-000-427.000 *	STREETLIGHT TAX RECOGNIZED	35,123	35,732	35,000	35,000		16,821
101-000-432.000 *	IN LIEU OF TAXES - CLARK TOWERS	11,305	11,249	11,000	11,000	11,449	11,400
101-000-432.001 *	IN LIEU OF TAX - ACM	223,798	230,858	250,000	250,000	234,229	240,000
101-000-434.000 *	TRAILER TAX FEE	6,511	5,544	5,000	5,000	5,005	5,000
101-000-445.000 *	PENALTIES AND INTEREST	29,678	20,182	25,000	25,000	13,849	20,000
101-000-447.000 *	PROPERTY TAXES/ADMINST. FEES	690,576	764,634	750,000	750,000	790,303	790,000
101-000-477.000 *	FRANCHISE FEES	711,093	692,005	693,550	693,550	506,327	690,000
101-000-478.001 *	PERMITS SALVAGE YRD	1,325	300	1,250	1,250	150	300
101-000-478.004 *	PERMITS BIN COLLECTION FEE	650	745	500	500		
101-000-490.000 *	DOG LICENSES	8,038	5,047	7,000	7,000	6,530	5,000
101-000-491.004 *	PERMITS PEDDLER FEE	900	2,000	1,000	1,000	940	200
101-000-522.000 *	FEDERAL GRANTS - CDBG	20,402	200,026		23,523	23,878	
101-000-528.001	OTHER FEDERAL GRANT - ADDITIONAL	154,280					
101-000-572.000 *	STATE METRO RIGHT OF WAY	18,461	20,662	20,000	20,000	28,376	25,000
101-000-574.000 *	STATE REVENUE SHARING	5,196,506	5,178,147	4,800,000	4,800,000	4,802,151	5,472,062
101-000-581.006	COUNTY GRANT - SPECIAL PROJECT	14,254					
101-000-607.001 *	SITE PLAN - CHG FOR SERVICES	17,476	12,900	15,000	15,000	14,670	8,000
101-000-607.003 *	PROPERTY CHANGE APP - CHG FOR SERV	775	975	1,000	1,000	650	100
101-000-607.004 *	FAX, COPY & OTHER - CHG FOR SERVICE	117	65	50	50	302	50
101-000-607.006 *	ZONING FEES - CHG FOR SERVICES	5,900	3,450	2,000	2,000	7,475	4,000
101-000-607.008	DEVELOPMENT AGREE ATTORNEY - S/C	1,600					
101-000-607.010	ENVIRO/PLOT PLAN - CHG FOR SERVICE		(1,500)				
101-000-607.012 *	ADDRESS ASSIGN - CHG FOR SERVICES		30	50	50	40	50
101-000-607.014 *	CHRG-NONRECORDING PROP XFER	12,205	1,000	2,000	2,000	125	500
101-000-607.100	CANDIDATE ELECTION FILING FEE		2,000				
101-000-615.000 *	CHARGE FOR SERVICES-NSF FEES	540	420	300	300	540	400
101-000-626.633 *	PASSPORT SERVICES	21,844	1,988	6,000	6,000	882	3,000
101-000-626.637 *	ADMINISTRATION FEES/FIRE DEPT	74,295	74,406	82,125	82,125	68,215	83,289
101-000-626.638 *	ADMINISTRATION FEES/ENVIR SVC	21,659	21,491	22,405	22,405	19,686	18,978
101-000-626.639 *	ADMINISTRATION FEES/LAW ENFOR	37,711	57,644	62,805	62,805	52,982	61,929
101-000-626.640 *	ADMINISTRATION FEES/GOLF COUR	18,220	18,241	19,981	19,981	16,723	20,593
101-000-626.641 *	ADMINISTRATIVE FEES/COMPOST	9,251	11,657	12,937	12,937	10,886	13,280
101-000-626.642 *	ADMINISTRATION FEES/BLDG DEPT	33,431	33,028	34,630	34,630	30,242	34,277
101-000-626.643 *	ADMINISTRATION FEES/RECREATIO	19,585	19,602	21,488	21,488	17,970	22,141
101-000-626.644 *	ADMINISTRATION FEES/14B COURT	37,317	37,315	41,084	41,084	34,205	42,279
101-000-626.645	ADMINISTRATION FEES/HOUSING INSPEC	18,225					
101-000-642.004	SALE ORDINANCE & CODES					100	
101-000-642.006 *	REVENUE - VENDING COMMISSIONS	81		250	250		100
101-000-642.645	TOWNSHIP & PRECINTS MAPS ETC.	31	45			10	
101-000-644.003 *	FORD LAKE HYDRO STATION	80,339	81,675	81,000	81,000	82,065	81,000
101-000-665.000 *	INTEREST EARNED	118,176	19,289	6,000	6,000	763	1,000
101-000-665.003 *	NET INTEREST EARN-CUR TAX COL	118,993	54,116	10,000	10,000	1,265	1,200
101-000-667.001 *	RENT INCOME	220,067	220,000	220,000	220,000	183,333	220,000
101-000-674.002	PROSPERITY GRANT - ACI		31,690				
101-000-675.002 *	CONTRIBUTE - STREETLIGHTS & CAMER	46,309	178,021				
101-000-675.009	GRANTS - NON PROFIT/PRIVATE		39,445				
101-000-675.050 *	CONTRIBUTION-BEES	1,000	3,000	1,000	1,000	3,000	2,000
101-000-676.000	REIMBURSEMENT	206				288	
101-000-676.003 *	REIMBURSEMENT - POSTAGE	2,272	164	1,000	1,000	290	50
101-000-676.006 *	REIMBURSEMENT ELECTION	37,259	47,865			8,117	
101-000-676.009 *	REIMBURSEMENT - HABITAT HUMANITY	24,974					
101-000-676.012 *	INSURANCE REIMBURSEMENTS	34,841	7,418			9,513	5,000

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 000							
ESTIMATED REVENUES							
101-000-676.015	REIMBURSE - VIETNAM VETS MEMORIAL		4,599				
101-000-676.020 *	REIMBURSE FOR LEC BLDG	181,865	181,865	181,865	181,865	166,710	131,864
101-000-676.025	REIMBURSEMENT FOR FIRE TRUCK		483,074				
101-000-678.000 *	SETTLEMENTS & JUDGMENTS	24,158	18,090			3,000	2,000
101-000-681.000 *	REVENUE - RADON TEST KIT	230	290	500	500	225	250
101-000-683.000 *	OTHER INCOME-MISCELLANEOUS	11,588	12,559			10,642	1,000
101-000-687.000	REBATES & ENERGY SAVINGS CREDIT		420				
101-000-693.000 *	SALE OF TOWNSHIP PROPERTIES					13,300	
101-000-693.002	SALES OF FIXED ASSESTS - EQUIP.		3,373			41	
101-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			134,207	1,097,380		571,230
TOTAL ESTIMATED REVENUES		9,639,658	10,229,901	8,976,505	9,963,201	8,612,263	10,061,627
NET OF REVENUES/APPROPRIATIONS - 000 -		9,639,658	10,229,901	8,976,505	9,963,201	8,612,263	10,061,627
* NOTES TO BUDGET: DEPARTMENT 000							
403.000	CURRENT PROPERTY TAXES	Tax Revenue based on millage levy of .9925. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. A 3.3% increase from prior year TV assumptions.					
404.001	ESA REIMBURSEMENT OP	State calculated reimbursement for personal property loss due to small business exemptions.					
412.000	DELINQUENT PERS PROPERTY TAX	Delinquent personal property taxes collected by the Treasurer					
427.000	STREETLIGHT TAX RECOGNIZED	These funds are Special Assessment District (SAD) tax revenue for cost of streetlight installation reimbursement to the Township. The SAD's were petitioned by the owners of the property in the specific district. Reduced due to pay off of one district. SAD is collected in Winter.					
432.000	IN LIEU OF TAXES - CLARK TOWERS	Payment In Lieu of Taxes (PILOT) is an agreement with Clark East Towers, our senior housing complex.					
432.001	IN LIEU OF TAX - ACM	Payment in Lieu of Taxes (PILOT) is an agreement with ACM based on capital investments.					
434.000	TRAILER TAX 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.					
445.000	PENALTIES AND INTEREST	Reflects penalties and interest collected from delinquent real or personal property taxes.					
447.000	PROPERTY TAXES/ADMINST. FEES						



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000	Represents 1% admin fee charged on property tax bills. State law mandates this revenue shall not exceed the expenditures for the collection and determination of taxable values done by our Treasurer and Assessing Departments. The two budgets equal \$932,223.						
477.000	FRANCHISE FEES  Franchise fees from Comcast and AT&T based on customer usage paid bi-monthly. The Accounting Director recommends reducing the amount to \$690,000 as usage appears to be decreasing.						
478.001	PERMITS SALVAGE YRD  Statutory annual license renewal fees for junk yards.						
478.004	PERMITS BIN COLLECTION FEE  Charges for collection bins in the Township that are located in the business districts. This is hard to predict. Currently there are no bins.						
490.000	DOG LICENSES  Charge for dog licenses. Reduced based on current revenue.						
491.004	PERMITS PEDDLER FEE  Charges for Peddler Permits to allow vendors to sell door-to-door in the Township. Reduced based on current revenue.						
522.000	FEDERAL GRANTS - CDBG  Reflects Community Development Block Grants (CDBG) received by the Township.						
572.000	STATE METRO RIGHT OF WAY  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. Figures provided by the Accounting Director.						
574.000	STATE REVENUE SHARING  The State Shared Revenue projections issued by the State for the 6 installments are for the fiscal year October 1 to September 30. The Township is on a calendar year from January 1, to December 31. The State projected amount for FY 2021-2022 is \$4,939,637 Constitutional and \$532,425 for the CVT payments totaling \$5,472,062. The budget makes an assumption that the installments for October and December stay the same as projected for the 2021 amounts. This is a 2.6% decrease from the 2021 total projected amount of \$5,617,009.						
607.001	SITE PLAN - CHG FOR SERVICES  Fees charged for site plan reviews.						
607.003	PROPERTY CHANGE APP - CHG FOR SERVICES  Fees charged for property split applications.						
607.004	FAX, COPY & OTHER - CHG FOR SERVICES  Fees charged for copies.						
607.006	ZONING FEES - CHG FOR SERVICES						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
	Fees charged for the Zoning Board of Appeals.						
607.012	ADDRESS ASSIGN - CHG FOR SERVICES  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.						
607.014	CHRG-NONRECORDING PROP XFER  Charges for transferring property.						
615.000	CHARGE FOR SERVICES-NSF FEES  Fees charged for checks that are returned for non-sufficient funds.						
626.633	PASSPORT SERVICES  Fees charged for passport processing. This was reduced due to Covid-19.						
626.637	ADMINISTRATION FEES/FIRE DEPT  Calculations for Administration Fees are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.						
626.638	ADMINISTRATION FEES/ENVIR SVC  Calculations for Administration Fees are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director. Lower due to Supervisor now split 50% with General Fund 101-752 and 50% Environmental Fund.						
626.639	ADMINISTRATION FEES/LAW ENFOR  Calculations for Administration Fees are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.						
626.640	ADMINISTRATION FEES/GOLF COUR  Calculations for Administration Fees are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.						
626.641	ADMINISTRATIVE FEES/COMPOST  Calculations for Administration Fees are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.						
626.642	ADMINISTRATION FEES/BLDG DEPT  Calculations for Administration Fees are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.						
626.643	ADMINISTRATION FEES/RECREATIO  Calculations for Administration Fees are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.						
626.644	ADMINISTRATION FEES/14B COURT						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000	Calculations for Administration Fees are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.						
642.006	REVENUE - VENDING COMMISSIONS Revenues from vending machines at Civic Center.						
644.003	FORD LAKE HYDRO STATION Contract obligation for DTE to purchase electricity generated from the Hydro Station, expires in 2027. These dollars are transferred to the Hydro Fund for future capital improvements and licensing.						
665.000	INTEREST EARNED Interest earned on funds deposited at various banks. Figures provided by the Accounting Director.						
665.003	NET INTEREST EARN-CUR TAX COL Interest earned on current tax collection funds held. Figures provided by the Accounting Director.						
667.001	RENT INCOME Lease agreement with YCUA to rent building located at 2870 E Clark Road. This is a fixed amount.						
675.002	CONTRIBUTE - STREETLIGHTS & CAMERAS Charges for developers who pay for streetlights and cameras installation.						
675.050	CONTRIBUTION-BEES Contributions made to our honeybee initiative.						
676.003	REIMBURSEMENT - POSTAGE Postage reimbursement from individuals getting passports and from employees doing a personal mailing.						
676.006	REIMBURSEMENT ELECTION Reimbursements for elections from county and state elections.						
676.009	REIMBURSEMENT - HABITAT HUMANITY Reimbursement from Habitat for Humanity for properties the Township purchases under the Right of First Refusal.						
676.012	INSURANCE REIMBURSEMENTS 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.						
676.020	REIMBURSE FOR LEC BLDG Reimbursement from Law Enforcement Fund for improvements done to the LEC building at 1501 S Huron Street. The total improvement cost was \$909,324. Final payment is \$131,864						
678.000	SETTLEMENTS & JUDGMENTS						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000	Funds received through a legal settlement.						
681.000	REVENUE - RADON TEST KIT Fees for Radon test kits.						
683.000	OTHER INCOME-MISCELLANEOUS Funds received for various items such as FOIA fees, notary fees, and other miscellaneous fees and reimbursements.						
693.000	SALE OF TOWNSHIP PROPERTIES Funds received for the sale of Township properties.						
699.999	APPROPRIATED PRIOR YEAR BAL Funds need from fund balance due to the transfer of funds to the Bond Debt Fund #398 and 14B District Court for the shortfall in those accounts. See the transfers in department #999 "Other Financing Uses".						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 101 - TOWNSHIP BOARD							
APPROPRIATIONS							
101-101-703.000 *	SALARIES - ELECTED OFFICIALS	60,000	61,372	61,500	61,500	57,785	64,770
101-101-715.000 *	F.I.C.A./MEDICARE	4,498	4,614	4,705	4,705	4,420	4,955
101-101-718.000	MERS RETIREMENT		8				
101-101-719.000	HEALTH INSURANCE	20,004	20,669				
101-101-719.003	EMPLOYEE PAID HEALTH CONTRA	(1,400)	(1,200)				
101-101-719.015	DENTAL BENEFITS	741	655				
101-101-719.016	VISION BENEFITS	197	207				
101-101-719.020	HEALTH CARE DEDUCTION	1,949	1,617				
101-101-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	80	72				
101-101-719.023	LIFE INSURANCE	227	227				
101-101-727.000 *	OFFICE SUPPLIES	188	225	300	300		300
101-101-801.000 *	PROFESSIONAL SERVICES	42,277	43,357	46,462	46,462	41,267	45,733
101-101-958.000 *	MEMBERSHIP AND DUES	16,754	23,925	29,500	29,500	17,573	29,500
	TOTAL APPROPRIATIONS	145,515	155,748	142,467	142,467	121,045	145,258
NET OF REVENUES/APPROPRIATIONS - 101 - TOWNSHIP BOARD		(145,515)	(155,748)	(142,467)	(142,467)	(121,045)	(145,258)

\* NOTES TO BUDGET: DEPARTMENT 101 TOWNSHIP BOARD

703.000	SALARIES - ELECTED OFFICIALS	Salaries of the Township Trustees determined by resolution of the Township Board. A 2.75% increase was added for 2022 matching Teamster Union increase. Will still need an approved resolution.					
715.000	F.I.C.A./MEDICARE	Figures provided by the Accounting Director.					
727.000	OFFICE SUPPLIES	Office supplies for budget books.					
801.000	PROFESSIONAL SERVICES	Cost for our lobbyist at GCSI (\$39,633), for PFM (\$1,100) and for the annual contract with Munetrix for Citizens Dashboard transparency (\$5,000).					
958.000	MEMBERSHIP AND DUES	Membership dues for Chamber of Commerce, SEMCOG, Huron River Watershed Council, MTA, WATS, WRRMA and Arts Alliance.					

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 171 - TOWNSHIP SUPERVISOR							
APPROPRIATIONS							
101-171-703.000 *	SALARIES - ELECTED OFFICIALS	84,236	86,341	86,342	86,342	81,125	90,934
101-171-705.000 *	SALARY - SUPERVISION	61,064	62,122	62,488	62,488	56,538	65,810
101-171-706.000 *	SALARY - PERMANENT WAGES	47,346	47,225	47,237	49,983	43,744	48,422
101-171-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	726	10,978				
101-171-708.009 *	AUTO ALLOWANCE	6,000	6,000	6,000	6,000	5,500	6,000
101-171-708.010 *	HEALTH INS BUYOUT	3,000	6,000	3,000	3,000	1,500	3,000
101-171-709.000 *	REG OVERTIME	12		100	100		100
101-171-715.000 *	F.I.C.A./MEDICARE	15,118	16,257	15,695	15,905	13,918	16,392
101-171-718.000 *	MERS RETIREMENT	44,057	33,435	26,060	26,119	25,285	35,076
101-171-718.001 *	RETIREMENT HEALTH CARE SAVINGS		1,239	2,600	2,600	2,320	2,600
101-171-718.003 *	OPEB - RETIREMENT HEALTH						17,726
101-171-719.000 *	HEALTH INSURANCE	28,339	8,612	34,272	32,572	32,501	32,574
101-171-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(2,050)	(600)	(2,400)	(2,400)		(2,400)
101-171-719.015 *	DENTAL BENEFITS	1,957	983	2,922	2,922	2,732	2,922
101-171-719.016 *	VISION BENEFITS	492	620	792	792	688	593
101-171-719.020 *	HEALTH CARE DEDUCTION	5,350	4,594	8,890	10,525	9,938	8,890
101-171-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	161	141	156	221	202	228
101-171-719.022 *	DISABILITY INSURANCE	382	764	764	764	351	582
101-171-719.023 *	LIFE INSURANCE	680	680	680	680	454	681
101-171-719.030 *	WORKERS COMPENSATION						504
101-171-727.000 *	OFFICE SUPPLIES	692	561	600	600	399	600
101-171-860.000 *	TRAVEL	97		200	200		200
101-171-956.000 *	MISCELLANEOUS	20		100	100		100
TOTAL APPROPRIATIONS		297,679	285,952	296,498	299,513	277,195	331,534
NET OF REVENUES/APPROPRIATIONS - 171 - TOWNSHIP SUPEF		(297,679)	(285,952)	(296,498)	(299,513)	(277,195)	(331,534)

\* NOTES TO BUDGET: DEPARTMENT 171 TOWNSHIP SUPERVISOR

703.000	SALARIES - ELECTED OFFICIALS	Salary of the Supervisor, set by resolution of the Township Board. A 2.75% increase was added for 2022 matching Teamster Union increase. Will still need an approved resolution.					
705.000	SALARY - SUPERVISION	Salary of the Deputy Supervisor. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.					
706.000	SALARY - PERMANENT WAGES	Salary of full-time AFSCME Floater II/Clerk III who also does purchasing for all departments. Currently no increase in budgeted for 2022 due to contract negotiations.					
708.004	SALARIES PAY OUT-PTO&SICKTIME	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%.					
708.009	AUTO ALLOWANCE	Auto allowance for the Supervisor.					
708.010	HEALTH INS BUYOUT	Used for health insurance buyout for employees who receive health insurance through another source.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 171 - TOWNSHIP SUPERVISOR							
709.000	REG OVERTIME Overtime costs for the Floater II/Clerk III position.						
715.000	F.I.C.A./MEDICARE Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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.						
718.003	OPEB - RETIREMENT HEALTH Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number in the department this year, prior year expenditure was in 101-956-876.003.						
719.000	HEALTH INSURANCE A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS No change for 2022. Provided by HR						
719.016	VISION BENEFITS A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 171 - TOWNSHIP SUPERVISOR							
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director. This is a new line item						
727.000	OFFICE SUPPLIES						
	Supplies for Supervisor Office.						
860.000	TRAVEL						
	Mileage expense for Deputy Supervisor or staff for required travel off sight.						
956.000	MISCELLANEOUS						
	Miscellaneous expenses in the department.						



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 191 - ACCOUNTING APPROPRIATIONS							
101-191-705.000 *	SALARY - SUPERVISION	78,328	80,298	83,313	85,393	77,060	87,743
101-191-706.000 *	SALARY - PERMANENT WAGES	103,258	106,553	106,829	109,409	98,838	109,408
101-191-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	4,187	5,207		4,239	4,238	
101-191-709.000 *	REG OVERTIME	94	10	300	300	48	300
101-191-715.000 *	F.I.C.A./MEDICARE	13,595	14,063	14,569	15,249	13,405	15,105
101-191-718.000 *	MERS RETIREMENT	44,980	46,482	64,125	64,125	61,201	88,902
101-191-718.003 *	OPEB - RETIREMENT HEALTH						53,178
101-191-719.000 *	HEALTH INSURANCE	70,015	72,341	71,973	71,973	71,972	68,406
101-191-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(5,400)	(5,438)	(4,800)	(4,800)		(4,800)
101-191-719.015 *	DENTAL BENEFITS	2,918	2,577	2,808	2,808	2,808	2,808
101-191-719.016 *	VISION BENEFITS	787	826	905	905	828	673
101-191-719.020 *	HEALTH CARE DEDUCTION	3,024	11,949	17,745	17,745	5,941	17,745
101-191-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	241	236	234	234	219	252
101-191-719.022 *	DISABILITY INSURANCE	1,146	1,146	1,146	1,146	1,054	872
101-191-719.023 *	LIFE INSURANCE	680	680	680	680	680	681
101-191-719.030 *	WORKERS COMPENSATION						601
101-191-727.000 *	OFFICE SUPPLIES	1,876	1,221	1,900	1,900	1,513	1,900
101-191-958.000 *	MEMBERSHIP AND DUES	425	425	500	500	425	500
TOTAL APPROPRIATIONS		320,154	338,576	362,227	371,806	340,230	444,274
NET OF REVENUES/APPROPRIATIONS - 191 - ACCOUNTING		(320,154)	(338,576)	(362,227)	(371,806)	(340,230)	(444,274)

\* NOTES TO BUDGET: DEPARTMENT 191 ACCOUNTING

- 705.000 SALARY - SUPERVISION  
Salary of the Accounting Director. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.
- 706.000 SALARY - PERMANENT WAGES  
Cost of two (2) full-time AFSCME employees in the Accounting Department. Currently no increase in budgeted for 2022 due to contract negotiations.
- 708.004 SALARIES PAY OUT-PTO&SICKTIME  
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%.
- 709.000 REG OVERTIME  
Overtime costs for the department.
- 715.000 F.I.C.A./MEDICARE  
Figures provided by the Accounting Director.
- 718.000 MERS RETIREMENT  
Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%
- 718.003 OPEB - RETIREMENT HEALTH  
Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number in the department this year, prior year expenditure was in 101-956-876.003.

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 191 - ACCOUNTING							
719.000	HEALTH INSURANCE						
	A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						
	No change for 2022. Provided by H.R.						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. PProvided by Accounting Director.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Used to replenish office supplies, purchase checks, W-2 and 1099 forms.						
958.000	MEMBERSHIP AND DUES						
	Membership dues to Government Finance Officers Association - National \$350 and State \$125. An additional \$25 is budgeted to cover any increase.						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 215 - TOWNSHIP CLERK							
APPROPRIATIONS							
101-215-703.000 *	SALARIES - ELECTED OFFICIALS	84,236	86,752	86,342	86,342	81,125	90,934
101-215-704.000 *	APPOINTED OFFICIALS	23,881	136,539		25,225	19,641	
101-215-705.000 *	SALARY - SUPERVISION	117,200	116,978	119,100	122,074	110,279	65,810
101-215-706.000 *	SALARY - PERMANENT WAGES	84,990	102,697	99,341	101,817	92,260	96,844
101-215-707.000 *	SALARY - TEMPORARY/SEASONAL	13,555	37,904				
101-215-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	1,759	3,755				6,280
101-215-708.010 *	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	
101-215-709.000 *	REG OVERTIME	6,131	57,399		8,000	4,069	300
101-215-715.000 *	F.I.C.A./MEDICARE	23,402	29,322	23,545	23,962	21,318	19,903
101-215-718.000 *	MERS RETIREMENT	62,959	67,699	69,829	69,859	66,633	38,467
101-215-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,333	1,762	2,600	2,600	2,354	3,900
101-215-718.002 *	DEFERRED COMPENSATION		388				
101-215-718.003 *	OPEB - RETIREMENT HEALTH						17,726
101-215-719.000 *	HEALTH INSURANCE	90,019	93,010	92,536	92,536	93,324	92,836
101-215-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(6,825)	(6,055)	(6,000)	(6,000)		(6,600)
101-215-719.015 *	DENTAL BENEFITS	5,480	4,840	5,273	5,273	5,380	4,560
101-215-719.016 *	VISION BENEFITS	1,279	1,343	1,471	1,471	1,374	922
101-215-719.020 *	HEALTH CARE DEDUCTION	26,269	21,211	23,660	23,660	20,168	23,660
101-215-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	321	316	312	312	292	336
101-215-719.022 *	DISABILITY INSURANCE	1,527	1,527	1,527	1,527	1,406	872
101-215-719.023 *	LIFE INSURANCE	1,134	1,134	1,134	1,134	1,097	907
101-215-719.030 *	WORKERS COMPENSATION						901
101-215-727.000 *	OFFICE SUPPLIES	2,434	3,447	4,000	4,000	3,249	4,000
101-215-730.000 *	POSTAGE				14,220		
101-215-740.001 *	Ordinance & Zoning Code Books	3,879	1,900	9,000	9,000	2,236	4,000
101-215-740.010 *	OFFICE SUPPLIES - ELECTIONS	6,630	35,426		17,010	13,414	
101-215-760.001 *	PPE & FIRST AID ELECTION SUP			500	500		
101-215-801.000 *	PROFESSIONAL SERVICES	655	3,264	3,400	3,400	779	3,400
101-215-801.200 *	PROFNSL SRV-PROGRAMMING BALLO		7,685				
101-215-860.000 *	TRAVEL	1,036	1,313	1,100	1,100	91	500
101-215-860.010	TRAVEL - ELECTIONS	89					
101-215-933.001 *	MAINTENANCE CONTRACTS			75,456	75,456	75,456	
101-215-941.000 *	EQUIPMENT RENTAL/LEASING	1,100	12,889		7,100	4,580	
101-215-956.000 *	MISCELLANEOUS			500	500		500
101-215-958.000 *	MEMBERSHIP AND DUES	150		150	150	135	150
TOTAL APPROPRIATIONS		557,623	827,445	617,776	695,228	622,160	471,108
NET OF REVENUES/APPROPRIATIONS - 215 - TOWNSHIP CLERK		(557,623)	(827,445)	(617,776)	(695,228)	(622,160)	(471,108)

\* NOTES TO BUDGET: DEPARTMENT 215 TOWNSHIP CLERK

703.000	SALARIES - ELECTED OFFICIALS	Salary of the Clerk, set by resolution of the Township Board. A 2.75% increase was added for 2022 matching Teamster Union increase. Will still need an approved resolution.					
704.000	APPOINTED OFFICIALS	Moved to General Fund Department 262 Elections					
705.000	SALARY - SUPERVISION	Salary of the Deputy Clerk. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.					
706.000	SALARY - PERMANENT WAGES						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 215 - TOWNSHIP CLERK							
	This line is used for the salary of two (2) full-time AFSCME Floater II/Clerk III positions. Currently no increase is budgeted for 2022 due to contract negotiations.						
707.000	SALARY - TEMPORARY/SEASONAL Moved to General Fund Department 262 Elections						
708.004	SALARIES PAY OUT-PTO&SICKTIME 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%.						
708.010	HEALTH INS BUYOUT This line item is used for the health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME Overtime if need for additional clerical duties such a passports, FOIA requests, etc.						
715.000	F.I.C.A./MEDICARE Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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 1/1/2014.						
718.002	DEFERRED COMPENSATION Moved to General Fund Department 262 Elections						
718.003	OPEB - RETIREMENT HEALTH Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number in the department this year, prior year expenditure was in 101-956-876.003.						
719.000	HEALTH INSURANCE A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS No change for 2022. Provided by H. R.						
719.016	VISION BENEFITS						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 215 - TOWNSHIP CLERK	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Expenses related to the daily operations of the Clerk's Office.						
730.000	POSTAGE						
	This line was used in 2021 to track the mailing of millage information to residents. No budget for 2022.						
740.001	Ordinance & Zoning Code Books						
	Expenses related to maintaining ordinance and zoning updates through Municode, and also includes Ordinance, Resolution and Minute Books.						
740.010	OFFICE SUPPLIES - ELECTIONS						
	Moved to General Fund Department 262 Elections						
760.001	PPE & FIRST AID ELECTION SUP						
	Moved to General Fund Department 262 Elections						
801.000	PROFESSIONAL SERVICES						
	Expenses for document conversion and \$1,000 for shredding costs for all departments.						
801.200	PROFNSL SRV-PROGRAMMING BALLO						
	Moved to General Fund Department 262 Elections						
860.000	TRAVEL						
	Expenses for mileage reimbursement for travel to post office, and travel to various conferences, classes and meetings.						
933.001	MAINTENANCE CONTRACTS						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 215 - TOWNSHIP CLERK							
	Moved to General Fund Department 262 Elections						
941.000	EQUIPMENT RENTAL/LEASING						
	Moved to General Fund Department 262 Elections						
956.000	MISCELLANEOUS						
	Miscellaneous expenses for the Clerk's Office.						
958.000	MEMBERSHIP AND DUES						
	Membership for Clerk and Deputy Clerk in the Michigan Association of Municipal Clerks.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY		
Dept 223 - INDEPENDENT AUDITING								
APPROPRIATIONS								
101-223-802.000 *	INDEPENDENT AUDITING	30,300	32,200	33,500	33,500			33,500
101-223-803.000 *	INDEPENDENT AUDITING OTHER			2,000	2,000			2,000
	TOTAL APPROPRIATIONS	<u>30,300</u>	<u>32,200</u>	<u>35,500</u>	<u>35,500</u>			<u>35,500</u>
NET OF REVENUES/APPROPRIATIONS - 223 - INDEPENDENT AU		(30,300)	(32,200)	(35,500)	(35,500)			(35,500)

\* NOTES TO BUDGET: DEPARTMENT 223 INDEPENDENT AUDITING

802.000 INDEPENDENT AUDITING  
 This is for the audit of 2021 and the last in our contract with auditors at PSLZ LLP.

803.000 INDEPENDENT AUDITING OTHER  
 This line is budgeted for any additional work preformed by the auditors.

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 228 - COMPUTER SUPPORT							
APPROPRIATIONS							
101-228-706.000 *	SALARY - PERMANENT WAGES	171,042	175,499	175,531	179,920	161,810	187,334
101-228-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	4,893	5,015	4,500	9,640	5,140	10,357
101-228-708.010 *	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	3,000
101-228-709.000 *	REG OVERTIME	170	165	1,000	1,000	185	1,000
101-228-715.000 *	F.I.C.A./MEDICARE	13,429	13,778	13,734	14,464	12,654	15,429
101-228-718.000 *	MERS RETIREMENT	19,944	20,576	25,699	25,751	24,322	34,734
101-228-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,271	1,288	1,300	1,300	1,200	2,600
101-228-718.003 *	OPEB - RETIREMENT HEALTH						17,726
101-228-719.000 *	HEALTH INSURANCE	45,010	46,505	46,268	46,268	46,267	43,975
101-228-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,375)	(3,000)	(3,000)	(3,000)		(3,000)
101-228-719.015 *	DENTAL BENEFITS	2,445	2,486	2,709	2,709	2,709	2,709
101-228-719.016 *	VISION BENEFITS	590	723	792	792	728	599
101-228-719.020 *	HEALTH CARE DEDUCTION	4,667	4,308	11,830	11,830	9,295	11,830
101-228-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	161	157	156	156	146	168
101-228-719.022 *	DISABILITY INSURANCE	1,146	1,146	1,146	1,146	1,054	872
101-228-719.023 *	LIFE INSURANCE	680	680	680	680	680	681
101-228-719.030 *	WORKERS COMPENSATION						601
101-228-727.000 *	OFFICE SUPPLIES	913	932	1,000	1,000	718	1,000
101-228-801.000 *	PROFESSIONAL SERVICES		33,719	92,100	92,100	36,420	142,100
101-228-857.100 *	COMMUNICATIONS-INTERNET ACCES	85,848	76,395	108,360	108,360	79,816	120,710
101-228-867.000 *	GAS & OIL	252	112	1,500	1,500	92	1,500
101-228-933.000 *	EQUIPMENT MAINTENANCE	3,691	4,629	5,000	5,000	448	5,000
101-228-933.001 *	MAINTENANCE CONTRACTS	4,738	7,516	6,830	6,830	6,216	7,230
101-228-934.000 *	SOFTWARE SUPPORT & MAINT	85,255	112,286	124,105	124,105	112,388	134,762
101-228-935.000 *	MOTORPOOL-MISC REPAIR			2,500	2,500		2,500
101-228-941.000	EQUIPMENT RENTAL/LEASING	7,854	7,199				
101-228-943.000 *	MOTORPOOL INTERNAL	5,925	5,925	5,925	5,925	5,640	767
101-228-971.008 *	CAPTL OUTLAY -IMPROVEMENT	7,347	18,803	15,000	15,000	8,084	15,000
101-228-977.000 *	EQUIPMENT	143,958	84,790	94,500	94,500	43,336	92,500
101-228-977.001 *	COMPUTER SOFTWARE	59,995	50,414	59,500	59,500	33,989	118,000
TOTAL APPROPRIATIONS		670,849	675,046	801,665	811,976	594,837	971,684
NET OF REVENUES/APPROPRIATIONS - 228 - COMPUTER SUPPC		(670,849)	(675,046)	(801,665)	(811,976)	(594,837)	(971,684)

\* NOTES TO BUDGET: DEPARTMENT 228 COMPUTER SUPPORT

706.000	SALARY - PERMANENT WAGES	Salaries of IS Manager, Assistant IS Manager and Web Content& Design Manager. A 2.75% increase was approved for 2022 Teamster Union contract.					
708.004	SALARIES PAY OUT-PTO&SICKTIME	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%.					
708.010	HEALTH INS BUYOUT	Used for health insurance buyout for employees who receive health insurance through another service.					
709.000	REG OVERTIME	Overtime costs for the department.					
715.000	F.I.C.A./MEDICARE						



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 228 - COMPUTER SUPPORT							
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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 1/1/2014.						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number in the department this year, prior year expenditure was in 101-956-876.003.						
719.000	HEALTH INSURANCE						
	A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						
	No change for 2022. Provided by H.R.						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director. This is a new line item.						
727.000	OFFICE SUPPLIES						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY		
Dept 228 -	COMPUTER SUPPORT							
	No Change							
801.000	PROFESSIONAL SERVICES							
	To be used for professional services such as Website RFP Design and Development, DarkTrace/Coffee Tree Group, Microsoft 365 Migration Services. There is a \$50,000 increase for 2022.							
857.100	COMMUNICATIONS-INTERNET ACCES							
	Internet access connection and cloud based services such as Comcast ENS, Cloud Server Hosting, Cloud Storage Services, Cloud Systems Management Solutions, Cloud base agenda management, Time and Attendance Software. There is a \$12,350 increase for 2022.							
867.000	GAS & OIL							
	Fuel costs for IT Department							
933.000	EQUIPMENT MAINTENANCE							
	Unexpected repair of hardware equipment. No change							
933.001	MAINTENANCE CONTRACTS							
	Hardware service and support maintenance agreements for Battery Backup Systems and Network Firewalls. Increase of \$400 for 2022.							
934.000	SOFTWARE SUPPORT & MAINT							
	Software support and annual maintenance agreements. This includes all technical support, patches, updates and upgrades for various software applications for the following:* 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* HVAC System. There is a \$10,657 increase for 2022.							
935.000	MOTORPOOL-MISC REPAIR							
	Covers miscellaneous vehicle repair. Provided by Accounting Director							
943.000	MOTORPOOL INTERNAL							
	Computer Support Vehicle, figures provided by the Accounting Director.							
971.008	CAPTL OUTLAY -IMPROVEMENT							
	Network infrastructure, as needed network data runs, Miss Dig.							
977.000	EQUIPMENT							
	Used for purchasing equipment as follows: Workstation Upgrades, Printer Fax Cards, Civic Data Room Switch, Firewall Replacement, Unexpected Equipment (New Hires, Etc). Decrease for 2022.							
977.001	COMPUTER SOFTWARE							
	Used for Computer Software as follows: Switch Management Solution, SAML Auth Server, Active Directory Management Software, SQL Server Upgrade, Microsoft 365 Licensing. An increase of \$58,500 for 2022.							

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 247 - BOARD OF REVIEW							
APPROPRIATIONS							
101-247-704.000 *	APPOINTED OFFICIALS	1,530	2,243	3,000	3,000	2,267	3,000
101-247-715.000 *	F.I.C.A./MEDICARE	22	33	44	44	32	44
101-247-718.002 *	DEFERRED COMPENSATION	20	29	39	39	28	39
TOTAL APPROPRIATIONS		<u>1,572</u>	<u>2,305</u>	<u>3,083</u>	<u>3,083</u>	<u>2,327</u>	<u>3,083</u>
NET OF REVENUES/APPROPRIATIONS - 247 - BOARD OF REVIE		(1,572)	(2,305)	(3,083)	(3,083)	(2,327)	(3,083)

\* NOTES TO BUDGET: DEPARTMENT 247 BOARD OF REVIEW

704.000	APPOINTED OFFICIALS	This line item reflects the per diem amount paid to three (3) Board of Review members. Paid \$125 per day.					
715.000	F.I.C.A./MEDICARE	Figures provided by the Accounting Director.					
718.002	DEFERRED COMPENSATION	Figures provided by Accounting Director based on 1.30% of payroll.					

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 253 - TREASURER							
APPROPRIATIONS							
101-253-703.000 *	SALARIES - ELECTED OFFICIALS	84,236	86,581	86,342	86,342	81,125	90,934
101-253-705.000 *	SALARY - SUPERVISION	60,523	63,918	62,488	64,048	58,759	65,810
101-253-706.000 *	SALARY - PERMANENT WAGES	92,499	84,076	94,474	96,846	86,801	96,844
101-253-707.000	SALARY - TEMPORARY/SEASONAL	3,871	4,984				
101-253-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	3,517	13,995				
101-253-708.010 *	HEALTH INS BUYOUT					1,500	3,000
101-253-709.000 *	REG OVERTIME	1,137	818	1,800	1,800	1,203	1,800
101-253-715.000 *	F.I.C.A./MEDICARE	18,189	18,813	18,750	19,051	16,909	19,767
101-253-718.000 *	MERS RETIREMENT	46,992	43,099	10,389	10,473	9,629	12,108
101-253-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,275	1,540	5,200	5,200	3,565	3,900
101-253-718.002	DEFERRED COMPENSATION	52	65				
101-253-718.003 *	OPEB - RETIREMENT HEALTH						17,726
101-253-719.000 *	HEALTH INSURANCE	86,019	81,671	97,677	97,677	50,971	68,406
101-253-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(6,575)	(5,775)	(6,600)	(6,600)		(4,800)
101-253-719.015 *	DENTAL BENEFITS	3,659	3,175	4,090	4,090	2,615	2,808
101-253-719.016 *	VISION BENEFITS	984	1,014	1,244	1,244	809	673
101-253-719.020 *	HEALTH CARE DEDUCTION	11,894	9,491	23,660	23,660	5,044	17,745
101-253-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	321	277	312	312	219	252
101-253-719.022 *	DISABILITY INSURANCE	1,146	1,082	1,146	1,146	639	872
101-253-719.023 *	LIFE INSURANCE	810	772	907	907	632	908
101-253-719.030 *	WORKERS COMPENSATION						702
101-253-727.000 *	OFFICE SUPPLIES	725	1,052	1,300	1,300	1,246	1,300
101-253-753.000 *	DOG LICENSES			1,050	1,050	530	1,050
101-253-830.000 *	TAX PREPARATION	3,226	3,023	3,500	3,500	2,135	4,000
101-253-860.000 *	TRAVEL	241	231	500	500	39	500
101-253-931.000 *	REPAIRS AND MAINTENANCE	560	325	500	500	325	500
101-253-956.000 *	MISCELLANEOUS	10	75	100	100	75	100
TOTAL APPROPRIATIONS		415,311	414,302	408,829	413,146	324,770	406,905
NET OF REVENUES/APPROPRIATIONS - 253 - TREASURER		(415,311)	(414,302)	(408,829)	(413,146)	(324,770)	(406,905)

\* NOTES TO BUDGET: DEPARTMENT 253 TREASURER

703.000	SALARIES - ELECTED OFFICIALS	Salary of the Treasurer, set by resolution of the Township Board. A 2.75% increase was added for 2022 matching Teamster Union increase. Will still need an approved resolution.					
705.000	SALARY - SUPERVISION	Salary of the Deputy Treasurer. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.					
706.000	SALARY - PERMANENT WAGES	Wages of two (2) AFSCME Floater II/Clerk III positions. Currently no increase is budgeted for 2022 due to contract negotiation.					
708.004	SALARIES PAY OUT-PTO&SICKTIME	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%.					
708.010	HEALTH INS BUYOUT	Used for health insurance buyout for employees who receive health insurance through another source.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 253 - TREASURER							
709.000	REG OVERTIME						
	Overtime during tax time and for annual dog clinic.						
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	RETIREMENT HEALTH CARE SAVINGS						
	Amount placed in a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/2014.						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number in the department this year, prior year expenditure was in 101-956-876.003.						
719.000	HEALTH INSURANCE						
	A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						
	No change for 2022. Provided by H. R.						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 253 - TREASURER							
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director. New line item						
727.000	OFFICE SUPPLIES Necessary supplies including window envelopes for mailing past due notices and A/P checks.						
753.000	DOG LICENSES Purchasing of dog tags for licensing.						
830.000	TAX PREPARATION Printing of tax bills for summer and winter.						
860.000	TRAVEL Mileage reimbursement for Treasurer and Deputy Treasurer for travel to meetings, bank, post office, County Treasurer's Office and court cases.						
931.000	REPAIRS AND MAINTENANCE Maintenance contracts and repairs for check signed and money counter. We did not opt for the contract on the money counter originally, but due to necessary repairs it required we did enroll in the contract to save money.						
956.000	MISCELLANEOUS Unforeseen expenses not covered in any of the above, such as court fees/parking for small claims.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 257 - ASSESSING DEPARTMENT							
APPROPRIATIONS							
101-257-705.000 *	SALARY - SUPERVISION	117,077	120,549	121,677	123,898	115,305	129,700
101-257-706.000 *	SALARY - PERMANENT WAGES	151,304	161,044	162,427	166,503	150,086	166,504
101-257-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	3,987	2,724				
101-257-708.010 *	HEALTH INS BUYOUT	5,077	6,000	6,000	6,000	3,000	6,000
101-257-709.000 *	REG OVERTIME	157	18	500	500		500
101-257-715.000 *	F.I.C.A./MEDICARE	20,578	21,691	22,231	22,713	20,047	23,157
101-257-718.000 *	MERS RETIREMENT	35,031	36,214	47,242	47,280	44,963	64,402
101-257-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,500	2,575	2,600	2,600	2,397	2,600
101-257-718.003 *	OPEB - RETIREMENT HEALTH						35,452
101-257-719.000 *	HEALTH INSURANCE	50,011	51,672	51,409	51,409	51,408	48,861
101-257-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,050)	(3,600)	(3,600)	(3,600)		(3,600)
101-257-719.015 *	DENTAL BENEFITS	4,152	3,530	4,204	4,204	3,847	3,846
101-257-719.016 *	VISION BENEFITS	934	930	1,131	1,131	649	747
101-257-719.020 *	HEALTH CARE DEDUCTION	11,124	13,442	11,830	11,830	10,755	11,830
101-257-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	229	218	216	216	202	228
101-257-719.022 *	DISABILITY INSURANCE	1,400	1,527	1,527	1,527	1,406	1,162
101-257-719.023 *	LIFE INSURANCE	832	907	907	907	907	907
101-257-719.030 *	WORKERS COMPENSATION						998
101-257-727.000 *	OFFICE SUPPLIES	2,840	2,062	3,500	3,500	2,551	3,500
101-257-730.000 *	POSTAGE	6,922	7,396	8,000	8,000	6,810	8,000
101-257-811.001 *	TAX APPEALS		50	3,000	3,000		3,000
101-257-867.000 *	GAS & OIL	207	158	720	720	309	720
101-257-931.000	REPAIRS AND MAINTENANCE			2,500	2,500		
101-257-935.000 *	MOTORPOOL-MISC REPAIR			2,500	2,500		2,500
101-257-943.000 *	MOTORPOOL INTERNAL	1,281	1,281	2,228	2,228	2,042	2,228
101-257-958.000 *	MEMBERSHIP AND DUES	1,022	935	1,500	1,500	1,060	1,500
TOTAL APPROPRIATIONS		412,615	431,323	454,249	461,066	417,744	514,742
NET OF REVENUES/APPROPRIATIONS - 257 - ASSESSING DEPT		(412,615)	(431,323)	(454,249)	(461,066)	(417,744)	(514,742)

\* NOTES TO BUDGET: DEPARTMENT 257 ASSESSING DEPARTMENT

705.000	SALARY - SUPERVISION	Salaries of our part-time Level IV Assessor MMAO (Michigan Master Assessing Officer) and our Level III MAAO (Michigan Advanced Assessing Officer). A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.				
706.000	SALARY - PERMANENT WAGES	Salaries of two (2) Level III AFSCME MAAOs (Michigan Advanced Assessing Officer) and one MCAT (Michigan Certified Assessing Technician). Currently no increase is budgeted for 2022 due to contract negotiation.				
708.004	SALARIES PAY OUT-PTO&SICKTIME	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%.				
708.010	HEALTH INS BUYOUT	Used for health insurance buyout for employees who receive health insurance through another source.				
709.000	REG OVERTIME	This line item is used for March Board of Review meetings after hours.				

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 257 - ASSESSING DEPARTMENT							
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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 1/1/2014.						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number in the department this year, prior year expenditure was in 101-956-876.003.						
719.000	HEALTH INSURANCE						
	A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage. Provided by H. R.						
719.015	DENTAL BENEFITS						
	No change for 2022. Provided by H. R.						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 257 - ASSESSING DEPARTMENT							
	Used for personal and real property assessment items and general office supplies.						
730.000	POSTAGE						
	Used for mailing of real and personal assessment notices, as well as general mailing.						
811.001	TAX APPEALS						
	Used to retain professional appraisals for full and small claims Tribunal Appeals, as well as legal expenses.						
867.000	GAS & OIL						
	Lease and maintenance on township vehicles assigned to our department.						
935.000	MOTORPOOL-MISC REPAIR						
	Covers miscellaneous vehicle repair. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL						
	Lease and maintenance on township vehicles used in our department. Figures provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES						
	MAAA memberships, annual certification and WAA membership.						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 262 - ELECTION DEPARTMENT							
APPROPRIATIONS							
101-262-704.000 *	APPOINTED OFFICIALS						55,000
101-262-705.000 *	SALARY - SUPERVISION						59,623
101-262-707.000 *	SALARY - TEMPORARY/SEASONAL						10,694
101-262-708.010	HEALTH INS BUYOUT						3,000
101-262-709.000 *	REG OVERTIME						15,000
101-262-715.000 *	F.I.C.A./MEDICARE						6,094
101-262-718.000 *	MERS RETIREMENT						29,634
101-262-718.002 *	DEFERRED COMPENSATION						140
101-262-718.003 *	OPEB - RETIREMENT HEALTH						17,726
101-262-719.015 *	DENTAL BENEFITS						1,282
101-262-719.016 *	VISION BENEFITS						249
101-262-719.022 *	DISABILITY INSURANCE						291
101-262-719.023 *	LIFE INSURANCE						227
101-262-727.000 *	OFFICE SUPPLIES						25,000
101-262-730.000 *	POSTAGE						25,000
101-262-760.001 *	PPE & FIRST AID ELECTION SUP						1,000
101-262-801.200 *	PROFNSL SRV-PROGRAMMING BALLOT						4,200
101-262-860.000 *	TRAVEL						600
101-262-941.000 *	EQUIPMENT RENTAL/LEASING						9,200
TOTAL APPROPRIATIONS							263,960
NET OF REVENUES/APPROPRIATIONS - 262 - ELECTION DEPAF							(263,960)

\* NOTES TO BUDGET: DEPARTMENT 262 ELECTION DEPARTMENT

704.000	APPOINTED OFFICIALS	Salary for election inspectors for elections in August 2022 and November 2022				
705.000	SALARY - SUPERVISION	Salary of the Deputy Director of Election. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.				
707.000	SALARY - TEMPORARY/SEASONAL	Request for one temporary for the August 2022 election for 4 weeks at 40 hours per week. Request for two temporary's for the November 2022 election for four weeks at 40 hours per week.				
709.000	REG OVERTIME	Overtime costs for Clerk's office and other Township staff for elections in August 2022 and November 2022.				
715.000	F.I.C.A./MEDICARE	Figures provided by the Accounting Director.				
718.000	MERS RETIREMENT	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%				
718.002	DEFERRED COMPENSATION	Figures provided by the Accounting Director.				

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 262 - ELECTION DEPARTMENT							
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number in the department this year, prior year expenditure was in 101-956-876.003.						
719.015	DENTAL BENEFITS						
	No change for 2022. Provided by H. R.						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
727.000	OFFICE SUPPLIES						
	Cost of supplies for August 2022 election and November 2022 election						
730.000	POSTAGE						
	This is for the postage expense for elections.						
760.001	PPE & FIRST AID ELECTION SUP						
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
801.200	PROFNSL SRV-PROGRAMMING BALLOT						
	Cost of programming ballots for August 2022 election and November 2022 election						
860.000	TRAVEL						
	Reimbursement of mileage expenditures related to elections.						
941.000	EQUIPMENT RENTAL/LEASING						
	Rental for three polling locations for August 2022 and November 2022 elections						

2022 BUDGET REQUEST							
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS							
APPROPRIATIONS							
101-265-705.000 *	SALARY - SUPERVISION	53,623	33,377	60,705	10,205		32,024
101-265-706.000 *	SALARY - PERMANENT WAGES	263,278	276,606	224,931	254,570	218,638	234,463
101-265-707.775 *	SALARY - TEMP. FORD LAKE PARK			5,000	5,000		
101-265-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	184	4,682				
101-265-708.008	RETIREE TIME PAYOUTS	7,627					
101-265-708.010 *	HEALTH INS BUYOUT	8,246	7,500	6,000	6,000	3,000	3,000
101-265-709.000 *	REG OVERTIME	8,189	4,872	5,000	5,000	3,144	5,000
101-265-715.000 *	F.I.C.A./MEDICARE	25,943	24,527	22,765	23,273	16,969	20,999
101-265-718.000 *	MERS RETIREMENT	22,411	19,956	10,376	10,493	8,585	9,656
101-265-718.001 *	RETIREMENT HEALTH CARE SAVINGS	6,077	5,733	6,500	6,500	4,707	5,850
101-265-718.002 *	DEFERRED COMPENSATION			65	65		
101-265-719.000 *	HEALTH INSURANCE	34,271	42,601	71,972	48,972	45,502	75,735
101-265-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(5,125)	(3,713)	(5,200)	(5,200)		(5,900)
101-265-719.015 *	DENTAL BENEFITS	3,292	2,412	3,991	3,991	2,828	4,064
101-265-719.016 *	VISION BENEFITS	590	786	1,131	1,131	1,026	898
101-265-719.020 *	HEALTH CARE DEDUCTION	4,404	5,708	17,745	17,745	6,062	20,703
101-265-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	181	162	234	234	159	294
101-265-719.022 *	DISABILITY INSURANCE	1,336	1,782	1,909	1,909	1,390	1,308
101-265-719.023 *	LIFE INSURANCE	964	1,058	1,134	1,134	873	1,021
101-265-719.030 *	WORKERS COMPENSATION						4,294
101-265-727.000 *	OFFICE SUPPLIES	333	30	400	400	20	400
101-265-740.000 *	OPERATING SUPPLIES	1,121	1,417	2,000	4,500	1,682	2,000
101-265-741.000 *	BOOT REIMB & UNIFORMS PURCHASE	10,958	10,384	12,000	12,000	8,070	12,000
101-265-757.775 *	OPERATING SUPP: FORD LAKE PAR		219	800	800	779	1,000
101-265-760.000 *	PPE & FIRST AID SUPPLIES			1,500	1,500	414	500
101-265-776.001 *	MAINT SUPPLIES - CIVIC CENTER	7,424	7,742	8,000	10,500	8,615	8,200
101-265-776.002 *	MAINT SUPPLIES - GRAFFITI CON	1,330	260	1,500	1,500	400	1,500
101-265-776.775 *	MAINT SUPPLIES: FORD LAKE PAR	2,434	1,236	2,500	2,500	1,643	2,500
101-265-777.000 *	BLDG OPER EQUIP TOOLS	23,065	4,440	5,000	5,000	2,127	5,000
101-265-818.001 *	CONTRACTUAL SERVICES CIVIC CT	61,102	42,586	50,000	61,700	48,927	55,000
101-265-818.775 *	MAINT-CONTR SVCS - FORD LK PR		40	500	500	465	500
101-265-867.000 *	GAS & OIL	2,396	1,580	3,500	3,500	1,968	3,000
101-265-920.001 *	UTILITIES - CIVIC CENTER	64,301	61,999	70,000	70,000	62,232	70,000
101-265-931.001 *	REPAIRS CIVIC CENTER	2,711	16,937	3,000	17,200	12,019	15,000
101-265-931.020 *	NON REOCCURRING R & M - CIVIC	7,465	7,146	8,000	18,000	15,092	10,000
101-265-931.775 *	REPAIRS - FORD LAKE PARKS	1,554	408	2,000	2,000	1,559	2,000
101-265-935.000 *	MOTORPOOL-MISC REPAIR		1,609	2,500	2,500		2,500
101-265-938.000 *	EQUIPMENT CONTRACTUAL EQUIP	167	296	1,000	1,000	316	1,000
101-265-943.000 *	MOTORPOOL INTERNAL	7,201	7,201	8,789	8,789	8,057	3,456
101-265-956.000 *	MISCELLANEOUS		188	500	500		500
101-265-977.000 *	EQUIPMENT		10,000		9,600		
TOTAL APPROPRIATIONS		629,053	603,767	617,747	625,011	487,268	609,465
NET OF REVENUES/APPROPRIATIONS - 265 - RESIDENT SVCS:		(629,053)	(603,767)	(617,747)	(625,011)	(487,268)	(609,465)

\* NOTES TO BUDGET: DEPARTMENT 265 RESIDENT SVCS: BLDG OPERATIONS

705.000	SALARY - SUPERVISION	Salary was used for the Building Operations Director, which is being transitioned to a Residential Services Department (RSD) Assistant Director with 50% of the salary in RSD building operations department 101-265 and 50% in RSD Administration 101-752.					
706.000	SALARY - PERMANENT WAGES						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS	Cost of two (2) full-time maintenance tech staff, two full-time custodians (one at Civic Center and one at Recreation). Two (2) part-time custodians (one at Recreation and one at LEC Building), all AFSCME positions. Currently no increase is budgeted for 2022 due to contract negotiation.						
707.775	SALARY - TEMP. FORD LAKE PARK						
	This line was used for wages for seasonal employees to paint park shelters and gate houses, etc. This line went unused the last 2 years and has been moved to line 705.000 for new Deputy RSD Director position.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	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%.						
708.010	HEALTH INS BUYOUT						
	Health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME						
	Overtime for emergencies and projects that have to done during non-work hours.						
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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 1/1/2014.						
718.002	DEFERRED COMPENSATION						
	Figures provided by Accounting Director based on 1.30% of payroll.						
719.000	HEALTH INSURANCE						
	A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						
	No change for 2022. Provided by H. R.						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
719.020	HEALTH CARE DEDUCTION						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS	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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Office supplies for Building Superintendent and Maintenance Techs						
740.000	OPERATING SUPPLIES						
	Used for tools and equipment for Building Maintenance employees.						
741.000	BOOT REIMB & UNIFORMS PURCHASE						
	Cost for uniform rental and laundering, as well as service for mats & towels and a contractual boot reimbursement.						
757.775	OPERATING SUPP: FORD LAKE PAR						
	Used for tools and equipment within Ford Lake Park System.						
760.000	PPE & FIRST AID SUPPLIES						
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
776.001	MAINT SUPPLIES - CIVIC CENTER						
	Supplies for Civic Center (vacuum bags, floor finish, etc.).						
776.002	MAINT SUPPLIES - GRAFFITI CON						
	Cost of cleaners and paints used to remove graffiti.						
776.775	MAINT SUPPLIES: FORD LAKE PAR						
	Various supplies necessary for repairs to park buildings, restrooms, etc.						
777.000	BLDG OPER EQUIP TOOLS						
	Cost of tools, lift gates, electrical and regulatory poster.						
818.001	CONTRACTUAL SERVICES CIVIC CT						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS							
	Used for alarm systems, elevator inspections, fire extinguishers, boiler inspections, building services, window washers, etc.						
818.775	MAINT-CONTR SVCS - FORD LK PR						
	Used to contract for work in Ford Lake Park System (alarm systems, etc.)						
867.000	GAS & OIL						
	Cost for fuel and oil for vehicles, ERX & Fuelcloud systems.						
920.001	UTILITIES - CIVIC CENTER						
	Cost of utilities in the Civic Center.						
931.001	REPAIRS CIVIC CENTER						
	Used for batteries, door repairs, closers, etc. in Civic Center.						
931.020	NON REOCCURRING R & M - CIVIC						
	Used for large unexpected item replacements, such as electric ceiling sensors.						
931.775	REPAIRS - FORD LAKE PARKS						
	Cost of paint and maintenance staff repairs in the Ford Lake Park System.						
935.000	MOTORPOOL-MISC REPAIR						
	Covers miscellaneous vehicle repair. Provided by Accounting Director						
938.000	EQUIPMENT CONTRACTUAL EQUIP						
	Annual inspections on equipment: equipment rental.						
943.000	MOTORPOOL INTERNAL						
	Combined cost of monthly vehicle lease/maintenance. Figures provided by the Accounting Director.						
956.000	MISCELLANEOUS						
	Used for drug screenings, driving test, etc.						
977.000	EQUIPMENT						
	No equipment requested at this time.						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 266 - LEGAL SERVICES							
APPROPRIATIONS							
101-266-801.002 *	LEGAL SERVICES	293,997	323,483	250,000	250,000	244,729	250,000
	TOTAL APPROPRIATIONS	293,997	323,483	250,000	250,000	244,729	250,000
NET OF REVENUES/APPROPRIATIONS - 266 - LEGAL SERVICES		(293,997)	(323,483)	(250,000)	(250,000)	(244,729)	(250,000)

\* NOTES TO BUDGET: DEPARTMENT 266 LEGAL SERVICES

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.



		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 267 - GENERAL SERVICES							
APPROPRIATIONS							
101-267-727.000 *	OFFICE SUPPLIES	6,174	5,735	8,000	8,000	3,305	6,000
101-267-727.200 *	OFFICE MEETING/WELC SUPPLIES	418	165	700	700	219	500
101-267-727.300 *	COVID-19 SUPPLIES & EQUIP		59,825	5,000	5,000	7,043	5,000
101-267-730.000 *	POSTAGE	50,761	59,797	65,000	71,000	46,953	40,000
101-267-850.000 *	TELEPHONE	44,267	48,977	49,000	49,000	32,704	49,000
101-267-900.000 *	PUBLISHING	22,262	17,736	20,000	26,000	19,738	20,000
101-267-933.000 *	EQUIPMENT MAINTENANCE	893	1,009	1,200	1,200		
101-267-941.000 *	EQUIPMENT RENTAL/LEASING	15,481	18,192	15,000	15,000	13,121	15,000
101-267-956.000 *	MISCELLANEOUS	953	981	1,300	1,300	129	500
101-267-958.000 *	MEMBERSHIP AND DUES	499	499	700	700	499	700
101-267-977.000	EQUIPMENT	12,740					
	TOTAL APPROPRIATIONS	154,448	212,916	165,900	177,900	123,711	136,700
NET OF REVENUES/APPROPRIATIONS - 267 - GENERAL SERVIC		(154,448)	(212,916)	(165,900)	(177,900)	(123,711)	(136,700)

\* NOTES TO BUDGET: DEPARTMENT 267 GENERAL SERVICES

- 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.
- 727.200 OFFICE MEETING/WELC 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. Revenues from the vending machines (101-000-642.006) are used for this line item.
- 727.300 COVID-19 SUPPLIES & EQUIP  
 Estimated equipment purchases related to Covid-19 Pandemic. Other supplies have been budgeted in the Human Resources line item.
- 730.000 POSTAGE  
 Postage Costs.
- 850.000 TELEPHONE  
 Cost for all desk and cell phones in the Township. Increased due to the Covid-19 purchase of additional phones, supplies and (20) additional phone lines.
- 900.000 PUBLISHING  
 Publishing various notices in newspaper.
- 933.000 EQUIPMENT MAINTENANCE  
 Maintenance on all equipment except copiers and computers.
- 941.000 EQUIPMENT RENTAL/LEASING  
 Equipment rental of copiers and postage machine, as well as supplies.
- 956.000 MISCELLANEOUS  
 Miscellaneous costs to Township.

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
<hr/>							
Dept 267 - GENERAL SERVICES							
958.000	MEMBERSHIP AND DUES						
	Cost of Amazon and Sam's Club Memberships.						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 270 - HUMAN RESOURCES							
APPROPRIATIONS							
101-270-705.000 *	SALARY - SUPERVISION			70,000	71,747	66,161	73,721
101-270-706.000 *	SALARY - PERMANENT WAGES	114,547	125,926	56,814	58,208	50,515	58,987
101-270-706.015 *	SAFETY COORDINATOR	7,624	28,109	28,024	28,024	25,544	29,513
101-270-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	2,161	4,442		1,553	1,552	
101-270-715.000 *	F.I.C.A./MEDICARE	9,180	11,785	11,845	12,203	10,697	12,410
101-270-718.000 *	MERS RETIREMENT	19,268	24,631	32,351	32,388	30,787	44,296
101-270-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,275	975	1,300	1,300	877	1,300
101-270-718.003 *	OPEB - RETIREMENT HEALTH						24,817
101-270-719.000 *	HEALTH INSURANCE	50,011	62,007	61,691	61,691	61,690	58,634
101-270-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,050)	(3,600)	(4,320)	(4,320)		(4,320)
101-270-719.005 *	HOSPITAL PHYSICALS	2,430	1,800	5,050	5,050	2,750	5,000
101-270-719.015 *	DENTAL BENEFITS	2,665	2,824	3,077	3,077	3,077	3,078
101-270-719.016 *	VISION BENEFITS	590	744	814	814	742	598
101-270-719.020 *	HEALTH CARE DEDUCTION	10,267	9,298	13,020	13,020	11,422	13,020
101-270-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	161	168	187	187	175	202
101-270-719.022 *	DISABILITY INSURANCE	764	916	916	916	843	698
101-270-719.023 *	LIFE INSURANCE	454	544	544	544	544	545
101-270-719.024 *	EMPLOYEE ASSISTANCE PROGRAM	3,994	4,269	4,900	4,900	4,426	5,400
101-270-719.030 *	WORKERS COMPENSATION						403
101-270-727.000 *	OFFICE SUPPLIES	464	161	500	500	481	500
101-270-740.000 *	OPERATING SUPPLIES	804		2,500	2,500		2,500
101-270-760.000 *	PPE & FIRST AID SUPPLIES		5,058	10,000	15,900	15,174	14,000
101-270-803.100 *	CONTRACT SRVS-FLEX SPENDING	11		100	100		100
101-270-958.000 *	MEMBERSHIP AND DUES	209	219	400	400	219	250
101-270-960.000 *	EDUCATION AND TRAINING	39,234	21,916	27,000	22,100	10,132	25,000
101-270-960.100 *	SAFETY TRAINING		6,475	10,500	9,500	6,977	12,000
TOTAL APPROPRIATIONS		262,063	308,667	337,213	342,302	304,785	382,652
NET OF REVENUES/APPROPRIATIONS - 270 - HUMAN RESOURCE		(262,063)	(308,667)	(337,213)	(342,302)	(304,785)	(382,652)

\* NOTES TO BUDGET: DEPARTMENT 270 HUMAN RESOURCES

705.000	SALARY - SUPERVISION	Salary of the HR Manager. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.					
706.000	SALARY - PERMANENT WAGES	Salary of the Quality Assurance Specialist. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.					
706.015	SAFETY COORDINATOR	40% of the Operations Manager who works with HR coordinating Township Safety Program. A 2.75% increase was added for 2022 matching Teamster Union increase.					
708.004	SALARIES PAY OUT-PTO&SICKTIME	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%.					
715.000	F.I.C.A./MEDICARE	Figures provided by the Accounting Director.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 270 - HUMAN RESOURCES							
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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 1/1/2014.						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number in the department this year, prior year expenditure was in 101-956-876.003.						
719.000	HEALTH INSURANCE						
	A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						
719.005	HOSPITAL PHYSICALS						
	Cost for pre-employment drug screens and physicals for new hires. Also recommending that all cost related to DOT random drug/alcohol						
719.015	DENTAL BENEFITS						
	No change for 2022. Provided by H. R.						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.024	EMPLOYEE ASSISTANCE PROGRAM						
	Cost of participation in Employee Assistance Program (EAP). Program helps assist employees with personal and/or work-related problems that may						
719.030	WORKERS COMPENSATION						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 270 - HUMAN RESOURCES							
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Recommending no change to this line item						
740.000	OPERATING SUPPLIES						
	Recommending no change to this line item						
760.000	PPE & FIRST AID SUPPLIES						
	This line covers all PPE, first aid supplies and other supplies required by OSHA. Expenses will be allocated out to departments as needed.						
803.100	CONTRACT SRVS-FLEX SPENDING						
	Used for unforeseen fees associated with flex spending accounts that are paid to Clarity Benefit Solutions. Recommended by the Accounting Director.						
958.000	MEMBERSHIP AND DUES						
	This line allows the HR Manager to maintain membership to SHRM (Society of Human Resource Management) that provides updates and relative information for HR professionals.						
960.000	EDUCATION AND TRAINING						
	We have on-going 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, MAP), and training specific to individual job duties.						
960.100	SAFETY TRAINING						
	This line item is being established to cover safety related training. This training would include OSHA and MI-OSHA related classes and certification and all other safety related training.						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 272 - OTHER FUNCTIONS							
APPROPRIATIONS							
101-272-719.010 *	HEALTH CARE TAX	391	912	650	650	416	650
101-272-719.025 *	UNEMPLOYMENT EXPENSE		(144)			(234)	
101-272-719.030 *	WORKERS COMPENSATION	16,083	15,363	19,831	19,831	12,178	
101-272-801.000 *	PROFESSIONAL SERVICES	53,427	30,999	40,000	118,000	65,607	60,000
101-272-808.000 *	BEEKEEPING - SERVICE & SUPPLIES	4,997	963	4,000	4,000	714	4,000
101-272-836.100 *	CONTRIBUTION WATER HARDSHIP	7,980	7,760	10,000	10,000	6,320	10,000
101-272-844.000 *	MEALS ON WHEELS	10,000	10,000	10,000	10,000	10,000	10,000
101-272-876.002 *	OTHER RETIREMENT COSTS	1,566	1,848	2,000	2,000	2,904	2,000
101-272-876.003 *	OPEB FUNDING- RETIREE HEALTH	439,988	428,436	336,286	336,286	336,286	
101-272-882.004 *	City of Ypsi-Rutherford Pool	5,000		5,000	5,000		5,000
101-272-884.000 *	WASH DEV COUNCIL-AA SPARK	15,000	15,000	15,000	15,000	15,000	15,000
101-272-930.002 *	RIGHT OF WAY TREE TRIM - REMOVAL	7,225		10,000	10,000		10,000
101-272-955.001 *	INSURANCE & BONDS FLEET	107,986	118,452	125,375	125,375	108,570	124,261
101-272-956.000 *	MISCELLANEOUS	63		500	500	300	500
101-272-956.006 *	MISCELLANEOUS TAX REFUNDS	1,054	44	3,000	3,000	754	3,000
101-272-956.020 *	PROPERTY TAXES ON TWP PROPERT	7,209		10,000	10,000	2,387	10,000
101-272-956.022 *	SETTLEMENTS &/or CLAIM DEDUCTIBLES	5,000		5,000	5,000		5,000
101-272-957.000 *	BANK CHARGES	8,912	16,542	12,000	12,000	13,984	15,000
101-272-967.000 *	CAMERAS NON TAX ASSESSMENT	14,700	10,979	15,500	15,500	8,521	15,000
101-272-967.001 *	STREETLIGHTS NON SAD	33,583	148,141	175,000	174,189	153,687	195,000
101-272-972.200 *	STREET LIGHT -CONSTRUCTION	37,061	259,691		2,743	2,677	
TOTAL APPROPRIATIONS		777,225	1,064,986	799,142	879,074	740,071	484,411
NET OF REVENUES/APPROPRIATIONS - 272 - OTHER FUNCTION		(777,225)	(1,064,986)	(799,142)	(879,074)	(740,071)	(484,411)

\* NOTES TO BUDGET: DEPARTMENT 272 OTHER FUNCTIONS

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. Provided by Accounting Director.					
719.025	UNEMPLOYMENT EXPENSE	Used for non-seasonal employees.					
719.030	WORKERS COMPENSATION	Workers Compensation for general fund was appropriated out of this department now the allocation based on type of work performed and number of employees in each department or fund. Provided by the Accounting Director					
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.					
808.000	BEEKEEPING - SERVICE & SUPPLIES	Cost of service and supplies for YTown's honeybee initiative. Donations are received to cover these costs and can be seen in 101-000-675-050.					
836.100	CONTRIBUTION WATER HARDSHIP	Cost to fund our Water Subsidy Program.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 272 - OTHER FUNCTIONS							
844.000	MEALS ON WHEELS						
	Contribution to Meals on Wheels.						
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.						
876.003	OPEB FUNDING- RETIREE HEALTH						
	The Township's Other Post-Employment Benefits (OPEB) obligations are now allocated and budgeted to each qualified department in General Fund number ending in 718.003.						
882.004	City of Ypsi-Rutherford Pool						
	Continue with donation for 2022.						
884.000	WASH DEV COUNCIL-AA SPARK						
	\$15,000 is budgeted in 2022 for this line item. (\$10,000 to A2 Spark and \$5,000 for SPARK East)						
930.002	RIGHT OF WAY TREE TRIM - REMOVAL						
	Cost to trim/remove trees.						
955.001	INSURANCE & BONDS FLEET						
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
956.000	MISCELLANEOUS						
	Miscellaneous expenditures incurred by department.						
956.006	MISCELLANEOUS TAX REFUNDS						
	Used to try to reach MTT settlements, the full settlement amounts are reserved in Fund Balance.						
956.020	PROPERTY TAXES ON TWP PROPERT						
	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.						
956.022	SETTLEMENTS &/or CLAIM DEDUCTIBLES						
	Used for any insurance claims filed against the Township and represented by the Michigan Municipal Liability legal staff.						
957.000	BANK CHARGES						
	Figures provided by the Accounting Director.						
967.000	CAMERAS NON TAX ASSESSMENT						
	Maintenance costs of cameras the Township pays for (main server, 2 cameras at Harris Park and 1 at Redwood overpass).						
967.001	STREETLIGHTS NON SAD						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 272 - OTHER FUNCTIONS							
	Cost to maintain street lights in areas where they are not part of a special assessment district. Increase due to U. S. 12 lighting improvements.						
972.200	STREET LIGHT -CONSTRUCTION						
	This line has now been moved to capital outlay department 101-901-972.200						



		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 287 - COURT DUE PROCESS							
APPROPRIATIONS							
101-287-801.007 *	ATTORNEY FEES CRIMINAL		38,586	37,755	38,547	38,547	37,755
101-287-801.014 *	LEGAL SERVICES PROSECUTION	189,984	218,403	200,000	199,208	185,113	200,000
101-287-801.020 *	LEGAL SERVICES - DOMESTIC VIO	165,007	189,718	180,000	180,000	159,411	180,000
	TOTAL APPROPRIATIONS	354,991	446,707	417,755	417,755	383,071	417,755
NET OF REVENUES/APPROPRIATIONS - 287 - COURT DUE PROC		(354,991)	(446,707)	(417,755)	(417,755)	(383,071)	(417,755)

\* NOTES TO BUDGET: DEPARTMENT 287 COURT DUE PROCESS

801.007	ATTORNEY FEES CRIMINAL	Legislation passed in 2013 requires the state to provide funding to pay for the increases in the cost for delivery of indigent defense services. This amount reflects the Township's matching local share of a grant managed by the Washtenaw County Public Defender for providing legal services. No change for 2022					
801.014	LEGAL SERVICES PROSECUTION	Costs for Prosecution of 14B Court cases. No change for 2022					
801.020	LEGAL SERVICES - DOMESTIC VIO	Costs for the Prosecution of Domestic Violence cases. No change for 2022					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY		
Dept 445 - STORMWATER & DRAINS AT LARGE								
APPROPRIATIONS								
101-445-801.000 *	PROFESSIONAL SERVICES	17,024	13,452	28,000	28,000	14,164	28,000	
101-445-818.025 *	WASHTENAW COUNTY DRAINS-AT-LARGE							600,000
	TOTAL APPROPRIATIONS	<u>17,024</u>	<u>13,452</u>	<u>28,000</u>	<u>28,000</u>	<u>14,164</u>	<u>628,000</u>	
NET OF REVENUES/APPROPRIATIONS - 445 - STORMWATER & I		(17,024)	(13,452)	(28,000)	(28,000)	(14,164)	(628,000)	

\* NOTES TO BUDGET: DEPARTMENT 445 STORMWATER & DRAINS AT LARGE

801.000	PROFESSIONAL SERVICES	Annual dues with Huron River Watershed Council for storm water management services. In addition, it also covers the permit fee to the State of Michigan and fees charged by OHM for water permit assistance.						
818.025	WASHTENAW COUNTY DRAINS-AT-LARGE	Per the estimated amount received from the Drain Commission. Increase due to emergency drain maintenance and proposed Asset Management Plan. An additional amount for emergency maintenance on Ford Lake Village #1 in the amount of \$50,000 and \$150,000 for the extraction of vermin in the drains. This is a new line due to State compliance. Prior years numbers were in 101-446-982.003.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY		
Dept 446 - HIGHWAYS AND STREETS								
APPROPRIATIONS								
101-446-982.000 *	HIGHWAY & ST-ROAD CONSTRUCTIO	456,829	64,174	50,000	450,272	309,652	75,605	
101-446-982.003 *	HIGHWAYS, STREETS, DRAIN COST	172,112	189,321	328,795	328,795	317,594		
101-446-982.004 *	HIGHWAYS & STREETS LIFT STATI	18,197	5,995	19,000	19,000	5,996	19,000	
	TOTAL APPROPRIATIONS	647,138	259,490	397,795	798,067	633,242	94,605	
NET OF REVENUES/APPROPRIATIONS - 446 - HIGHWAYS AND S		(647,138)	(259,490)	(397,795)	(798,067)	(633,242)	(94,605)	

\* NOTES TO BUDGET: DEPARTMENT 446 HIGHWAYS AND STREETS

- 982.000 HIGHWAY & ST-ROAD CONSTRUCTIO  
 Used for road projects and traffic calming devices at \$50,000. Washtenaw County Road Commission agreement brought to Board for approval in April with a budget amendment. Agreement for Textile flashing beacon crossing approved 3/3/2020 for \$25,605 carryforward to 2022.
- 982.003 HIGHWAYS, STREETS, DRAIN COST  
 Per the estimated amount received from the Drain Commission. Moved to department 445 in compliance with the new chart of accounts. see 101-445-818.025
- 982.004 HIGHWAYS & STREETS LIFT STATI  
 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.

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 701 - PLANNING COMMISSION							
APPROPRIATIONS							
101-701-704.000 *	APPOINTED OFFICIALS	3,812	4,460	7,875	7,875	3,301	9,450
101-701-715.000 *	F.I.C.A./MEDICARE	56	75	137	137	113	138
101-701-718.002 *	DEFERRED COMPENSATION	49	56	123	123	29	123
101-701-958.000 *	MEMBERSHIP AND DUES	400	425	425	425	425	425
TOTAL APPROPRIATIONS		4,317	5,016	8,560	8,560	3,868	10,136
NET OF REVENUES/APPROPRIATIONS - 701 - PLANNING COMMI		(4,317)	(5,016)	(8,560)	(8,560)	(3,868)	(10,136)

\* NOTES TO BUDGET: DEPARTMENT 701 PLANNING COMMISSION

704.000	APPOINTED OFFICIALS	Expenses to compensate seven (7) appointed members of the Planning Commission to attend 15 of 24 scheduled bimonthly meetings at \$75 per diem.					
715.000	F.I.C.A./MEDICARE	Figures provided by the Accounting Director.					
718.002	DEFERRED COMPENSATION	Figures provided by Accounting Director based on 1.30% of payroll.					
958.000	MEMBERSHIP AND DUES	Dues for membership in professional organizations such as American Planning Association (APA) and Michigan Association of Planning (MAP).					

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 702 - ZONING BOARD OF APPEALS							
APPROPRIATIONS							
101-702-704.000 *	APPOINTED OFFICIALS	1,400	1,625	3,000	3,000	3,375	4,500
101-702-715.000 *	F.I.C.A./MEDICARE	33	45	65	65	91	66
101-702-718.002 *	DEFERRED COMPENSATION	16	17	59	59	35	59
101-702-958.000 *	MEMBERSHIP AND DUES	250	250	250	250	250	250
TOTAL APPROPRIATIONS		1,699	1,937	3,374	3,374	3,751	4,875
NET OF REVENUES/APPROPRIATIONS - 702 - ZONING BOARD C		(1,699)	(1,937)	(3,374)	(3,374)	(3,751)	(4,875)

\* NOTES TO BUDGET: DEPARTMENT 702 ZONING BOARD OF APPEALS

704.000	APPOINTED OFFICIALS	Expenses to compensate five (5) appointed members of the Zoning Board of Appeals to attend 8 of the 12 scheduled monthly meetings at \$75 per diem.					
715.000	F.I.C.A./MEDICARE	Figures provided by the Accounting Director.					
718.002	DEFERRED COMPENSATION	Figures provided by Accounting Director based on 1.30% of payroll.					
958.000	MEMBERSHIP AND DUES	Dues for membership in professional organizations such as American Planning Association (APA) and Michigan Association of Planning (MAP).					

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 703 - COMMUNITY DEVELOPMENT							
APPROPRIATIONS							
101-703-705.000 *	SALARY - SUPERVISION	61,452	88,691	98,311	100,690	88,473	101,919
101-703-706.000 *	SALARY - PERMANENT WAGES		42,711	53,012	54,124	41,015	85,540
101-703-707.000	SALARY - TEMPORARY/SEASONAL	6,158		7,000	7,000		
101-703-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	1,062	284		452	451	
101-703-708.010	HEALTH INS BUYOUT	375					
101-703-709.000	REG OVERTIME	102					
101-703-715.000 *	F.I.C.A./MEDICARE	4,824	9,860	12,112	12,428	9,677	14,341
101-703-718.000 *	MERS RETIREMENT	4,664	8,257	8,234	8,309	7,811	11,218
101-703-718.001 *	RETIREMENT HEALTH CARE SAVINGS	988	1,997	2,275	2,275	1,994	3,250
101-703-718.002	DEFERRED COMPENSATION	81		91	91		
101-703-718.003 *	OPEB - RETIREMENT HEALTH						2,216
101-703-719.000 *	HEALTH INSURANCE	6,251	23,755	44,340	44,340	37,567	51,915
101-703-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(506)	(1,719)	(2,925)	(2,925)		(3,825)
101-703-719.015 *	DENTAL BENEFITS	371	965	1,978	1,978	1,755	2,673
101-703-719.016 *	VISION BENEFITS	121	298	552	552	499	538
101-703-719.020 *	HEALTH CARE DEDUCTION	345	2,432	10,723	10,723	4,839	12,955
101-703-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	60	135	146	146	146	221
101-703-719.022 *	DISABILITY INSURANCE	334	569	716	716	607	763
101-703-719.023 *	LIFE INSURANCE	198	305	425	425	395	595
101-703-719.030 *	WORKERS COMPENSATION						375
101-703-727.000 *	OFFICE SUPPLIES	111	596	500	500	215	500
101-703-801.000 *	PROFESSIONAL SERVICES				2,500	300	6,000
101-703-801.003 *	TOWNSHIP PROJECTS-PLANNER	76,122	26,444	15,000	28,111	28,188	5,000
101-703-801.006 *	PROFESSIONAL PLANNING CONTRACT	43,421	13,095	8,000	8,000	600	8,000
101-703-817.000 *	TOWNSHIP PROJECTS ENGINEER	14,983	12,622	15,000	12,500	2,090	10,000
101-703-860.000	TRAVEL	459					
101-703-867.000 *	GAS & OIL	12		1,500	1,500	126	1,000
101-703-900.004 *	SUBSCRIPTIONS & PUBLICATIONS	185	185	200	400	56	200
101-703-935.000 *	MOTORPOOL-MISC REPAIR			2,500	2,500		2,500
101-703-943.000 *	MOTORPOOL INTERNAL			4,889	4,889	4,482	4,889
101-703-956.000 *	MISCELLANEOUS	80	225	250	250		250
101-703-958.000 *	MEMBERSHIP AND DUES	25	873	1,200	1,200	518	2,200
TOTAL APPROPRIATIONS		222,278	232,580	286,029	303,674	231,804	325,233
NET OF REVENUES/APPROPRIATIONS - 703 - COMMUNITY DEVE		(222,278)	(232,580)	(286,029)	(303,674)	(231,804)	(325,233)

\* NOTES TO BUDGET: DEPARTMENT 703 COMMUNITY DEVELOPMENT

705.000	SALARY - SUPERVISION	This line includes the salary of the Planning Director and 12.5% OCS Executive Coordinator positions. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.					
706.000	SALARY - PERMANENT WAGES	Cost for 75% of the Planning & Development Coordinator (\$55,158) and proposed new staff planner position (34,500). 25% is budgeted in the Building Department to offset zoning review of building permits and other support provided.					
708.004	SALARIES PAY OUT-PTO&SICKTIME	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%.					
715.000	F.I.C.A./MEDICARE						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 703 - COMMUNITY DEVELOPMENT							
Figures provided by the Accounting Director.							
718.000	MERS RETIREMENT						
Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%							
718.001	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.							
718.003	OPEB - RETIREMENT HEALTH						
Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number in the department this year, prior year expenditure was in 101-956-876.003.							
719.000	HEALTH INSURANCE						
A decrease of 4.96 percent. Provided by HR							
719.003	EMPLOYEE PAID HEALTH CONTRA						
Amount employees pay toward their health care coverage.							
719.015	DENTAL BENEFITS						
No change for 2022. Provided by H. R.							
719.016	VISION BENEFITS						
A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR							
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. Provided by Accounting Director.							
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.							
719.022	DISABILITY INSURANCE						
A decrease of 24% due to switching to Standard Insurance. Provided by HR							
719.023	LIFE INSURANCE						
No change for 2022. Provided by H.R.							
719.030	WORKERS COMPENSATION						
Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director							
727.000	OFFICE SUPPLIES						
Office supplies for Planning Department staff							

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 703 - COMMUNITY DEVELOPMENT							
801.000	PROFESSIONAL SERVICES						
	Cost of professional services to provide professional meeting minutes for Planning Commission and Zoning Board of Appeals.						
801.003	TOWNSHIP PROJECTS-PLANNER						
	\$15,000 recommended for this line item. This is the residual amount of the contract with Carlisle Wortman to complete the Zoning Ordinance.						
801.006	PROFESSIONAL PLANNING CONTRACT						
	Cost of professional consulting services for planning and zoning issues.						
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.						
867.000	GAS & OIL						
	Fuel & oil charges for Planning Department vehicle.						
900.004	SUBSCRIPTIONS & PUBLICATIONS						
	Subscriptions to professional organizations and publications.						
935.000	MOTORPOOL-MISC REPAIR						
	Covers miscellaneous vehicle repair. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL						
	Cost of motorpool lease for department. Figures provided by the Accounting Director.						
956.000	MISCELLANEOUS						
	Cost of unexpected expenses.						
958.000	MEMBERSHIP AND 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.						



		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 728 - ECONOMIC DEVELOPMENT							
APPROPRIATIONS							
101-728-705.000 *	SALARY - SUPERVISION	36,962		80,000	80,000		
101-728-715.000	F.I.C.A./MEDICARE	2,777		6,120	6,120		
101-728-718.000	MERS RETIREMENT	1,984		3,416	3,416		
101-728-718.001	RETIREMENT HEALTH CARE SAVINGS	625		1,300	1,300		
101-728-719.000	HEALTH INSURANCE	4,882		25,705	25,705		
101-728-719.003	EMPLOYEE PAID HEALTH CONTRA	(375)		(1,800)	(1,800)		
101-728-719.015	DENTAL BENEFITS	155		1,282	1,282		
101-728-719.016	VISION BENEFITS	41		339	339		
101-728-719.020	HEALTH CARE DEDUCTION			5,915	5,915		
101-728-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	27		78	78		
101-728-719.022	DISABILITY INSURANCE	95		382	382		
101-728-719.023	LIFE INSURANCE	57		227	227		
101-728-801.000	PROFESSIONAL SERVICES	6,500					
101-728-956.000	MISCELLANEOUS	286					
TOTAL APPROPRIATIONS		54,016		122,964	122,964		
NET OF REVENUES/APPROPRIATIONS - 728 - ECONOMIC DEVEI		(54,016)		(122,964)	(122,964)		

\* NOTES TO BUDGET: DEPARTMENT 728 ECONOMIC DEVELOPMENT

705.000 SALARY - SUPERVISION

The Economic Development Director position was vacant from 2009 to 2018 until the Township hired a director. The Director stayed from August 2018 until April of 2019 at which time they resigned. The Township did not budget for the position in 2020, but did budget for the position in 2021. The Township decided not fill the position in 2021 due in part to the circumstances related with COVID -19. The Township approved to hire an additional Community Development planner staff person in 2021 which will enable the Community Development Director to spend some time in the Economic Development area. The Township will see how this arrangement works out in 2022.

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 729 - COMMUNITY STABILIZATION APPROPRIATIONS							
101-729-801.023 *	PUBLIC NUISANCE - LEGAL SVCS	698,899	680,960	550,000	550,000	599,999	650,000
101-729-801.024 *	LAND USE ISSUES	255,434	243,122	200,000	200,000	194,940	225,000
101-729-801.400	PROF SERV - SPECIAL LAND PROJECT	14,254					
101-729-832.000	AMERICAN CENTER INNOVATION -ACI		36,690				
101-729-880.050 *	COMMUNITY ORGANIZATION	50,000	60,000	60,000	60,000	60,000	60,000
101-729-961.000 *	RIGHT OF WAY MAINT		10,775	35,000	10,000	1,250	
101-729-961.001 *	MOWING PROPERTIES	75,794	83,210	55,000	80,000	85,033	60,000
101-729-969.010 *	COMMUNITY INVESTMENT	4,000		45,000	45,000		45,000
101-729-969.011 *	COMMUNITY STABILIZATION - LAND BAN	25,247		25,000	25,000		
TOTAL APPROPRIATIONS		1,123,628	1,114,757	970,000	970,000	941,222	1,040,000
NET OF REVENUES/APPROPRIATIONS - 729 - COMMUNITY STAE		(1,123,628)	(1,114,757)	(970,000)	(970,000)	(941,222)	(1,040,000)

\* NOTES TO BUDGET: DEPARTMENT 729 COMMUNITY STABILIZATION

801.023	PUBLIC NUISANCE - LEGAL SVCS Used to track legal services to abate public nuisances.
801.024	LAND USE ISSUES Legal expenses for land use issues, including ordinance review and any zoning challenges.
880.050	COMMUNITY ORGANIZATION Cost to partner with Habitat for Humanity to help enrich and organize neighborhoods. Connect residents to resources.
961.000	RIGHT OF WAY MAINT 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. Not budgeted for 2022.
961.001	MOWING PROPERTIES Used for mowing of properties we receive from County through tax foreclosure and for other Township owned properties.
969.010	COMMUNITY INVESTMENT 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.
969.011	COMMUNITY STABILIZATION - LAND BANK 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. No budget for 2022 and will bring to the Board if necessary.

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 752 - RESIDENT SVCS: ADMINISTRATION							
APPROPRIATIONS							
101-752-705.000 *	SALARY - SUPERVISION	19,020					80,520
101-752-715.000 *	F.I.C.A./MEDICARE	1,397					6,160
101-752-718.000 *	MERS RETIREMENT	981					1,916
101-752-718.001 *	RETIREMENT HEALTH CARE SAVINGS	300					1,300
101-752-719.000 *	HEALTH INSURANCE	2,709					24,431
101-752-719.003 *	EMPLOYEE PAID HEALTH CONTRA						(1,800)
101-752-719.015 *	DENTAL BENEFITS	167					1,283
101-752-719.016 *	VISION BENEFITS	37					249
101-752-719.020 *	HEALTH CARE DEDUCTION						5,915
101-752-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	12					84
101-752-719.022 *	DISABILITY INSURANCE	48					291
101-752-719.023 *	LIFE INSURANCE	28					227
101-752-719.030 *	WORKERS COMPENSATION						99
TOTAL APPROPRIATIONS		24,699					120,675
NET OF REVENUES/APPROPRIATIONS - 752 - RESIDENT SVCS:		(24,699)					(120,675)

\* NOTES TO BUDGET: DEPARTMENT 752 RESIDENT SVCS: ADMINISTRATION

705.000	SALARY - SUPERVISION	Salary for the Residential Service Director which will be split 50% in General Fund and 50% in Environmental Service Fund and for a RSD Assistant Director with 50% of the salary in RSD building operations department 101-265 and 50% in RSD Administration 101-752. A 2.75% increase for non union employees was added for 2022 to match the Teamster Union increase. This is for the Residential Service Director, no increase for vacant RSD assistant director position.					
708.004	SALARIES PAY OUT-PTO&SICKTIME	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%.					
715.000	F.I.C.A./MEDICARE	Residential Service Director split 50% in General Fund and 50% in Environmental Service Fund					
718.000	MERS RETIREMENT	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%					
718.001	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.					
719.000	HEALTH INSURANCE	A decrease of 4.96 percent. Provided by HR					
719.003	EMPLOYEE PAID HEALTH CONTRA	Amount employees pay toward their health care coverage.					
719.015	DENTAL BENEFITS	No change for 2022. Provided by H. R.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST				
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21
Dept 752 - RESIDENT SVCS: ADMINISTRATION						
719.016	VISION BENEFITS	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR				
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. Provided by Accounting Director.				
719.021	ADMIN FEE - HEALTH DEDUCTIBLE	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.				
719.022	DISABILITY INSURANCE	A decrease of 24% due to switching to Standard Insurance. Provided by HR				
719.023	LIFE INSURANCE	No change for 2022. Provided by H.R.				
719.030	WORKERS COMPENSATION	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director				

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 770 - RESIDENT SVCS: PARKS & GROUNDS							
APPROPRIATIONS							
101-770-705.000	SALARY - SUPERVISION	10,290					
101-770-706.000 *	SALARY - PERMANENT WAGES	119,697	160,691	130,707	181,889	163,505	183,998
101-770-707.000 *	SALARY - TEMPORARY/SEASONAL	82,974	44,876	90,000	67,142	60,314	90,000
101-770-707.775 *	SALARY - TEMP. FORD LAKE PARK	81,148	44,874	80,000	67,898	60,311	90,000
101-770-707.776 *	SALARY TEMP FLP GATE STAFF	14,360	19,061	20,000	20,000	15,588	20,000
101-770-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	4,153	4,566	4,000	4,000		7,143
101-770-708.010	HEALTH INS BUYOUT	2,560					
101-770-709.000 *	REG OVERTIME	11,867	6,250	10,000	10,000	6,243	10,000
101-770-715.000 *	F.I.C.A./MEDICARE	12,642	13,855	17,560	19,462	14,557	18,288
101-770-718.000 *	MERS RETIREMENT	18,797	21,207	26,692	26,759	25,527	35,709
101-770-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,794	2,765	3,250	3,250	3,005	3,250
101-770-718.002 *	DEFERRED COMPENSATION	2,432	1,415	2,470	2,470	1,772	2,600
101-770-718.003 *	OPEB - RETIREMENT HEALTH						17,726
101-770-719.000 *	HEALTH INSURANCE	35,008	79,231	87,395	87,395	87,394	83,064
101-770-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(2,738)	(6,000)	(6,000)	(6,000)		(6,000)
101-770-719.015 *	DENTAL BENEFITS	3,221	2,031	4,203	4,203	4,203	4,203
101-770-719.016 *	VISION BENEFITS	738	625	1,131	1,131	723	835
101-770-719.020 *	HEALTH CARE DEDUCTION	6,657	12,446	19,233	19,233	11,097	19,233
101-770-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	120	197	273	273	259	294
101-770-719.022 *	DISABILITY INSURANCE	1,050	764	1,336	1,336	1,230	1,017
101-770-719.023 *	LIFE INSURANCE	624	454	794	794	794	794
101-770-719.025 *	UNEMPLOYMENT EXPENSE	2,172	12,061	5,000	5,000		5,000
101-770-719.030 *	WORKERS COMPENSATION						5,921
101-770-727.000 *	OFFICE SUPPLIES	285	96	250	250	189	250
101-770-741.000 *	BOOT REIMB & UNIFORMS PURCHASE	2,572	3,719	6,500	6,500	3,109	6,500
101-770-741.775 *	BOOT REIMB & UNIFORMS PURCHASE - I	747	794	800	800	341	800
101-770-757.000 *	OPERATING SUPPLIES	1,928	1,984	2,000	2,000	1,859	2,500
101-770-757.775 *	OPERATING SUPP: FORD LAKE PAR	731	1,476	2,000	2,000	948	2,500
101-770-760.000 *	PPE & FIRST AID SUPPLIES			1,500	1,500	293	500
101-770-776.000 *	MAINTENANCE SUPPLIES	22,977	19,399	25,000	25,000	12,435	25,000
101-770-776.010 *	CIVIC CENTER LANDSCAPING	227	236	3,000	3,000	2,597	3,000
101-770-776.775 *	MAINT SUPPLIES: FORD LAKE PAR	5,889	1,478	7,500	7,500	2,758	7,500
101-770-783.004 *	TREE MAINTENANCE	1,050		1,500	1,500		1,500
101-770-818.011 *	MAINTENANCE CONTRACTUAL SRVC	15,257	22,371	20,000	25,000	24,640	25,000
101-770-818.775 *	MAINT-CONTR SVCS - FORD LK PR	3,785	5,575	7,500	12,500	8,535	12,500
101-770-867.000 *	GAS & OIL	17,189	9,302	20,000	17,300	13,969	15,000
101-770-867.775 *	GAS & OIL - FORD LAKE PARK	6,798	3,711	7,000	7,000	5,587	5,000
101-770-920.000 *	UTILITIES - PARKS	4,570	9,564	14,000	11,000	3,641	14,000
101-770-920.775 *	UTILITIES - FORD LAKE PARKS	10,005	12,915	18,500	18,500	10,893	18,500
101-770-935.000 *	MOTORPOOL-MISC REPAIR	873	2,224	5,000	7,000	6,158	5,000
101-770-939.010 *	SMALL EQUIPMENT & PARTS	13,004	8,632	12,000	22,000	21,785	12,000
101-770-939.011 *	Parks Equipment Labor	828		1,000	1,000	137	1,000
101-770-939.030 *	LABOR/FLUID CHRGS - MOTORPOOL	1,200		1,200	1,200		1,200
101-770-941.000 *	EQUIPMENT RENTAL/LEASING	102	2,973	4,300	4,300	3,470	4,300
101-770-942.775	VEHICLE CHARGE - FLP	2,800					
101-770-943.000 *	MOTORPOOL INTERNAL	41,407	31,196	26,331	26,331	24,137	26,331
101-770-943.775 *	MOTORPOOL INTERNAL-FORD L P	41,407	31,196	26,331	26,331	24,137	26,331
101-770-956.000 *	MISCELLANEOUS	304	178	600	600	155	500
101-770-958.000 *	MEMBERSHIP AND DUES		250	250	250	66	250
101-770-977.000	EQUIPMENT	120,374	66,053		17,100	5,051	
TOTAL APPROPRIATIONS		725,875	656,691	712,106	763,697	633,412	810,037
NET OF REVENUES/APPROPRIATIONS - 770 - RESIDENT SVCS:		(725,875)	(656,691)	(712,106)	(763,697)	(633,412)	(810,037)

\* NOTES TO BUDGET: DEPARTMENT 770 RESIDENT SVCS: PARKS & GROUNDS

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 770 - RESIDENT SVCS: PARKS & GROUNDS							
706.000	SALARY - PERMANENT WAGES						
	Salaries for two (2) Crew Leaders, one (1) Laborer and 50% of Mechanic/Equipment Operator, all AFSCME positions. Currently no increase is budgeted for 2022 due to contract negotiation 2022. (Would like to hire 2 part time or one full time Laborer position)						
707.000	SALARY - TEMPORARY/SEASONAL						
	Wages of seasonal employees.						
707.775	SALARY - TEMP. FORD LAKE PARK						
	Wages of seasonal employees working within the Ford Lake Park system. An increase to \$90,000 from prior years original budget of \$80,000.						
707.776	SALARY TEMP FLP GATE STAFF						
	Wages of park gate staff.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	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%.						
709.000	REG OVERTIME						
	Overtime costs, (plowing snow, mowing, etc.)						
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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.						
718.002	DEFERRED COMPENSATION						
	Figures provided by Accounting Director based on 1.30% of payroll.						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number in the department this year, prior year expenditure was in 101-956-876.003.						
719.000	HEALTH INSURANCE						
	A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 770 - RESIDENT SVCS: PARKS & GROUNDS							
719.015	DENTAL BENEFITS No change for 2022. Provided by H. R.						
719.016	VISION BENEFITS A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE No change for 2022. Provided by H.R.						
719.025	UNEMPLOYMENT EXPENSE Figures provided by the Accounting Director.						
719.030	WORKERS COMPENSATION Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES Office supplies for the department.						
741.000	BOOT REIMB & UNIFORMS PURCHASE Cost for uniform purchase and cleaning, as well as boot reimbursement for employees within department.						
741.775	BOOT REIMB & UNIFORMS PURCHASE - FLP Cost of boot reimbursement for employees within department, as well as T-shirts for seasonal employees during the season.						
757.000	OPERATING SUPPLIES Used to purchase safety supplies needed for the parks, as well as trash bags, cans, etc.						
757.775	OPERATING SUPP: FORD LAKE PAR Used to purchase safety supplies needed for Ford Lake Park system.						
760.000	PPE & FIRST AID SUPPLIES						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 770 -	RESIDENT SVCS: PARKS & GROUNDS						
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
776.000	MAINTENANCE SUPPLIES						
	Cost of athletic field paint, rock salt, signs, fall zone material for playgrounds and trailer/equipment tires.						
776.010	CIVIC CENTER LANDSCAPING						
	Used to plant flowers around areas of Township Civic Center.						
776.775	MAINT SUPPLIES: FORD LAKE PAR						
	Used for maintenance supplies (lumber, bolts, stone, signs, etc.) for Ford Lake Park system.						
783.004	TREE MAINTENANCE						
	Cost for maintenance and removal of trees.						
818.011	MAINTENANCE CONTRACTUAL SRVC						
	Used for electrical contractors, weeding/feeding soccer/ball parks and tree removal.						
818.775	MAINT-CONTR SVCS - FORD LK PR						
	Used for electrical contractors, YCUA hydrant usage, Ford Lake Park weeding/feeding soccer/ball parks, tree removal, alarm system, etc.						
867.000	GAS & OIL						
	WEX, Fuelcloud, cost of fuel for work done in parks.						
867.775	GAS & OIL - FORD LAKE PARK						
	WEX, Fuelcloud, cost of fuel for work done in Ford Lake Park System.						
920.000	UTILITIES - PARKS						
	Cost of utilities in parks.						
920.775	UTILITIES - FORD LAKE PARKS						
	Cost of utilities in Ford Lake Park system.						
935.000	MOTORPOOL-MISC REPAIR						
	Covers miscellaneous vehicle repair. Provided by Accounting Director						
939.010	SMALL EQUIPMENT & PARTS						
	Cost to purchase parts for mowers, weed whips, etc.						
939.011	Parks Equipment Labor						
	Cost of labor to repair tractors for field maintenance.						
939.030	LABOR/FLUID CHRGS - MOTORPOOL						
	Cost of antifreeze and other fuel charges from Motorpool. Figures provided by the Accounting Director.						



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 770 - RESIDENT SVCS: PARKS & GROUNDS							
941.000	EQUIPMENT RENTAL/LEASING Cost to rent equipment (rototillers, concrete saws, etc.).						
943.000	MOTORPOOL INTERNAL Cost of motorpool leases for all non-FLP vehicles. Figures provided by the Accounting Director.						
943.775	MOTORPOOL INTERNAL-FORD L P Cost of motorpool leases for Ford Lake Park system. Figures provided by the Accounting Director.						
956.000	MISCELLANEOUS Cost of drug screening and driving records						
958.000	MEMBERSHIP AND DUES Cost of pesticide licensing.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 901 - CAPITAL OUTLAY							
APPROPRIATIONS							
101-901-971.100	CAPITAL OUTLAY - TYLER DAM PROJECT	(21,877)					
101-901-972.000	CAPO NEIGHBORHOOD CAMERA SYSTEM	19,632	9,596		5,396		
101-901-972.200 *	STREET LIGHT -CONSTRUCTION				1,088	1,088	10
101-901-974.100	BUS SHELTER -CAPITAL OUTLAY	30,185	207,073		24,978	23,878	
101-901-975.106	CIVIC CENTER - IMPROVEMENTS		20,896		69,950	69,950	
101-901-975.135 *	CAP OUTLAY - FURNITURE & FIXTURES	38,462	13,332				10,000
101-901-975.141	CIVIC CENTER - ROOF	240,087					
101-901-975.206	CAPITAL OUTLAY - FIRE TRUCK	483,074					
	TOTAL APPROPRIATIONS	789,563	250,897		101,412	94,916	10,010
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY		(789,563)	(250,897)		(101,412)	(94,916)	(10,010)

\* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY

972.200	STREET LIGHT -CONSTRUCTION	This line is for the cost and installation of streetlights approved by the Board. This activity was in 101-272 "Other Functions" and will now be in 101-901 "Capital Outlay" and a budget amendment will be requested per project. Because there is no history, we budgeted \$10 in order for the new line to appear.					
975.135	CAP OUTLAY - FURNITURE & FIXTURES	Needed for furniture replacement.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 999 - OTHER FINANCING USES							
APPROPRIATIONS							
101-999-995.004 *	TRANSFER TO: 398 DEBT 06 BONDS			39,517	39,517	39,517	159,468
101-999-995.213 *	TRANSFER TO BSRII Fund 212	327,000	321,000	315,000	315,000		307,500
101-999-995.236 *	TRANSFER TO COURT 236		510,000	383,109	583,109	583,109	682,057
101-999-995.252	TRANSFER TO HYDRO STATION	79,000	81,000				
	TOTAL APPROPRIATIONS	406,000	912,000	737,626	937,626	622,626	1,149,025
NET OF REVENUES/APPROPRIATIONS - 999 - OTHER FINANCIN		(406,000)	(912,000)	(737,626)	(937,626)	(622,626)	(1,149,025)
* NOTES TO BUDGET: DEPARTMENT 999 OTHER FINANCING USES							
995.004	TRANSFER TO: 398 DEBT 06 BONDS	This line reflects the amount needed from the General Fund for payment deficiencies created by the loss of LDFA captured taxes in order to pay the bond debt obligation in the General Obligation Bond Fund 398. The amount needed from the General Fund is \$159,468.					
995.213	TRANSFER TO BSRII Fund 212	Transfer of fund to BSRII Fund 213 to pay half of the annual and final payment of principal and interest for the Township's road improvement bond. The original 2013 road improvement bond was \$6 million at an interest rate of 1.75%.					
995.236	TRANSFER TO COURT 236	THIS IS THE AMOUNT THE COURT HAS REQUESTED FROM THE GENERAL FUND IN ORDER TO BALANCE.					
ESTIMATED REVENUES - FUND 101		9,639,658	10,229,901	8,976,505	9,963,201	8,612,263	10,061,627
APPROPRIATIONS - FUND 101		9,339,632	9,570,243	8,976,505	9,963,201	8,162,948	10,061,627
NET OF REVENUES/APPROPRIATIONS - FUND 101		300,026	659,658			449,315	

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 000							
ESTIMATED REVENUES							
206-000-403.000 *	CURRENT PROPERTY TAXES	3,894,965	4,198,964	4,301,822	4,301,822	4,327,142	4,570,215
206-000-403.001 *	CURRENT TAXES FIRE PENSION	1,722,956	1,820,176	1,872,010			
206-000-403.002 *	CURRENT TAXES CAPITAL IMPROVEMENT	627,936	676,965	694,614			
206-000-404.000 *	ESA REIMBURSEMENT PEN	6,054	8,823	6,000			
206-000-404.001 *	ESA REIMBURSEMENT OP	15,605	13,934	10,000	10,000	13,960	13,900
206-000-404.002 *	ESA REIMBURSEMENT CAPITAL IMPROVE		2,250	2,000			
206-000-412.000 *	DELINQUENT PERS PROPERTY TAX	2,653	7,256				3,000
206-000-412.005 *	DELQUENT PERS PROP-FIRE PENSI	1,167	3,181				
206-000-412.006 *	DELQUENT PPT-FIRE CAPITAL	428	1,187				
206-000-414.000 *	CUR PROPERTY TAX ADJUSTMENTS	(2,176)	(14,362)			15,908	
206-000-414.001 *	CUR PROPERTY TAX ADJ PEN	(1,132)	(6,604)				
206-000-414.011 *	CUR PROPERTY TAX ADJ CAP IMP	(809)	(3,255)				
206-000-432.000 *	IN LIEU OF TAXES - CLARK TOWERS	6,100	6,120	6,000	6,000	6,110	6,000
206-000-476.491 *	FIRE PROTECT PERMT	550	100	750	750	550	750
206-000-528.000 *	OTHER FEDERAL GRANTS		468,317			92,528	
206-000-607.011 *	FIRE PLAN REVIEW - CHG FOR SERVICE	1,395	900	1,000	1,000	1,275	1,000
206-000-607.012 *	ADDRESS ASSIGN - CHG FOR SERVICES		45	500	500	60	200
206-000-607.270 *	LIQUOR INSPECT - CHG FOR SERVICES			1,000	1,000		1,000
206-000-665.000 *	INTEREST EARNED	42,290	1,501	2,000	2,000	178	500
206-000-674.000	CONTRIBUTIONS & DONATIONS					50	
206-000-676.012 *	INSURANCE REIMBURSEMENTS	8,726	2,418			6,824	
206-000-683.000	OTHER INCOME-MISCELLANEOUS	1,880	2,085			693	
206-000-693.002	SALES OF FIXED ASSESTS - EQUIP.					4,557	
206-000-699.999	APPROPRIATED PRIOR YEAR BAL				17,307		
TOTAL ESTIMATED REVENUES		6,328,588	7,190,001	6,897,696	4,340,379	4,469,835	4,596,565
NET OF REVENUES/APPROPRIATIONS - 000 -		6,328,588	7,190,001	6,897,696	4,340,379	4,469,835	4,596,565

\* NOTES TO BUDGET: DEPARTMENT 000

403.000 CURRENT PROPERTY TAXES  
 Tax Revenue based on millage levy of 3.1250. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. A 3.3% increase from prior year TV assumptions.

403.001 CURRENT TAXES FIRE PENSION  
 Moved to a separate fund for pension millage. See FIRE PENSION & OPEB MILLAGE FUND 216

403.002 CURRENT TAXES CAPITAL IMPROVEMENT  
 Moved to separate capital improvement millage fund. See FIRE SPECIAL MILLAGE CAPITAL FUND 217

404.000 ESA REIMBURSEMENT PEN  
 Moved to a separate fund for pension millage. See FIRE PENSION & OPEB MILLAGE FUND 216

404.001 ESA REIMBURSEMENT OP  
 State calculated reimbursement for personal property loss due to small business exemptions

404.002 ESA REIMBURSEMENT CAPITAL IMPROVE  
 Moved to separate capital improvement millage fund. See FIRE SPECIAL MILLAGE CAPITAL FUND 217

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 000							
412.000	DELINQUENT PERS PROPERTY TAX Delinquent personal property revenue collected by the Treasurer.						
412.005	DELQUENT PERS PROP-FIRE PENSI Moved to a separate fund for pension millage. See FIRE PENSION & OPEB MILLAGE FUND 216						
412.006	DELQUENT PPT-FIRE CAPITAL Moved to separate capital improvement millage fund. See FIRE SPECIAL MILLAGE CAPITAL FUND 217						
414.000	CUR PROPERTY TAX ADJUSTMENTS Current year tax adjustments made by Board of Review						
414.001	CUR PROPERTY TAX ADJ PEN Moved to a separate fund for pension millage. See FIRE PENSION & OPEB MILLAGE FUND 216						
414.011	CUR PROPERTY TAX ADJ CAP IMP Moved to separate capital improvement millage fund. See FIRE SPECIAL MILLAGE CAPITAL FUND 217						
432.000	IN LIEU OF TAXES - CLARK TOWERS Revenues from PILOT for Clark East Towers						
476.491	FIRE PROTECT PERMT Fees charged for non-business licenses for fire alarm/fire suppression systems inspections						
528.000	OTHER FEDERAL GRANTS This line is for federal grant funds received in 2020 and 2021 for First Responder Hazard Pay Premiums Program (FRHPPP) and Public Safety and Public Health Reimbursement Program (PSPHPR) - Federal Coronavirus Relief Funds. No additional funds anticipated for 2022						
607.011	FIRE PLAN REVIEW - CHG FOR SERVICES Fees charged for plan reviews						
607.012	ADDRESS ASSIGN - CHG FOR SERVICES Fees charged for an address assignment for a residence or business.						
607.270	LIQUOR INSPECT - CHG FOR SERVICES Fees charged for business liquor license inspections.						
665.000	INTEREST EARNED Interest earned on cash accounts.						
676.012	INSURANCE REIMBURSEMENTS Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 269 - CIVIL SERVICE COMMISSION							
APPROPRIATIONS							
206-269-704.000 *	APPOINTED OFFICIALS	495	885	2,500	2,500	540	2,500
206-269-706.000 *	SALARY - PERMANENT WAGES	225		400	400		400
206-269-715.000 *	F.I.C.A./MEDICARE	27	39	150	150	23	42
206-269-718.000 *	MERS RETIREMENT	65	35	100	100	33	
206-269-718.002 *	DEFERRED COMPENSATION	6	6	50	50	4	38
206-269-801.000 *	PROFESSIONAL SERVICES	8,210	8,037	10,000	10,000	1,335	10,000
206-269-900.000 *	PUBLISHING			1,500	1,500		1,500
	TOTAL APPROPRIATIONS	9,028	9,002	14,700	14,700	1,935	14,480
NET OF REVENUES/APPROPRIATIONS - 269 - CIVIL SERVICE		(9,028)	(9,002)	(14,700)	(14,700)	(1,935)	(14,480)

\* NOTES TO BUDGET: DEPARTMENT 269 CIVIL SERVICE COMMISSION

704.000	APPOINTED OFFICIALS	Salaries of Civil Service Commission appointed officials					
706.000	SALARY - PERMANENT WAGES	Salary of secretary to the Commission					
715.000	F.I.C.A./MEDICARE	Social Security and Medicare taxes provided by the Accounting Director.					
718.000	MERS RETIREMENT	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%					
718.002	DEFERRED COMPENSATION	Figures provided by Accounting Director based on 1.30% of payroll.					
801.000	PROFESSIONAL SERVICES	This line is used for testing and legal service related to the Civil Service.					
900.000	PUBLISHING	Cost to publish notifications.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 334 - PENSION & INSURANCE							
APPROPRIATIONS							
206-334-876.003 *	OPEB FUNDING- RETIREE HEALTH	767,327	753,617	700,000			
206-334-876.004 *	RETIREMENT-FIRE DEPT	998,711	1,508,393	1,172,010			
	TOTAL APPROPRIATIONS	<u>1,766,038</u>	<u>2,262,010</u>	<u>1,872,010</u>			
NET OF REVENUES/APPROPRIATIONS - 334 - PENSION & INSU		(1,766,038)	(2,262,010)	(1,872,010)			

\* NOTES TO BUDGET: DEPARTMENT 334 PENSION & INSURANCE

876.003 OPEB FUNDING- RETIREE HEALTH  
 Moved to a separate fund for pension millage. See FIRE PENSION & OPEB MILLAGE FUND 216

876.004 RETIREMENT-FIRE DEPT  
 Moved to a separate fund for pension millage. See FIRE PENSION & OPEB MILLAGE FUND 216

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 336 - FIRE							
APPROPRIATIONS							
206-336-705.000 *	SALARY - SUPERVISION	86,655	88,834	91,072	93,298	82,277	95,917
206-336-705.002 *	SALARIES OFFICERS	505,054	535,989	476,019	476,019	491,171	557,731
206-336-706.000 *	SALARY - PERMANENT WAGES	1,088,808	1,111,893	1,199,752	1,199,752	1,055,751	1,240,855
206-336-706.011 *	PERMANENT WAGES- FIRE CLERICA	50,902	52,404	52,416	53,259	36,123	53,705
206-336-706.016	FRHPPP - CARES GRANT		27,000				
206-336-706.100	NEGOTIATED CONTRACT ADJUSTMENT	15,306				962	
206-336-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	48,766	43,642	57,026	57,026	49,425	57,556
206-336-708.005 *	SALARIES PAY OUT OF RETIREES	8,071	12,548	5,000	18,008		21,867
206-336-708.007 *	FIRE COMP TIME PAYOUT	21,730	47,035	116,328	116,328	22,728	132,006
206-336-708.008 *	RETIREE TIME PAYOUTS	24,159	45,131	9,174	9,174	24,881	160,058
206-336-708.010 *	HEALTH INS BUYOUT	9,000	9,000	9,000	9,000	4,500	9,000
206-336-708.200 *	FF CLOTHING ALLOWANCE	5,508	12,908	12,700	12,700		16,600
206-336-708.206 *	FF FOOD ALLOWANCE	27,101	25,990	24,700	24,700		25,350
206-336-709.000 *	REG OVERTIME	75,381	109,787	92,250	92,250	112,276	92,250
206-336-709.001 *	HOLIDAY OVERTIME	37,746	45,378	21,500	21,500	38,307	21,500
206-336-709.002 *	SALARY - CONTRACTUAL OVERTIME	126,714	132,169	132,996	132,996	123,275	144,123
206-336-715.000 *	F.I.C.A./MEDICARE	161,140	173,979	191,066	192,296	153,687	217,789
206-336-717.000 *	SALARIES HOLIDAY PAY	72,067	80,811	81,335	81,335	65,589	86,382
206-336-718.000 *	MERS RETIREMENT	14,921	14,994	21,375	21,375	20,888	29,634
206-336-718.001 *	RETIREMENT HEALTH CARE SAVINGS	25,750	46,800	46,800	46,800	46,440	63,960
206-336-718.003 *	OPEB - RETIREMENT HEALTH						17,726
206-336-719.000 *	HEALTH INSURANCE	456,641	486,901	476,388	476,388	494,604	467,436
206-336-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(38,274)	(32,850)	(32,400)	(32,400)		(34,200)
206-336-719.005 *	HOSPITAL PHYSICALS	13,926	13,487	15,000	15,000	12,269	15,000
206-336-719.010 *	HEALTH CARE TAX		173	500	500	180	200
206-336-719.015 *	DENTAL BENEFITS	26,106	23,535	25,757	25,757	25,610	26,926
206-336-719.016 *	VISION BENEFITS	5,886	6,279	6,901	6,901	6,385	5,507
206-336-719.020 *	HEALTH CARE DEDUCTION	84,667	69,632	121,380	121,380	74,273	130,235
206-336-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	2,094	2,024	2,160	2,160	1,995	2,000
206-336-719.022 *	DISABILITY INSURANCE	382	382	382	382	279	291
206-336-719.023 *	LIFE INSURANCE	13,275	13,109	14,477	14,477	12,823	14,742
206-336-719.030 *	WORKERS COMPENSATION	73,448	66,265	80,943	80,943	54,106	75,744
206-336-727.000 *	OFFICE SUPPLIES	1,766	2,367	2,000	2,000	1,172	2,000
206-336-727.300 *	COVID-19 SUPPLIES & EQUIP		31,374	60,000	60,000	31,249	30,000
206-336-730.000 *	POSTAGE	236	440	500	500	306	500
206-336-741.000 *	UNIFORMS - LAUNDRY & CLEANING	14,638	14,713	15,000	15,000	13,275	17,000
206-336-741.001 *	UNIFORMS-NEW AND BADGES	4,675	9,634	10,500	10,500	4,010	10,500
206-336-741.100 *	FIRE PROTECTIVE GEAR	19,074	14,404	10,000	10,000	4,617	10,000
206-336-741.200 *	FIRE/RESCUE GEN OP EQUIP	2,916	9,665	10,000	10,000	4,857	10,000
206-336-742.000 *	FIRE PREVENTION MATERIALS	3,332	2,774	3,500	3,500	1,951	3,500
206-336-757.000 *	OPERATING SUPPLIES	14,195	15,170	14,000	13,000	9,830	14,000
206-336-757.004 *	MEDICAL SUPPLIES	10,660	11,664	10,000	11,000	10,866	10,000
206-336-757.005 *	FIRE INVESTIGATION	667	11,364	2,000	2,000	1,636	2,000
206-336-757.006 *	OPERATING SUPPLIES/TOOLS	274	458	500	500	355	500
206-336-800.001 *	ADMINSTRATION FEES	74,295	74,406	82,125	82,125	68,215	83,289
206-336-801.000 *	PROFESSIONAL SERVICES	31,917		15,000	15,000		110,000
206-336-857.000 *	COMMUNICATIONS	6,176	7,068	8,000	8,000	3,872	8,000
206-336-857.001 *	COMMUNICATIONS - DISPATCH	77,368	80,588	83,600	83,600	79,557	89,000
206-336-867.000 *	GAS & OIL	29,784	19,718	30,000	30,000	29,516	34,500
206-336-900.000 *	PUBLISHING	96		1,000	1,000		1,000
206-336-920.004 *	UTILITIES HEAT	11,243	7,715	15,000	11,000	7,044	15,000
206-336-920.005 *	UTILITIES LIGHT	21,179	22,091	22,000	24,000	21,532	24,000
206-336-920.006 *	UTILITIES TELEPHONE	19,339	21,310	20,000	22,000	19,968	22,000
206-336-920.007 *	UTILITIES WATER AND SEWER	3,850	5,106	4,000	4,000	4,849	4,500
206-336-931.005 *	BLDG MAINTENANCE STATION #1	8,718	7,959	9,000	11,000	9,943	9,000
206-336-931.007 *	BLDG MAINTENANCE STATION #3	6,450	3,186	4,000	4,000	2,981	4,000



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 336 - FIRE							
APPROPRIATIONS							
206-336-931.008 *	BLDG MAINTENANCE STATION #4	7,820	5,642	4,000	4,000	2,194	4,000
206-336-933.000 *	EQUIPMENT MAINTENANCE	1,105	2,962	3,000	3,000	862	3,000
206-336-933.001 *	MAINTENANCE CONTRACTS	18,904	9,772	10,000	10,000	6,317	10,000
206-336-935.001 *	AUTO & TRUCK MAIN STATION #1	91,441	67,549	60,000	65,800	53,147	60,000
206-336-935.003 *	AUTO & TRUCK MAIN STATION #3	20,788	17,951	22,000	14,200	4,780	20,000
206-336-935.004 *	AUTO & TRUCK MAIN STATION #4	24,322	29,244	22,000	22,000	18,243	20,000
206-336-939.040 *	FIRE HYDRANT CHARGE			2,700	2,700	2,480	3,000
206-336-943.000 *	MOTORPOOL INTERNAL	59,522	59,522	59,522	59,522	54,562	59,522
206-336-955.001 *	INSURANCE & BONDS FLEET	35,190	38,598	40,854	40,854	35,379	40,491
206-336-956.000	MISCELLANEOUS	209	420	500	500		500
206-336-956.010	TAX REFUND EXPENSE			500	500		500
206-336-958.000 *	MEMBERSHIP AND DUES	3,229	4,115	5,000	5,000	1,655	5,000
206-336-960.000 *	EDUCATION AND TRAINING	16,209	2,144	15,000	15,000	12,662	15,000
TOTAL APPROPRIATIONS		3,684,517	3,876,322	4,028,798	4,046,105	3,534,686	4,503,192
NET OF REVENUES/APPROPRIATIONS - 336 - FIRE		(3,684,517)	(3,876,322)	(4,028,798)	(4,046,105)	(3,534,686)	(4,503,192)

\* NOTES TO BUDGET: DEPARTMENT 336 FIRE

705.000	SALARY - SUPERVISION	Salary of the Fire Chief is increased by 2.75% same as Fire union contract.					
705.002	SALARIES OFFICERS	Salaries of the Fire Marshal, 3 Captains, & 3 Lieutenants. Increase of 2.75% per contract					
706.000	SALARY - PERMANENT WAGES	Salaries of 19 career firefighters. Increase of 2.75% per contract.					
706.011	PERMANENT WAGES- FIRE CLERICA	Salary of AFSCME clerical staff. No increase budgeted as contracts are in negotiation.					
708.004	SALARIES PAY OUT-PTO&SICKTIME	Cost for payouts of PTO or sick time to firefighters who have over 2400 hours at 75%.					
708.005	SALARIES PAY OUT OF RETIREES	Payouts to employees who are eligible for the Deferred Retirement Option Plan (DROP). Employees hired before 1/1/2014 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 25 years of credited service.					
708.007	FIRE COMP TIME PAYOUT	Cost of banked comp time to firefighters can be paid out twice a year. The max hours to hold is 480 and this comp time is in lieu of overtime paid out at 100%.					
708.008	RETIREE TIME PAYOUTS	Cost of payout of retiree or long term leave to firefighters.					
708.010	HEALTH INS BUYOUT						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 336 - FIRE							
	Health insurance buyout for employees who receive health insurance through another source.						
708.200	FF CLOTHING ALLOWANCE  Annual clothing allowance for employees per union agreement. Increase of \$100 per firefighter and fire marshal in 2022 per union contract. Provided by Human Resource.						
708.206	FF FOOD ALLOWANCE  Annual cost of employee meals per union agreement. Provided by Human Resouce.						
709.000	REG OVERTIME  Regular overtime costs for firefighters per union agreement. Provided by Human Resource.						
709.001	HOLIDAY OVERTIME  Holiday overtime costs for employees per union agreement. Provided by Human Resource.						
709.002	SALARY - CONTRACTUAL OVERTIME  Contractual Fair Labor Standards Act (FLSA overtime to firefighters. Provided by Human Resource.						
715.000	F.I.C.A./MEDICARE  Social Security and Medicare taxes provided by the Accounting Director.						
717.000	SALARIES HOLIDAY PAY  Annual cost of holiday pay for firefighters. Provided by Human Resource						
718.000	MERS RETIREMENT  Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%. This is for the one (1) clerical position.						
718.001	RETIREMENT HEALTH CARE SAVINGS  Amount placed into a health care savings account for future use in health care expense for employees hired after 1/1/2014. An annual increase of \$650 per firefighter per contract.						
718.003	OPEB - RETIREMENT HEALTH  Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number in the department.						
719.000	HEALTH INSURANCE  A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA  Amount employees pay toward their health care coverage.						
719.005	HOSPITAL PHYSICALS						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 336 - FIRE							
	Annual cost for employees respiratory testing and physicals.						
719.010	HEALTH CARE TAX						
	Fees charged by health care providers for admin cost above the per employee per month cost and any federal taxes not included in the premium.						
719.015	DENTAL BENEFITS						
	No change for 2022						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Cost of office supplies for the department.						
727.300	COVID-19 SUPPLIES & EQUIP						
	Cost of supplies, equipment, and logistics to support safety measures for staff.						
730.000	POSTAGE						
	Cost of postage for the department.						
741.000	UNIFORMS - LAUNDRY & CLEANING						
	Cost of cleaning of employee uniforms, bedding, sheets and towels.						
741.001	UNIFORMS-NEW AND BADGES						
	Annual cost for purchasing dress uniforms, hats, badges, and accessories for employees.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 336 - FIRE							
741.100	FIRE PROTECTIVE GEAR Cost for purchasing firefighting protective equipment and gear.						
741.200	FIRE/RESCUE GEN OP EQUIP Cost of capital improvements made for confined rescue equipment.						
742.000	FIRE PREVENTION MATERIALS Cost of fire prevention/demonstration materials.						
757.000	OPERATING SUPPLIES Cost of departmental supplies.						
757.004	MEDICAL SUPPLIES Cost to replenish EMS supplies on fire vehicles.						
757.005	FIRE INVESTIGATION Cost of fire investigative manuals, equipment, supplies, smoke alarms and drone surveillance unit for investigative and research purposes.						
757.006	OPERATING SUPPLIES/TOOLS Cost of supplies and batteries necessary for firefighting equipment.						
800.001	ADMINISTRATION FEES Admin fees are paid to the General Fund for service provided by Human Resource, Accounting, Computer Tech, Auditing and other support personnel and shared expenses. Allocations are based on wages of the support and maintenance staff, floor space, staffing levels, computers, phones, etc. Provided by the Account Director.						
801.000	PROFESSIONAL SERVICES Cost of legal, professional and administrative services provided to the Departmen budgeted at \$15,000. An additional \$95,000 is added for an independent contractor to service as Fire Marshal to assist an interim Fire Marshal until they receive all credentials.						
857.000	COMMUNICATIONS Cost of maintenance and service of department radios (portable, mobile).						
857.001	COMMUNICATIONS - DISPATCH Cost of dispatching services contracted with Emergent Health (HVA).						
867.000	GAS & OIL Gas and oil for department vehicles. Increase due to price increases.						
900.000	PUBLISHING Cost of electronic and print publications for postings.						
920.004	UTILITIES HEAT						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 336 - FIRE							
	Heating of all department stations/facilities.						
920.005	UTILITIES LIGHT Electricity for department stations/facilities.						
920.006	UTILITIES TELEPHONE Telephone/internet service to department facilities.						
920.007	UTILITIES WATER AND SEWER Water/sewer services to department facilities.						
931.005	BLDG MAINTENANCE STATION #1 Cost of building maintenance and repairs for Station #1.						
931.007	BLDG MAINTENANCE STATION #3 Cost of building maintenance and repairs for Station #3.						
931.008	BLDG MAINTENANCE STATION #4 Cost of building maintenance and repairs for Station #4.						
933.000	EQUIPMENT MAINTENANCE Maintenance/testing costs for SCBA, JAWS & fire extinguishers.						
933.001	MAINTENANCE CONTRACTS Maintenance contracts for copiers, sirens, generators, etc.						
935.001	AUTO & TRUCK MAIN STATION #1 Maintenance and repairs of autos and trucks at Station #1/Ford Blvd.						
935.003	AUTO & TRUCK MAIN STATION #3 Maintenance and repairs of autos and trucks at Station #3/Hewitt St.						
935.004	AUTO & TRUCK MAIN STATION #4 Maintenance and repairs of autos and trucks at Station #4/Textile Rd.						
939.040	FIRE HYDRANT CHARGE YCUA charges for hydrant maintenance (\$1 X 2700 hydrants).						
943.000	MOTORPOOL INTERNAL Debt payment to Motor Pool for fire/rescue engine purchase in 2015. Annual payment of \$59,522 with a balance at 12/31/2022 of \$178,532						
955.001	INSURANCE & BONDS FLEET						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 336 - FIRE	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES Firefighter membership fees and dues (IAFC, IAAI, NFPA, MFIS, etc.).						
960.000	EDUCATION AND TRAINING Education and training of department personnel.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 901 - CAPITAL OUTLAY							
APPROPRIATIONS							
206-901-971.008 *	CAPTL OUTLAY -IMPROVEMENT		63,842	325,000			
206-901-976.005	CAPITAL OUTLAY FIRE STATION	12,662		55,000			
206-901-979.000	CAPITAL OUTLAY FIRE APPARATUS	523,700	488,104	53,000			
206-901-980.001	COMPUTER/COMM/FURNISHING	7,000	10,193	67,000			
	TOTAL APPROPRIATIONS	543,362	562,139	500,000			
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY		(543,362)	(562,139)	(500,000)			

\* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY

971.008	CAPTL OUTLAY -IMPROVEMENT						
	Moved to separate capital improvement millage fund. See FIRE SPECIAL MILLAGE CAPITAL FUND 217						
ESTIMATED REVENUES - FUND 206		6,328,588	7,190,001	6,897,696	4,340,379	4,469,835	4,596,565
APPROPRIATIONS - FUND 206		6,002,945	6,709,473	6,415,508	4,060,805	3,536,621	4,517,672
NET OF REVENUES/APPROPRIATIONS - FUND 206		325,643	480,528	482,188	279,574	933,214	78,893

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 000							
ESTIMATED REVENUES							
208-000-637.007 *	HANDBALL COURT FEES	6,106	2,556	6,000	6,000	2,003	5,000
208-000-665.000 *	INTEREST EARNED	574	93	300	300	2	
208-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			2,522	2,522		3,822
	TOTAL ESTIMATED REVENUES	<u>6,680</u>	<u>2,649</u>	<u>8,822</u>	<u>8,822</u>	<u>2,005</u>	<u>8,822</u>
NET OF REVENUES/APPROPRIATIONS - 000 -		<u>6,680</u>	<u>2,649</u>	<u>8,822</u>	<u>8,822</u>	<u>2,005</u>	<u>8,822</u>

\* NOTES TO BUDGET: DEPARTMENT 000

637.007	HANDBALL COURT FEES	Funds generated by the rental of the racquetball/wallyball courts located at the Community Center.					
665.000	INTEREST EARNED	Interest earned on funds deposited in the bank.					
699.999	APPROPRIATED PRIOR YEAR BAL	Amount needed from Fund Balance.					



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 751 - PARKS							
APPROPRIATIONS							
208-751-703.000 *	SALARIES - ELECTED OFFICIALS	3,500	4,200	8,100	8,100	5,625	8,100
208-751-715.000 *	F.I.C.A./MEDICARE	51	66	117	117	82	117
208-751-718.002 *	DEFERRED COMPENSATION	46	54	105	105	73	105
208-751-958.000 *	MEMBERSHIP AND DUES	500	500	500	500	500	500
	TOTAL APPROPRIATIONS	4,097	4,820	8,822	8,822	6,280	8,822
NET OF REVENUES/APPROPRIATIONS - 751 - PARKS		(4,097)	(4,820)	(8,822)	(8,822)	(6,280)	(8,822)
* NOTES TO BUDGET: DEPARTMENT 751 PARKS							
703.000	SALARIES - ELECTED OFFICIALS	Per diem compensation for the seven elected Park Commissioners.					
715.000	F.I.C.A./MEDICARE	Figures provided by the Accounting Director.					
718.002	DEFERRED COMPENSATION	Figures provided by Accounting Director based on 1.30% of payroll.					
958.000	MEMBERSHIP AND DUES	This line item covers the annual membership with the Michigan Parks and Recreation Association.					
ESTIMATED REVENUES - FUND 208		6,680	2,649	8,822	8,822	2,005	8,822
APPROPRIATIONS - FUND 208		4,097	4,820	8,822	8,822	6,280	8,822
NET OF REVENUES/APPROPRIATIONS - FUND 208		2,583	(2,171)			(4,275)	

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
ESTIMATED REVENUES							
213-000-403.000 *	CURRENT PROPERTY TAXES	1,253,948	1,351,766	1,384,583	1,384,583	1,392,978	1,471,097
213-000-404.001 *	ESA REIMBURSEMENT OP	5,606	4,485			4,493	4,400
213-000-412.000	DELINQUENT PERS PROPERTY TAX	(1,202)	2,369				
213-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	(853)	(4,883)			5,120	
213-000-522.001 *	COMMUNITY DEV BLOCK GRANT CDB	4,500	1,500		152,200	152,200	
213-000-566.000	MI STATE GRANT - REC&PARKS		10,000		2,500	2,500	
213-000-569.023	STATE GRANT - DNR				247,965		
213-000-581.000	COUNTY GRANT	19,544					
213-000-581.002	COUNTY GRANT - PARK	14,885					
213-000-581.003	COUNTY GRANT - CONNECTING	311,598	249,827				
213-000-581.004 *	CNTY GRANT - CONNECT HURON #1						150,000
213-000-585.000	CONTRIBUTIONS - LOCAL SCHOOL	40,000					
213-000-607.015 *	BICYCLE PATH FEE	15,672	15,894	10,000	10,000	17,311	10,000
213-000-665.000 *	INTEREST EARNED	13,661	1,384			66	200
213-000-674.000	CONTRIBUTIONS & DONATIONS				9,000	4,500	
213-000-675.025	ART SERAFINSKI SCHOLARSHIP FUND		10,976			240	
213-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	327,000	321,000	315,000	315,000		307,500
213-000-699.999	APPROPRIATED PRIOR YEAR BAL				340,280		35,515
	TOTAL ESTIMATED REVENUES	2,004,359	1,964,318	1,709,583	2,461,528	1,579,408	1,978,712
NET OF REVENUES/APPROPRIATIONS - 000 -		2,004,359	1,964,318	1,709,583	2,461,528	1,579,408	1,978,712

\* NOTES TO BUDGET: DEPARTMENT 000

403.000	CURRENT PROPERTY TAXES	Tax Revenue based on millage levy of 1.0059. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. A 3.3% increase from prior year TV assumptions.					
404.001	ESA REIMBURSEMENT OP	State calculated reimbursement for personal property loss due to small business exemptions.					
522.001	COMMUNITY DEV BLOCK GRANT CDB	Community Center Flooring project complete in 2021. No budget for 2022 projects.					
581.004	CNTY GRANT - CONNECT HURON #1	This is the expected connecting communities grant from Washtenaw County Parks and Recreation for Phase 1 of Huron Street pathway.					
607.015	BICYCLE PATH 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.					
665.000	INTEREST EARNED	Interest earned on accounts. Figures provided by the Accounting Director.					
699.101	TRANSFER IN: FROM GENERAL FUND	Transfer in of funds from General Fund to pay half of the annual and final payment of principal and interest for the Township's road improvement bond. The original 2013 road improvement bond was \$6 million at an interest rate of 1.75%.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 753 - BIKE, SIDEWALK, ROAD, REC & GF							
APPROPRIATIONS							
213-753-757.775 *	OPERATING SUPP: FORD LAKE PAR		998	2,300	2,300	1,927	2,300
213-753-801.000 *	PROFESSIONAL SERVICES	31,405	19,050	20,000	45,735	17,266	20,000
213-753-801.300	PROF SERV - SKATE PARK	34,125					
213-753-931.004 *	REPAIRS & MAINTENANCE - PARKS	11,333	12,802	20,000	20,000	18,572	20,000
213-753-931.775 *	REPAIRS - FORD LAKE PARKS	17,583	2,165	20,000	20,000	17,325	20,000
213-753-963.700	ART SERAFINSKI SCHOLARSHIP PROGRAM		3,370				
213-753-977.000 *	EQUIPMENT	9,838			89,400		89,372
213-753-982.006 *	HIGHWAYS & STREETS & SIDEWALKS	55,562	41,616	50,000	60,000	51,229	50,000
213-753-995.230 *	TRANSFER TO: RECREATION FUND	475,000	468,519	482,890	482,890	300,000	367,800
213-753-995.584 *	CONTRIBUTION TO GOLF COURSE	125,000	135,000	184,650	85,250		208,505
TOTAL APPROPRIATIONS		759,846	683,520	779,840	805,575	406,319	777,977
NET OF REVENUES/APPROPRIATIONS - 753 - BIKE, SIDEWALK,		(759,846)	(683,520)	(779,840)	(805,575)	(406,319)	(777,977)

\* NOTES TO BUDGET: DEPARTMENT 753 BIKE, SIDEWALK, ROAD, REC & GF

757.775	OPERATING SUPP: FORD LAKE PAR	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.					
801.000	PROFESSIONAL SERVICES	This line is used for professional service for the parks such as engineering, design, grant assistance and reviews. No change in 2022					
931.004	REPAIRS & MAINTENANCE - PARKS	Repairs and maintenance in non-Ford Lake parks.					
931.775	REPAIRS - FORD LAKE PARKS	Repairs and maintenance in Ford Lake parks. No change from the 2021 original budget					
977.000	EQUIPMENT	This is for the purchase of a Toro groundmaster mower & cart approved at the 11/2/21 Board meeting. The purchase order has been prepared and the mower and cart will be delivered in 2022. Therefore this will be a carryforward as the equipment will not be delivered until 2022.					
982.006	HIGHWAYS & STREETS & SIDEWALKS	Dust control, street sweeping, limestone lift on Township roads and sidewalk replacement.					
995.230	TRANSFER TO: RECREATION FUND	Transfer made to Fund 230 - Recreation for operational expenses.					
995.584	CONTRIBUTION TO GOLF COURSE	Transfer made to Fund 584 - Golf Course for operational expenses.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 901 - CAPITAL OUTLAY							
APPROPRIATIONS							
213-901-974.034	CAP OUTLAY/SUGARBROOK PARK				11,500	4,696	
213-901-975.587	LOONFEATHER PARK		26,446		544,772	214,437	
213-901-975.600	CAPITAL LANDSCAPE & TREES		5,465		6,000	5,875	
213-901-975.795	PARK IMPROVEMENTS	68,975	246,707				
213-901-976.008 *	CAPITAL OUTLAY - COMMUNITY CT	25,370	7,843		152,200	150,851	
213-901-977.000	EQUIPMENT	32,153					
213-901-986.007	CAPITAL OUTLAY - PATHWAY	367,046	280,326				
213-901-986.009 *	CAPITAL - PATHWAY HURON #1		38,018		1,738	1,690	412,689
213-901-986.010 *	HURON BRIDGE PATHWAY				10,000		173,046
	TOTAL APPROPRIATIONS	493,544	604,805		726,210	377,549	585,735
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY		(493,544)	(604,805)		(726,210)	(377,549)	(585,735)

\* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY

976.008	CAPITAL OUTLAY - COMMUNITY CT	Community Center flooring complete in 2021.				
986.009	CAPITAL - PATHWAY HURON #1	Huron Street Pathway Phase #1, from Joe Hall Drive south to S. Huron River Drive. Connecting Communities grant of \$150,000 is budgeted in 213-000-581.004. Approved at the 8/20/19 Township Board meeting. The total estimated project is \$321,000 making the TWP portion \$171,000. The amount for installation of 19 streetlighting from DTE is \$91,689.				
986.010	HURON BRIDGE PATHWAY	This is for the Huron Bridge Pathway collaboration with the City of Ypsilanti. The Township's portion is \$120,000 for the path construction and \$53,046 for streetlighting. Total project \$173,046				

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 906 - DEBT SERVICES							
APPROPRIATIONS							
213-906-991.001 *	DEBT SERVICE HIGHWAYS & STREE	600,000	600,000	600,000	600,000	600,000	600,000
213-906-993.000 *	DEBT SRVC INTEREST-HGHWYS/STS	54,250	42,250	30,000	30,000	30,250	15,000
	TOTAL APPROPRIATIONS	<u>654,250</u>	<u>642,250</u>	<u>630,000</u>	<u>630,000</u>	<u>630,250</u>	<u>615,000</u>
NET OF REVENUES/APPROPRIATIONS - 906 - DEBT SERVICES		(654,250)	(642,250)	(630,000)	(630,000)	(630,250)	(615,000)
* NOTES TO BUDGET: DEPARTMENT 906 DEBT SERVICES							
991.001	DEBT SERVICE HIGHWAYS & STREE	Final principal payment for road bonds. This was for the original bond of 6M at a rate of 1.75%.					
993.000	DEBT SRVC INTEREST-HGHWYS/STS	Final interest payment due for road bonds.					
ESTIMATED REVENUES - FUND 213		2,004,359	1,964,318	1,709,583	2,461,528	1,579,408	1,978,712
APPROPRIATIONS - FUND 213		1,907,640	1,930,575	1,409,840	2,161,785	1,414,118	1,978,712
NET OF REVENUES/APPROPRIATIONS - FUND 213		96,719	33,743	299,743	299,743	165,290	

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
ESTIMATED REVENUES							
216-000-403.001 *	CURRENT TAXES FIRE PENSION				1,881,074	1,881,074	1,608,716
216-000-404.000 *	ESA REIMBURSEMENT PEN				8,716	8,716	8,800
216-000-412.005	DELQUENT PERS PROP-FIRE PENSIO				1,245		
216-000-414.001	CUR PROPERTY TAX ADJ PEN					6,923	
216-000-665.000	INTEREST EARNED					45	
TOTAL ESTIMATED REVENUES					1,891,035	1,896,758	1,617,516
NET OF REVENUES/APPROPRIATIONS - 000 -					1,891,035	1,896,758	1,617,516

\* NOTES TO BUDGET: DEPARTMENT 000

403.001	CURRENT TAXES FIRE PENSION	Tax Revenue based on millage reduction from 1.3300 to 1.1000. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. A 3.3% increase from prior year TV assumptions.					
404.000	ESA REIMBURSEMENT PEN	State calculated reimbursement for personal property loss due to small business exemptions.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 336 - FIRE							
APPROPRIATIONS							
216-336-876.003 *	OPEB FUNDING- RETIREE HEALTH				700,000	700,000	642,476
216-336-876.004 *	RETIREMENT-FIRE DEPT				1,191,035	1,191,035	975,040
	TOTAL APPROPRIATIONS				1,891,035	1,891,035	1,617,516
NET OF REVENUES/APPROPRIATIONS - 336 - FIRE					(1,891,035)	(1,891,035)	(1,617,516)
* NOTES TO BUDGET: DEPARTMENT 336 FIRE							
876.003	OPEB FUNDING- RETIREE HEALTH	Cost of retiree health care - OPEB funding for retiree hired before 1/1/2014. Figures provided by the Accounting Director.					
876.004	RETIREMENT-FIRE DEPT	Cost for Township's portion of the Fire/Act 345 retirement. Figures provided by the Accounting Director.					
ESTIMATED REVENUES - FUND 216					1,891,035	1,896,758	1,617,516
APPROPRIATIONS - FUND 216					1,891,035	1,891,035	1,617,516
NET OF REVENUES/APPROPRIATIONS - FUND 216						5,723	

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
ESTIMATED REVENUES							
217-000-403.002 *	CURRENT TAXES CAPITAL IMPROVEMENT				500,000	697,646	713,831
217-000-404.002 *	ESA REIMBURSEMENT CAPITAL IMPROVE					2,254	2,250
217-000-414.011	CUR PROPERTY TAX ADJ CAP IMP					2,565	
217-000-665.000	INTEREST EARNED					48	
217-000-699.999 *	APPROPRIATED PRIOR YEAR BAL						43,919
TOTAL ESTIMATED REVENUES					500,000	702,513	760,000
NET OF REVENUES/APPROPRIATIONS - 000 -					500,000	702,513	760,000

\* NOTES TO BUDGET: DEPARTMENT 000

403.002	CURRENT TAXES CAPITAL IMPROVEMENT	Tax Revenue based on millage levy of .4881. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. A 3.3% increase from prior year TV assumptions.					
404.002	ESA REIMBURSEMENT CAPITAL IMPROVE	State calculated reimbursement for personal property loss due to small business exemptions.					
699.999	APPROPRIATED PRIOR YEAR BAL	This is the amount of funds needed from fund balance.					



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 901 - CAPITAL OUTLAY							
APPROPRIATIONS							
217-901-971.008 *	CAPTL OUTLAY -IMPROVEMENT				325,000	14,434	80,000
217-901-976.005 *	CAPITAL OUTLAY FIRE STATION				55,000		130,000
217-901-979.000 *	CAPITAL OUTLAY FIRE APPARATUS				53,000	44,734	550,000
217-901-980.001	COMPUTER/COMM/FURNISHING				67,000	5,068	
	TOTAL APPROPRIATIONS				500,000	64,236	760,000
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY					(500,000)	(64,236)	(760,000)
* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY							
971.008	CAPTL OUTLAY -IMPROVEMENT						
	Station #4 parking lot repave (Asphalt) & ADA curb, sidewalks, entry door approach repairs in concrete.						
976.005	CAPITAL OUTLAY FIRE STATION						
	#4: Roof replacement - \$35K, carpet - \$7K						
979.000	CAPITAL OUTLAY FIRE APPARATUS						
	Purchase "stock" engine unit to remove 1999 LaFrance - Eng & Ladder (2) from fleet and move "Rosie" truck (75,000+ miles) to 2nd out staffing dependent.						
ESTIMATED REVENUES - FUND 217					500,000	702,513	760,000
APPROPRIATIONS - FUND 217					500,000	64,236	760,000
NET OF REVENUES/APPROPRIATIONS - FUND 217						638,277	

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 000							
ESTIMATED REVENUES							
226-000-403.000 *	CURRENT PROPERTY TAXES	2,685,337	2,894,944	2,966,361	2,966,361	2,983,235	3,517,237
226-000-404.001 *	ESA REIMBURSEMENT OP	9,363	9,608			9,626	9,600
226-000-412.000 *	DELINQUENT PERS PROPERTY TAX	1,310	5,076				
226-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	(1,825)	(10,462)			10,969	
226-000-642.000 *	SALE OF RECYCLING BINS	1,485	1,100	2,500	2,500	1,460	1,500
226-000-642.001	SALE OF TRASH PICKUP STICKERS	9,389	8,666				
226-000-642.002	SALE OF WHITE GOOD STICKERS	351					
226-000-665.000 *	INTEREST EARNED	23,053	3,249	2,000	2,000	923	1,000
226-000-676.012 *	INSURANCE REIMBURSEMENTS	1,042	2,013			814	
226-000-683.000 *	OTHER INCOME-MISCELLANEOUS	9,500	9,515			9,000	9,000
226-000-699.999	APPROPRIATED PRIOR YEAR BAL			238,628	243,890		
TOTAL ESTIMATED REVENUES		2,739,005	2,923,709	3,209,489	3,214,751	3,016,027	3,538,337
NET OF REVENUES/APPROPRIATIONS - 000 -		2,739,005	2,923,709	3,209,489	3,214,751	3,016,027	3,538,337

\* NOTES TO BUDGET: DEPARTMENT 000

403.000	CURRENT PROPERTY TAXES	Tax Revenue based on millage voter approved levy increased for Environmental Services. The levy went from 2.1550 to 2.4050 and resulted in a shift from Law Enforcement approved levy that decreased from 5.9500 to 5.7000. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. A 3.3% increase from prior year TV assumptions.					
404.001	ESA REIMBURSEMENT OP	State calculated reimbursement for personal property loss due to small business exemptions. 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.					
412.000	DELINQUENT PERS PROPERTY TAX	Delinquent personal property revenue collected by the Treasurer.					
642.000	SALE OF RECYCLING BINS	Revenue from the sale of recycling bins.					
665.000	INTEREST EARNED	Interest earned on bank accounts. Figures provided by the Accounting Director.					
676.012	INSURANCE REIMBURSEMENTS	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.					
683.000	OTHER INCOME-MISCELLANEOUS	Funds received from Washtenaw County Sheriff's for reimbursement of the Helpful Handbook sent to the residents.					

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 528 - ENVIRONMENTAL APPROPRIATIONS							
226-528-705.000 *	SALARY - SUPERVISION	20,673	86,488	87,075	89,384	83,899	48,490
226-528-706.000 *	SALARY - PERMANENT WAGES	135,418	115,823	100,360	102,861	90,740	94,634
226-528-707.000 *	SALARY - TEMPORARY/SEASONAL	23,355	14,896				
226-528-708.010 *	HEALTH INS BUYOUT	2,250	2,250	2,250	2,250	1,125	
226-528-709.000 *	REG OVERTIME	961	1,236	2,000	2,000	312	2,000
226-528-715.000 *	F.I.C.A./MEDICARE	12,208	15,478	15,171	15,539	13,215	11,102
226-528-718.000 *	MERS RETIREMENT	17,254	20,169	22,366	22,450	21,274	5,659
226-528-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,938	2,405	2,925	2,925	1,795	3,250
226-528-718.002 *	DEFERRED COMPENSATION	304	194	455	455		455
226-528-719.000 *	HEALTH INSURANCE	33,480	51,242	42,413	42,413	42,412	46,418
226-528-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(2,381)	(2,850)	(2,850)	(2,850)		(3,300)
226-528-719.015 *	DENTAL BENEFITS	2,369	3,025	2,442	2,442	2,442	1,875
226-528-719.016 *	VISION BENEFITS	775	899	707	707	648	470
226-528-719.020 *	HEALTH CARE DEDUCTION	3,234	3,021	9,634	9,634	5,505	11,113
226-528-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	168	216	176	176	168	225
226-528-719.022 *	DISABILITY INSURANCE	1,241	1,273	1,105	1,105	1,054	755
226-528-719.023 *	LIFE INSURANCE	737	756	680	680	680	567
226-528-719.025 *	UNEMPLOYMENT EXPENSE			2,000	2,000		
226-528-719.030 *	WORKERS COMPENSATION	5,457	4,972	6,397	6,397	4,791	7,538
226-528-727.000 *	OFFICE SUPPLIES	788	469	1,000	1,000	463	1,000
226-528-727.008 *	RECYCLE BINS NEW HOMEOWNERS	523	608	1,500	2,900	1,412	1,500
226-528-727.009	STICKERS FOR TRASH PICK-UP	5,981	5,550				
226-528-730.000 *	POSTAGE	5,469	9,231	12,000	16,327	12,224	25,000
226-528-741.000 *	BOOT REIMB & UNIFORMS PURCHASE	880	294	1,000	1,000	191	500
226-528-757.000 *	OPERATING SUPPLIES	700	238	1,300	1,300		1,300
226-528-760.000	PPE & FIRST AID SUPPLIES			250	250		250
226-528-776.000	MAINTENANCE SUPPLIES	139		500	500		500
226-528-800.001 *	ADMINSTRATION FEES	21,659	21,491	22,405	22,405	19,686	21,348
226-528-804.000 *	CONTRACTUAL/ROLLOFF DISPOSAL	17,940	15,503	17,541	17,541	13,359	19,295
226-528-804.001 *	CONTRACTUAL/RUBBISH PICKUP	1,275,813	1,357,565	1,465,647	1,465,647	1,231,788	1,524,273
226-528-804.003 *	CONTRACTUAL/YARDWASTE PICKUP	376,966	383,299	403,053	403,053	337,199	419,175
226-528-804.004 *	TWP DISPOSAL FEE	197,239	213,667	169,950	169,950	180,378	200,000
226-528-804.006 *	RECYCLING DISPOSAL	9,395	10,297	12,000	12,000	12,604	14,000
226-528-804.007 *	RECYCLING PICK-UP CURBSIDE	369,742	423,739	486,656	486,656	436,770	543,022
226-528-804.008 *	CURBSIDE RECYCLING DISPOSAL	168,286	100,205	206,040	206,040	120,056	214,282
226-528-818.000 *	CONTRACTUAL SERVICES		32,910				40,000
226-528-818.017 *	SHREDDING - TIRES & PAPER	1,377	650	1,500	1,500	650	1,500
226-528-867.000 *	GAS & OIL	786	928	2,000	2,000	102	500
226-528-867.200 *	GAS & OIL - YCUA	7,161	1,212	5,500	5,500		500
226-528-867.300 *	FUEL SURCHARGE-CURBSIDE	17,177	(3,143)	20,000	15,673		20,000
226-528-876.003 *	OPEB FUNDING- RETIREE HEALTH	20,647	19,762	19,091	19,091	19,091	
226-528-900.000 *	PUBLISHING	22,374	23,410	25,000	25,100	25,040	35,000
226-528-920.005	UTILITIES LIGHT	731					
226-528-920.009	UTILITIES MAINTENANCE HEATING	1,335	357				
226-528-933.000 *	EQUIPMENT MAINTENANCE	3,874	287	6,000	6,000	1,660	3,000
226-528-935.000 *	MOTORPOOL-MISC REPAIR		1,577	2,500	2,500		2,500
226-528-939.000 *	AUTO MAINTENANCE	6,492	745	7,000	7,000		3,500
226-528-943.000 *	MOTORPOOL INTERNAL	10,284	10,979	6,685	6,685	6,128	6,685
226-528-955.001 *	INSURANCE & BONDS FLEET	6,517	7,147	7,565	7,565	6,551	7,498
226-528-956.000 *	MISCELLANEOUS	174	488	500	500	225	500
226-528-958.000 *	MEMBERSHIP AND DUES		205				5,000
226-528-960.000 *	EDUCATION AND TRAINING	741	4,227	10,000	8,500	599	10,000
226-528-971.001	CAPITAL OUTLAY - OTHER	57,323					
226-528-977.000	EQUIPMENT	4,274					
TOTAL APPROPRIATIONS		2,872,228	2,965,390	3,209,489	3,214,751	2,696,236	3,352,879

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 528 - ENVIRONMENTAL							
NET OF REVENUES/APPROPRIATIONS - 528 - ENVIRONMENTAL		(2,872,228)	(2,965,390)	(3,209,489)	(3,214,751)	(2,696,236)	(3,352,879)

\* NOTES TO BUDGET: DEPARTMENT 528 ENVIRONMENTAL

705.000	SALARY - SUPERVISION	Salary for the Residential Services Director to be split 50% in General Fund 101-752-705.000 Residential Service: Administration and 50% in the Environmental Services Fund as Supervisor. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.					
706.000	SALARY - PERMANENT WAGES	Salaries for 75% of two (2) Floater II/ Clerk III positions and 50% of a Mechanic, all AFSCME positions. Currently no increase is budgeted for 2022 due to contract negotiation.					
707.000	SALARY - TEMPORARY/SEASONAL	No budget for seasonal employees used for chipping services. Service currently on hold due to injuries.					
708.010	HEALTH INS BUYOUT	Health insurance buyout for employees who receive health insurance through another source.					
709.000	REG OVERTIME	Overtime expenses for the department.					
715.000	F.I.C.A./MEDICARE	Figures provided by the Accounting Director.					
718.000	MERS RETIREMENT	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%					
718.001	RETIREMENT HEALTH CARE SAVINGS	Amount placed into a health care savings account for future use in health care expense for employees hired after 1/1/2014. The annual amount per employee per contract is \$1,300					
718.002	DEFERRED COMPENSATION	Figures provided by Accounting Director based on 1.30% of payroll.					
718.003	OPEB - RETIREMENT HEALTH	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003.					
719.000	HEALTH INSURANCE	A decrease of 4.96 percent. Provided by HR					
719.003	EMPLOYEE PAID HEALTH CONTRA	Amount employees pay toward their health care coverage.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 528 - ENVIRONMENTAL							
719.015	DENTAL BENEFITS						
	No change for 2022. Provided by H.R.						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.025	UNEMPLOYMENT EXPENSE						
	No unemployment expected for this fund because there are no longer seasonal employees.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Office supplies for the department.						
727.008	RECYCLE BINS NEW HOMEOWNERS						
	Cost to purchase recycling bins.						
730.000	POSTAGE						
	Used for a portion of the cost of the annual mailing of the Helpful Handbook and magnets. Increase needed for educational mailing and Recreation & Community Guide.						
741.000	BOOT REIMB & UNIFORMS PURCHASE						
	Cost for uniform purchase and cleaning, as well as boot reimbursement for employees within department.						
757.000	OPERATING SUPPLIES						
	Was used to purchase safety supplies used for chipping.						
800.001	ADMINISTRATION FEES						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 528 - ENVIRONMENTAL							
	Admin fees are paid to the General Fund for service provided by Human Resource, Accounting, Computer Tech, Auditing and other support personnel and shared expenses. Allocations are based on wages of the support and maintenance staff, floor space, staffing levels, computers, phones, etc. Provided by the Account Director.						
804.000	CONTRACTUAL/ROLLOFF DISPOSAL						
	Cost of the trash dumpsters at the Civic Center, Ford Lake Park, Golf Course and the Community Center.						
804.001	CONTRACTUAL/RUBBISH PICKUP						
	Covers the "per resident" fee of \$8.32 for 9 months and \$8.65 for 3 months paid to Waste Management for curbside pickup. 4% increase on fiscal year October 1st to September 30 per contract.						
804.003	CONTRACTUAL/YARDWASTE PICKUP						
	Covers the "per resident" fee of \$2.29 for 9 months and \$2.38 for 3 months paid to Waste Management for yard waste pickup. 4% increase on fiscal year October 1st to September 30 per contract.						
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.4% increase is budgeted.						
804.006	RECYCLING DISPOSAL						
	Cost of hauling recycling containers from Compost Site to Great Lakes.						
804.007	RECYCLING PICK-UP CURBSIDE						
	Covers the "per resident" fee of \$2.96 for 9 months and \$3.08 for 3 months paid to Waste Management for recycle pickup. 4% increase on fiscal year October 1st to September 30 per contract.						
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.						
818.000	CONTRACTUAL SERVICES						
	Potential cost of emergency chipping services.						
818.017	SHREDDING - TIRES & PAPER						
	Cost to scrap tires that are dumped throughout the Township.						
867.000	GAS & OIL						
	WEX/Fuelcloud; used for fuel in our equipment.						
867.200	GAS & OIL - YCUA						
	Cost of fuel purchased from YCUA facility for our equipment						
867.300	FUEL SURCHARGE-CURBSIDE						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 528 - ENVIRONMENTAL							
	Contractual charge from Waste Management for fuel costs.						
876.003	OPEB FUNDING- RETIREE HEALTH Moved to 226-528-718.003						
900.000	PUBLISHING Printing and mailing of the Helpful Handbook mailed annually to the residents. Increase needed for educational mailing and Recreation & Community Guide. The Washtenaw County Sheriff's reimburse the Township back approximately \$9,000.						
933.000	EQUIPMENT MAINTENANCE Cost to repair equipment.						
935.000	MOTORPOOL-MISC REPAIR Covers miscellaneous vehicle repair. Provided by Accounting Director						
939.000	AUTO MAINTENANCE Covers the cost of annual inspections and fees for trucks and chipping vehicles. - reduced 50% due to chippers no longer regularly operating.						
943.000	MOTORPOOL INTERNAL Motorpool charges for the department. Figures provided by the Accounting Director.						
955.001	INSURANCE & BONDS FLEET Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
956.000	MISCELLANEOUS Miscellaneous expenditures for department.						
958.000	MEMBERSHIP AND DUES This is for membership with Washtenaw Regional Resource Management Authority (WRRMA).						
960.000	EDUCATION AND TRAINING Education and training related to recycling or trash collection, wastewater, etc.						
ESTIMATED REVENUES - FUND 226		2,739,005	2,923,709	3,209,489	3,214,751	3,016,027	3,538,337
APPROPRIATIONS - FUND 226		2,872,228	2,965,390	3,209,489	3,214,751	2,696,236	3,352,879
NET OF REVENUES/APPROPRIATIONS - FUND 226		(133,223)	(41,681)			319,791	185,458

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 000							
ESTIMATED REVENUES							
230-000-528.001 *	OTHER FEDERAL GRANT - ADDITIONAL	16,000		16,000	16,000	4,360	16,000
230-000-566.000	MI STATE GRANT - REC&PARKS		2,864				
230-000-630.000 *	RECREATION/ADULT SPORTS	16,710	9,235	16,000	16,000	11,411	16,000
230-000-631.000 *	RECREATION/YOUTH SPORTS	58,125	13,423	68,000	68,000	70,850	50,000
230-000-631.001 *	REC/YOUTH SPORTS CLASSES						18,000
230-000-631.002 *	REC/YOUTH ENRICH CLASSES						33,000
230-000-632.000 *	RECREATION/DANCE	48,212	8,692	48,500	48,500	17,097	48,000
230-000-634.000 *	RECREATION/DAY CAMP					845	
230-000-634.001 *	RECREATION/SPECIAL EVENTS						2,000
230-000-635.000 *	REC/50 & BEYOND DUES	11,503	5,042	11,000	11,000	9,609	11,000
230-000-635.001 *	REC/50 & BEYOND TRIP FEE						4,000
230-000-636.000 *	RECREATION/ADULT CLASSES	26,539	15,416	33,000	33,000	15,384	29,000
230-000-637.000 *	REC/50 & BEYOND ACTIVITY FEES	18,694	3,386	12,000	12,000	153	12,000
230-000-637.001 *	MISCELLANEOUS	1,365	301	200	200	113	200
230-000-637.002 *	BUILDING RENTAL FEES	57,699	33,411	35,000	35,000	47,045	20,000
230-000-637.003 *	FIELD RENTAL FEES					178	15,000
230-000-637.004 *	FORD LAKE GATE FEES	47,088		50,000	50,084	61,268	50,000
230-000-637.005 *	PARK SHELTER RENT FEES	6,108	4,304	7,000	6,916	13,565	8,000
230-000-642.005 *	SALES FOOD & BEVERAGE	249	1,238	2,500	2,500	1,187	2,500
230-000-665.000 *	INTEREST EARNED	1,908	258			10	
230-000-674.000 *	CONTRIBUTIONS & DONATIONS				1,000	1,058	
230-000-675.003 *	SERAFINSKI SCHOLARSHIP						2,500
230-000-675.008 *	CONTRIBUTIONS - ROSIE & ART IN THE	2,650		2,700	2,700		2,400
230-000-675.400 *	DONATIONS - SENIOR LUNCH	1,375	1,502	1,500	1,500	787	1,500
230-000-676.012 *	INSURANCE REIMBURSEMENTS	1,690	486			965	
230-000-699.213 *	TRANSFER IN: FROM BSRII FUND	475,000	468,519	482,890	482,890	300,000	367,800
230-000-699.999	APPROPRIATED PRIOR YEAR BAL				2,149		
TOTAL ESTIMATED REVENUES		790,915	568,077	786,290	789,439	555,885	708,900
NET OF REVENUES/APPROPRIATIONS - 000 -		790,915	568,077	786,290	789,439	555,885	708,900

\* NOTES TO BUDGET: DEPARTMENT 000

528.001	OTHER FEDERAL GRANT - ADDITIONAL	Revenues received for Senior Nutrition Grant Program, a Federal Program through the County. We serve approximately 500 meals monthly.					
630.000	RECREATION/ADULT SPORTS	Revenues generated from adult sports programs (racquetball, softball, soccer, tennis).					
631.000	RECREATION/YOUTH SPORTS	Revenues generated from youth sports leagues (t-ball, coach pitch, baseball, basketball, soccer).					
631.001	REC/YOUTH SPORTS CLASSES	Revenues generated from Youth Sport Classes (GNSL, Tennis, Skyhawks Sports Classes and Camps, G.A.S. it Up Fitness). This is a new line item					
631.002	REC/YOUTH ENRICH CLASSES	Revenues generated from classes for youth (JAR, Karate, art classes). This is a new line item					
632.000	RECREATION/DANCE						



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
	Revenues generated from youth dance classes						
634.000	RECREATION/DAY CAMP No longer using this line item.						
634.001	RECREATION/SPECIAL EVENTS Revenues generated from special events where a fee is charged. This is a new line item. Beginning in 2021 we have added events such as Pop-up Concerts, Food Truck						
635.000	REC/50 & BEYOND DUES Revenues generated from annual "50 & Beyond" member dues (individual & family memberships offered).						
635.001	REC/50 & BEYOND TRIP FEE Revenues generated from 50 & Beyond trips.						
636.000	RECREATION/ADULT CLASSES Revenues generated from adult enrichment programs/classes (Art classes, Yoga, Zumba, Urban Ballroom, Pilates).						
637.000	REC/50 & BEYOND ACTIVITY FEES Revenues generated from "50 & Beyond" programs.						
637.001	MISCELLANEOUS Non-Program revenues such as vending machine commissions.						
637.002	BUILDING RENTAL FEES Revenues generated from room & gym rentals. Includes revenue from WCC room usage						
637.003	FIELD RENTAL FEES Revenues generated from athletic field rentals (Community Center Ball Fields, Ford Heritage Ball and Soccer Fields, North Bay Field, Ford Lake Park Field) This is a new						
637.004	FORD LAKE GATE FEES Revenues generated from park gate fees (annual & daily fees collected from the sale of park & boat permits).						
637.005	PARK SHELTER RENT FEES Revenues generated from park shelter rentals.						
642.005	SALES FOOD & BEVERAGE Revenues generated from the sale of snacks - prepackaged items (Gatorade, Pop, chips)						
665.000	INTEREST EARNED Interest earned from Recreation Fund.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
674.000	CONTRIBUTIONS & DONATIONS						
	Revenues received from individuals, businesses and organizations who donate to the department. Donations are usually earmarked for a specific item or program.						
675.003	SERAFINSKI SCHOLARSHIP						
	Revenue generated by the awarding of Serafinski Scholarship Funds to participants to use to register for classes. This is a new line item.						
675.008	CONTRIBUTIONS - ROSIE & ART IN THE PARK						
	Created for future donations to collaborative community art projects.						
675.400	DONATIONS - SENIOR LUNCH						
	Revenues generated when Seniors pay for daily lunches						
676.012	INSURANCE REIMBURSEMENTS						
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						
699.213	TRANSFER IN: FROM BSRII FUND						
	Funds from BSRII Fund are transferred into the Rec Fund budget to support the expenditure side of the budget.						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 754 - RECREATION							
APPROPRIATIONS							
230-754-705.000 *	SALARY - SUPERVISION	65,556	67,205	67,217	67,217	62,245	70,798
230-754-706.000 *	SALARY - PERMANENT WAGES	168,323	166,481	195,561	136,950	66,098	154,243
230-754-707.000 *	SALARY - TEMPORARY/SEASONAL	7,023	4,879	6,000	6,000	6,305	6,000
230-754-707.075 *	SALARY - TEMP SPORTS PROGRAM					1,350	8,000
230-754-707.100 *	SALARY - TEMP COMM CENTER STAFF	15,954	9,881	15,000	15,000	7,753	15,000
230-754-707.200 *	SALARY - TEMP DANCE STAFF	12,410	6,504	13,000	13,000	5,765	13,000
230-754-707.775 *	SALARY - TEMP. FORD LAKE PARK	41,479		50,000	50,000	30,908	50,000
230-754-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	13,338				1,219	
230-754-708.010 *	HEALTH INS BUYOUT	3,000		3,000	3,000		
230-754-709.000 *	REG OVERTIME	1,622	108	250	250	1,599	250
230-754-715.000 *	F.I.C.A./MEDICARE	19,718	17,808	20,351	20,501	10,457	18,569
230-754-718.000 *	MERS RETIREMENT	30,423	23,788	28,669	28,708	12,997	8,554
230-754-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,679	3,730	3,900	3,900	1,856	3,900
230-754-718.002 *	DEFERRED COMPENSATION	1,111	322	832	832	692	1,365
230-754-719.000 *	HEALTH INSURANCE	84,116	68,810	66,831	63,520	36,200	57,005
230-754-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,725)	(4,050)	(4,200)	(4,200)		(4,200)
230-754-719.015 *	DENTAL BENEFITS	5,361	4,528	2,239	2,239	1,258	1,982
230-754-719.016 *	VISION BENEFITS	1,254	1,087	792	792	729	593
230-754-719.020 *	HEALTH CARE DEDUCTION	8,847	3,604	17,745	17,745	4,248	14,805
230-754-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	362	270	234	234	124	252
230-754-719.022 *	DISABILITY INSURANCE	1,877	1,591	1,527	1,527	910	872
230-754-719.023 *	LIFE INSURANCE	1,115	945	907	907	586	681
230-754-719.030 *	WORKERS COMPENSATION	8,124	7,096	8,476	8,476	5,020	5,830
230-754-727.000 *	OFFICE SUPPLIES	1,216	1,023	1,300	1,300	408	1,200
230-754-730.000 *	POSTAGE	3,140	905	4,000	4,300	4,096	4,000
230-754-740.000 *	OPERATING SUPPLIES	681	425	700	1,100	429	700
230-754-757.008 *	COST OF SALES FOOD & BEV		591	2,000	2,000		2,000
230-754-757.775	OPERATING SUPP: FORD LAKE PAR	2,296					
230-754-760.000 *	PPE & FIRST AID SUPPLIES			500	500	67	500
230-754-776.000	MAINTENANCE SUPPLIES		34				
230-754-776.003 *	MAINT SUPPLIES - COMMUNITY CT	5,281	3,727	4,700	4,700	3,513	4,700
230-754-800.001 *	ADMINISTRATION FEES	19,585	19,602	21,488	21,488	17,970	22,141
230-754-818.000 *	CONTRACTUAL SERVICES	10,311	3,495	12,000	20,900	18,665	16,000
230-754-818.002 *	CONTRACTUAL SERVICES COMM CEN	18,738	16,090	16,500	17,511	15,146	16,500
230-754-818.018 *	CONTRACTUAL - SPORTS OFFICIALS						6,000
230-754-818.100 *	CONTRACTUAL - SPORTS PROGRAM						13,000
230-754-844.001 *	SENIOR NUTRITION PROGRAM	8,110	3,488	16,000	16,000	1,190	16,000
230-754-850.000 *	TELEPHONE	1,094	1,160	1,900	1,900	1,075	1,900
230-754-867.000 *	GAS & OIL	2,742	206	3,000	3,000	2,110	3,000
230-754-876.003 *	OPEB FUNDING- RETIREE HEALTH	29,928	28,555	15,322	15,322	15,322	
230-754-880.000 *	COMMUNITY PROMOTION	546	1,271	15,000	24,700	23,036	15,000
230-754-920.003 *	UTILITIES - COMMUNITY CENTER	56,666	48,712	58,000	57,600	42,246	58,000
230-754-931.003 *	REPAIRS COMMUNITY CENTER	2,070	1,218	1,700	1,700	1,443	1,700
230-754-931.021 *	NON RECURRING R & M-COMM CTR	4,626	3,392	4,500	45,571	41,827	10,000
230-754-933.001 *	MAINTENANCE CONTRACTS	7,925	1,529	5,000	5,000	1,210	5,000
230-754-935.000 *	MOTORPOOL-MISC REPAIR	5,784	706	5,000	5,000	2,127	5,000
230-754-941.000 *	EQUIPMENT RENTAL/LEASING	4,170					
230-754-943.000 *	MOTORPOOL INTERNAL	20,921	20,921	26,185	26,185	28,882	15,969
230-754-955.001 *	INSURANCE & BONDS FLEET	7,075	7,761	8,214	8,214	7,112	8,141
230-754-956.136	MISC-CASH OVER/SHORT		(30)				
230-754-957.000 *	BANK CHARGES	4,235	3,552	5,000	5,000	5,735	5,000
230-754-958.000 *	MEMBERSHIP AND DUES	255	355	400	400	350	400
230-754-963.100 *	REC YOUTH SPORTS PROG	16,149	7,087	17,000	16,300	13,800	17,000
230-754-963.150 *	REC ADULT SPORTS PROG	659	2,340	1,000	1,700	1,331	1,000
230-754-963.200 *	REC DANCE PROGRAM	17,480	4,644	12,000	10,000	6,547	12,000
230-754-963.400 *	REC ENRICHMENT PROGRAMS	25,738	10,620	25,500	20,300	10,915	10,000

		2022 BUDGET REQUEST					
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Dept 754 - RECREATION							
APPROPRIATIONS							
230-754-963.500 *	REC SENIOR PROGRAMS	2,037	(171)	2,250	3,250	1,681	2,250
230-754-963.600 *	ARTS & CRAFT PARK PROGRAMS	1,242		1,800	1,500	889	1,800
230-754-963.601 *	50 & BEYOND TRIPS						500
230-754-963.602 *	SPECIAL EVENTS EXPENSE						5,000
230-754-974.022	SENIOR REC CENTER - EQUIPMENT				10,400		
TOTAL APPROPRIATIONS		769,667	577,795	786,290	789,439	527,441	708,900
NET OF REVENUES/APPROPRIATIONS - 754 - RECREATION		(769,667)	(577,795)	(786,290)	(789,439)	(527,441)	(708,900)

\* NOTES TO BUDGET: DEPARTMENT 754 RECREATION

- 705.000 SALARY - SUPERVISION  
 Salary for the Recreation Services Manager. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.
- 706.000 SALARY - PERMANENT WAGES  
 Salaries for two (2) Recreation Coordinators, both Teamster Union members and four (4) Building Attendant positions. Currently no increase is budgeted for 2022 due to contract negotiation. We are proposing not to include the Clerk 3 position at this time. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022. This affects the 2 Rec Coordinators.
- 707.000 SALARY - TEMPORARY/SEASONAL  
 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.
- 707.075 SALARY - TEMP SPORTS PROGRAM  
 These part time positions are specific to the sports program. Includes one (1) Sports Assistant and multiple officials, workers, or teachers for mostly the youth sports leagues. Pay rate ranges usually \$10 - \$20 per hour or per game. This is a new line item.
- 707.100 SALARY - TEMP COMM CENTER STAFF  
 These positions include Senior Aide, Buss Driver. Usually 3-4 employees ranging \$11 - \$13 per hour.
- 707.200 SALARY - TEMP DANCE STAFF  
 These part-time positions teach/coordinate our dance program. Usually 5-6 employees ranging \$16-\$20 per hour.
- 707.775 SALARY - TEMP. FORD LAKE PARK  
 Includes Park Rangers & Park Attendants. Usually 14-17 employees ranging \$10-\$14.
- 708.004 SALARIES PAY OUT-PTO&SICKTIME  
 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%.
- 708.010 HEALTH INS BUYOUT  
 Health insurance buyout for employees who receive health insurance through another source.
- 709.000 REG OVERTIME

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Dept 754 - RECREATION							
	Overtime costs for the department.						
715.000	F.I.C.A./MEDICARE Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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.						
718.002	DEFERRED COMPENSATION Figures provided by Accounting Director based on 1.30% of payroll.						
718.003	OPEB - RETIREMENT HEALTH Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. There are currently no employees working who were hired before 1/1/2014. This is a new number this year, prior year expenditure was in ending number 876.003.						
719.000	HEALTH INSURANCE A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS No change for 2022. Provided by H. R.						
719.016	VISION BENEFITS A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
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GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 754 - RECREATION							
719.030	WORKERS COMPENSATION  Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES  Office supplies for the department.						
730.000	POSTAGE  Cost of Recreation Department mailings.						
740.000	OPERATING SUPPLIES  Supplies and equipment needed to operate programs and services.						
757.008	COST OF SALES FOOD & BEV  Cost of snacks and beverage sold at the Recreation Department.						
760.000	PPE & FIRST AID SUPPLIES  Covers all PPE, first aid supplies, and other supplies required by OSHA.						
776.003	MAINT SUPPLIES - COMMUNITY CT  Custodial supplies for Community Center.						
800.001	ADMINISTRATION FEES  Admin fees are paid to the General Fund for service provided by Human Resource, Accounting, Computer Tech, Auditing and other support personnel and shared expenses. Allocations are based on wages of the support and maintenance staff, floor space, staffing levels, computers, phones, etc. Provided by the Account Director.						
818.000	CONTRACTUAL SERVICES  Payments from this line item are for non-sports contractual instructors (Art, Jump-a-Rama, Yoga, Karate). Projected expense increased due to adding contractual non-sports instructors here.						
818.002	CONTRACTUAL SERVICES COMM CEN  Maintenance of the Community Center.						
818.018	CONTRACTUAL - SPORTS OFFICIALS  Payments made from this line item are to sports officials for Adult Leagues. Softball and Soccer during the spring-fall seasons.						
818.100	CONTRACTUAL - SPORTS PROGRAM  Payments from this line item are for contracted sports classes that are usually paid out a percentage of class revenue. (GNSL, Tennis, Skyhawks Sports Classes and Camps, G.A.S. it Up Fitness). This is a new line item.						
844.001	SENIOR NUTRITION PROGRAM  Cost of Senior Nutrition Program, reimbursed by a grant.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 754 - RECREATION							
850.000	TELEPHONE Telephone services at the Community Center.						
867.000	GAS & OIL Fuel for Township bus, two trucks (for the rangers' use), Township Senior van and Recreation Department vehicle.						
876.003	OPEB FUNDING- RETIREE HEALTH All employees hired before 2014 have retired.						
880.000	COMMUNITY PROMOTION Cost of promotion through Constant Contact (web-based newsletter program), Rec Guide, Program Advertising, etc.						
920.003	UTILITIES - COMMUNITY CENTER Utility costs at the Community Center.						
931.003	REPAIRS COMMUNITY CENTER Cost of maintenance supplies and repairs to the Community Center.						
931.021	NON RECURRING R & M-COMM CTR Cost of unexpected "one time" repairs throughout the year.						
933.001	MAINTENANCE CONTRACTS Maintenance agreement with Ricoh for copier.						
935.000	MOTORPOOL-MISC REPAIR Covers miscellaneous vehicle repair. Provided by Accounting Director						
941.000	EQUIPMENT RENTAL/LEASING This line item is no longer used.						
943.000	MOTORPOOL INTERNAL Lease and maintenance cost of recreation department vehicles including Township senior bus, senior van, Ford Escape and two Ford trucks. The senior bus was paid off in 2021. Figures provided by Accounting Director.						
955.001	INSURANCE & BONDS FLEET Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
957.000	BANK CHARGES Processing fees for accepting credit cards. This cost is built into program fees. Figures provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES Membership dues paid for staff, Park Commissioners and department for the Michigan Recreation & Park Association.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY		
Dept 754 - RECREATION								
963.100	REC YOUTH SPORTS PROG Cost of supplies needed to operate Youth Sports (including renting gym space).							
963.150	REC ADULT SPORTS PROG Cost of supplies needed to operate Adult Sports programs.							
963.200	REC DANCE PROGRAM Supplies needed to operate Dance program (dance costumes, Batons, Poms etc.)							
963.400	REC ENRICHMENT PROGRAMS Cost of supplies needed to operate Enrichment Programs (special events, classes, etc.). Request for this line item has decreased due to removing the contractual							
963.500	REC SENIOR PROGRAMS Cost of supplies needed to operate Senior Programs, including caterer for Christmas Luncheon.							
963.600	ARTS & CRAFT PARK PROGRAMS Covers cost of supplies for annual Rosie the Riveter Craft Show.							
963.601	50 & BEYOND TRIPS Cost of supplies for trips.							
963.602	SPECIAL EVENTS EXPENSE Cost of supplies to operate special events. In 2021 we added community special events such as Pop-Up Concerts, Food Truck Days. This is an new line item to cover the							
ESTIMATED REVENUES - FUND 230		790,915	568,077	786,290	789,439	555,885	708,900	
APPROPRIATIONS - FUND 230		769,667	577,795	786,290	789,439	527,441	708,900	
NET OF REVENUES/APPROPRIATIONS - FUND 230		21,248	(9,718)			28,444		



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
ESTIMATED REVENUES							
236-000-528.000	OTHER FEDERAL GRANTS				22,450		
236-000-540.000 *	STATE GRANT REVENUE	108,079	111,161	100,000	100,000	60,490	85,000
236-000-574.236 *	14B STATE SHARED REVENUE	45,724	45,724	45,724	45,724	34,293	45,724
236-000-602.136 *	14B COURT COSTS	494,657	348,923	423,200	423,200	331,507	398,000
236-000-602.544 *	14B-ST OF MI CASEFLOW ASSISTA	12,655	12,010	25,000	25,000	7,082	25,000
236-000-603.136 *	14B CIVIL FEES	231,400	159,355	128,800	128,800	150,889	95,000
236-000-604.000 *	14B PROBATION FEES	92,675	80,852	84,800	84,800	68,887	70,000
236-000-605.001 *	14B ORDINANCE FINES AND COSTS	469,499	262,639	500,000	300,000	193,584	380,000
236-000-605.003 *	14B BOND FORFEITURES	23,156	11,350	15,000	15,000	7,165	12,000
236-000-605.005	14B MISCELLANEOUS INCOME	599	22				
236-000-609.000 *	14B STATE JUROR COMPENSATION	3,233	2,775	2,500	2,500	608	2,000
236-000-665.000 *	INTEREST EARNED	4,089	265	200	200	3	
236-000-676.012 *	INSURANCE REIMBURSEMENTS	1,315	601			961	
236-000-678.000	SETTLEMENTS & JUDGMENTS	163				300	
236-000-699.101 *	TRANSFER IN: FROM GENERAL FUND		510,000	383,109	583,109	533,109	682,051
236-000-699.999	APPROPRIATED PRIOR YEAR BAL				15,185		
	TOTAL ESTIMATED REVENUES	1,487,244	1,545,677	1,708,333	1,745,968	1,388,878	1,794,775
	NET OF REVENUES/APPROPRIATIONS - 000 -	1,487,244	1,545,677	1,708,333	1,745,968	1,388,878	1,794,775

\* NOTES TO BUDGET: DEPARTMENT 000

- 540.000 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, 2021. 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.
- 574.236 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.
- 602.136 14B COURT COSTS  
 This line item includes the amounts collected as "Court costs" in criminal and traffic cases. It is dependent upon the number of criminal and traffic cases filed by the police agencies 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.
- 602.544 14B-ST OF MI CASEFLOW ASSISTA  
 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 caseload 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.
- 603.136 14B CIVIL FEES

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000	<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>						
604.000	14B PROBATION FEES	<p>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.</p>					
605.001	14B ORDINANCE FINES AND COSTS	<p>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.</p>					
605.003	14B BOND FORFEITURES	<p>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.</p>					
609.000	14B STATE JUROR COMPENSATION	<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>					
665.000	INTEREST EARNED	<p>Interest earned on accounts.</p>					
676.012	INSURANCE REIMBURSEMENTS	<p>Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.</p>					
699.101	TRANSFER IN: FROM GENERAL FUND	<p>Amount needed from Fund Balance for operations.</p>					

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 286 - COURT							
APPROPRIATIONS							
236-286-703.001 *	SALARY - JUDGE	45,724	45,724	45,724	45,724	43,496	45,724
236-286-706.000 *	SALARY - PERMANENT WAGES	485,066	539,801	563,230	575,211	478,379	563,695
236-286-706.001 *	SALARY - BAILIFF	47,523	30,177	30,000	30,000	31,169	30,000
236-286-706.002 *	SALARY - MAGISTRATE/COURT ADMIN	80,560	82,589	82,604	84,663	76,483	86,993
236-286-707.000 *	SALARY - TEMPORARY/SEASONAL	19,859	1,046			5,721	
236-286-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	2,085	68,221				5,510
236-286-708.008	RETIREE TIME PAYOUTS	17,929					
236-286-708.010 *	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	6,000
236-286-709.000	REG OVERTIME	2,536	3,190			2,565	
236-286-715.000 *	F.I.C.A./MEDICARE	45,317	49,896	53,569	54,643	42,272	54,591
236-286-718.000 *	MERS RETIREMENT	156,715	151,322	159,720	159,791	151,105	218,222
236-286-718.001 *	RETIREMENT HEALTH CARE SAVINGS	950	3,700	7,800	7,800	6,300	7,800
236-286-718.002 *	DEFERRED COMPENSATION	835	397	494	494	445	390
236-286-718.003 *	OPEB - RETIREMENT HEALTH						124,082
236-286-719.000 *	HEALTH INSURANCE	217,091	246,741	263,898	263,898	225,508	226,927
236-286-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(16,838)	(16,763)	(18,400)	(18,400)		(16,600)
236-286-719.015 *	DENTAL BENEFITS	11,589	11,028	12,990	12,990	11,620	11,718
236-286-719.016 *	VISION BENEFITS	2,672	3,149	3,648	3,648	2,820	2,553
236-286-719.020 *	HEALTH CARE DEDUCTION	35,353	41,712	65,100	65,100	39,585	59,185
236-286-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	843	935	936	936	735	924
236-286-719.022 *	DISABILITY INSURANCE	3,978	4,518	4,296	4,296	3,707	3,578
236-286-719.023 *	LIFE INSURANCE	2,589	2,854	2,778	2,778	2,637	2,949
236-286-719.025	UNEMPLOYMENT EXPENSE	831	21			(12)	
236-286-719.030 *	WORKERS COMPENSATION	6,054	5,105	6,041	6,041	4,281	6,462
236-286-727.000 *	OFFICE SUPPLIES	10,716	9,146	10,500	11,500	9,735	10,500
236-286-730.000 *	POSTAGE	9,255	11,101	8,000	8,000	11,937	8,000
236-286-740.000 *	OPERATING SUPPLIES	6,811	5,819	6,000	6,000	4,941	6,000
236-286-760.000 *	PPE & FIRST AID SUPPLIES		17	500	500	137	500
236-286-800.001 *	ADMINISTRATION FEES	37,317	37,315	41,084	41,084	34,205	42,279
236-286-801.007	ATTORNEY FEES CRIMINAL	45,603					
236-286-801.009 *	14B OTHER CONTRACTUAL SERVICE	7,500	5,625	10,000	10,000	3,750	10,000
236-286-801.010 *	CONTRACTUAL/VISITING JUDGE			1,000	1,000		3,500
236-286-801.012 *	CONTRACTUAL/INTERPRETER FEES	9,198	7,960	6,500	6,500	5,181	6,500
236-286-802.100 *	COURT INNOVATION GRANT	132,032	104,536	100,000	100,000	68,217	100,000
236-286-812.000 *	14B JURY FEES	3,315	1,545	3,000	3,000	1,995	3,000
236-286-812.002 *	14B ENHANCED JURY FEES	2,318	945	1,500	1,500	1,103	1,500
236-286-812.003 *	14B JUROR EXPENSES	828	372	500	500	426	500
236-286-819.006 *	COMPUTER PROGRAMS/LIEN	15,242	14,272	24,960	24,960	16,330	46,910
236-286-819.010 *	COMPUTER NETWORK SUPPORT	40,713	41,527	40,713	40,713		40,713
236-286-821.001 *	LIBRARY SUBSCRIPTION	5,515	2,136	5,000	4,000	83	1,000
236-286-850.000 *	TELEPHONE	2,152	2,325	2,500	2,500	2,183	2,500
236-286-860.000 *	TRAVEL	1,726	196	2,000	2,000		2,000
236-286-876.003 *	OPEB FUNDING- RETIREE HEALTH	95,589	92,391	85,388	85,388	85,388	
236-286-900.000 *	PUBLISHING	2,952	1,760	3,000	3,000		3,000
236-286-920.014 *	UTILITIES - COURT	18,082	14,884	17,600	17,600	16,713	17,600
236-286-931.000 *	REPAIRS AND MAINTENANCE	12,307	11,551	15,000	15,000	10,796	15,000
236-286-933.001 *	MAINTENANCE CONTRACTS	4,692	4,992	6,500	6,500	4,652	6,500
236-286-955.002 *	INSURANCE & BONDS FIRE & LIAB	8,750	9,599	10,160	10,160	8,798	10,070
236-286-956.000	MISCELLANEOUS		8,015	500	500		
236-286-957.000 *	BANK CHARGES	8,425	6,342	8,500	8,500	5,698	6,000
236-286-958.000 *	MEMBERSHIP AND DUES	1,785	1,430	2,000	2,000	1,175	2,000
236-286-960.000 *	EDUCATION AND TRAINING	475	1,287	2,000	2,000		2,000
236-286-974.038	CAPITAL - COVID-19 GRANT				22,450		
236-286-977.000 *	EQUIPMENT	3,759	6,759	6,500	6,500	458	6,500
TOTAL APPROPRIATIONS		1,659,318	1,682,210	1,708,333	1,745,968	1,424,217	1,794,775

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 286 - COURT							
NET OF REVENUES/APPROPRIATIONS - 286 - COURT		(1,659,318)	(1,682,210)	(1,708,333)	(1,745,968)	(1,424,217)	(1,794,775)
* NOTES TO BUDGET: DEPARTMENT 286 COURT							
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 574.236					
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. A 2.75% increase was added for the two non union Judicial secretaries to match the approved 2022 Teamster Union contract.					
706.001	SALARY - BAILIFF	Salary paid to the Bailiffs. These positions are paid an hourly wage, on an "as needed" basis. These positions are paid no benefits.					
706.002	SALARY - MAGISTRATE/COURT ADMIN	Salary for Magistrate/Court Administrator. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.					
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.					
708.004	SALARIES PAY OUT-PTO&SICKTIME	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%.					
708.010	HEALTH INS BUYOUT	This line item is used for the health insurance buyout for employees who receive health insurance through another source.					
715.000	F.I.C.A./MEDICARE	Figures provided by the Accounting Director.					
718.000	MERS RETIREMENT	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%					
718.001	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.					
718.002	DEFERRED COMPENSATION	Figures provided by Accounting Director based on 1.30% of payroll.					
718.003	OPEB - RETIREMENT HEALTH						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 286 - COURT							
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003.						
719.000	HEALTH INSURANCE						
	A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						
	No change for 2022						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Office supplies for the department.						
730.000	POSTAGE						
	Cost of mailings.						
740.000	OPERATING SUPPLIES						
	No change for 2022.						
760.000	PPE & FIRST AID SUPPLIES						
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 286 - COURT							
800.001	ADMINISTRATION FEES						
	Admin fees are paid to the General Fund for service provided by Human Resource, Accounting, Computer Tech, Auditing and other support personnel and shared expenses. Allocations are based on wages of the support and maintenance staff, floor space, staffing levels, computers, phones, etc. Provided by the Account Director.						
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.						
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.						
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.						
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, 2021. 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.						
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.						
812.002	14B ENHANCED JURY FEES						
	Payment for Jury duty for the second (or subsequent) half, or full, day of service.						
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.						
819.006	COMPUTER PROGRAMS/LIEN						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 286 - COURT	<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 imputing it manually as is the current practice. A final benefit will be that this near immediate upload of citations to the Court's case management software will allow defendants to pay certain citations on-line through a web based payment program the Court is in the process of implementing. Beginning in April of 2022 the court will be invoiced by the State of Michigan for use of the statewide case management system. This cost had been waived for the past 10 years due to a development agreement the court and Township entered into with the State to produce a new case management system. That new system never came to be and as a result of the State's default in that agreement the court was given a series of credits against the hosing cost of the case management system. Those credits have now expired and beginning with the April 2022 invoice, the court is obligated to pay the user fees. For 2022 those user fees will total \$21,941.10.</p>						
819.010	COMPUTER NETWORK SUPPORT	<p>This line item had previously represented the amounts paid under a joint memorandum of understanding for the development of the next generation of computer software known as Judicial Information Services. That obligation has been fulfilled. The amount requested at this time reflects the cost of 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 15th District Courts that County IT is proceeding with that makes the continuation of the relationship with County IT more favorable than other options.</p>					
821.001	LIBRARY SUBSCRIPTION	Reduced from 2021 Budget.					
850.000	TELEPHONE	This line item is based upon estimates provided by Township IT					
860.000	TRAVEL	Used to pay mileage to employees for travel directed by the Court.					
876.003	OPEB FUNDING- RETIREE HEALTH	Moved to 236-286-718.003					
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.					
920.014	UTILITIES - COURT	Utility costs for the court.					
931.000	REPAIRS AND MAINTENANCE	Repair and maintenance expenses for the Court.					
933.001	MAINTENANCE CONTRACTS						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 286 - COURT	Cost of W.J. O'Neil maintenance contract.						
955.002	INSURANCE & BONDS FIRE & LIAB Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
957.000	BANK CHARGES Cost of banking fees, most notably for charge card expenses.						
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.						
960.000	EDUCATION AND TRAINING Cost of attendance and related expenses for continuing training for professional staff.						
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.						
ESTIMATED REVENUES - FUND 236		1,487,244	1,545,677	1,708,333	1,745,968	1,388,878	1,794,775
APPROPRIATIONS - FUND 236		1,659,318	1,682,210	1,708,333	1,745,968	1,424,217	1,794,775
NET OF REVENUES/APPROPRIATIONS - FUND 236		(172,074)	(136,533)			(35,339)	



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
ESTIMATED REVENUES							
249-000-476.477 *	LICENSED CONTRACTOR REGISTRATION	3,020	6,222	3,000	3,000	5,335	3,000
249-000-491.000 *	BUILDING PERMIT	541,633	495,052	500,000	500,000	514,444	540,000
249-000-491.001 *	ELECTRICAL PERMIT	83,370	84,106	75,000	75,000	114,315	81,000
249-000-491.002 *	MECHANICAL PERMIT	176,611	112,116	110,000	110,000	131,954	118,800
249-000-491.003 *	PLUMBING PERMIT	93,005	67,108	50,000	50,000	73,126	54,000
249-000-491.006 *	MISC / REINSPECT	5,960	130	5,000	5,000	15,575	5,000
249-000-491.007 *	SIGN PERMITS	2,600	2,175	2,000	2,000	8,605	2,000
249-000-607.001	SITE PLAN - CHG FOR SERVICES		748				
249-000-607.010 *	ENVIRO/PLOT PLAN - CHG FOR SERVICE	16,320	5,316	4,000	4,000	1,275	2,000
249-000-607.270 *	LIQUOR INSPECT - CHG FOR SERVICES	700	450	1,000	1,000	400	
249-000-665.000 *	INTEREST EARNED	25,971	4,869	10,000	10,000	135	50
249-000-676.012 *	INSURANCE REIMBURSEMENTS	499	128			394	
249-000-683.000	OTHER INCOME-MISCELLANEOUS	590				600	
249-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			12,744	125,456		147,449
TOTAL ESTIMATED REVENUES		950,279	778,420	772,744	885,456	866,158	953,299
NET OF REVENUES/APPROPRIATIONS - 000 -		950,279	778,420	772,744	885,456	866,158	953,299

\* NOTES TO BUDGET: DEPARTMENT 000

- 476.477 LICENSED CONTRACTOR REGISTRATION  
 Fee revenue generated from new registrations of licensed contractors doing business with the Building Department.
- 491.000 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. An increase of 8% projected based on anticipated construction.
- 491.001 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. An increase of 8% projected based on anticipated construction.
- 491.002 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. An increase of 8% projected based on anticipated construction.
- 491.003 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. An increase of 8% projected based on anticipated construction.
- 491.006 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.
- 491.007 SIGN PERMITS  
 Fee revenue from issuance of sign permits that require building inspection when installed.
- 607.010 ENVIRO/PLOT PLAN - CHG FOR SERVICES

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
	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.						
607.270	LIQUOR INSPECT - CHG FOR SERVICES						
	Fee revenue for building code inspections conducted for annual liquor license renewal for on-premise liquor establishments.						
665.000	INTEREST EARNED						
	Interest earned on the funds deposited at various banks. Figures provided by the Accounting Director.						
676.012	INSURANCE REIMBURSEMENTS						
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						
699.999	APPROPRIATED PRIOR YEAR BAL						
	Revenue from prior years used for current year operating expenses.						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 371 - BUILDING DEPARTMENT							
APPROPRIATIONS							
249-371-705.000 *	SALARY - SUPERVISION	110,696	101,685	100,660	103,172	98,601	127,700
249-371-706.000 *	SALARY - PERMANENT WAGES	45,722	73,162	63,487	65,110	57,415	76,935
249-371-706.004 *	BUILDING INSPECTION	60,029	62,178	62,192	63,690	57,537	63,690
249-371-706.005 *	ELECTRICAL INSPECTION	61,476	63,434	64,272	65,770	59,073	65,770
249-371-706.006	PLUMBING INSPECTION	55,734	48,314				
249-371-706.018 *	MECHANICAL INSPECTIONS						65,770
249-371-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	16,691	567		902	901	
249-371-708.010 *	HEALTH INS BUYOUT	3,750	2,380	3,000	3,000		
249-371-709.000 *	REG OVERTIME	306	2,080			929	
249-371-715.000 *	F.I.C.A./MEDICARE	26,643	26,470	22,232	22,845	20,520	30,590
249-371-718.000 *	MERS RETIREMENT	43,706	44,521	54,188	54,254	51,724	78,378
249-371-718.001 *	RETIREMENT HEALTH CARE SAVINGS	4,113	4,297	2,925	2,925	2,750	4,875
249-371-718.003 *	OPEB - RETIREMENT HEALTH						39,884
249-371-719.000 *	HEALTH INSURANCE	80,434	84,512	92,107	92,107	85,844	109,123
249-371-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(6,244)	(5,563)	(6,150)	(6,150)		(8,000)
249-371-719.015 *	DENTAL BENEFITS	4,797	4,126	4,134	4,134	3,322	4,077
249-371-719.016 *	VISION BENEFITS	1,127	1,141	1,160	1,160	872	1,043
249-371-719.020 *	HEALTH CARE DEDUCTION	13,083	13,138	22,208	22,208	22,223	29,610
249-371-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	341	368	351	351	311	504
249-371-719.022 *	DISABILITY INSURANCE	2,100	2,180	1,718	1,718	1,494	1,743
249-371-719.023 *	LIFE INSURANCE	1,173	1,154	1,021	1,021	981	1,361
249-371-719.025	UNEMPLOYMENT EXPENSE					49	
249-371-719.030 *	WORKERS COMPENSATION	4,091	3,676	4,910	4,910	3,167	4,500
249-371-727.000 *	OFFICE SUPPLIES	1,934	1,892	2,500	2,500	1,665	2,500
249-371-730.000 *	POSTAGE	723	1,205	10,000	10,000	560	10,000
249-371-740.001 *	Ordinance & Zoning Code Books	2,231	278	7,000	7,000	500	7,000
249-371-741.001 *	UNIFORMS-NEW AND BADGES	1,034	720	2,000	2,000	790	5,000
249-371-760.000 *	PPE & FIRST AID SUPPLIES			350	350	28	350
249-371-800.001 *	ADMINSTRATION FEES	33,431	33,028	34,630	34,630	30,242	34,277
249-371-801.000 *	PROFESSIONAL SERVICES	2,979	12,150		100,000	32,826	50,000
249-371-801.060	CONTRACTUAL - ONLINE PERMITS				4,000	698	
249-371-818.000 *	CONTRACTUAL SERVICES	94,209	80,965	160,000	160,000	123,674	60,000
249-371-867.000 *	GAS & OIL	4,844	3,625	5,000	5,000	5,455	5,000
249-371-876.003 *	OPEB FUNDING- RETIREE HEALTH	37,509	37,391	31,547	31,547	31,547	
249-371-935.000 *	MOTORPOOL-MISC REPAIR	598					5,000
249-371-943.000 *	MOTORPOOL INTERNAL	16,918	14,000	15,140	15,140	13,953	7,244
249-371-955.001 *	INSURANCE & BONDS FLEET	2,458	2,043	2,162	2,162	1,871	2,142
249-371-958.000 *	MEMBERSHIP AND DUES	1,855	1,195	3,000	3,000	1,819	3,000
249-371-960.000	EDUCATION AND TRAINING	254					
249-371-975.135 *	CAP OUTLAY - FURNITURE & FIXTURES						30,000
249-371-977.000 *	EQUIPMENT	3,918	3,197	5,000	5,000	1,374	5,000
249-371-985.000 *	CAPITAL OUTLAY/VEHICLES	20,004					29,233
TOTAL APPROPRIATIONS		754,667	725,509	772,744	885,456	714,715	953,299
NET OF REVENUES/APPROPRIATIONS - 371 - BUILDING DEPAF		(754,667)	(725,509)	(772,744)	(885,456)	(714,715)	(953,299)

\* NOTES TO BUDGET: DEPARTMENT 371 BUILDING DEPARTMENT

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 also includes 25% of the Community Compliance Director and 25% of the OCS Executive Coordinator position. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 371 - BUILDING DEPARTMENT							
706.000	SALARY - PERMANENT WAGES						
	Wages for one(1)hourly Floater II/Clerk III position, 25% of the Planning & Development Coordinator and 25% planning staff positions. Wages are determined by the AFSCME and Teamster labor contracts and H R Department.						
706.004	BUILDING INSPECTION						
	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.						
706.005	ELECTRICAL INSPECTION						
	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.						
706.018	MECHANICAL INSPECTIONS						
	Hourly wages for one (1) state registered mechanical inspector who performs plan reviews and inspections for mechanical permits. Wages are determined by the AFSCME labor contract.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	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%.						
708.010	HEALTH INS BUYOUT						
	This line item is used for the health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME						
	Overtime wages for inspectors and clerks as necessary for emergencies, special customer requests and special projects.						
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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.						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003.						
719.000	HEALTH INSURANCE						
	A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 371 - BUILDING DEPARTMENT							
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS No change for 2022						
719.016	VISION BENEFITS A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES Expenses for office supplies such as inspection forms, placards, pens, etc.						
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.						
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.						
741.001	UNIFORMS-NEW AND BADGES Expenses for new and replacement uniform clothing apparel and other related items for Building Department field staff.						
760.000	PPE & FIRST AID SUPPLIES Covers all PPE, first aid supplies, and other supplies required by OSHA.						
800.001	ADMINISTRATION FEES						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 371 - BUILDING DEPARTMENT							
	Admin fees are paid to the General Fund for service provided by Human Resource, Accounting, Computer Tech, Auditing and other support personnel and shared expenses. Allocations are based on wages of the support and maintenance staff, floor space, staffing levels, computers, phones, etc. Provided by the Account Director.						
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.						
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.						
867.000	GAS & OIL						
	Fuel and oil expenses for vehicles assigned to building department staff.						
876.003	OPEB FUNDING- RETIREE HEALTH						
	Moved to 249-371-718.003						
935.000	MOTORPOOL-MISC REPAIR						
	Covers miscellaneous vehicle repair. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL						
	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.						
955.001	INSURANCE & BONDS FLEET						
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES						
	Mandatory memberships and dues to professional organizations for continuing education credits required to maintain state certification for inspection staff.						
975.135	CAP OUTLAY - FURNITURE & FIXTURES						
	Expenses to purchase new office furniture and fixtures for restructured office space.						
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.						
985.000	CAPITAL OUTLAY/VEHICLES						
	Expense to purchase a new vehicle need to replace obsolete truck.						
ESTIMATED REVENUES - FUND 249		950,279	778,420	772,744	885,456	866,158	953,299
APPROPRIATIONS - FUND 249		754,667	725,509	772,744	885,456	714,715	953,299
NET OF REVENUES/APPROPRIATIONS - FUND 249		195,612	52,911			151,443	

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 000							
ESTIMATED REVENUES							
250-000-403.250 *	CURRENT TAX REVENUE - LDFA	231,126	121,664	78,572	78,572	78,572	74,322
250-000-665.000	INTEREST EARNED	1,460	95	15	15	2	
	TOTAL ESTIMATED REVENUES	<u>232,586</u>	<u>121,759</u>	<u>78,587</u>	<u>78,587</u>	<u>78,574</u>	<u>74,322</u>
	NET OF REVENUES/APPROPRIATIONS - 000 -	<u>232,586</u>	<u>121,759</u>	<u>78,587</u>	<u>78,587</u>	<u>78,574</u>	<u>74,322</u>

\* NOTES TO BUDGET: DEPARTMENT 000

403.250 CURRENT TAX REVENUE - LDFA

The 2022 revenues are based on the 2021 property tax values for the LDFA district. The captured funds are transferred to Fund 398 - General Obligation Bonds for Seaver Farms Infrastructure to cover the bond payments for the infrastructure improvements. The 2022 Bond principal of \$195,000 and interest of \$ \$38,340 totals \$233,340. The LDFA will only collect \$74,322. The difference of \$159,018 will be transferred from the General Fund to the General Obligation Debt Fond Fund 398. The reduction of revenue is due to the elimination of personal property. Bosal sold the property to Orphic Ypsilanti, LLC January 24, 2019.

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 906 - DEBT SERVICES							
APPROPRIATIONS							
250-906-995.398 *	TRANSFER TO: GEN OBLIG 2013 BOND	225,270	129,164	78,572	78,572	78,572	74,322
	TOTAL APPROPRIATIONS	225,270	129,164	78,572	78,572	78,572	74,322
NET OF REVENUES/APPROPRIATIONS - 906 - DEBT SERVICES		(225,270)	(129,164)	(78,572)	(78,572)	(78,572)	(74,322)
* NOTES TO BUDGET: DEPARTMENT 906 DEBT SERVICES							
995.398	TRANSFER TO: GEN OBLIG 2013 BOND						
	This line item reflects captured funds to be transferred to Fund 398 General Obligation Bond for Seaver Farms to cover the bond payments for the infrastructure improvements.						
ESTIMATED REVENUES - FUND 250		232,586	121,759	78,587	78,587	78,574	74,322
APPROPRIATIONS - FUND 250		225,270	129,164	78,572	78,572	78,572	74,322
NET OF REVENUES/APPROPRIATIONS - FUND 250		7,316	(7,405)	15	15	2	



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY		
Dept 000								
ESTIMATED REVENUES								
252-000-644.003 *	FORD LAKE HYDRO STATION	544,279	545,747	440,000	466,900	494,923	440,000	
252-000-665.000 *	INTEREST EARNED	9,082	2,368			71		
252-000-676.012 *	INSURANCE REIMBURSEMENTS	324	154			245		
252-000-683.000	OTHER INCOME-MISCELLANEOUS	4,319				35		
252-000-699.101	TRANSFER IN: FROM GENERAL FUND	79,000	81,000					
252-000-699.999 *	APPROPRIATED PRIOR YEAR BAL				70,627		382,974	
	TOTAL ESTIMATED REVENUES	637,004	629,269	440,000	537,527	495,274	822,974	
NET OF REVENUES/APPROPRIATIONS - 000 -		637,004	629,269	440,000	537,527	495,274	822,974	

\* NOTES TO BUDGET: DEPARTMENT 000

- 644.003 FORD LAKE HYDRO STATION  
Revenues from selling electricity from the Hydro Station to DTE Energy.
- 665.000 INTEREST EARNED  
Interest earned on funds deposited in the bank.
- 676.012 INSURANCE REIMBURSEMENTS  
Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.
- 699.999 APPROPRIATED PRIOR YEAR BAL  
This reflects the funds needed from the fund balance in order to balance the budget. The reason for the shortfall is due to the budgeting of two needed capital projects totaling \$395,000 for 2022.

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 535 - HYDRO STATION: FORD LAKE PARK							
APPROPRIATIONS							
252-535-705.000 *	SALARY - SUPERVISION	708	41,954	42,035	43,782	39,324	44,269
252-535-706.000 *	SALARY - PERMANENT WAGES	97,409	47,918	47,927	50,090	44,386	50,485
252-535-707.000 *	SALARY - TEMPORARY/SEASONAL	13,838	16,413	16,000	16,000	10,536	16,000
252-535-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	2,984	6,149		5,140	2,589	
252-535-709.000	REG OVERTIME	4,279	76				
252-535-715.000 *	F.I.C.A./MEDICARE	8,923	8,319	7,007	7,504	7,177	7,481
252-535-718.000 *	MERS RETIREMENT	15,437	11,729	14,871	14,946	14,145	20,184
252-535-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,059	1,300	1,300	1,300	1,200	1,300
252-535-718.002 *	DEFERRED COMPENSATION			112	112	30	208
252-535-718.003 *	OPEB - RETIREMENT HEALTH						10,636
252-535-719.000 *	HEALTH INSURANCE	39,036	41,338	41,127	41,127	41,127	39,089
252-535-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,000)	(3,600)	(2,880)	(2,880)		(2,880)
252-535-719.015 *	DENTAL BENEFITS	2,110	1,411	1,582	1,582	1,582	1,582
252-535-719.016 *	VISION BENEFITS	467	496	543	543	495	399
252-535-719.020 *	HEALTH CARE DEDUCTION	1,722	274	9,464	9,464	1,685	9,464
252-535-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	127	147	125	125	117	135
252-535-719.022 *	DISABILITY INSURANCE	605	611	611	611	562	465
252-535-719.023 *	LIFE INSURANCE	359	363	363	363	363	363
252-535-719.030 *	WORKERS COMPENSATION	1,466	1,280	1,525	1,525	1,294	2,320
252-535-727.000 *	OFFICE SUPPLIES	347	487	350	350	204	350
252-535-730.000 *	POSTAGE	57	32	100	100	58	100
252-535-740.000 *	OPERATING SUPPLIES	273	154	300	300	63	300
252-535-741.000 *	BOOT REIMB & UNIFORMS PURCHASE	791	821	850	850	622	850
252-535-760.000 *	PPE & FIRST AID SUPPLIES			350	350	133	350
252-535-776.000 *	MAINTENANCE SUPPLIES	8,055	7,218	9,050	11,650	7,613	9,000
252-535-801.000 *	PROFESSIONAL SERVICES	62,413	66,954	75,000	79,105	61,973	75,000
252-535-818.013 *	CONTRACTUAL SERVICES/HYDRO ST	8,683	7,547	9,000	13,200	9,003	9,000
252-535-850.000 *	TELEPHONE	1,108	1,404	1,800	1,800	1,421	1,800
252-535-867.000 *	GAS & OIL	2,859	1,425	1,800	1,800	1,359	1,600
252-535-920.017 *	UTILITIES - HYDRO	1,222	842	2,400	2,400	661	1,800
252-535-930.000 *	REPAIRS MAINTENANCE-MACHINERY	3,810	24,896	22,000	20,500	14,456	12,000
252-535-930.001 *	REPAIRS/MAINT HYDRO INFRASTRU	24,459	31,698	50,000	54,500	35,853	20,000
252-535-931.013	REPAIRS & MAINT - OTHER DAMS	2,470		1,000			
252-535-935.000 *	MOTORPOOL-MISC REPAIR	1,189	192	2,500	2,500	169	2,500
252-535-943.000 *	MOTORPOOL INTERNAL	5,879	5,922	6,154	6,154	5,641	6,154
252-535-955.003 *	INSURANCE AND BONDS	2,234	2,451	2,594	2,594	2,245	2,570
252-535-956.000 *	MISCELLANEOUS	3,514	3,500	2,800	3,543	3,543	2,800
252-535-956.019 *	HYDRO-FISH STUDY-ESCROW EXPEN	9,524	8,136	8,500	8,500		8,500
252-535-956.025 *	LICENSES AND FEES/FERC	1,632	2,726	3,800	3,057	2,608	2,800
252-535-959.000 *	CITY SHARE/HYDRO STATION	54,428	54,575	44,000	59,000	49,492	44,000
252-535-971.001 *	CAPITAL OUTLAY - OTHER						270,000
252-535-971.200 *	CAPITAL OUTLAY - GRANT PROJECT						125,000
252-535-976.000	CAPITAL OUTLAY NEW EQUIPMENT	11,673	95,552				
252-535-977.000 *	EQUIPMENT		3,905		60,000		25,000
TOTAL APPROPRIATIONS		394,149	496,615	426,060	523,587	363,729	822,974
NET OF REVENUES/APPROPRIATIONS - 535 - HYDRO STATION:		(394,149)	(496,615)	(426,060)	(523,587)	(363,729)	(822,974)

\* NOTES TO BUDGET: DEPARTMENT 535 HYDRO STATION: FORD LAKE PARK

705.000 SALARY - SUPERVISION  
 60% of the salary for Operations Manager, the other 40% is budgeted in 101-270-706.015 - Human Resources for safety compliance. A  
 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 535 - HYDRO STATION: FORD LAKE PARK							
706.000	SALARY - PERMANENT WAGES						
	Wages for one full-time operator. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.						
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.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	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%.						
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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.						
718.002	DEFERRED COMPENSATION						
	Figures provided by Accounting Director based on 1.30% of payroll.						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003.						
719.000	HEALTH INSURANCE						
	A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						
	No change for 2022						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY		
Dept 535 - HYDRO STATION: FORD LAKE PARK								
719.021	ADMIN FEE - HEALTH DEDUCTIBLE Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.							
719.022	DISABILITY INSURANCE A decrease of 24% due to switching to Standard Insurance. Provided by HR							
719.023	LIFE INSURANCE No change for 2022. Provided by H.R.							
719.030	WORKERS COMPENSATION Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director							
727.000	OFFICE SUPPLIES Cost of supplies and material used in completing reports by the department.							
730.000	POSTAGE Cost to mail business related material.							
740.000	OPERATING SUPPLIES Cover cost in mailing business related material.							
741.000	BOOT REIMB & UNIFORMS PURCHASE Cost to purchase operators uniforms and boot allowance.							
760.000	PPE & FIRST AID SUPPLIES Covers all PPE, first aid supplies, and other supplies required by OSHA.							
776.000	MAINTENANCE SUPPLIES Cost associated with maintaining Hydro Station including housekeeping, general maintenance supplies and hand tools.							
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.							
818.013	CONTRACTUAL SERVICES/HYDRO ST 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.							
850.000	TELEPHONE Communication lines for Hydro Station and cell service for water quality stations deployed as part of operation plan for the department.							

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 535 - HYDRO STATION: FORD LAKE PARK							
867.000	GAS & OIL  Cost of fuel used by the department for equipment and vehicles.						
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.						
930.000	REPAIRS MAINTENANCE-MACHINERY  Cost of repairs and maintenance of equipment.						
930.001	REPAIRS/MAINT HYDRO INFRASTRU  Costs to maintain Hydro Station structure- powerhouse and dam. Activities include concrete repairs to spalling concrete and general repairs.						
935.000	MOTORPOOL-MISC REPAIR  Covers miscellaneous vehicle repair. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL  Figures provided by the Accounting Director.						
955.003	INSURANCE AND BONDS  Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
956.000	MISCELLANEOUS  Bank fees associated with DTE Escrow Fund and other small expenses.						
956.019	HYDRO-FISH STUDY-ESCROW EXPEN  Expected amount the Township will have to put into Fish Escrow for future fish enhancement. Required by the FERC License agreement.						
956.025	LICENSES AND FEES/FERC  Annual fee assessed by the Federal Energy Regulatory Commission. Cost varies each year.						
959.000	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.						
971.001	CAPITAL OUTLAY - OTHER  Sluice Gate Stress Analysis - Determine the safety factor and an expected life of the cast iron spillway gates at the Hydro Station Repair Spalling Concrete - Address spalling concrete at the top of the arch dam to the abutment piers.						
971.200	CAPITAL OUTLAY - GRANT PROJECT  Ford Lake Park Shoreline stabilization - HRWC is submitting for a grant with EGLE, the Township would be the local funding match if approved by EGLE.						
977.000	EQUIPMENT						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 535 - HYDRO STATION: FORD LAKE PARK							
	WQ Equipment - Lake buoy, replace failing equipment.						
	ESTIMATED REVENUES - FUND 252	637,004	629,269	440,000	537,527	495,274	822,974
	APPROPRIATIONS - FUND 252	394,149	496,615	426,060	523,587	363,729	822,974
	NET OF REVENUES/APPROPRIATIONS - FUND 252	242,855	132,654	13,940	13,940	131,545	

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
ESTIMATED REVENUES							
266-000-403.000 *	CURRENT PROPERTY TAXES	7,411,812	7,990,591	8,190,676	8,190,676	8,234,608	8,336,072
266-000-404.001 *	ESA REIMBURSEMENT OP	27,866	26,530			26,579	26,530
266-000-412.000 *	DELINQUENT PERS PROPERTY TAX	2,770	14,016				
266-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	(5,043)	(28,884)			30,288	
266-000-432.000 *	IN LIEU OF TAXES - CLARK TOWERS	11,608	11,628	11,630	11,630	11,632	11,630
266-000-451.310 *	TAX SP ASSESS - SF RENTAL PROP INSP		58,055	25,000	25,000	9,340	10,000
266-000-451.330 *	TAX SP ASSESS -MF RENTAL PROP INSP			1,000	1,000		
266-000-451.410 *	TAX SP ASSESS - VACANT PROP INSPEC		8,573	4,000	4,000	2,284	3,000
266-000-574.001 *	STATE REVENUE-LIQUOR ENFORCMN	22,615	21,700	24,000	24,000	19,242	24,000
266-000-607.000 *	CHRG --NONRECORDING PROP XFER		10,800	1,500	1,500	14,930	15,000
266-000-607.270 *	LIQUOR INSPECT - CHG FOR SERVICES	1,150	550	1,000	1,000	450	
266-000-607.300 *	CHRG FOR SERV-SF RENTAL INSPECT		48,570	120,000	120,000	63,400	50,000
266-000-607.320 *	CHRG FOR SERV-MF RENTAL INSPECT		61,340	120,000	120,000	3,960	65,000
266-000-607.400 *	CHRG FOR SERV-VACANT PROP INSPECT		7,850	10,000	10,000	13,640	10,000
266-000-628.000 *	RENTAL REGISTRATION FEE		58,450	1,500	1,500	15,080	
266-000-659.003	PUBLIC NUISANCE ABATEMENT		75				
266-000-665.000 *	INTEREST EARNED	86,084	9,189	3,500	3,500	587	500
266-000-676.000	REIMBURSEMENT	50,000	118,832				
266-000-676.012 *	INSURANCE REIMBURSEMENTS	5,447	409			616	
266-000-683.000 *	OTHER INCOME-MISCELLANEOUS	4,240	256,433			6,669	
266-000-699.999	APPROPRIATED PRIOR YEAR BAL			22,275	37,540		
TOTAL ESTIMATED REVENUES		7,618,549	8,674,707	8,536,081	8,551,346	8,453,305	8,551,732
NET OF REVENUES/APPROPRIATIONS - 000 -		7,618,549	8,674,707	8,536,081	8,551,346	8,453,305	8,551,732

\* NOTES TO BUDGET: DEPARTMENT 000

403.000	CURRENT PROPERTY TAXES	Tax Revenue based on millage voter approved levy increased for Environmental Services. The levy went from 2.1550 to 2.4050 and resulted in a shift from Law Enforcement approved levy that decreased from 5.9500 to 5.7000. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. A 3.3% increase from prior year TV assumptions.					
404.001	ESA REIMBURSEMENT OP	State calculated reimbursement for personal property loss due to small business exemptions.					
412.000	DELINQUENT PERS PROPERTY TAX	Delinquent personal property revenue collected by the Treasurer.					
432.000	IN LIEU OF TAXES - CLARK TOWERS	Revenue collected pursuant to municipal services agreements and payments in lieu of taxes agreement for Clark East Towers.					
451.310	TAX SP ASSESS - SF RENTAL PROP INSPECT	Fees from delinquent single family rental inspection invoices incurred in 2020 and 2021 that were designated as a special assessment and added to Winter 2021 property tax bills.					
451.330	TAX SP ASSESS -MF RENTAL PROP INSPECT	Fees from delinquent multifamily rental inspection invoices incurred in 2020 and 2021 that were designated as a special assessment and added to Winter 2021 property tax bills.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
451.410	TAX SP ASSESS - VACANT PROP INSPECT						
	Fees from delinquent vacant building inspection invoices incurred in 2020 and 2021 that will be designated as a special assessment and added to the Winter 2021 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.						
574.001	STATE REVENUE-LIQUOR ENFORCMN						
	Fees collected from bars and restaurants for annual liquor license renewal.						
607.000	CHRG --NONRECORDING PROP XFER						
	Fee revenue from new businesses that register in compliance with the Business Registration ordinance.						
607.270	LIQUOR INSPECT - CHG FOR SERVICES						
	Fees collected from bars and restaurants for annual liquor license renewal.						
607.300	CHRG FOR SERV-SF RENTAL INSPECT						
	Fees paid by property owners for inspection of single family rental dwellings.						
607.320	CHRG FOR SERV-MF RENTAL INSPECT						
	Fees paid by property owners for inspection of multifamily rental dwellings and buildings.						
607.400	CHRG 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.						
628.000	RENTAL REGISTRATION FEE						
	Fees paid by property owners to register rental dwelling units.						
665.000	INTEREST EARNED						
	Interest earned on funds deposited in banks. Figures provided by the Accounting Director.						
676.012	INSURANCE REIMBURSEMENTS						
	Revenue received through insurance reimbursement or other miscellaneous sources.						
683.000	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.						



		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 301 - SHERIFF SERVICES							
APPROPRIATIONS							
266-301-705.000 *	SALARY - SUPERVISION	107,121	109,162	108,850	110,763	78,513	16,453
266-301-706.000 *	SALARY - PERMANENT WAGES	18,822	19,432	38,480	38,958	18,153	39,437
266-301-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	7,699	5,677		3,592	3,591	
266-301-708.009 *	AUTO ALLOWANCE	6,000	6,000	6,000	6,000	4,000	
266-301-708.010 *	HEALTH INS BUYOUT	3,750	3,000	3,000	3,000	1,500	
266-301-715.000 *	F.I.C.A./MEDICARE	10,815	10,858	11,730	12,187	7,976	4,276
266-301-718.000 *	MERS RETIREMENT	18,791	19,456	28,362	28,362	20,385	9,286
266-301-718.001 *	RETIREMENT HEALTH CARE SAVINGS			1,300	1,300		1,300
266-301-718.003 *	OPEB - RETIREMENT HEALTH						4,432
266-301-719.000 *	HEALTH INSURANCE	8,562	10,586	14,994	14,994	14,815	14,252
266-301-719.003 *	EMPLOYEE PAID HEALTH CONTRA		(163)	(1,050)	(1,050)		(1,050)
266-301-719.015 *	DENTAL BENEFITS	1,951	1,580	1,960	1,960	1,640	678
266-301-719.016 *	VISION BENEFITS	439	437	537	537	471	158
266-301-719.020 *	HEALTH CARE DEDUCTION	63	686	3,719	3,719	620	3,719
266-301-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	148	159	158	158	147	105
266-301-719.022 *	DISABILITY INSURANCE	859	963	859	859	710	363
266-301-719.023 *	LIFE INSURANCE	510	506	510	510	449	284
266-301-719.030 *	WORKERS COMPENSATION	4,536	4,340	3,395	3,395	2,371	2,086
266-301-727.000 *	OFFICE SUPPLIES	93	257	500	500		500
266-301-730.000 *	POSTAGE	5,017	634	5,000	5,000		5,000
266-301-740.000 *	OPERATING SUPPLIES	3,546	553	5,000	4,000	274	5,000
266-301-800.001 *	ADMINSTRATION FEES	37,711	57,644	62,805	62,805	52,982	61,929
266-301-830.004 *	COMMUNITY WORK PROGRAM	22,750	52,775	80,000	80,000	40,250	80,000
266-301-831.000 *	SHERIFF PATROL CONTRACT	5,691,026	5,781,452	6,196,280	6,186,280	4,280,324	6,289,228
266-301-831.001 *	SHERIFF PATROL - OVERTIME	266,321	126,992	250,000	250,000		250,000
266-301-831.007 *	LIQUOR INSPECTION EXPENDITURE	240	25	2,000	2,000		2,000
266-301-831.008 *	SHERIFF PATROL-SCHL COLLB CTR	58,098		75,000	75,000	33,123	75,000
266-301-831.010 *	PUBLIC NUISANCE ABATEMENT			3,000	3,000		3,000
266-301-831.012 *	ANIMAL CONTROL ENFORCEMENT CONTRIH	45,000	45,000	45,000	45,000		45,000
266-301-831.013 *	POLICE SECURITY - 14B DISTRICT COU			200,000	200,000		200,000
266-301-831.014 *	PILOT L.E.A.D. PROGRAM			150,000	150,000		150,000
266-301-876.003 *	OPEB FUNDING- RETIREE HEALTH	40,879	38,362	27,372	27,372	27,372	
266-301-900.000 *	PUBLISHING			10,000	10,000		10,000
266-301-920.015 *	UTILITIES/ 1405 HOLMES RD	7,417	8,748	10,000	10,000	6,698	10,000
266-301-920.016 *	UTILITIES/2057 TYLER POLICE	1,525	2,419	2,000	3,000	2,736	3,000
266-301-920.019 *	UTILITIES 1501 S HURON STATIO	20,387	21,073	20,000	20,000	21,935	20,000
266-301-931.011 *	BLDG MAINT/1405 HOLMES	4,476	4,216	6,500	19,500	18,313	17,000
266-301-931.012 *	BLDG MAINT/2057 TYLER RD	1,537	1,436	4,000	4,000	1,225	4,000
266-301-931.015 *	BLDG MAINT - 1501 S HURON STA	34,503	32,533	37,000	37,000	23,697	35,000
266-301-933.000 *	EQUIPMENT MAINTENANCE	1,093	258	5,000	2,000	148	5,000
266-301-933.020 *	PUBLIC CAMERA MAINTENANCE	4,880	11,329	35,000	35,000	9,382	35,000
266-301-942.000 *	VEHICLE CHARGE	626	777	2,000	2,000	389	2,000
266-301-955.001 *	INSURANCE & BONDS FLEET	4,096	6,546	6,917	6,917	5,990	6,855
266-301-958.000 *	MEMBERSHIP AND DUES	895	698	1,500	1,500	1,230	1,500
266-301-971.001	CAPITAL OUTLAY - OTHER	207,018					
266-301-977.000 *	EQUIPMENT	12,523	44,687	50,000	50,000	20,767	50,000
266-301-995.100 *	TRANS TO GENERAL FOR LEC BLDG	181,865	181,865	181,865	181,865	166,710	131,865
TOTAL APPROPRIATIONS		6,843,588	6,612,958	7,696,543	7,702,983	4,868,886	7,593,656
NET OF REVENUES/APPROPRIATIONS - 301 - SHERIFF SERVIC		(6,843,588)	(6,612,958)	(7,696,543)	(7,702,983)	(4,868,886)	(7,593,656)

\* NOTES TO BUDGET: DEPARTMENT 301 SHERIFF SERVICES

705.000 SALARY - SUPERVISION

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 301 - SHERIFF SERVICES	25% of the salary for the OCS Executive Coordinator. The decrease is due to the retirement of the OCS Director. The Supervisor will now be overseeing the Sheriff Services. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.						
706.000	SALARY - PERMANENT WAGES  Wages for one (1) full-time custodian.						
708.004	SALARIES PAY OUT-PTO&SICKTIME  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%.						
708.009	AUTO ALLOWANCE  Automobile allowance for the Police Services/OCS Director. Eliminated due to retirement.						
708.010	HEALTH INS BUYOUT  This line item is used for the health insurance buyout for employees who receive health insurance through another source. None budgeted for 2022						
715.000	F.I.C.A./MEDICARE  Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT  Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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.						
718.003	OPEB - RETIREMENT HEALTH  Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003 and the decrease is due to retirement.						
719.000	HEALTH INSURANCE  A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA  Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS  No change for 2022						
719.016	VISION BENEFITS  A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
719.020	HEALTH CARE DEDUCTION						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 301 - SHERIFF SERVICES							
	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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Expenses for office supplies for the Police Services Administrator/OCS Director position.						
730.000	POSTAGE						
	Postage expenses for neighborhood watch mailings.						
740.000	OPERATING SUPPLIES						
	Operating supplies for police services including neighborhood watch street signs and first responder maps.						
800.001	ADMINISTRATION FEES						
	Admin fees are paid to the General Fund for service provided by Human Resource, Accounting, Computer Tech, Auditing and other support personnel and shared expenses. Allocations are based on wages of the support and maintenance staff, floor space, staffing levels, computers, phones, etc. Provided by the Account Director.						
830.004	COMMUNITY WORK PROGRAM						
	Expenses for roadside trash pickup through the county work program or alternate private source.						
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. Service cost per unit increased 1.5% to \$165,506 per unit. We have not been at 38 deputies since the contract was authorized in 2018. We receive credit at the end of the year. The Township Supervisor will oversee the Sheriff services.						
831.001	SHERIFF PATROL - OVERTIME						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 301 - SHERIFF SERVICES							
	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. We are not charged overtime for deputy vacancies. The Township Supervisor will oversee the Sheriff services.						
831.007	LIQUOR INSPECTION EXPENDITURE						
	Wages paid to youth/student decoys for underage liquor sales enforcement.						
831.008	SHERIFF PATROL-SCHL COLLB CTR						
	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.						
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.						
831.012	ANIMAL CONTROL ENFORCEMENT CONTRIB						
	Funds allocated to Washtenaw County to support the county's animal control contract with the Humane Society of Huron Valley.						
831.013	POLICE SECURITY - 14B DISTRICT COURT						
	This account funds police security staffing for the 14B District Court through a contract with the Washtenaw County Sheriff's Office in alignment with recommendations from the Michigan Court Administrator's office and the Township Safety Committee. Sheriff's deputies at the court will also provide police response and visibility at the civic Center campus since court and municipal offices are connected and share space. This is a new line item and service in 2022. This was budgeted in 2021 but did not occur due to the pandemic.						
831.014	PILOT L.E.A.D. PROGRAM						
	This account funds an innovative program known as Law Enforcement Assisted Diversion (LEAD) to be managed by the Washtenaw County Sheriff's Office in partnership with the Township, the prosecutor's office and Community Mental Health. Based on the flagship LEAD program in Seattle, police officers exercise discretionary authority at point of contact to divert individuals to a community-based harm reduction intervention for law violations driven by unmet behavioral health needs. In lieu of the normal criminal justice system cycle-booking, detention, prosecution, conviction, incarceration - individuals are instead referred into a trauma-informed intensive case-management program where the individual receives a wide range of support services, often including transitional and permanent housing and /or drug treatment. Prosecutors and police officers work closely with case managers to ensure that all contacts with LEAD participants going forward including new criminal prosecutions for other offenses, are coordinated with the service plan for the participant to maximize the opportunity to achieve behavioral change. This is a new line item for creation and operation of a pilot LEAD program for Ypsilanti Twp., the first of its kind in Washtenaw County. Funds will be used to employ qualified clinicians who will be on-call 24 hours each day to respond to meet police and potential participants as necessary, and to manage cases on an ongoing basis. The funding recommendation is tentative and subject to change pending detailed development and implementation. This was budgeted in 2021 but did not occur due to the pandemic. The Supervisor and legal counsel will meet with Sheriff to review program and bring before the Board before moving ahead.						
876.003	OPEB FUNDING- RETIREE HEALTH						
	Moved and allocated between department 301 and 304 in account numbers 266-301-718.003 and 266-304-718.003						
900.000	PUBLISHING						
	Cost of printing Neighborhood Watch notices.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 301 - SHERIFF SERVICES							
920.015	UTILITIES/ 1405 HOLMES RD  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.						
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.						
920.018	UTILITIES-CIVIC CTR POLICE  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.						
920.019	UTILITIES 1501 S HURON STATIO  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.						
931.011	BLDG MAINT/1405 HOLMES  Expenses for maintenance of the Holmes Rd police substation.						
931.012	BLDG MAINT/2057 TYLER RD  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.						
931.015	BLDG MAINT - 1501 S HURON STA  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.						
933.000	EQUIPMENT MAINTENANCE  Expenses to maintain township owned police equipment including motor carrier truck scales, traffic analysis devices, Radar Sign speed display units.						
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.						
942.000	VEHICLE CHARGE  Expense to maintain township owned police equipment including motor carrier truck scales, traffic analysis devices, radar sign speed display units, etc.						
955.001	INSURANCE & BONDS FLEET						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 301 - SHERIFF SERVICES							
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES						
	Expense for a subscription membership to an online research service for investigative use.						
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.						
995.100	TRANS TO GENERAL FOR LEC BLDG						
	This is the final payment of \$131,865 money transferred to the General Fund to reimburse the cost of renovation of the Law Enforcement Center at 1501 S. Huron Street. The total renovation project was \$909,325.						

2022 BUDGET REQUEST							
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 304 - ORDINANCE							
APPROPRIATIONS							
266-304-705.000 *	SALARY - SUPERVISION	16,294	23,927	132,372	136,238	116,901	142,203
266-304-706.000 *	SALARY - PERMANENT WAGES	185,960	348,519	269,924	262,692	165,215	328,841
266-304-706.012 *	WAGES-NEIGHBRD WATCH/ENFORCEM	42,834	23,815	75,000	75,000	18,800	75,000
266-304-707.000 *	SALARY - TEMPORARY/SEASONAL	17,546	19,165	20,000	20,000	13,754	15,000
266-304-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	6,143	936		11,490	11,490	
266-304-708.010 *	HEALTH INS BUYOUT	6,750	7,500	9,000	9,000	1,309	3,000
266-304-709.000 *	REG OVERTIME	822	778	2,500	2,500	2,036	2,500
266-304-715.000 *	F.I.C.A./MEDICARE	20,397	31,396	36,442	37,064	24,089	42,411
266-304-718.000 *	MERS RETIREMENT	27,152	49,085	64,146	64,225	43,283	61,611
266-304-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,843	3,593	5,200	5,200	3,930	8,775
266-304-718.002 *	DEFERRED COMPENSATION	234	251			179	195
266-304-718.003 *	OPEB - RETIREMENT HEALTH						24,374
266-304-719.000 *	HEALTH INSURANCE	57,968	108,889	136,447	136,447	102,253	144,343
266-304-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,681)	(6,256)	(9,475)	(9,475)		(10,575)
266-304-719.015 *	DENTAL BENEFITS	5,124	5,850	8,564	8,564	5,238	6,894
266-304-719.016 *	VISION BENEFITS	1,029	1,553	2,390	2,390	1,165	1,548
266-304-719.020 *	HEALTH CARE DEDUCTION	10,958	17,161	33,666	33,666	12,430	41,112
266-304-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	201	466	575	575	399	761
266-304-719.022 *	DISABILITY INSURANCE	1,909	3,162	3,580	3,580	2,451	2,942
266-304-719.023 *	LIFE INSURANCE	1,134	1,779	2,126	2,126	1,521	2,297
266-304-719.030 *	WORKERS COMPENSATION						1,274
266-304-727.000 *	OFFICE SUPPLIES	260	312	1,000	2,000	1,020	1,000
266-304-730.000 *	POSTAGE	398	3,946	2,500	2,500	1,460	2,500
266-304-740.000 *	OPERATING SUPPLIES	509	1,222	3,000	2,000	1,194	3,000
266-304-741.001 *	UNIFORMS-NEW AND BADGES	104	1,425	3,000	3,000	1,894	5,000
266-304-760.000 *	PPE & FIRST AID SUPPLIES			500	500	247	500
266-304-860.000 *	TRAVEL	892	38	1,000	1,000		1,500
266-304-867.000 *	GAS & OIL	5,518	6,447	8,000	8,000	5,746	8,000
266-304-935.000 *	MOTORPOOL-MISC REPAIR	1,369	3,786	10,000	10,000	8,111	5,000
266-304-943.000 *	MOTORPOOL INTERNAL	5,354	11,121	13,081	13,081	12,202	13,081
266-304-977.000 *	EQUIPMENT		3,627	5,000	5,000	800	10,000
266-304-985.000	CAPITAL OUTLAY/VEHICLES	28,000					
TOTAL APPROPRIATIONS		443,021	673,493	839,538	848,363	559,117	944,087
NET OF REVENUES/APPROPRIATIONS - 304 - ORDINANCE		(443,021)	(673,493)	(839,538)	(848,363)	(559,117)	(944,087)

\* NOTES TO BUDGET: DEPARTMENT 304 ORDINANCE

705.000 SALARY - SUPERVISION  
 This line item reflects 75% of the new Community Compliance Director's salary, 37.5% of the OCS Executive Coordinator's salary and one Ordinance Administrators. A 2.75% increase was approved for 2022 Teamster Union contract. The non-union supervisors salaries was increased 2.75% to match the Teamster Union contract.

706.000 SALARY - PERMANENT WAGES  
 Salary for four (4) Ordinance Enforcement Assistants, and 2 Floater II/ Clerk III positions. Salary and wages are determined by labor contracts with AFSCME and Teamster union. Currently no increase is budgeted for 2022 for AFSCME contract ending 12/31/2021. A 2.75% increase was approved for 2022 Teamster Union contract.

706.012 WAGES-NEIGHBRD WATCH/ENFORCEM

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 304 - ORDINANCE							
	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.						
707.000	SALARY - TEMPORARY/SEASONAL Wages for temporary weekend sign ordinance support person.						
708.004	SALARIES PAY OUT-PTO&SICKTIME 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%.						
708.010	HEALTH INS BUYOUT This line item is used for the health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME Wage expenses for special code enforcement projects and focused neighborhood enforcement performed outside regular work hours.						
715.000	F.I.C.A./MEDICARE Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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.						
718.002	DEFERRED COMPENSATION Figures provided by Accounting Director based on 1.30% of payroll.						
718.003	OPEB - RETIREMENT HEALTH Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003.						
719.000	HEALTH INSURANCE A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS No change for 2022						



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 304 - ORDINANCE							
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Expenses for office supplies such as envelopes, pens, portable printer ink, etc.						
730.000	POSTAGE						
	Postage expenses for Ordinance Dept. operations.						
740.000	OPERATING SUPPLIES						
	Operating supplies for the Ordinance Dept such as batteries, digital media, software, inspection tools and supplies.						
741.001	UNIFORMS-NEW AND BADGES						
	Expenses for new and replacement uniform boots and clothing for Ordinance Officers.						
760.000	PPE & FIRST AID SUPPLIES						
	Expenses for personal protective equipment and first aid supplies for the department and vehicles.						
860.000	TRAVEL						
	Reimbursement for business use of personal vehicle for the Community Engagement Specialist positions.						
867.000	GAS & OIL						
	Fuel and oil expenses for vehicles assigned to the Ordinance Dept.						
935.000	MOTORPOOL-MISC REPAIR						
	Covers miscellaneous vehicle repair. Provided by Accounting Director						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 304 - ORDINANCE							
943.000	MOTORPOOL INTERNAL						
	Lease payments to the township motor pool and scheduled maintenance expenses for vehicles assigned to the Ordinance Dept.						
977.000	EQUIPMENT						
	Expenses for new and replacement equipment for field inspectors (computers, printers, inspection tools).						
ESTIMATED REVENUES - FUND 266		7,618,549	8,674,707	8,536,081	8,551,346	8,453,305	8,551,732
APPROPRIATIONS - FUND 266		7,286,609	7,286,451	8,536,081	8,551,346	5,428,003	8,537,743
NET OF REVENUES/APPROPRIATIONS - FUND 266		331,940	1,388,256			3,025,302	13,989

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET	
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21		
Dept 000								
ESTIMATED REVENUES								
282-000-528.000 *	OTHER FEDERAL GRANTS						4,719,513	
282-000-665.000	INTEREST EARNED					154		
	TOTAL ESTIMATED REVENUES					154	4,719,513	
NET OF REVENUES/APPROPRIATIONS - 000 -							154	4,719,513

\* NOTES TO BUDGET: DEPARTMENT 000

528.000 OTHER FEDERAL GRANTS

Federal American Rescue Plan Act (ARPA) - Coronavirus State and Local Fiscal Recovery Funds. This is the second payment to be received. First payment of \$4,719,513 was received July 2021 and placed in an unearned revenue liability account in this new fund at the recommendation of our auditor. The revenue will be recognized as expenditures are approved by the Board.

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 693 - COMMUNITY ACTION PROGRAM							
APPROPRIATIONS							
282-693-995.101 *	TRANSFER OUT TO GENERAL FUND						4,719,513
	TOTAL APPROPRIATIONS						4,719,513
NET OF REVENUES/APPROPRIATIONS - 693 - COMMUNITY ACTI							(4,719,513)
* NOTES TO BUDGET: DEPARTMENT 693 COMMUNITY ACTION PROGRAM							
995.101	TRANSFER OUT TO GENERAL FUND						
	Federal American Rescue Plan Act (ARPA) - Coronavirus State and Local Fiscal Recovery Funds. All expenditures and/or uses will be brought before the Board. This is a new fund this year. The expected revenue and transfer for 2022 was put here for budget informational purpose.						
ESTIMATED REVENUES - FUND 282							154
APPROPRIATIONS - FUND 282							4,719,513
NET OF REVENUES/APPROPRIATIONS - FUND 282							154

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
ESTIMATED REVENUES							
287-000-452.000	BLIGHT/CLEANUP-TAX REIMB					50	
287-000-452.001 *	BOARD UP - VACANT RESIDENT TAX	496	1,495	300	300	491	500
287-000-452.002 *	NOXIOUS WEE - TAX REIMBURSE	15,544	19,330	10,000	15,000	29,739	15,000
287-000-659.000 *	BLIGHT - SERVICE CHARGE	11,726	10,887	10,000	10,000	8,390	10,000
287-000-659.001 *	WEEDS - SERVICE CHARGE	221	518	1,000	1,000	135	1,000
287-000-659.002 *	WEEDS - SERVICE CHARGE	15,226	7,307	3,000	3,000	6,774	4,000
287-000-665.000 *	INTEREST EARNED	1,607	285	500	500	6	5
287-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			22,227	37,227		17,522
TOTAL ESTIMATED REVENUES		44,820	39,822	47,027	67,027	45,585	48,027
NET OF REVENUES/APPROPRIATIONS - 000 -		44,820	39,822	47,027	67,027	45,585	48,027
* NOTES TO BUDGET: DEPARTMENT 000							
452.001	BOARD UP - VACANT RESIDENT TAX	Delinquent invoices for boarding up vacant buildings added to property tax bills as a special assessment.					
452.002	NOXIOUS WEE - TAX REIMBURSE	Delinquent invoices for vegetation and noxious weed abatement added to property tax bills as a special assessment.					
659.000	BLIGHT - SERVICE CHARGE	Fees collected from property owners for blight clean-up services performed by the Ordinance Dept.					
659.001	WEEDS - SERVICE CHARGE	Fees collected from property owners for board-up services to secure open vacant buildings.					
659.002	WEEDS - SERVICE CHARGE	Fees collected from property owners for statutory vegetation enforcement and noxious weed abatement.					
665.000	INTEREST EARNED	Interest earned on accounts.					
699.999	APPROPRIATED PRIOR YEAR BAL	Use of fund balance to support current year operating expense will be \$17,522 . Estimated 2021 ending fund balance available is \$42,205.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 733 - NUISANCE ABATEMENT DEPARTMENT APPROPRIATIONS							
287-733-704.000 *	APPOINTED OFFICIALS	500	1,000	1,000	1,000	1,000	1,000
287-733-715.000 *	F.I.C.A./MEDICARE	37	75	14	14	77	14
287-733-718.000	MERS RETIREMENT	108	188			43	
287-733-718.002 *	DEFERRED COMPENSATION			13	13		13
287-733-806.001 *	BLIGHT ENFORCEMENT COSTS	8,596	32,024	30,000	30,000	27,066	30,000
287-733-806.002 *	BOARD-UP ENFORCEMENT COSTS	2,951	2,531	1,000	16,000	1,951	2,000
287-733-806.003 *	NOXIOUS WEED ENFORCEMENT COST	23,941	23,599	15,000	20,000	17,836	15,000
	TOTAL APPROPRIATIONS	36,133	59,417	47,027	67,027	47,973	48,027
NET OF REVENUES/APPROPRIATIONS - 733 - NUISANCE ABATE		(36,133)	(59,417)	(47,027)	(67,027)	(47,973)	(48,027)
* NOTES TO BUDGET: DEPARTMENT 733 NUISANCE ABATEMENT DEPARTMENT							
704.000	APPOINTED OFFICIALS	Statutory payment to the appointed noxious weed commissioner for the purpose of interpreting and administering code.					
715.000	F.I.C.A./MEDICARE	Figures provided by the Accounting Director.					
718.002	DEFERRED COMPENSATION	Figures provided by Accounting Director based on 1.30% of payroll.					
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.					
806.002	BOARD-UP ENFORCEMENT COSTS	Expenses to board up and secure open, vacant buildings.					
806.003	NOXIOUS WEED ENFORCEMENT COST	Expenses to mow grass and abate noxious weeds when property owners fail to do so as required by code.					
ESTIMATED REVENUES - FUND 287		44,820	39,822	47,027	67,027	45,585	48,027
APPROPRIATIONS - FUND 287		36,133	59,417	47,027	67,027	47,973	48,027
NET OF REVENUES/APPROPRIATIONS - FUND 287		8,687	(19,595)			(2,388)	

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 000							
ESTIMATED REVENUES							
398-000-665.000	INTEREST EARNED	3,414	690			4	
398-000-699.004 *	TRANSFER IN: FROM LDFA FUND	225,270	129,164	78,572	78,572	78,572	74,322
398-000-699.101 *	TRANSFER IN: FROM GENERAL FUND			39,517	39,517	39,517	159,468
398-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			115,321	115,321		
	TOTAL ESTIMATED REVENUES	228,684	129,854	233,410	233,410	118,093	233,790
NET OF REVENUES/APPROPRIATIONS - 000 -		228,684	129,854	233,410	233,410	118,093	233,790

\* NOTES TO BUDGET: DEPARTMENT 000

699.004	TRANSFER IN: FROM LDFA FUND	This line item reflects the amount transferred from the LDFA Fund to refund the Improvement Bonds, Series 2006 dated June 6, 2013. Orphic Ypsilanti LLC is the only property in the LDFA district. The original bond debt amount was \$3,200,000, our current balance will be \$1,695,000 on 12/31/21 and \$1,500,000 on 12/31/2021. The bond payoff is scheduled out to 2029. The decrease in the LDFA funds captured is due to the elimination of personal property taxes due to sale of Bosal properties.					
699.101	TRANSFER IN: FROM GENERAL FUND	This line reflects the amount needed from the General Fund for payment deficiencies created by the loss of LDFA captured taxes in order to pay the bond debt obligation. The amount needed from the General Fund is \$159,468.					
699.999	APPROPRIATED PRIOR YEAR BAL	This line item reflects the amount that will be used from prior year fund balance to make up the payment deficiencies.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY		
Dept 906 - DEBT SERVICES								
APPROPRIATIONS								
398-906-991.020 *	DEBT REPAYMENT- BONDS-SEAVER	180,000	185,000	190,000	190,000	190,000	195,000	
398-906-993.003 *	DEBT INTEREST BONDS-SEAVER	51,840	47,460	42,960	42,960	42,960	38,340	
398-906-993.008 *	BOND COST OF ISSUANCE	450	450	450	450	450	450	
	TOTAL APPROPRIATIONS	<u>232,290</u>	<u>232,910</u>	<u>233,410</u>	<u>233,410</u>	<u>233,410</u>	<u>233,790</u>	
NET OF REVENUES/APPROPRIATIONS - 906 - DEBT SERVICES		(232,290)	(232,910)	(233,410)	(233,410)	(233,410)	(233,790)	
* NOTES TO BUDGET: DEPARTMENT 906 DEBT SERVICES								
991.020	DEBT REPAYMENT- BONDS-SEAVER	This line item reflects our annual bond principal payment of \$195,000.						
993.003	DEBT INTEREST BONDS-SEAVER	This line item reflects the annual bond interest payment of \$38,340.						
993.008	BOND COST OF ISSUANCE	This line item reflects the cost of issuing bond.						
ESTIMATED REVENUES - FUND 398		228,684	129,854	233,410	233,410	118,093	233,790	
APPROPRIATIONS - FUND 398		232,290	232,910	233,410	233,410	233,410	233,790	
NET OF REVENUES/APPROPRIATIONS - FUND 398		(3,606)	(103,056)			(115,317)		



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 000							
ESTIMATED REVENUES							
584-000-642.005 *	SALES FOOD & BEVERAGE	35,201	23,031	90,000	90,000	33,150	32,000
584-000-642.007 *	SALES MERCHANDISE PRO SHOP	23,723	21,824	24,500	24,500	30,527	25,000
584-000-651.001 *	USE & ADMISSION FEE 18 HOLES	235,628	233,185	230,000	230,000	271,206	240,000
584-000-651.002 *	USE & ADMISSION FEE 9 HOLES	54,285	101,512	65,000	65,000	119,287	90,000
584-000-651.003 *	USE & ADMISSION FEE LEAGUES	30,664	22,313	35,000	35,000	31,612	35,000
584-000-651.004 *	GIFT CARDS AND COUPONS	3,272		750	750		
584-000-651.005 *	USE& ADMISSION FEE SEASON PAS	39,898	34,372	38,000	38,000	44,136	42,000
584-000-651.007 *	EQUIPMENT RENTALS - CARTS	145,534	164,005	142,000	142,000	185,360	150,000
584-000-651.008 *	GOLF CART STORAGE RENTAL	2,100	1,410	1,800	1,800	4,423	1,400
584-000-665.000 *	INTEREST EARNED	2,166	8,330			22	
584-000-676.012 *	INSURANCE REIMBURSEMENTS	5,733	17,237			825	500
584-000-683.000 *	OTHER INCOME-MISCELLANEOUS	7,461	1,586			780	500
584-000-693.002	SALES OF FIXED ASSESTS - EQUIP.		2,288				
584-000-699.213 *	TRANSFER IN: FROM BSRII FUND	125,000	135,000	184,650	184,650		208,505
584-000-699.999	APPROPRIATED PRIOR YEAR BAL				7,340		
TOTAL ESTIMATED REVENUES		710,665	766,093	811,700	819,040	721,328	824,905
NET OF REVENUES/APPROPRIATIONS - 000 -		710,665	766,093	811,700	819,040	721,328	824,905

\* NOTES TO BUDGET: DEPARTMENT 000

642.005	SALES FOOD & 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. Decreased due to no alcohol sales as projected in 2021.					
642.007	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.					
651.001	USE & ADMISSION FEE 18 HOLES	Revenue received from 18-hole play.					
651.002	USE & ADMISSION FEE 9 HOLES	Revenue received from 9-hole play.					
651.003	USE & ADMISSION FEE LEAGUES	Revenue from League play.					
651.004	GIFT CARDS AND COUPONS	Revenue received from gift cards and coupons outstanding at year end.					
651.005	USE& ADMISSION FEE SEASON PAS	This line item reflects revenue from the sale of seasonal membership passes.					
651.007	EQUIPMENT RENTALS - CARTS	Revenue received from the rental of golf carts.					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000 651.008	GOLF CART STORAGE RENTAL  Revenue received from the storage of personal golf carts. Due to this being a grandfathered clause, only 6 personal carts and one cart off site still remain.						
665.000	INTEREST EARNED  Interest earned on funds deposited at various banks.						
676.012	INSURANCE REIMBURSEMENTS  Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						
683.000	OTHER INCOME-MISCELLANEOUS  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.						
699.213	TRANSFER IN: FROM BSRII FUND  Funds needed from Fund 212-BSR II.						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 784 - GOLF COURSE FUND							
APPROPRIATIONS							
584-784-702.001 *	SALARIES - GREENSKEEPER	82,157	84,224	84,240	86,341	77,998	88,716
584-784-702.002 *	SALARIES - PRO SHOP DIRECTOR	50,906	52,186	52,196	56,006	50,548	57,548
584-784-706.000 *	SALARY - PERMANENT WAGES	32,395	33,210	33,216	34,048	30,758	34,985
584-784-706.008 *	WAGES PROSHOP	36,664	37,985	37,992	12,992	9,648	38,000
584-784-707.001 *	WAGES- TEMPORARY MAINTENANCE	48,117	33,878	55,000	54,630	47,735	55,000
584-784-707.002 *	WAGES- TEMPORARY PRO SHOP	29,017	35,264	40,000	65,000	63,141	40,000
584-784-708.010 *	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	3,000
584-784-709.000 *	REG OVERTIME	5,562	3,073	4,000	4,370	4,369	4,000
584-784-710.000	ACC COMP ABSENCES-LNGTERM	402	(402)				
584-784-715.000 *	F.I.C.A./MEDICARE	16,712	16,772	17,798	18,314	14,685	18,686
584-784-718.000 *	MERS RETIREMENT	19,511	20,156	25,226	25,307	22,951	34,182
584-784-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,275	1,303	2,600	2,600	1,200	2,600
584-784-718.002 *	DEFERRED COMPENSATION	1,005	900	1,235	1,235	1,442	1,235
584-784-718.003 *	OPEB - RETIREMENT HEALTH						17,726
584-784-719.000 *	HEALTH INSURANCE	58,346	60,284	59,977	54,977	40,413	57,005
584-784-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,725)	(4,200)	(4,200)	(4,200)		(4,200)
584-784-719.015 *	DENTAL BENEFITS	3,777	3,336	3,635	3,635	2,674	3,635
584-784-719.016 *	VISION BENEFITS	885	930	1,018	1,018	710	768
584-784-719.020 *	HEALTH CARE DEDUCTION	16,066	18,087	14,805	14,805	13,509	14,805
584-784-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	241	236	234	234	186	252
584-784-719.022 *	DISABILITY INSURANCE	1,146	1,146	1,146	1,146	798	872
584-784-719.023 *	LIFE INSURANCE	680	680	680	680	510	680
584-784-719.025 *	UNEMPLOYMENT EXPENSE	5,919	8,041	5,000	5,000	710	5,000
584-784-719.030 *	WORKERS COMPENSATION	3,867	3,326	3,959	3,959	2,502	3,245
584-784-727.001 *	OFFICE SUPPLIES MAINTENANCE	40		100	100	4	100
584-784-727.002 *	OFFICE SUPPLIES PRO SHOP		102	200	200		200
584-784-757.001 *	OPERATING SUPPLIES MAINTENANC	6,599	6,307	6,500	6,500	6,206	6,500
584-784-757.002 *	OPERATING SUPPLIES PRO SHOP	2,774	2,284	3,500	3,500	3,306	3,500
584-784-757.003 *	OPERATING SUPPLIES-CART RENTA	48,754	56,378	55,257	55,257	50,347	47,000
584-784-757.007 *	COST OF SALES PRO SHOP	14,232	13,455	15,000	15,000	12,246	15,000
584-784-757.008 *	COST OF SALES FOOD & BEV	13,439	8,459	30,000	30,000	6,134	16,000
584-784-760.000 *	PPE & FIRST AID SUPPLIES			500	500	88	500
584-784-776.004 *	BLDG MAIN SUPPLIES PRO SHOP	32	241	250	124		250
584-784-776.005 *	BLDG MAIN SUPPLIES MAINTENANC	547	820	750	876	875	750
584-784-783.001 *	SEED PLANTING -FERTILIZER	24,247	24,432	26,000	26,000	23,561	26,000
584-784-783.002 *	SEED PLANTING -CHEMICALS	13,476	14,519	16,000	16,000	15,152	16,000
584-784-783.003 *	SEED PLANTING -TOP SOIL	3,479	1,496	4,500	4,500	3,261	4,500
584-784-783.004 *	TREE MAINTENANCE		495	1,500	1,500	710	1,500
584-784-800.001 *	ADMINSTRATION FEES	18,220	18,241	19,981	19,981	16,723	20,593
584-784-801.000 *	PROFESSIONAL SERVICES	2,984	3,320	3,500	3,500	3,129	3,500
584-784-818.000 *	CONTRACTUAL SERVICES	279	16,650	1,200	1,200	785	1,200
584-784-867.000 *	GAS & OIL	6,542	5,738	8,000	11,000	7,901	8,000
584-784-867.100 *	GAS & OIL - OTHER EQUIP	13,666	8,228	13,000	15,000	14,838	13,000
584-784-900.000 *	PUBLISHING	730	930	2,000	2,000	1,371	2,000
584-784-900.003 *	GOLF COURSE ADVERTISING	708	1,941	2,000			2,000
584-784-920.008 *	UTILITIES-MAINTENANCE ELECTRIC	9,825	11,526	15,000	11,000	10,331	15,000
584-784-920.009 *	UTILITIES MAINTENANCE HEATING	2,169	1,245	3,000	3,000	1,030	3,000
584-784-920.010 *	UTILITIES MAINTENANCE PHONE	77	77	700	700	69	700
584-784-920.011 *	UTILITIES MAINTENANCE WATER	2,984	2,752	1,500	1,500	771	1,500
584-784-920.013 *	UTILITIES PRO SHOP	1,635	2,023	2,000	2,000	1,461	2,000
584-784-930.000 *	REPAIRS MAINTENANCE-MACHINERY	3,508	963	3,500	3,500	3,122	3,500
584-784-931.009 *	BLDG MAINTENANCE	5,325	425	500	500	217	500
584-784-931.010 *	BLDG MAINTENANCE PRO SHOP	1,182	175	2,000	2,000	1,033	2,000
584-784-933.000 *	EQUIPMENT MAINTENANCE	33,773	50,775	35,000	35,000	34,990	35,000
584-784-939.001 *	MOTORPOOL - MISC REPAIR	257		500	500	434	500
584-784-939.003 *	GOLF CARTS EXPENSE	19	163	1,800	1,500	370	1,800

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 784 - GOLF COURSE FUND							
APPROPRIATIONS							
584-784-943.000 *	MOTORPOOL INTERNAL	1,386	1,386	1,614	1,614	1,480	3,228
584-784-955.002 *	INSURANCE & BONDS FIRE & LIAB	8,378	9,190	9,727	9,727	8,424	9,641
584-784-956.008 *	MISCELLANEOUS EXP-PRO SHOP	1,863	1,640	1,000	300	245	1,000
584-784-957.000 *	BANK CHARGES	7,498	9,636	6,000	13,000	12,183	10,000
584-784-958.001 *	MEMBERSHIPS & DUES NATL SUPER	400	400	400	400	400	400
584-784-958.004 *	MEMBERSHIPS & DUES PRO SHOP	561	561	600	600	561	600
584-784-968.000 *	DEPRECIATION EXPENSE	71,371	71,344	69,364	69,364	69,363	68,703
584-784-971.000	CAPITAL OUTLAY/OTHER			5,000	5,000		
TOTAL APPROPRIATIONS		735,884	761,732	811,700	819,040	701,108	824,905
NET OF REVENUES/APPROPRIATIONS - 784 - GOLF COURSE FU		(735,884)	(761,732)	(811,700)	(819,040)	(701,108)	(824,905)

\* NOTES TO BUDGET: DEPARTMENT 784 GOLF COURSE FUND

- 702.001 SALARIES - GREENSKEEPER  
 Salary of the Golf Course Superintendent. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.
- 702.002 SALARIES - PRO SHOP DIRECTOR  
 Salary of the Golf Operations Director. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.
- 706.000 SALARY - PERMANENT WAGES  
 Salary of the Assistant to the Golf Course Superintendent. A 2.75 % increase was added to non union employees to match the Teamster Union contract for 2022.
- 706.008 WAGES PROSHOP  
 Salary to the assistant of the golf operations director.
- 707.001 WAGES- TEMPORARY MAINTENANCE  
 Used for the employment of seasonal employees who work on the maintenance of the golf course.
- 707.002 WAGES- TEMPORARY PRO SHOP  
 Used for seasonal employees who work in the golf shop.
- 708.010 HEALTH INS BUYOUT  
 This line item is used for the health insurance buyout for employees who receive health insurance through another source.
- 709.000 REG OVERTIME  
 Overtime costs for the Assistant Superintendent position. It is recommended that \$4,000 be budgeted to be used on an as needed basis during the busier months of May through September.
- 715.000 F.I.C.A./MEDICARE  
 Figures provided by the Accounting Director.
- 718.000 MERS RETIREMENT

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 784 - GOLF COURSE FUND							
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	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.						
718.002	DEFERRED COMPENSATION						
	Figures provided by Accounting Director based on 1.30% of payroll.						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003.						
719.000	HEALTH INSURANCE						
	A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						
	No change for 2022						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.025	UNEMPLOYMENT EXPENSE						
	Figures provided by the Accounting Director.						
719.030	WORKERS COMPENSATION						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 784 - GOLF COURSE FUND							
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.001	OFFICE SUPPLIES MAINTENANCE This line item is used for office supplies in the maintenance area.						
727.002	OFFICE SUPPLIES PRO SHOP This line items is used for office supplies in the pro shop.						
757.001	OPERATING SUPPLIES MAINTENANC This line item is used to purchase general operating supplies regarding the maintenance of the golf course.						
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.						
757.003	OPERATING SUPPLIES-CART RENTA This line item covers annual lease of the golf carts \$41,400, cart maintenance \$2,985 and personal property taxes estimate at \$2,615. Contract through 9/30/2025						
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.						
757.008	COST OF SALES FOOD & BEV 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.						
760.000	PPE & FIRST AID SUPPLIES Covers all PPE, first aid supplies, and other supplies required by OSHA.						
776.004	BLDG MAIN SUPPLIES PRO SHOP This line item is for the purchase of maintenance supplies for the golf shop.						
776.005	BLDG MAIN SUPPLIES MAINTENANC This line item is for the purchase of maintenance supplies for the maintenance building.						
783.001	SEED PLANTING -FERTILIZER This line item reflects the cost of fertilizer to be used on the golf course.						
783.002	SEED PLANTING -CHEMICALS This line item reflects the cost of planting chemicals to be used on the golf course.						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 784 - GOLF COURSE FUND							
783.003	SEED PLANTING -TOP SOIL  This line item reflects the cost of planting top soil to be used on the golf course.						
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.						
800.001	ADMINISTRATION FEES  Admin fees are paid to the General Fund for service provided by Human Resource, Accounting, Computer Tech, Auditing and other support personnel and shared expenses. Allocations are based on wages of the support and maintenance staff, floor space, staffing levels, computers, phones, etc. Provided by the Account Director.						
801.000	PROFESSIONAL SERVICES  This line item is used for professional services including the alarm company, pest control, gutter cleaning, locksmith, etc.						
818.000	CONTRACTUAL SERVICES  This line item is used to cover the costs of deep root aeration and back flow prevention.						
867.000	GAS & OIL  This line item is used for gas and oil in the golf carts.						
867.100	GAS & OIL - OTHER EQUIP  This line item is used for gas and oil for the golf equipment						
900.000	PUBLISHING  This line item is used to cover the cost of scorecards and printed marketing materials.						
900.003	GOLF COURSE ADVERTISING  This line item is for the advertisement of the golf course.						
920.008	UTILITIES-MAINTENANCE ELECTRIC  This line item is used for electric service for the maintenance building at the golf course.						
920.009	UTILITIES MAINTENANCE HEATING  This line item is used for gas service in the maintenance building.						
920.010	UTILITIES MAINTENANCE PHONE  This line item is used for phone service at the maintenance building.						
920.011	UTILITIES MAINTENANCE WATER  This line is used for water at the maintenance garage.						
920.013	UTILITIES PRO SHOP						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 784 - GOLF COURSE FUND							
	This line item is used for phone service and Comcast service in the golf shop.						
930.000	REPAIRS MAINTENANCE-MACHINERY						
	This line item is used for repair and winter maintenance of machinery at the golf course.						
931.009	BLDG MAINTENANCE						
	This line item is used to cover the cost of maintenance at the golf course.						
931.010	BLDG MAINTENANCE PRO SHOP						
	This line item is used to cover the cost of maintaining the golf shop.						
933.000	EQUIPMENT MAINTENANCE						
	This line item is used to cover the cost of maintaining the golf course equipment.						
939.001	MOTORPOOL - MISC REPAIR						
	Covers miscellaneous vehicle repair. Provided by Accounting Director						
939.003	GOLF CARTS EXPENSE						
	This line item is used to cover the cost of repairs and supplies for the golf carts.						
943.000	MOTORPOOL INTERNAL						
	This line item is used for motor pool lease charges. Figures provided by the Accounting Director.						
955.002	INSURANCE & BONDS FIRE & LIAB						
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
956.008	MISCELLANEOUS EXP-PRO SHOP						
	This line item is for incidental items occasionally needed.						
957.000	BANK CHARGES						
	Charges for bank accounts and Credit card company's fees for processing credit card sales.						
958.001	MEMBERSHIPS & DUES NATL SUPER						
	This line item is used for the payment of membership dues for the golf course superintendent.						
958.004	MEMBERSHIPS & DUES PRO SHOP						
	This line item is for the payment of PGA National membership dues for the golf director.						
968.000	DEPRECIATION EXPENSE						
	Cost of Capital depreciation. Figures provided by the Accounting Director.						
ESTIMATED REVENUES - FUND 584		710,665	766,093	811,700	819,040	721,328	824,905
APPROPRIATIONS - FUND 584		735,884	761,732	811,700	819,040	701,108	824,905
NET OF REVENUES/APPROPRIATIONS - FUND 584		(25,219)	4,361			20,220	



		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 000							
ESTIMATED REVENUES							
597-000-607.510 *	AUTO LEASE REVENUE	2,800		2,800	2,800		
597-000-646.003 *	BIODEGRADABLE DROPOFF-NONTWP	128,595	160,327	132,000	132,000	32,656	67,000
597-000-646.004 *	BIODEGRADABLE DROPOFF-YPSI TWP	197,660	213,682	170,000	170,000	180,823	200,000
597-000-646.006 *	BILLABLE SALES - COMPOST	77,449	34,733	23,500	23,500	39,414	30,000
597-000-646.008 *	SALES - SCRAP METAL	6,176	8,200	5,000	5,000	17,698	8,000
597-000-646.010 *	GATE REVENUE - COMPOST SALES	24,384	26,700	35,000	35,000	32,551	30,000
597-000-646.011 *	GATE REVENUE - WOOD SALES	31,613	26,796	45,000	45,000	22,389	35,000
597-000-646.012 *	GATE REVENUE - SOIL SALES	20,730	15,816	23,000	23,000	12,813	25,000
597-000-646.013 *	GATE REVENUE - DROP OFF FEES	96,976	130,655	100,000	100,000	122,409	130,000
597-000-646.014 *	GATE REVENUE - BATTERY DROP OFF	150	132	150	150	217	200
597-000-646.015 *	GATE REVENUE - MILLING SALES	5,144	5,738	10,000	10,000	6,040	5,000
597-000-665.000 *	INTEREST EARNED	15,927	2,589	2,000	2,000	73	500
597-000-676.012 *	INSURANCE REIMBURSEMENTS	497	154			380	
597-000-693.002	SALES OF FIXED ASSESTS - EQUIP.	40,000					
597-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			105,724	185,737		211,387
TOTAL ESTIMATED REVENUES		648,101	625,522	654,174	734,187	467,463	742,087
NET OF REVENUES/APPROPRIATIONS - 000 -		648,101	625,522	654,174	734,187	467,463	742,087

\* NOTES TO BUDGET: DEPARTMENT 000

607.510	AUTO LEASE REVENUE	No longer receiving rental of dump truck by the Parks Department.					
646.003	BIODEGRADABLE DROPOFF-NONTWP	Revenue for yard waste (grass clippings, leaves, small branches) dropped off by contractors and outlying communities.					
646.004	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.					
646.006	BILLABLE SALES - COMPOST	Billable sales of compost that are invoiced to our commercial accounts.					
646.008	SALES - SCRAP METAL	Revenue from scrap metal dropped off at compost site.					
646.010	GATE REVENUE - COMPOST SALES	Sales of compost sold at gate house.					
646.011	GATE REVENUE - WOOD SALES	Revenue from mulch's and woodchip sales.					
646.012	GATE REVENUE - SOIL SALES	Revenue of blended soil sold at our site. Estimating an increase as more topsoil becomes available.					
646.013	GATE REVENUE - DROP OFF FEES						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 000							
	Revenue for trash dropped at our site.						
646.014	GATE REVENUE - BATTERY DROP OFF						
	Revenue from the sale of collected batteries.						
646.015	GATE REVENUE - MILLING SALES						
	Revenue for screened asphalt sold at our site.						
665.000	INTEREST EARNED						
	Interest earned on funds deposited at various banks						
676.012	INSURANCE REIMBURSEMENTS						
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						
699.999	APPROPRIATED PRIOR YEAR BAL						
	Amount needed from Fund Balance for operating expenses.						

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 590 - COMPOST SITE							
APPROPRIATIONS							
597-590-705.000 *	SALARY - SUPERVISION	82,372	84,444	84,460	86,560	78,207	88,952
597-590-706.000 *	SALARY - PERMANENT WAGES	72,477	76,696	76,861	78,775	71,155	77,522
597-590-707.000 *	SALARY - TEMPORARY/SEASONAL	26,941	26,916	27,800	27,800	23,618	27,800
597-590-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	9,352	9,605		9,865	9,865	6,140
597-590-708.010 *	HEALTH INS BUYOUT	3,750	3,750	3,750	3,750	375	
597-590-709.000 *	REG OVERTIME	902	2,973	2,000	2,000	125	2,000
597-590-710.000 *	ACC COMP ABSENCES-LNGTERM	5,301	2,621	7,000	7,000		5,000
597-590-715.000 *	F.I.C.A./MEDICARE	13,388	13,826	14,908	15,663	12,316	15,485
597-590-718.000 *	MERS RETIREMENT	33,592	34,563	48,094	48,094	45,707	59,412
597-590-718.002 *	DEFERRED COMPENSATION	352	350	361	361	307	361
597-590-718.003 *	OPEB - RETIREMENT HEALTH						35,452
597-590-719.000 *	HEALTH INSURANCE	25,005	25,836	25,705	51,409	51,408	54,967
597-590-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(2,025)	(1,800)	(1,800)	(1,800)		(4,050)
597-590-719.015 *	DENTAL BENEFITS	2,327	2,087	2,151	2,273	2,273	2,298
597-590-719.016 *	VISION BENEFITS	492	516	735	735	674	560
597-590-719.020 *	HEALTH CARE DEDUCTION	6,299	4,754	5,915	10,915	11,028	12,574
597-590-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	80	79	78	148	146	1,875
597-590-719.022 *	DISABILITY INSURANCE	843	859	859	859	791	654
597-590-719.023 *	LIFE INSURANCE	501	510	510	510	510	511
597-590-719.030 *	WORKERS COMPENSATION	3,821	3,387	4,115	4,115	2,839	4,130
597-590-727.000 *	OFFICE SUPPLIES	183	67	200	200	102	200
597-590-730.000 *	POSTAGE			100	100		100
597-590-741.000 *	BOOT REIMB & UNIFORMS PURCHASE	2,061	1,738	1,700	2,300	1,895	2,082
597-590-757.000 *	OPERATING SUPPLIES	2,339	2,295	3,500	3,500	1,704	3,000
597-590-760.000 *	PPE & FIRST AID SUPPLIES			350	350	80	350
597-590-800.001 *	ADMINISTRATION FEES	9,251	11,657	12,937	12,937	10,886	13,280
597-590-804.000 *	CONTRACTUAL/ROLLOFF DISPOSAL	42,208	54,873	43,800	49,759	44,927	57,000
597-590-804.004 *	TWP DISPOSAL FEE		31,752	6,000	6,000		4,000
597-590-850.000 *	TELEPHONE	154	155	300	300	137	200
597-590-867.200 *	GAS & OIL - YCUA	18,511	10,936	16,500	16,500	13,185	14,500
597-590-920.004 *	UTILITIES HEAT	5,195	2,735	6,000	6,000	2,230	5,000
597-590-920.005 *	UTILITIES LIGHT	1,752	1,910	2,000	2,000	1,571	2,000
597-590-931.000 *	REPAIRS AND MAINTENANCE	1,313	1,191	4,000	2,200	355	3,000
597-590-933.000 *	EQUIPMENT MAINTENANCE	21,858	11,408	18,000	18,000	9,633	14,000
597-590-935.000 *	MOTORPOOL-MISC REPAIR			2,500	2,500	28	2,500
597-590-941.000 *	EQUIPMENT RENTAL/LEASING	3,493	25,003	3,000	3,000		3,000
597-590-943.000 *	MOTORPOOL INTERNAL	3,000	3,000	3,228	3,228	2,959	5,333
597-590-955.001 *	INSURANCE & BONDS FLEET	2,234	2,451	2,594	2,594	2,246	2,571
597-590-956.000 *	MISCELLANEOUS	249	120	250	250	235	100
597-590-960.000 *	EDUCATION AND TRAINING			500	500		500
597-590-968.000 *	DEPRECIATION EXPENSE	177,488	202,499	199,713	207,515	207,516	188,568
597-590-971.008 *	CAPTL OUTLAY -IMPROVEMENT			23,500	45,422	41,921	29,160
TOTAL APPROPRIATIONS		577,059	655,762	654,174	734,187	652,954	742,087
NET OF REVENUES/APPROPRIATIONS - 590 - COMPOST SITE		(577,059)	(655,762)	(654,174)	(734,187)	(652,954)	(742,087)

\* NOTES TO BUDGET: DEPARTMENT 590 COMPOST SITE

705.000	SALARY - SUPERVISION	Salary of the Compost Manager. A 2.75 % increase was added to match the Teamster Union contract for 2022.					
706.000	SALARY - PERMANENT WAGES						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 590 - COMPOST SITE	Salaries of Heavy Equipment Operator and 25% of a Floater II/ Clerk III position. Currently no increase is budgeted for 2022 due to contract negotiation.						
707.000	SALARY - TEMPORARY/SEASONAL Wages for Gate Attendants (1 + 1 relief).						
708.004	SALARIES PAY OUT-PTO&SICKTIME 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%.						
708.010	HEALTH INS BUYOUT Health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME Overtime costs for our full-time operator to process material or to handle late arrivals.						
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 597-000-343-000.						
715.000	F.I.C.A./MEDICARE Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.002	DEFERRED COMPENSATION Figures provided by Accounting Director based on 1.30% of payroll.						
718.003	OPEB - RETIREMENT HEALTH Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003.						
719.000	HEALTH INSURANCE A decrease of 4.96 percent. Provided by HR						
719.003	EMPLOYEE PAID HEALTH CONTRA Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS No change for 2022						
719.016	VISION BENEFITS A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY		
Dept 590 - COMPOST SITE								
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. Provided by Accounting Director.							
719.021	ADMIN FEE - HEALTH DEDUCTIBLE							
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.							
719.022	DISABILITY INSURANCE							
	A decrease of 24% due to switching to Standard Insurance. Provided by HR							
719.023	LIFE INSURANCE							
	No change for 2022. Provided by H.R.							
719.030	WORKERS COMPENSATION							
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director							
727.000	OFFICE SUPPLIES							
	Cost of office supplies for the Compost Site.							
730.000	POSTAGE							
	Postage costs for the Compost Site.							
741.000	BOOT REIMB & UNIFORMS PURCHASE							
	Cost of uniforms, OSHA approved boots, shop towels and rugs at the Compost Site. There is a 5% increase in this line item							
757.000	OPERATING SUPPLIES							
	Safety equipment, gloves, eyewear and cleaning supplies for daily operation of the Compost Site.							
760.000	PPE & FIRST AID SUPPLIES							
	Covers all PPE, first aid supplies, and other supplies required by OSHA.							
800.001	ADMINISTRATION FEES							
	Admin fees are paid to the General Fund for service provided by Human Resource, Accounting, Computer Tech, Auditing and other support personnel and shared expenses. Allocations are based on wages of the support and maintenance staff, floor space, staffing levels, computers, phones, etc. Provided by the Account Director.							
804.000	CONTRACTUAL/ROLLOFF DISPOSAL							
	Cost to empty trash dumpsters at the Compost Site. There is a 4% increase in disposal and a \$110 increase per haul out added to this line item.							
804.004	TWP DISPOSAL FEE							

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 590 - COMPOST SITE	Cost to dispose of plastic, rocks and debris associated with the screening process at the Compost Site. This was decreased by \$2,000 due to processing changes						
850.000	TELEPHONE Telephone charges for the Compost Site.						
867.200	GAS & OIL - YCUA Cost of fuel from YCUA service center.						
920.004	UTILITIES HEAT Heating costs for gate house & Compost garage. Slight decrease to this line item.						
920.005	UTILITIES LIGHT Electricity costs for the Compost Site.						
931.000	REPAIRS AND MAINTENANCE Cost to make building repairs to the Compost garage and gate house. Slight decrease in this line item.						
933.000	EQUIPMENT MAINTENANCE Cost to make repairs and perform maintenance to equipment at Compost Site. A decrease of \$4,000 was made to this line item.						
935.000	MOTORPOOL-MISC REPAIR Covers miscellaneous vehicle repair. Provided by Accounting Director						
941.000	EQUIPMENT RENTAL/LEASING Cost to rent equipment needed for site improvements at the Compost Center.						
943.000	MOTORPOOL INTERNAL Figures provided by the Accounting Director.						
955.001	INSURANCE & BONDS FLEET Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
956.000	MISCELLANEOUS Miscellaneous expenses, such as drug screening, etc.						
960.000	EDUCATION AND TRAINING Education and training for Compost employees.						
968.000	DEPRECIATION EXPENSE Cost of Capital depreciation. Figures provided by the Accounting Director.						
971.008	CAPTL OUTLAY -IMPROVEMENT						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 590 - COMPOST SITE							
	Replacement of 550' of Clark Rd. fence line. Build-up of ramp and approach to dumpsters with 21aa limestone (trainloads)						
	ESTIMATED REVENUES - FUND 597	648,101	625,522	654,174	734,187	467,463	742,087
	APPROPRIATIONS - FUND 597	577,059	655,762	654,174	734,187	652,954	742,087
	NET OF REVENUES/APPROPRIATIONS - FUND 597	71,042	(30,240)			(185,491)	

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY		
Dept 000								
ESTIMATED REVENUES								
661-000-607.502 *	Flat Fee-Parks MotorpoolMnthl	1,200		1,200	1,200			
661-000-607.515 *	COMBINED LEASE/REPAIR REVENUE	227,297	203,650	201,686	201,686	189,136		181,218
661-000-607.520 *	FUEL AND FLUIDS REVENUE	35,822	21,642	36,000	36,000	24,383		21,000
661-000-665.000 *	INTEREST EARNED	3,849	778	200	200	30		
661-000-693.002	SALES OF FIXED ASSESTS - EQUIP.	635				8,097		
661-000-699.999	APPROPRIATED PRIOR YEAR BAL			38,698	38,994			26,755
	TOTAL ESTIMATED REVENUES	268,803	226,070	277,784	278,080	221,646		228,973
NET OF REVENUES/APPROPRIATIONS - 000 -		268,803	226,070	277,784	278,080	221,646		228,973

\* NOTES TO BUDGET: DEPARTMENT 000

607.502	Flat Fee-Parks MotorpoolMnthl	Monthly fee no longer charged to parks as they are now paying any extra expenses directly.						
607.515	COMBINED LEASE/REPAIR REVENUE	Lease revenue from other departments, now includes repair. Figures provided by the Accounting Director.						
607.520	FUEL AND FLUIDS REVENUE	Fuelcloud; fuel surcharge received from other departments.						
665.000	INTEREST EARNED	Interest earned on funds deposited at the bank						



GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 268 - GENERAL SERVICES - MOTORPOOL APPROPRIATIONS							
661-268-706.000 *	SALARY - PERMANENT WAGES	11,388	11,748	11,809	12,105	10,889	12,105
661-268-715.000 *	F.I.C.A./MEDICARE	846	885	903	903	820	927
661-268-718.000 *	MERS RETIREMENT	586	608	504	504	466	577
661-268-718.001 *	RETIREMENT HEALTH CARE SAVINGS			325	325		325
661-268-719.000 *	HEALTH INSURANCE	2,084	2,153	2,143	2,143	2,142	2,036
661-268-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(169)	(150)	(150)	(150)		(150)
661-268-719.015 *	DENTAL BENEFITS	93	82	89	89	89	90
661-268-719.016 *	VISION BENEFITS	25	26	28	28	27	24
661-268-719.020 *	HEALTH CARE DEDUCTION	498	313	744	744	149	744
661-268-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	20	20	78	78	18	84
661-268-719.022 *	DISABILITY INSURANCE	96	96	95	95	88	96
661-268-719.023 *	LIFE INSURANCE	57	57	57	57	57	57
661-268-776.500 *	AUTO PARTS	179		3,000	3,000		3,000
661-268-776.550 *	SHOP SUPPLIES	1,188	814	2,000	2,000	254	1,500
661-268-818.000 *	CONTRACTUAL SERVICES	8,768	8,221	12,000	12,000	6,610	12,000
661-268-818.032 *	CONTRACT'L SRV-FUEL TANK REPA	295	7,888	15,000	15,000	2,304	15,000
661-268-818.033 *	CONTRACT'L SRV-AUTO/EQUIP MAI	25,756	14,572	10,000	12,500	10,362	10,500
661-268-867.000 *	GAS & OIL	34,109	26,639	35,000	35,000	31,343	35,000
661-268-935.000 *	MOTORPOOL-MISC REPAIR	3,935	518	2,500	2,500	250	2,500
661-268-968.000 *	DEPRECIATION EXPENSE	137,994	127,787	111,659	119,659	119,634	104,558
661-268-985.000 *	CAPITAL OUTLAY/VEHICLES	15	99	70,000	59,500	65	28,000
TOTAL APPROPRIATIONS		227,763	202,376	277,784	278,080	185,567	228,973
NET OF REVENUES/APPROPRIATIONS - 268 - GENERAL SERVIC		(227,763)	(202,376)	(277,784)	(278,080)	(185,567)	(228,973)

\* NOTES TO BUDGET: DEPARTMENT 268 GENERAL SERVICES - MOTORPOOL

706.000	SALARY - PERMANENT WAGES	25% of salary for Floater II/Clerk III position. Currently no increase is budgeted for 2022 due to contract negotiation.					
715.000	F.I.C.A./MEDICARE	Figures provided by the Accounting Director.					
718.000	MERS RETIREMENT	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%					
718.001	RETIREMENT HEALTH CARE SAVINGS	Amount placed into a health care savings account for future use in health care expense for employees hired after 1/1/2014. The annual amount per employee per contract is \$1,300					
719.000	HEALTH INSURANCE	A decrease of 4.96 percent. Provided by HR					
719.003	EMPLOYEE PAID HEALTH CONTRA	Amount employees pay toward their health care coverage.					
719.015	DENTAL BENEFITS	No change for 2022					

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	
Dept 268 - GENERAL SERVICES - MOTORPOOL							
719.016	VISION BENEFITS A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
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. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE No change for 2022. Provided by H.R.						
776.500	AUTO PARTS Used to purchase small items for automobiles.						
776.550	SHOP SUPPLIES Cost of rags and other small items.						
818.000	CONTRACTUAL SERVICES Cost of GPS Vehicle System.						
818.032	CONTRACT'L SRV-FUEL TANK REPA Used for Tank Repair and monitoring fuel tanks per State regulations.						
818.033	CONTRACT'L SRV-AUTO/EQUIP MAI Contractual service for Equipment Maintenance and work on vehicles (YCUA, Ed's Garage, etc.).						
867.000	GAS & OIL Cost of fuel.						
935.000	MOTORPOOL-MISC REPAIR Covers miscellaneous vehicle repair. Provided by Accounting Director						
968.000	DEPRECIATION EXPENSE Cost of vehicle depreciation, figures provided by the Accounting Director.						
985.000	CAPITAL OUTLAY/VEHICLES						

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 11/30/21	2022 REQUESTED BUDGET
Dept 268 - GENERAL SERVICES - MOTORPOOL							
This is for the approved vehicle purchase in 2021 with the vehicle delivered and paid for in 2022. This is a carryforward of the purchase order.							
ESTIMATED REVENUES - FUND 661		268,803	226,070	277,784	278,080	221,646	228,973
APPROPRIATIONS - FUND 661		227,763	202,376	277,784	278,080	185,567	228,973
NET OF REVENUES/APPROPRIATIONS - FUND 661		41,040	23,694			36,079	
ESTIMATED REVENUES - ALL FUNDS		34,335,940	36,415,848	35,148,225	37,099,783	33,691,152	42,264,876
APPROPRIATIONS - ALL FUNDS		33,025,351	33,990,442	34,352,339	36,506,511	28,129,163	41,986,536
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		1,310,589	2,425,406	795,886	593,272	5,561,989	278,340

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
HEATHER JARRELL ROE  
*Treasurer*  
STAN ELDRIDGE  
*Trustees*  
JOHN P. NEWMAN II  
GLORIA PETERSON  
DEBBIE SWANSON  
JIMMIE WILSON JR.



**Human Resource  
Department**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-0065  
Fax: (734) 484-5160  
[ytown.org](http://ytown.org)

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## MEMORANDUM

**TO:** Charter Township of Ypsilanti Board of Trustees

**FROM:** Karen Wallin, Human Resource Manager

**DATE:** December 13, 2021

**RE:** **Request for Board to approve 90-day extensions through March 31, 2022 for the following two Collective Bargaining Agreements: AFSCME 14-B and TPOAM (formally AFSCME Township 3451)**

The following request is being sent to the Board of Trustees seeking approval to allow the three full-time officials and Human Resource Manager to sign a "Letter of Agreement" with the AFSCME Bargaining Unit from 14-B District Court and TPOAM (formally AFSCME Bargaining Unit 3451) extending current contracts from December 31, 2021 through March 31, 2022.

Your consideration in this matter is appreciated. Should you have any questions, please feel free to contact me.

**LETTER OF AGREEMENT**  
**(Contract Extension through 03/31/2022)**

This Letter of Agreement is entered into between the Charter Township of Ypsilanti and the Ypsilanti Township TPOAM (Technical, Professional and Officeworkers Association of Michigan).

It is agreed that the Ypsilanti Township TPOAM Bargaining Agreement dated August 24, 2018 – December 31, 2021, be amended and extended per the following:

- Extension of the current contract through March 31, 2022

**CHARTER TOWNSHIP OF YPSILANTI**

Brenda L. Stumbo, Supervisor

Date

\_\_\_\_\_  
Heather Jarrell Roe, Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stan Eldridge, Treasurer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Karen Wallin, H.R. Department

\_\_\_\_\_  
Date

**TPOAM**

\_\_\_\_\_  
Michael A. Cromer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Roy Kronemann

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeff Williams

\_\_\_\_\_  
Date

\_\_\_\_\_  
Shawna Waibel

\_\_\_\_\_  
Date

\_\_\_\_\_  
Eric Ronewicz, TPOAM Agent

\_\_\_\_\_  
Date

**LETTER OF AGREEMENT**  
**(Contract Extension through 03/31/2022)**

This Letter of Agreement is entered into between the Charter Township of Ypsilanti and the Ypsilanti Township 14-B District Court AFSCME Local 3451.

It is agreed that the Ypsilanti Township 14-B District Court AFSCME Local 3451 Bargaining Agreement dated December 19, 2018 - December 31, 2021, be amended and extended per the following:

- Extension of the current contract through March 31, 2022

CHARTER TOWNSHIP OF YPSILANTI 14-B District Court

_____	_____
Erane Washington, Judge	Date

_____	_____
Mark W. Nelson, Court Administrator	Date

14-B District Court AFSCME, Local 3451

_____	_____
Annette Gontarski	Date

_____	_____
Jennifer Royal	Date

_____	_____
LarScene Walls	Date

_____	_____
Ronda Trowse, Council Representative	Date

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARRELL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**JOHN NEWMAN II**  
**GLORIA PETERSON**  
**DEBBIE SWANSON**  
**JIMMIE WILSON JR.**



**Civic Center**  
**Supervisor's Office**  
7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 481-0617  
Fax: (734) 484-0002  
[www.ytown.org](http://www.ytown.org)

*Charter Township of Ypsilanti*

TO: Township Board  
FROM: Brenda Stumbo, Supervisor  
RE: Governmental Consultant Services, Inc. (GCSI) contract approval  
DATE: December 14, 2021

Please find attached for board consideration a 3 year GCSI contract for lobbyist services. The contract provides for a 3% increase annually and has been budgeted in 2022 account 101-101-801-000, the first year monthly cost is \$3,302.70.

Please let me know if you have any questions regarding the continuation of GCSI as our Lobbyist.

Cc: McClain and Winters

## **RETAINER AGREEMENT**

THIS AGREEMENT, made and entered into this 1st day of January 2022 by and between Governmental Consultant Services, Inc., a Michigan Corporation with its principal office located at 120 North Washington Square, Suite 110, Lansing, Michigan 48933, First Party, hereinafter referred to as GCSI, and Charter Township of Ypsilanti, a Michigan unit of government, located in Ypsilanti, MI, Second Party, hereinafter sometimes called YPSILANTI TOWNSHIP.

### **GCSI'S REPRESENTATIONS AND WARRANTIES**

1.1 GCSI has been duly organized and validly exists in good standing under the laws of the State of Michigan. GCSI has Corporate Power to enter into and carry out this Agreement.

1.2 This Agreement has been duly executed and delivered by its appropriate Corporate Officers and is duly authorized by its Board of Directors.

### **YPSILANTI TOWNSHIP'S REPRESENTATIONS AND WARRANTIES**

2.1 YPSILANTI TOWNSHIP has been duly organized and validly exists in good standing under the laws of the State of Michigan and its business affairs and conduct are in accord with the intent and purpose of its existence as described in its charter documents of record. YPSILANTI TOWNSHIP has Power to enter into and carry out this Agreement.

2.2 This Agreement has been duly executed and delivered by its Officers and is duly authorized by its Board of Directors.

## **AGREEMENT**

3.1 YPSILANTI TOWNSHIP does hereby retain GCSI and GCSI does hereby agree to provide professional services for the purpose of aiding YPSILANTI TOWNSHIP in accomplishing its charter objectives, and GCSI agrees to the best of its ability to assist YPSILANTI TOWNSHIP in accomplishing such objectives.



3.2 It is understood and agreed that GCSI's operations hereunder are those of an independent contractor, and that GCSI has the authority to control and direct the performance of the details of the services to be rendered and performed and it is further agreed that GCSI's officers and employees are not employees of YPSILANTI TOWNSHIP and that GCSI is not, except as herein provided, subject to control by YPSILANTI TOWNSHIP.

### **COMPENSATION**

4.1 For and in consideration for such services YPSILANTI TOWNSHIP agrees to pay GCSI and GCSI agrees to accept during the term of this Agreement, the sum of \$3,302.70 on the first day of each month commencing January 1, 2022 for calendar year 2022, the sum of \$3,401.79 on the first day of each month commencing January 1, 2023 for calendar year 2023, and the sum of \$3,503.85 on the first day of each month commencing January 1, 2024 for the remainder of the Agreement, for professional services.

### **COSTS AND EXPENSES**

5.1 It is understood and agreed that the compensation recited in Paragraph 4.1 includes usual and ordinary costs and expenses. If it develops that GCSI shall be exposed to extraordinary costs and expenses, then in that event, YPSILANTI TOWNSHIP shall assume and pay the same providing the nature and circumstances thereof are disclosed to and approved by YPSILANTI TOWNSHIP prior to the time the same are incurred. In addition, YPSILANTI TOWNSHIP shall indemnify and hold GCSI harmless from any expense, liability, or loss (including without limitation, court costs and actual attorney fees arising from litigation relating to the passage of legislation), in any manner arising out of, or in connection with the professional services rendered by GCSI. Notwithstanding the foregoing, this indemnification does not apply to those expenses, liabilities or losses attributable to GCSI's sole negligence or which are for personal injury or direct damage to tangible property.

**TERM**

6.1 The term of this Agreement shall be for a minimum of 36 months, and continuing thereafter on a month-to-month basis until written notice of termination has been served with 90 days' prior notice by either party hereto.

**NON-ASSIGNABILITY**

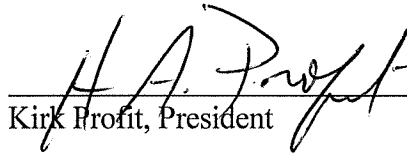
7.1 This Agreement shall be personal to the parties hereof and shall not be transferable or assignable by operation of law or otherwise.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the date first written above.

**GOVERNMENTAL CONSULTANT SERVICES, INCORPORATED**

  
\_\_\_\_\_  
Michael Hawks, CEO

11.11.21  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Kirk Profit, President

11.11.21  
\_\_\_\_\_  
Date

**CHARTER TOWNSHIP OF YPSILANTI**

\_\_\_\_\_  
Brenda Stumbo, Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Heather Jarrell Roe, Clerk

\_\_\_\_\_  
Date

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

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

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To: Heather Jarrell Roe, Clerk

From: Belinda Kingsley, Community Compliance Director

Re: **Request to authorize Circuit Court litigation to abate a public nuisance located at 276 Kansas Ave. and 270 Kansas in the amount of \$30,000 in account 101-729-801.023.**

Copy: McLain & Winters, Township Attorneys

Date: December 15, 2021

The Office of Community Standards (OCS) has investigated public nuisance violations at 276 Kansas Ave. and 270 Kansas Ave. for which authorization to engage in a circuit court action is now requested.

### **276 Kansas Ave. and 270 Kansas Ave.**

The single family house at 276 Kansas Ave. and adjoining vacant lot at 270 Kansas Ave. are located between Russell St and Parkwood Ave. The property is owned by Cecil Meador, and is currently used as a rental. Between February and November of 2021, the Township received complaints from neighbors resulting in five code enforcement cases being opened. Historically, there have been ten similar code enforcement cases, prior to 2021, at this address for violations including trash accumulation, blight from a fire, structural safety issues, inoperable/unlicensed vehicles and rat infestations.

The code enforcement cases in 2021 began with trash piles and have escalated to include blight, inoperable/unlicensed vehicles and boats, rat infestation, and a significant hoarding situation on the exterior of the house and an adjoining lot. The property owner and tenant have both been advised of the violations, and not only do the violations continue, the situation has intensified. On December 2, 2021 citations were issued to both the property owner and the tenant. Photos are attached depicting the conditions on November 15, 2021 and December 15, 2021.

The property owner has stated that he intends to evict the current tenant and remove the blight. However, based on the number of cases prior to this tenant's occupancy, we are concerned that without court intervention, and a permanent court order in place, the negative impact this house is causing on the neighborhood will continue. In an effort to prevent this

## CHARTER TOWNSHIP OF YPSILANTI

property from deteriorating further and becoming uninhabitable, or worse require demolition, we are requesting approval to take legal action to abate this public nuisance.

Thank you for your consideration and your continued support for our public nuisance abatement efforts.





CHARTER TOWNSHIP OF YPSILANTI





CHARTER TOWNSHIP OF YPSILANTI



CHARTER TOWNSHIP OF YPSILANTI



**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2021-32**

**DESIGNATION OF DEPOSITORIES  
FOR 2022**

**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, PNC Bank, United Bank & Trust, Fidelity Bank, Huntington National Bank, Key Bank, TCF Bank, TRUE Community Credit Union, Vanguard Group and their successors be designated depositories for all Charter Township of Ypsilanti funds and securities for the 2022 calendar year.



**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2021-33**

**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 2022 calendar year.

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2021-34**

**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 2022 calendar year.

**CHARTER TOWNSHIP OF YPSILANTI**

**Resolution No. 2021-35**

**ADOPTION OF REGULAR BOARD MEETING DATES  
FOR THE 2022 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 2022 calendar year.

**CHARTER TOWNSHIP OF YPSILANTI  
BOARD OF TRUSTEES**

**SCHEDULE OF MEETINGS FOR 2022**

Work Session 5:00 p.m. Civic Center Board Room	Regular Meeting 7:00 p.m. Civic Center Board Room
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**In 2022, the Township Board will meet on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month in February, March, April, May, October, November and December and on the 3<sup>rd</sup> Tuesday of each month in January, June, July, August and September.**

Tuesday ..... January 18, 2022

Tuesday ..... February 1, 2022  
Tuesday ..... February 15, 2022

Tuesday ..... March 1, 2022  
Tuesday ..... March 15, 2022

Tuesday ..... April 5, 2022  
Tuesday ..... April 19, 2022

Tuesday ..... May 3, 2022  
Tuesday ..... May 17, 2022

Tuesday ..... June 21, 2022

Tuesday ..... July 19, 2022

Tuesday ..... August 16, 2022

Tuesday ..... September 20, 2022

Tuesday ..... October 4, 2022  
Tuesday ..... October 18, 2022

Tuesday ..... November 1, 2022  
Tuesday ..... November 15, 2022

Tuesday ..... December 6, 2022  
Tuesday ..... December 20, 2022

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.***

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARRELL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**JOHN P NEWMAN II**  
**GLORIA PETERSON**  
**DEBBIE SWANSON**  
**JIMMIE WILSON JR.**



*Charter Township of Ypsilanti*

**Assessor's Office**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 544-4000  
Fax: (734) 484-5159

Date: December 14, 2021

To: Ypsilanti Township Board

From: Brian McCleery  
Deputy Assessor

Cc: Jason Iacoangeli  
Planning Director

Re: Request to approve Resolution 2021-36 to Change Platted Lot Boundary Line in Washtenaw Business Park Subdivision lot 11, dividing the original lot into two as a result of a boundary line change between two parcels.

Parcel: 585 Joe Hall Dr.: K-11-17-363-027: W 73.50 feet Lot 10 and Lot 11

Parcel: 687 Joe Hall Dr.: K-11-17-363-012: Lot 12

**New Parcels:**

**Parcel 1:** 585 Joe Hall Dr.: The W 73.50 feet of lot 10 and E 66.50 feet of lot 11

**Parcel 2:** 687 Joe Hall Dr.: The W 83.50 feet of lot 11 and all of lot 12

The Assessor's Office is requesting approval for the attached boundary line change as the change would constitute a change in the original lot line in a recorded plat. The proposed boundary line change would divide lot 11 with each new parcel receiving a portion of the lot.

Ypsilanti Township's local ordinance requires Township Board approval if there are any revisions to the original lot line in a recorded plat. This is required as the Board has already approved the original plat and the requested division is a revision to the previously approved boundaries

Planning Director Jason Iacoangeli has verified that the boundary line change will not create any non-conforming conditions.

*Supervisor*

**BRENDA L. STUMBO**

*Clerk*

**HEATHER JARRELL ROE**

*Treasurer*

**STAN ELDRIDGE**

*Trustees*

**JOHN P NEWMAN II**

**GLORIA PETERSON**

**DEBBIE SWANSON**

**JIMMIE WILSON JR.**



*Charter Township of Ypsilanti*

**Assessor's Office**

7200 S. Huron River Drive

Ypsilanti, MI 48197

Phone: (734) 487-4927

Fax: (734) 484-5159

## MEMORANDUM

TO: Jason Iacoangeli,  
Planning Director

FROM: Brian McCleery  
Deputy Assessor

DATE: December 9, 2021

RE: Application for Boundary Line Adjustment

K-11-17-363-012- 687 Joe Hall Dr.  
K-11-17-363-027- 585 Joe Hall Dr.

An application for the boundary line adjustment has been submitted to our office for the above parcels.

Grupo Alvjar LLC, aka Francis Alvarez and Martha Jaramillo Alvarez, purchased a portion of 585 Joe Hall Dr. for the construction of their future Tortillas Tito factory. The sale of the partial lot will require the boundary line adjustment transferring 83.50' from 585 Joe Hall Dr. to 681 Joe Hall Dr. as depicted in the plat map drawing attached to this e-mail. This boundary line change will result in 585 Joe hall having a frontage of 140' and 687 Joe Hall Dr. having a frontage of 233.50'.

Please verify if this boundary line application complies with Zoning and Division Ordinances of the Township.

Attached are the Property Division Applications, plat-property sketch, and aerial photograph.

If you have any questions, or need more information, please do not hesitate contacting me.

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

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TO: Brian McCleery, Deputy Assessor, Charter Township of Ypsilanti

FROM: Jason Iacoangeli, Planning Director

DATE: August 27, 2019

RE: Boundary Adjustment

K-11-17-363-012 - 687 Joe Hall Drive

K-11-17-363-027 - 585 Joe Hall Drive

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Per your request, we have reviewed the request for a boundary adjustment of the above parcels. We verify that the proposed boundary adjustment complies with the Zoning Ordinance of the Township for parcels zoned I-1 Light Industrial.

Per the schedule of regulations for the Township the I-1 Light Industrial District does not have a minimum lot width only that the maximum ratio of lot depth to lot width shall not exceed a depth of four times the width. The survey that you have provided indicates that this criteria has been met.

If you have any questions, or need more information, please do not hesitate contacting me.

CHARTER TOWNSHIP OF YPSILANTI  
OFFICE OF THE ASSESSOR  
7200 S. Huron River Drive, Ypsilanti, Michigan 48197

RECEIVED

DEC 06 2021

PARCEL DIVISION/COMBINE FOR PLATTED LOTS ONLY

YPSILANTI TOWNSHIP  
ASSESSING DEPARTMENT

AUTHORIZATION REQUEST

When submitting an application, please provide the Assessor's Office with three (3) copies of the descriptions for the parcel. If the Applicant is not the Owner of record, legal ownership must be provided.

Home Phone: 734-7567646 Tax ID #: 87-33-02013

Work Phone: 734 756 7646 Property Class: \_\_\_\_\_

Name: Grupo Alyar LLC

Address: 6270 Briarcliff Dr

City/State/Zip: Belleville MI 48111

Proof of ownership or letter of authorization as agent

Proof that all taxes and/or special assessments are paid to current status

Township Board Approval

Attach new legal description

Combine Process:

1. All preliminary division/combines must be submitted to the Assessor's Office.
2. When dividing/combining lots in subdivision, you must provide three copies of a rough sketch to scale, and new legal descriptions.
3. The division/combine application will be processed for final approval/denial within forty-five (45) days of receipt.
4. To assure that a division/combine will appear on the following year's Assessment Roll, the Final paperwork must be submitted by December 31 of each year.
5. Division/combines received after that date would not have the assurance of appearing on the upcoming Assessment Roll.
6. There is no fee for the division/combine application of platted lots unless it involves the division/combine of a partial lot. Then a fee of \$25.00 for review and a fee of \$25.00 per lot will be charged.
7. Certificate from Washtenaw County Treasurer that all taxes and Special Assessments are paid for preceding 5 years.
8. If there is a principle residence exemption on any of the parcels involved in the division/combination, a new principle residence exemption must be re-filed for the new parcel number assigned after the division/combination has been approved.

I/We hereby authorize/request the Assessor's Office to divide/combine the following Parcel Number(s) after Township Board approval:

\_\_\_\_\_  
[Signature] 11/18/21  
Owner Signature(s) Date

\_\_\_\_\_  
Co-Owner Signature Date





### Land Division Tax Certification

Pursuant to the Land Division Act 288 of 1967, MCL 560.109(1)(i), this certificate certifies that current and the preceding years of taxes on this date, \_\_\_\_\_ have been paid for the following parcel to be divided:

<b>Parcel Information:</b> Parcel Number: <u>K-11-17-363-027</u> (If dividing multiple parcels, please fill out a separate form for each parcel) Parcel Address: <u>585 Joe Hall</u> City: _____ State: _____ Zip Code: _____ Legal Description (If additional space needed, please attach separate sheet): <u>The West 73.50 feet of Lot 10 and East 66.50 feet of Lot 11 (140 ft x 340.15 ft) of Washtenaw Business Park according to the plat thereof recorded in Liber 33 of Plats, pages 19 through 27 inclusive, of Washtenaw County Records</u>	<b>Owner Information:</b> Name: <u>Grupo Aivjar LLC</u> Street: <u>6270 Briarcliff Dr</u> City: <u>Belleville MI 48111</u> State, Zip Code: <u>MI 48111</u> Phone #: <u>734 756 7646</u> Email Address: <u>morjarami@gmail.com</u> If this parcel was split from or combined from other parcels in the last 5 years and is in the City of Ann Arbor, Scio Township, or Ypsilanti Township, please attach a list of parcel numbers for the parent parcel(s).
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Certifications are required in no particular order. This form will be returned to the owner unless otherwise requested.

#### Washtenaw County Treasurer Certification (\$5 Statutory Fee):

Sec. 135 Act 206, 1893 as Amended – (Sec. C.L. 1929) Date: \_\_\_\_\_  
 I hereby certify that there are no tax liens or titles held by the State of Michigan on lands described below, and that there are no tax liens or titles held by individuals on said lands for all years preceding the first day of March and that the taxes for said period are paid, pending subsequent decisions by the Board of Review, the Michigan Department of Treasury, the Michigan Tax Tribunal, or the State Tax Commission.

Washtenaw County Treasurer  
 Split Certificate Number: \_\_\_\_\_

#### City/Township/Village Treasurer Certification:

Sec. 135 Act 206, 1893 as Amended – (Sec. C.L. 1929) Date: \_\_\_\_\_  
 I hereby certify that, pending subsequent decisions by the Board of Review, the Michigan Department of Treasury, the Michigan Tax Tribunal, or the State Tax Commission, current year's taxes issued to date have been paid:

Summer Bill: \_\_\_\_\_ Village Bill: \_\_\_\_\_ Winter Bill: \_\_\_\_\_  
 Signature / Initials: \_\_\_\_\_ Name & Title: \_\_\_\_\_

#### Office of the Water Resources Commissioner Certification:

Sec. 135 Act 206, 1893 as Amended – (Sec. C.L. 1929) Date: \_\_\_\_\_  
 I hereby certify that all multi-year drain debt costs apportioned to this parcel have been paid:

Drain Project Name: \_\_\_\_\_ Date Paid: \_\_\_\_\_  
 Signature / Initials: \_\_\_\_\_ Name & Title: \_\_\_\_\_

Original: Retained by Customer Copy: Filed with Township or City Assessor  
 1 | Page Updated 7/6/2021

**WARRANTY DEED**

KNOW ALL MEN BY THESE PRESENTS: That DEMCO 29 L.L.C., a Michigan limited liability company ("Grantor"), having an address of 30100 Telegraph Road, Suite 403, Bingham Farms, Michigan 48080, conveys and warrants to GRUPO ALVJAR LLC., a Michigan limited liability company ("Grantee"), having an address of 6270 Briarcliff Drive, Belleville, Michigan 48184, the real property situated in the County of Washtenaw, Township of Ypsilanti, State of Michigan, described as follows:

The West 73.50 feet of Lot 10 and the East 66.50 feet of Lot 11 of WASHTENAW BUSINESS PARK, according to the plat thereof recorded in Liber 33 of Plats, Pages 19 through 27, inclusive, of Washtenaw County Records.

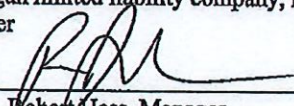
Commonly Known As: 585 Joe Hall Drive, Ypsilanti, Michigan 48197  
Tax Parcel Numbers: Part of K -11-17-363-027

for the full consideration of Sixty-four Thousand Six Hundred Thirty-two and 15/100 Dollars (\$64,632.15), subject to restrictions and easements of record, zoning ordinances, building and use codes.

Dated this 28 day of September, 2021, *Effective September 29, 2021*

DEMCO 29 L.L.C., a Michigan limited liability company

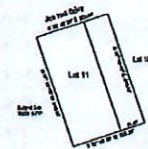
By: Washtenaw Land Holdings LLC, a Michigan limited liability company, its sole member

By:   
Robert Hess, Manager



ROT

**585 JOE HALL DR YPSILANTI, MI 48197** (Property Address)  
 Parcel Number: K-11-17-363-027



**Property Owner: DEMCO 29 LLC**

**Summary Information**  
 > Assessed Value: \$62,700 | Taxable Value: \$52,758 > Property Tax Information found  
 > Building Department Information found

Item 1 of 1    0 Images / 1 Sketch

**Owner and Taxpayer Information**

**Owner**                      DEMCO 29 LLC                      **Taxpayer**                      SEE OWNER INFORMATION  
 C/O WALNUT SERVICES INC  
 30100 TELEGRAPH RD STE 403  
 BINGHAM FARMS, MI 48025

**Legal Description**

LOT 11, INCLUDING THE W 73.5 FT OF LOT 10, 1.745 ACRES, WASHTENAW BUSINESS PARK, SECTION 17, T35-R7E, YPSILANTI TWP, WASH COUNTY, MI. PART OF FRENCH CLAIMS 681. CERTIFIED BUSINESS PARK, OCTOBER, 1988

**Recalculate amounts using a different Payment Date**

You can change your anticipated payment date in order to recalculate amounts due as of the specified date for this property.

Enter a Payment Date       

**Tax History**

Year	Season	Total Amount	Total Paid	Last Paid	Total Due
2021	Summer	\$2,578.16	\$2,578.16	07/15/2021	\$0.00

**General Information for 2021 Summer Taxes**

School District	81020	PRE/MBT	0.0000%
Taxable Value	\$52,758	S.E.V.	\$62,700
Property Class	302 - INDUSTRIAL-VACANT	Assessed Value	\$62,700
Tax Bill Number	04069	Last Receipt Number	00001151
Last Payment Date	07/15/2021	Number of Payments	1
Base Tax	\$2,552.64	Base Paid	\$2,552.64
Admin Fees	\$25.52	Admin Fees Paid	\$25.52
Interest Fees	\$0.00	Interest Fees Paid	\$0.00
Total Tax & Fees	\$2,578.16	Total Paid	\$2,578.16
Renaissance Zone	Not Available	Mortgage Code	Not Available



**Tax Bill Breakdown for 2021 Summer**

Taxing Authority	Millage Rate	Amount	Amount Paid
YP STATE ED	6.000000	\$316.54	\$316.54
	48.384900	\$2,578.16	\$2,578.16

9/22/21, 6:16 PM

Parcel Number - K-11-17-363-027 | Ypsilanti Township | BS&A Online

2018	Summer	\$2,318.86	\$2,318.86	07/31/2018	\$0.00
2017	Winter	\$1,229.92	\$1,229.92	12/08/2017	\$0.00
2017	Summer	\$2,323.28	\$2,323.28	07/13/2017	\$0.00
<a href="#">Load More Years</a>					

\*\*Disclaimer: BS&A Software provides BS&A Online as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and WITHOUT WARRANTY of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data.

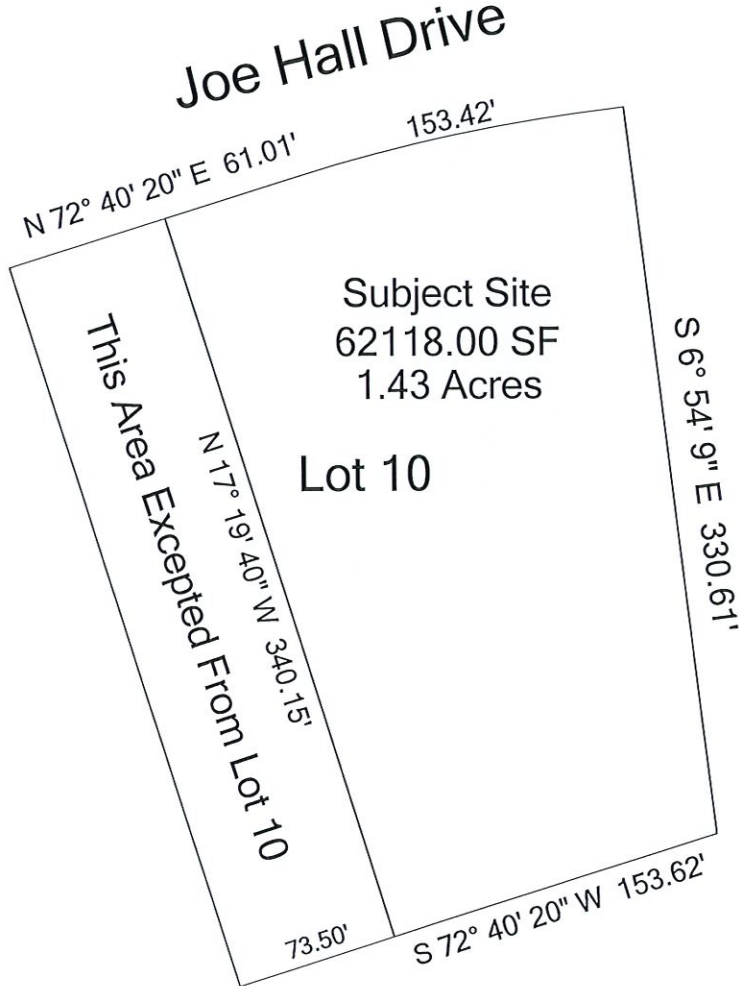
Copyright © 2021 BS&A Software, Inc.

# SKETCH/AREA TABLE ADDENDUM

## SUBJECT INFO

File No.: K -11-17-363-026 Parcel No.: K -11-17-363-026  
 Property Address: 435 JOE HALL DR  
 City: YPSILANTI County: WASHTENAW State: MI ZipCode: 48197  
 Owner: ELDERWOOD HOLDINGS, LLC  
 Client: Client Address:  
 Appraiser Name: Inspection Date:

## SKETCH



Sketch by Apex Sketch

### AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
SITE	Subject Site	1.0	62118.2	1038.8	62118.2

### COMMENT TABLE 1

### COMMENT TABLE 2

### COMMENT TABLE 3



7.65 AC.

2.986

**-003**

K -11-38-363-003

1.72 Ac.

**-004**

K -11-17-363-004

**-005**

K -11-17-363-005

**-006**

K -11-17-363-006

**-007**

K -11-17-363-007

**-008**

K -11-17-363-008

**-800**

3.41 Ac.

K -11-17-363-800

JOE HALL PARK  
PUBLIC

K -11-17-363-026

**-026**

1.43 Ac.

K -11-17-363-027

**-027**

1.745 Ac.

**-012**

K -11-17-363-012

**-013**

K -11-17-363-013

**-014**

K -11-17-363-014

**-015**

K -11-17-363-015

**-014**

K -11-38-280-014

12.811 Ac.

JOE HALL DRIVE

SEAUVER DR





RECEIVED

DEC 06 2021

CHARTER TOWNSHIP OF YPSILANTI  
OFFICE OF THE ASSESSOR  
7200 S. Huron River Drive, Ypsilanti, Michigan 48197

YPSILANTI TOWNSHIP  
ASSESSING DEPARTMENT

PARCEL DIVISION/COMBINE FOR PLATTED LOTS ONLY

AUTHORIZATION REQUEST

When submitting an application, please provide the Assessor's Office with three (3) copies of the descriptions for the parcel. If the Applicant is not the Owner of record, legal ownership must be provided.

Home Phone: N/A Tax ID # K-11-17-363-027  
Work Phone: (248) 645-2300 Property Class: \_\_\_\_\_  
Name: DEMCO 29 LLC  
Address: 30100 TELEGRAPH RD. SUITE 403  
City/State/Zip: BUNGHAM FARMS, MI. 48025

Proof of ownership or letter of authorization as agent   
Proof that all taxes and/or special assessments are paid to current status   
Township Board Approval   
Attach new legal description

Combine Process:

1. All preliminary division/combines must be submitted to the Assessor's Office.
2. When dividing/combining lots in subdivision, you must provide three copies of a rough sketch to scale, and new legal descriptions.
3. The division/combine application will be processed for final approval/denial within forty-five (45) days of receipt.
4. To assure that a division/combine will appear on the following year's Assessment Roll, the Final paperwork must be submitted by December 31 of each year.
5. Division/combines received after that date would not have the assurance of appearing on the upcoming Assessment Roll.
6. There is no fee for the division/combine application of platted lots unless it involves the division/combine of a partial lot. Then a fee of \$25.00 for review and a fee of \$25.00 per lot will be charged.
7. Certificate from Washtenaw County Treasurer that all taxes and Special Assessments are paid for preceding 5 years.
8. If there is a principle residence exemption on any of the parcels involved in the division/combination, a new principle residence exemption must be re-filed for the new parcel number assigned after the division/combination has been approved.

I/We hereby authorize/request the Assessor's Office to divide/combine the following Parcel Number(s) after Township Board approval:

K-11-17-363-027 K-11-17-363-012

[Signature] 12/6/21  
Owner Signature(s) Demco 29 LLC Date

Co-Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

**PARCEL DIVISION/COMBINATION LEGAL DESCRIPTION**

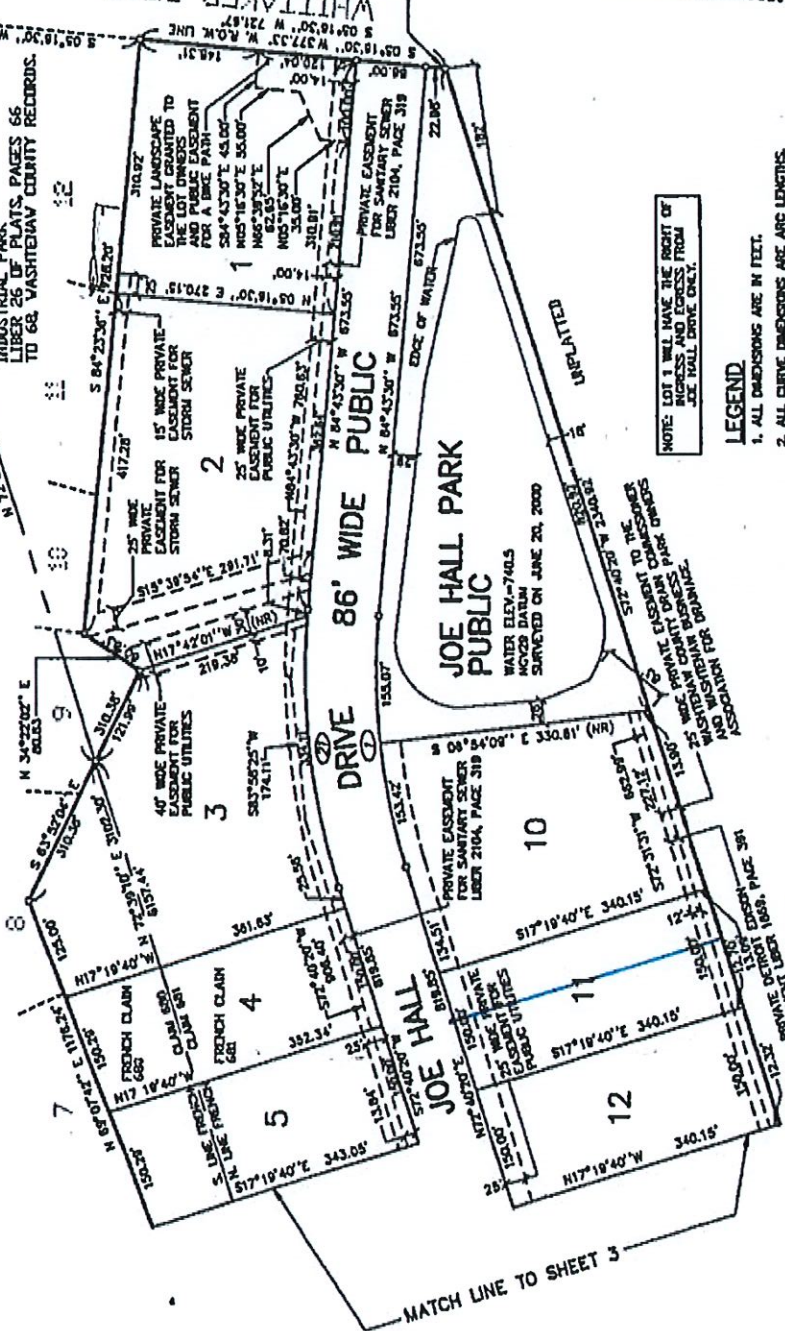
Lot 12, also the west 83.5' of Lot 11, Washtenaw Business Park, as recorded in Liber 33, Pages 19 through 27, inclusive, Washtenaw County Records.



# WASHTENAW BUSINESS PARK

PART OF FRENCH CLAIM 680 & 681,  
T3S, R7E, YPSILANTI TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN

THIS PLAT IS SUBJECT TO THE RESTRICTIONS AS REQUIRED BY ACT 288,  
OF 1967, AS AMENDED ON CERTAIN LOTS WITH RESPECT TO THE REQUIREMENTS  
OF THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY,  
WHICH ARE RECORDED IN LIBER 4052, PAGES 514 THROUGH  
OF RECORDS OF THIS COUNTY.



NOTE: LOT 1 WILL HAVE THE RIGHT OF  
EGRESS AND EGRESS FROM  
JOE HALL DRIVE ONLY.

### LEGEND

1. ALL DIMENSIONS ARE IN FEET.
2. ALL CURVE DIMENSIONS ARE ARC LENGTHS.
3. ALL LOT MARKERS ARE 9/8" RODS AND ARE  
TO BE SET AT THE CORNERS AND AT THE  
MIDPOINTS. ALL DIMENSIONS USED ARE MADE OF  
SOLID STEEL BARS 1/2" IN DIAMETER AND 36"  
LONG AND COMPLETELY ENCASED IN CONCRETE.  
4" IN DIAMETER, NO LA. CAPS ARE USED.
4. BEARINGS ESTABLISHED FROM RECORDED PLAT  
HURON CENTER COMMERCIAL & INDUSTRIAL PARK  
LIBER 26 OF PLATS, PAGES 66-68.
5. (NR) DENOTES NON-RADIAL LOT LINE.
6. (R) DENOTES RADIAL LOT LINE.
7. CD DENOTES CURVE LABEL.

### CURVE DATA TABLE

CURVE	PC	PT	ARC	CHORD	LENGTH
1	27° 30' 10"	762.07'	308.42'	18 07' 58" 25'	308.42'
2	27° 30' 10"	888.07'	342.42'	18 07' 58" 25'	342.42'

PREPARED AND DRAFTED BY MIDWESTERN CONSULTING, LLC.  
3815 PLAZA DRIVE, ANN ARBOR, MICHIGAN 48106



# WASHTENAW BUSINESS PARK

PART OF FRENCH CLAIM 680 & 681,  
T3S, R7E, YPSILANTI TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN

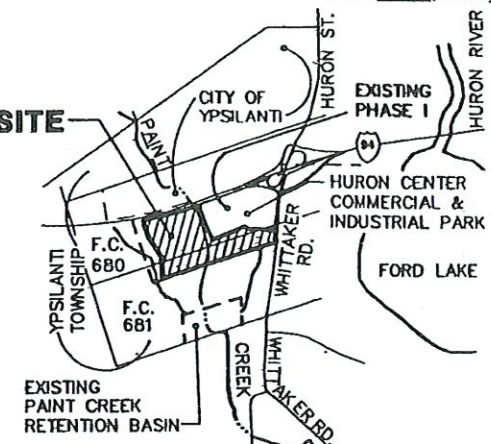
THIS PLAT IS SUBJECT TO THE RESTRICTIONS AS REQUIRED BY ACT 288,  
OF 1967, AS AMENDED ON CERTAIN LOTS WITH RESPECT TO THE REQUIREMENTS  
OF THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY,  
WHICH ARE RECORDED IN LIBER 4052, PAGES 544 THROUGH  
OF RECORDS OF THIS COUNTY.



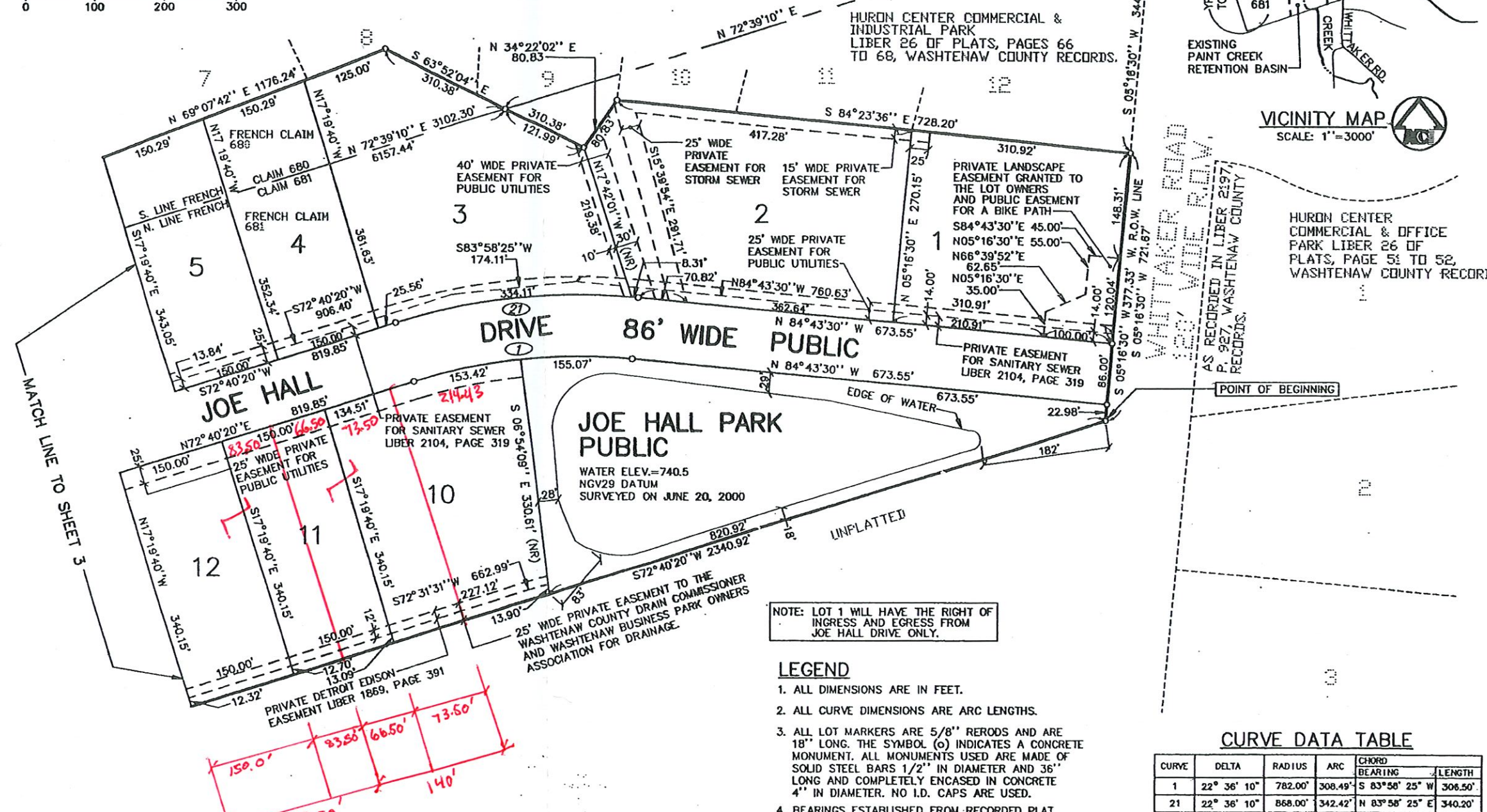
SCALE: 1" = 100'  
0 100 200 300

INTERSECTION OF NORTH  
LINE OF FRENCH CLAIM  
681 AND THE WEST RIGHT-  
OF-WAY LINE OF WHITTAKER  
ROAD.  
LIBER 9, PAGE 102

SITE



VICINITY MAP  
SCALE: 1"=3000'



HURON CENTER  
COMMERCIAL & OFFICE  
PARK LIBER 26 OF  
PLATS, PAGE 51 TO 52,  
WASHTENAW COUNTY RECORDS.

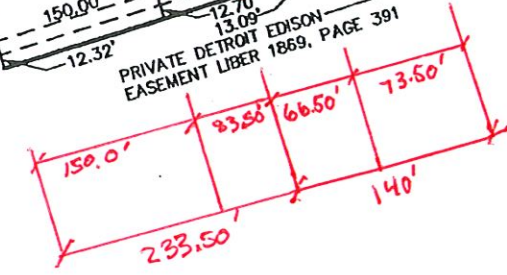
NOTE: LOT 1 WILL HAVE THE RIGHT OF  
INGRESS AND EGRESS FROM  
JOE HALL DRIVE ONLY.

### LEGEND

1. ALL DIMENSIONS ARE IN FEET.
2. ALL CURVE DIMENSIONS ARE ARC LENGTHS.
3. ALL LOT MARKERS ARE 5/8" RODS AND ARE 18" LONG. THE SYMBOL (o) INDICATES A CONCRETE MONUMENT. ALL MONUMENTS USED ARE MADE OF SOLID STEEL BARS 1/2" IN DIAMETER AND 36" LONG AND COMPLETELY ENCASED IN CONCRETE 4" IN DIAMETER. NO I.D. CAPS ARE USED.
4. BEARINGS ESTABLISHED FROM RECORDED PLAT HURON CENTER COMMERCIAL & INDUSTRIAL PARK LIBER 26 OF PLATS, PAGES 66-68.
5. (NR) DENOTES NON-RADIAL LOT LINE.
6. (R) DENOTES RADIAL LOT LINE.
7. (C) DENOTES CURVE LABEL.

### CURVE DATA TABLE

CURVE	DELTA	RADIUS	ARC	CHORD BEARING	LENGTH
1	22° 36' 10"	782.00'	308.49'	S 83° 58' 25" W	306.50'
21	22° 36' 10"	868.00'	342.42'	N 83° 58' 25" E	340.20'



MATCH LINE TO SHEET 3

*For reference*

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.	
DEMCO 29 LLC	GRUPO ALVJAR, LLC	64,632	09/29/2021	PTA	21-NOT USED		PROPERTY TRANSFER	100.0	
Property Address		Class: INDUSTRIAL-VACANT		Zoning: I1 LI	Building Permit(s)	Date	Number	Status	
585 JOE HALL DR		School: YPSILANTI SCHOOL DISTRICT							
Owner's Name/Address		P.R.E. 0%		MAP #:					
GRUPO ALVJAR, LLC 6270 BRIARCLIFF DR BELLEVILLE MI 48111		2022 Est TCV 125,420							
Tax Description		Improved	X	Vacant	Land Value Estimates for Land Table 00305.IND- HURON CNTR PRK/WASH BUSS PARK				
LOT 11, INCLUDING THE W 73.5 FT OF LOT 10, 1.745 ACRES, WASHTENAW BUSINESS PARK, SECTION 17, T3S-R7E, YPSILANTI TWP, WASH COUNTY, MI. PART OF FRENCH CLAIMS 681. CERTIFIED BUSINESS PARK, OCTOBER, 1988		Public Improvements		* Factors *					
Comments/Influences		Dirt Road		Description	Frontage	Depth	Front Depth	Rate %Adj. Reason	Value
Split/Comb. on 02/05/2003 completed 02/05/2003 DSCHUIT ; Parent Parcel(s): K -11-17-363-010, K -11-17-363-011; Child Parcel(s): K -11-17-363-026, K -11-17-363-027;		Gravel Road		INDUSTRIAL LAND			1.745 Acres	71,874 100	125,420
-----		Paved Road		1.75 Total Acres		Total Est. Land Value =		125,420	
		Storm Sewer							
		Sidewalk							
		Water							
		Sewer							
		Electric							
		Gas							
		Curb							
		Street Lights							
		Standard Utilities							
		Underground Utils.							
		Topography of Site							
		Level							
		Rolling							
		Low							
		High							
		Landscaped							
		Swamp							
		Wooded							
		Pond							
		Waterfront							
		Ravine							
		Wetland							
		Flood Plain							
		Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value	
		Who	When	What	2022	62,700	0	62,700	62,700S
					2021	62,700	0	62,700	52,758C
					2020	62,700	0	62,700	52,030C
					2019	61,600	0	61,600	51,060C

\*\*\* Information herein deemed reliable but not guaranteed\*\*\*

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Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.	
Property Address		Class: INDUSTRIAL-VACANT		Zoning: I1 LI	Building Permit(s)	Date	Number	Status	
687 JOE HALL DR		School: YPSILANTI SCHOOL DISTRICT							
Owner's Name/Address		P.R.E. 0%							
DEMCO 29 LLC C/O WALNUT SERVICES INC 30100 TELEGRAPH RD STE 403 BINGHAM FARMS MI 48025		MAP #: R 040 005 05							
Tax Description		2022 Est TCV 84,164							
LOT 12 , WASHTENAW BUSINESS PARK, SECTION 17, T3S, R7E, YPSILANTI TWP, WASH COUNTY, MI. PART OF FRENCH CLAIMS 681. CERTIFIED BUSINESS PARK, OCTOBER, 1988		Improved	X	Vacant	Land Value Estimates for Land Table 00305.IND- HURON CNTR PRK/WASH BUSS PARK				
Comments/Influences		Public Improvements		* Factors *					
Split/Comb. on 08/30/2001 completed 08/30/2001 JPONTIU ;		Dirt Road		Description	Frontage	Depth	Front Depth	Rate %Adj. Reason	Value
Parent Parcel(s): K -11-37-361-005, K -11-38-280-001;		Gravel Road		INDUSTRIAL LAND			1.171 Acres	71,874 100	84,164
Child Parcel(s): From K -11-17-363-001 to K -11-17-363-025;		Paved Road		1.17 Total Acres		Total Est. Land Value =		84,164	
		Storm Sewer							
		Sidewalk							
		Water							
		Sewer							
		Electric							
		Gas							
		Curb							
		Street Lights							
		Standard Utilities							
		Underground Utils.							
		Topography of Site							
		Level							
		Rolling							
		Low							
		High							
		Landscaped							
		Swamp							
		Wooded							
		Pond							
		Waterfront							
		Ravine							
		Wetland							
		Flood Plain							
		Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value	
The Equalizer. Copyright (c) 1999 - 2009. Licensed To: Township of Ypsilanti, County of Washtenaw, Michigan		Who	When	What	2022	42,100	0	42,100	36,599C
					2021	42,100	0	42,100	35,430C
					2020	42,100	0	42,100	34,941C
					2019	41,300	0	41,300	34,290C

\*\*\* Information herein deemed reliable but not guaranteed\*\*\*



*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARRELL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**JOHN P. NEWMAN**  
**GLORIA PETERSON**  
**DEBBIE SWANSON**  
**JIMMIE WILSON JR.**



**Office of the  
Supervisor**

7200 S. Huron River Drive  
Ypsilanti, MI 48197

[ytown.org](http://ytown.org)

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## MEMORANDUM

To: Lisa Stanfield, Deputy Clerk

From: Brenda Stumbo, Supervisor

CC: Heather Jarrell Roe, Clerk  
Stan Eldridge, Treasurer  
Javonna Neel, Accounting Director  
Karen Wallin, HR Manager  
John Hines, Deputy Supervisor

Date: December 15, 2021

Please place the following resolutions on the December 21, 2021 agenda:

1. Resolution No. 2021-37 : Establish Township Supervisor's Salary
2. Resolution No. 2021-38 : Establish Township Clerk's Salary
3. Resolution No. 2021-39 : Establish Township Treasurer's Salary
4. Resolution No. 2021-40 : Establish Township Trustee's Salary

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2021-37**

**ESTABLISH 2022 TOWNSHIP SUPERVISOR'S SALARY**

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

**WHEREAS** the Teamsters Union agreement was approved which gave Teamsters a 2.75% increase for their 2022 base wages; and

**WHEREAS** it is recommended that non-union, trustees and full-time elected officials receive a 2.75% increase for 2022, same as Teamsters and as reflected in the 2022 adopted budget;

**NOW THEREFORE BE IT RESOLVED** that the 2022 salary for the office of Supervisor shall receive an increase of 2.75% on their annual base salary going from \$88,500.09 to \$90,933.84; and also recognizing the annual car allowance of \$6,000.00 per year (since 2018), bringing the total 2022 annual compensation of the Supervisor to \$96,933.84

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2021-38**

**ESTABLISH 2022 TOWNSHIP CLERK'S SALARY**

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

**WHEREAS** the Teamsters Union agreement was approved which gave Teamsters a 2.75% increase for their 2022 base wages; and

**WHEREAS** it is recommended that non-union, trustees and full-time elected officials receive a 2.75% increase for 2022, same as Teamsters and as reflected in the 2022 adopted budget;

**NOW THEREFORE BE IT RESOLVED** that the 2022 salary for the office of Clerk shall receive an increase of 2.75% on their base salary with annual salary going from \$88,500.09 to \$90,933.84.

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2021-39**

**ESTABLISH 2022 TOWNSHIP TREASURER'S SALARY**

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

**WHEREAS** the Teamsters Union agreement was approved which gave Teamsters a 2.75% increase for their 2022 base wages; and

**WHEREAS** it is recommended that non-union, trustees and full-time elected officials receive a 2.75% increase for 2022, same as Teamsters and as reflected in the 2022 adopted budget;

**NOW THEREFORE BE IT RESOLVED** that the 2022 salary for the office of Treasurer shall receive an increase of 2.75% on their base salary with annual salary going from \$88,500.09 to \$90,933.84.



**CHARTER TOWNSHIP OF YPSILANTI**  
**RESOLUTION NO. 2021-40**  
**ESTABLISH 2022 TOWNSHIP TRUSTEE'S SALARY**

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

**WHEREAS** the Teamsters Union agreement was approved which gave Teamsters a 2.75% increase for their 2022 base wages; and

**WHEREAS** it is recommended that non-union, trustees and full-time elected officials receive a 2.75% increase for 2022, same as Teamsters and as reflected in the 2022 adopted budget;

**NOW THEREFORE BE IT RESOLVED** that the 2022 salary for the office of Trustee shall receive an increase of 2.75%, going from \$15,279 to \$16,192.37.

**CHARTER TOWNSHIP OF YPSILANTI**  
**2022 Boards and Commissions Appointments and Re-Appointments**

**Resolution No. 2021-42**

**REAPPOINTMENTS**

<b><u>Building Authority</u></b> Wilbanks, Ambrose	<b><u>Exp.Date</u></b> 12/31/2027
<b><u>Local Development Finance Authority (LDFA)</u></b> Fanta, Andrew Neel, Javonna	<b><u>Exp.Date</u></b> 12/31/2023 12/31/2023
<b><u>Ypsilanti Community Utilities Authority</u></b> Jason, Keith	<b><u>Exp.Date</u></b> 12/31/2024
<b><u>Zoning Board of Appeals</u></b> El-Assadi, Rebecca Kraycir, Marsha	<b><u>Exp.Date</u></b> 12/31/2024 12/31/2024

**APPOINTMENTS**

<b><u>Local Development Finance Authority (LDFA)</u></b> Rose, Aaron Kominars, Aron	<b><u>Exp.Date</u></b> 12/31/2023 12/31/2023
<b><u>Washtenaw Regional Recycling Management Authority (WRRMA)</u></b> Jarrell Roe, Heather	12/31/2024
<b><u>Washtenaw Urban Executive Committee/Home Consortium Board</u></b> Jarrell Roe, Heather	12/31/2024

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARRELL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**JOHN P. NEWMAN**  
**GLORIA PETERSON**  
**DEBBIE SWANSON**  
**JIMMIE WILSON JR.**



**Office of the  
Supervisor**

7200 S. Huron River Drive  
Ypsilanti, MI 48197

[ytown.org](http://ytown.org)

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## MEMORANDUM

To: Heather Jarrell Roe, Clerk  
Lisa Stanfield, Deputy Clerk

From: Brenda Stumbo, Supervisor

Date: December 14, 2021

Re: 2022 Boards and Commissions

Please place the following recommendations on the December 21, 2021 agenda for consideration of the 2022 Boards and Commissions appointments and re-appointments.

**CHARTER TOWNSHIP OF YPSILANTI  
2021 BUDGET AMENDMENT #16**

December 21, 2021

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

**101 - GENERAL OPERATIONS FUND**

**Total Increase \$165,113.00**

Request to increase the budget for MERS pension allocations due to the number of retirees in 2021. This will be funded by an appropriation of prior year fund balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-699.999	\$14,037.00
		<b>Net Revenues</b>	<b><u><u>\$14,037.00</u></u></b>
<b>Expenditures:</b>	MERS Retirement	101-171-718.000	\$1,570.00
	MERS Retirement	101-191-718.000	\$3,182.00
	MERS Retirement	101-215-718.000	\$3,273.00
	MERS Retirement	101-228-718.000	\$939.00
	MERS Retirement	101-257-718.000	\$2,108.00
	MERS Retirement	101-270-718.000	\$1,438.00
	MERS Retirement	101-703-718.000	\$330.00
	MERS Retirement	101-770-718.000	\$1,197.00
		<b>Net Expenditures</b>	<b><u><u>\$14,037.00</u></u></b>

Request to increase the budget for Zoning Board of Appeals for appointed officials, there are now alternative officials on the Board in case they are needed. This will be funded by an appropriation of prior year fund balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-699.999	\$1,076.00
		<b>Net Revenues</b>	<b><u><u>\$1,076.00</u></u></b>
<b>Expenditures:</b>	Appointed Officials	101-702-704.000	\$1,000.00
	FICA	101-702-715.000	\$76.00
		<b>Net Expenditures</b>	<b><u><u>\$1,076.00</u></u></b>

Request to increase budget to transfer funds from General Fund to 14B District Court Fund for operations such as payroll and health care. Due to the circumstances revolving around the COVID-19 pandemic, the revenue has been extremely low. This will be funded by an appropriation for prior year fund balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-699.999	\$150,000.00
		<b>Net Revenues</b>	<b><u><u>\$150,000.00</u></u></b>
<b>Expenditures:</b>	Transfer to 14B Court	101-999-995.236	\$150,000.00
		<b>Net Expenditures</b>	<b><u><u>\$150,000.00</u></u></b>

**CHARTER TOWNSHIP OF YPSILANTI  
2021 BUDGET AMENDMENT #16**

December 21, 2021

**206 - FIRE FUND**

**Total Increase \$19,767.00**

Request to increase the budget for MERS pension allocations due to the number of retirees in 2021. The Fire Department has one clerical employee. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	206-000-699.999	\$1,550.00
		Net Revenues	<u><u>\$1,550.00</u></u>
Expenditures:	MERS Retirement	206-336-718.000	\$1,550.00
		Net Expenditures	<u><u>\$1,550.00</u></u>

Request to increase the budget due to 2 firefighters going from single health care coverage to 2 person health care coverage during 2021. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	206-000-699.999	\$18,217.00
		Net Revenues	<u><u>\$18,217.00</u></u>
Expenditures:	Health Care	206-336-719.000	\$18,217.00
		Net Expenditures	<u><u>\$18,217.00</u></u>

**226 - ENVIRONMENTAL SERVICES FUND**

**Total Increase \$14,013.00**

Request to increase the budget for MERS pension allocations due to the number of retirees in 2021. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	226-000-699.999	\$1,000.00
		Net Revenues	<u><u>\$1,000.00</u></u>
Expenditures:	MERS Retirement	226-528-718.000	\$1,000.00
		Net Expenditures	<u><u>\$1,000.00</u></u>

Request to increase the budget for a retirement payout of accrued PTO time. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	226-000-699.999	\$13,013.00
		Net Revenues	<u><u>\$13,013.00</u></u>
Expenditures:	Salaries Payout -	226-528-708.004	\$12,088.00
	FICA	226-528-715.000	\$925.00
		Net Expenditures	<u><u>\$13,013.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI  
2021 BUDGET AMENDMENT #16**

December 21, 2021

**230- RECREATION FUND**

**Total Increase \$5,000.00**

Request to increase budget for a grant contribution received from DTE to fund Community Center special events. This will be funded by the grant contribution from DTE.

Revenues:	Contributions & Donations	230-000-674.000	\$5,000.00
		Net Revenues	<u><u>\$5,000.00</u></u>
Expenditures:	Rec Adult Sports Programs	230-754-963.150	\$3,500.00
	Rec Enrichment Programs	230-754-963.400	\$760.00
	Rec Senior Programs	230-754-963.500	\$740.00
		Net Expenditures	<u><u>\$5,000.00</u></u>

**236- 14B DISTRICT COURT FUND**

**Total Increase \$0.00**

Request to increase the budget for MERS pension allocations due to the number of retirees in 2021. This will be funded by a reduction of the 14B Court budgeted revenue.

Revenues:	Court Costs	236-000-602.136	(\$6,309.00)
		Net Revenues	<u><u>(\$6,309.00)</u></u>
Expenditures:	MERS Retirement	236-286-718.000	\$6,309.00
		Net Expenditures	<u><u>\$6,309.00</u></u>

Request to accept transferred funds from General Fund to 14B District Court Funds for operations such as payroll and health care. Due to the circumstances revolving around the COVID-19 pandemic, the revenue has been extremely low. The net to the Fund Balance will be zero because we will increase the transfer in revenue line and decrease the fines and costs revenue line. This will be funded by a Transfer of cash from General Fund to 14B District Court Fund.

Revenues:	Contribution from General Fund	236-000-699.101	\$150,000.00
		Net Revenues	<u><u>\$150,000.00</u></u>
Revenues	14B Ordinance Fines and Costs	236-000-605.001	(\$150,000.00)
		Net Revenues	<u><u>(\$150,000.00)</u></u>

**249 - BUILDING FUND**

**Total Increase \$2,542.00**

Request to increase the budget for MERS pension allocations due to the number of retirees in 2021. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	249-000-699.999	\$2,542.00
		Net Revenues	<u><u>\$2,542.00</u></u>
Expenditures:	MERS Retirement	249371-718.000	\$2,542.00
		Net Expenditures	<u><u>\$2,542.00</u></u>

CHARTER TOWNSHIP OF YPSILANTI  
2021 BUDGET AMENDMENT #16

December 21, 2021

597 - COMPOST FUND

Total Increase \$2,181.00

Request to increase the budget for MERS pension allocations due to the number of retirees in 2021. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	597-000-699.999	\$2,181.00
		Net Revenues	<u>\$2,181.00</u>
Expenditures:	MERS Retirement	597-590-718.000	\$2,181.00
		Net Expenditures	<u>\$2,181.00</u>

Motion to Amend the 2021 Budget (#16)

Move to increase the General Fund budget by \$165,113 to \$10,371,672 and approve the department line item changes as outlined.

Move to increase the Fire Department Fund budget by \$19,767 to \$4,360,146 and approve the department line item changes as outlined.

Move to increase the Environment Services Fund budget by \$14,013 to \$3,228,764 and approve the department line item changes as outlined.

Move to increase the Recreation Fund budget by \$5,000 to \$794,439 and approve the department line item changes as outlined.

Move to increase the Building Fund budget by \$2,542 to \$887,998 and approve the department line item changes as outlined.

Move to increase the Compost Fund budget by \$2,181 to \$736,368 and approve the department line item changes as outlined.



# OTHER BUSINESS

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# **BOARD MEMBER UPDATES**

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