

CHARTER TOWNSHIP OF YPSILANTI BOARD OF TRUSTEES

Supervisor

BRENDA L. STUMBO

Clerk

HEATHER JARRELL ROE

Treasurer

STAN ELDRIDGE

Trustees

RYAN HUNTER

JOHN P. NEWMAN II

GLORIA PETERSON

DEBBIE SWANSON

November 21, 2023 *Revised 11-21-23*

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 OCTOBER 2023

Fire Department staffing levels are as follows:

1 Fire Chief	1 Fire Marhsall	3 Shift Captains
16 Fire Fighters	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 **493** for assistance. Of those requests, **276** were medical emergency service calls, with the remaining **217** incidents classified as non-medical and/or fire related.

Department activities for the month of October 2023:

- 1) Smoke Alarms
 - a)

- 2) Fire fighters received training in the following areas:
 - a) Fire Drill at Clark East Towers
 - b) Hazmat Training
 - c) Extrication, Stabilization, and Lifting Training

- 3) Pub Education
 - a) Stephanie Daycare
 - b) Wiards Community Awareness Days
 - c) Fall Festival @Calvary Church
 - d) Trunk/Treat @Trinity Health
 - e) Arbor Autism

The Fire Marshal had these activities / events for the month of October 2023:

1. Fire Investigations:
2. Fire Investigations interview:
3. Fire Investigations follow up:
4. Food Truck Development Program:
5. Building Inspections: 22
6. Building Re-inspections: 9
7. Business Tour:
8. Plan Reviews: 11
9. Hood / Fire Suppression Inspections:
10. Meetings: 4
11. Chief Meetings I attended: 1
12. Zoom Meeting:
13. New Truck Inspection
14. Fire Alarm Inspections: 3
15. Occupant Load Certificates:
16. Burn Permit: 4
17. Burn Complaints:
18. Knox Box: 4
19. Fire Drills: 2
20. Training: 1
21. New Hire Interviews
22. Business/Community Engagement: 3
23. Citizen Engagement: 1
24. Building Improvement project: 3
25. New Construction Site Visit:
26. Safety Inspections:
27. Addressing: 2
28. Code Research: Weekly
29. Attending the Fall Michigan Fire Inspection Conference

The Fire Chief attended these meetings / events for the month of October 2023:

1. Several SOG's (standard operating Guidelines) are being developed.
2. Introduced to the local area Fire Chiefs and monthly meetings
3. Attended the WAAMA meeting
4. Fuel Reports
5. Looked over old and new apparatus
6. Meetings with WCSD, HVA on daily operations
7. Working with the WCSD to deploy a deputy on freeway calls (work in progress)
8. Attended the Township Work Session/Board Meeting
9. Fire and Medical emergency's response.
10. Two officers Meeting
11. Obtained bids and quotes for Station 3 repairs
12. Public Education on the Fire Department
13. Meet and Greet with the Senior Citizens at the Ypsilanti Township Rec Center
14. Meeting Fire Department Vendors
15. Fire Fighter training and request and granted for training
16. Participated in Auto-Aid training, extraction and box card revisit
17. Training notifications groups, Mafc, Semfc, Wwfc, and, RAFT
18. Assist with the Fire Department Web page
19. Working with the Township IT department on upgrades to all stations (phones, scanners, and printers)
20. Met with Supervisor Stumbo for direction and expectations of myself and the department as a whole
21. Fire Scene accountably roll-out (working progress) – Priority
22. Adding members to Hazmat and TRT teams due to retirements and previous vacancies (increase on dues for Mutual Aid) if we have any openings.
23. Schedule a meeting with the Union to get to know each other's expectations

There were 0 injuries, and 0 deaths reported this month for civilians.

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

This month the total fire loss, including vehicle fires, is estimated at **\$5,500.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 10/3/2023	4596 Nutmeg	\$.00 (Building Fire/Pittsfield)
2) 10/5/2023	3375 E Michigan #275	\$ 500.00 (Cooking fire)
3) 10/10/2023	910 Hillside	\$.00 (Building Fire/Ypsi City)
4) 10/14/2023	2580 Holmes #50	\$ 5,000.00 (Building Fire)
5) 10/18/2023	9843 High Meadow	\$.00 (Building Fire/Superior)
6) 10/20/2023	8451 Thetford	\$.00 (Building Fire/Augusta)
7) 10/25/2023	9037 Whitetail Ct	\$.00 (Cooking fire)

Respectfully submitted,

Maria Batianis
Charter Township of Ypsilanti Fire Department

Attachment: Image Trend Incident Type Report (Summary): 10/01/2023 – 10/31/2023

Incident Type Report (Summary) 2023

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
Incident Type Category (FD1.21): 1 - Fire						
100 - Fire, other	2	0.41%				
111 - Building fire	3	0.61%	5000.00	0.00	5000.00	90.91%
113 - Cooking fire, confined to container	2	0.41%	0.00	500.00	500.00	9.09%
114 - Chimney or flue fire, confined to chimney or flue	1	0.20%	0.00	0.00	0.00	0.00%
130 - Mobile property (vehicle) fire, other	1	0.20%				
142 - Brush or brush-and-grass mixture fire	3	0.61%				
150 - Outside rubbish fire, other	3	0.61%				
Total: 15		Total: 3.04%	Total: 5000.00	Total: 500.00	Total: 5500.00	Total: 100.00%
Incident Type Category (FD1.21): 2 - Overpressure Rupture, Explosion, Overheat (No Fire)						
251 - Excessive heat, scorch burns with no ignition	1	0.20%				
Total: 1		Total: 0.20%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
300 - Rescue, EMS incident, other	4	0.81%				
311 - Medical assist, assist EMS crew	99	20.08%				
320 - Emergency medical service, other	39	7.91%				
321 - EMS call, excluding vehicle accident with injury	104	21.10%				
322 - Motor vehicle accident with injuries	13	2.64%				
324 - Motor vehicle accident with no injuries.	16	3.25%				
381 - Rescue or EMS standby	1	0.20%				
Total: 276		Total: 55.98%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
412 - Gas leak (natural gas or LPG)	1	0.20%				
424 - Carbon monoxide incident	5	1.01%				
440 - Electrical wiring/equipment problem, other	1	0.20%				
445 - Arcing, shorted electrical equipment	1	0.20%				
Total: 8		Total: 1.62%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 5 - Service Call						
500 - Service call, other	9	1.83%				
510 - Person in distress, other	1	0.20%				
511 - Lock-out	1	0.20%				
520 - Water problem, other	1	0.20%				
531 - Smoke or odor removal	4	0.81%				
542 - Animal rescue	1	0.20%				
550 - Public service assistance, other	4	0.81%				
552 - Police matter	2	0.41%				
553 - Public service	2	0.41%				
554 - Assist invalid	9	1.83%				
555 - Defective elevator, no occupants	1	0.20%				
561 - Unauthorized burning	3	0.61%				
Total: 38		Total: 7.71%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 6 - Good Intent Call						
600 - Good intent call, other	3	0.61%				
611 - Dispatched and cancelled en route	97	19.68%				
622 - No incident found on arrival at dispatch address	11	2.23%				

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
651 - Smoke scare, odor of smoke	2	0.41%				
652 - Steam, vapor, fog or dust thought to be smoke	1	0.20%				
Total: 114	Total: 23.12%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 7 - False Alarm & False Call						
700 - False alarm or false call, other	10	2.03%				
730 - System malfunction, other	2	0.41%				
733 - Smoke detector activation due to malfunction	3	0.61%				
735 - Alarm system sounded due to malfunction	5	1.01%				
736 - CO detector activation due to malfunction	5	1.01%				
740 - Unintentional transmission of alarm, other	1	0.20%				
743 - Smoke detector activation, no fire - unintentional	5	1.01%				
744 - Detector activation, no fire - unintentional	1	0.20%				
745 - Alarm system activation, no fire - unintentional	4	0.81%				
746 - Carbon monoxide detector activation, no CO	3	0.61%				
Total: 39	Total: 7.91%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 9 - Special Incident Type						
900 - Special type of incident, other	2	0.41%				
Total: 2	Total: 0.41%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Total: 493	Total: 100.00%	Total: 5000.00	Total: 500.00	Total: 5500.00	Total: 100.00%	



Date: November 9, 2023
To: Clerk's Office
CC: Brenda Stumbo, Supervisor
From: Michael Saranen, Operation Manager

Subject: Department Report (activities in October 2023)

Activities:

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. Operators had 1 after-hour call-in for the month.

Average precipitation for the month of is around 2.53", this year it was about 2.10".

Regulatory Status:

For 2023-

- DSSMR, **Complete & Filed**
- Owners Dam Safety Program Review – **Complete and Filed**
- EAP annual update and test- **Started**
- EAP First Responder Training- **Complete**
- WQ Report - **Started, report is out for comment**
- Nuisance Plant Plan Report – **Started, report is out for comment**
- Wildlife Plan Report – **Started**
- Historical Activity Report – **Complete & Filed**
- Gate Certification – **Complete & Filed**
- Security Review – **Started**
- FERC Security Inspection/Compliance- **TBD**
- FERC Annual Dam Safety Inspection – **Complete**
- Annual DEQ Lake Operation Monitoring Report- **Complete**
- Spillway Assessment Action Plan- **Filed, addressing comments by FERC, Ongoing**
- Public Safety Plan Update- **Started**
- Fish & Sediment Analysis – **Started, waiting for results**

Future Items:

- Shoreline Restoration, Ford Lake Park
- PMF Study for watershed
- Part 12 Comprehensive Analysis Inspection - 2025
- Shoreline Erosion Survey – 2025
- Protective Relay testing – 2024
- Emergency Gen Testing – 2025
- Downstream Concrete repairs – 2025
- Sluice Gate inspection and concrete repairs – 2024
- Windows/ additional concrete repairs (powerhouse and dam) - TBD
- EAP Tabletop Exercise – 2024
- EAP Rewrite - 2025

Projects:

Concrete Repairs- Delayed, approved by the Board to go out to bid. Construction was planned for summer 2023, however the cost came in doubled and the project will be rebid in coming months.

Sluice Gate Stress Analysis- Delayed, the FERC has requested a detailed study of the spillway gates. This is a 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 is now planned for 2024.

Powerhouse Service Power Upgrades- the high voltage cable from the house transformer to the transfer switch needs to be replaced due to inadequate sizing for the load. This is now planned for 2024 during station down time.

Turbine Inspections and Maintenance- Conduct cleaning, inspection and maintenance on turbine equipment and associated spaces. #2 was inspected and found to be satisfactory. #1 is planned in the 4th quarter of the year.

Tailrace Safety Buoys- Install new buoys across the spillway. With the spillway gates being automated, additional safety precautions to prevent boats from getting too close when the gates open automatically. **Buoys ordered.**

Operation Summary

2023	October	YTD	5 Year Ave.
Precipitation total (inches) ¹	2.10	33.39	39.1
Days Online	31	302.4	359.6
Generation MWH (estimated)	660.516	7,789.251	10,728.8
Generation MWH lost (estimated)*	6.237	214.017	582.9

After Hour Call In

Water levels	1	20	39
Mechanical/Electrical	0	3	4
Other	0	1	2
Totals	1	24	45

Recent History	2018	2019	2020	2021	2022
Precipitation total (inches)	42.2	45.4	41.4	40.0	26.37
Days Online	364.2	350.6	359.7	360.0	363.5
Generation MWH (estimated)	10,635.0	12,576.7	10,722.7	10,524.5	9,185.151
Generation MWH lost (estimated)*	552.9	1,005.8	570.2	423.2	362.5

After Hour Call In

Water levels	26	30	69	3	36
Mechanical/Electrical	5	3	4	9	0
Other	3	0	2	0	4
Totals	34	33	75	42	40

¹ Preliminary totals from NOAA for Detroit

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

Gate Spilling Summary:

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

The water quality monitoring begins on June 1st and will end on September 30th; operators monitor the water quality conditions and take readings as outline in the WQ Plan. The 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 us to pass water with a minimum of 5mg/l of dissolved oxygen all the time. Therefore, spilling from the bottom gates in the summer to improve the lake is not always possible.

Sluice Gate Usage Summary:

Current Year 2023	Current Year Days Spilled	Current Year Lost KWh*	Current Year Lost KW\$*	Prior Yr. Lost KW\$*
January	0	0	0	0
February	1.2	0	0	0
March	13.8	0	0	0
April	13.4	0	0	0
May	4.6	25,759	\$ 1,597	\$ 58
June	29.2	133,476	\$ 8,241	\$ 7,495
July	6.7	6,057	\$ 373	\$ 2,054
August	5.4	8,563	\$ 268	\$ 6,303
September	2.1	1,346	\$ 86	\$ 279
October	.7	0	0	0
November				0
December				0
Totals	77.1	173,855	\$ 10,565	\$ 21,690

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

Sargent Charles Dam

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

In October 2023, was inspected by the state on Oct 11th, waiting on inspection report.



JERRY L. CLAYTON
SHERIFF

WASHTENAW COUNTY

OFFICE OF THE SHERIFF

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



MARK A. PTASZEK
UNDERSHERIFF

To: Brenda Stumbo, Ypsilanti Township Supervisor
From: Shane Peltier, Police Services Lieutenant
Cc: Ypsilanti Township Board
Keith Flores, WCSO Police Services Commander
Nancy Hansen, WCSO Police Services Captain
Date: November 7, 2023
Re: October 2023 Police Services Monthly Report

SUMMARY:

During the month of October 2023, there were 3,529 calls for service in Ypsilanti Township, a 4% decrease in calls for service as compared to October 2022.

OPERATIONS

During October 2023, Patrol Operations responded to calls for service, conducted traffic enforcement, and completed criminal investigations in support of our citizen's quality of life.

In the month of October 2023 there were 6 home invasions, which is a 67% decrease as compared to October 2022 (18 home invasions). In many of these incidents domestic relationships 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 the month of October 2023 there were 6 breaking and entering's. In the month of October 2022, we saw 5 breaking and entering's.

In October 2023 there were 12 reported UDAA's. This is a 50% increase compared to October 2022 where there were 8 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 the Sheriff's Office contact with the offenders that are consistently involved in crimes. From a year-to-year perspective, comparing 2023 to 2022, our juvenile offenses and complaints are up 45.08% (from 173 to 251) and our runaway complaints are down 19.3% (from 62 to 50).

*Co Creating Community Wellness and Safety – Providing Exemplary Service
Building Strong and Sustainable Communities
Serving Washtenaw County since 1823*



JERRY L. CLAYTON
SHERIFF

WASHTENAW COUNTY OFFICE OF THE SHERIFF

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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.

CLEMIS ONLINE REPORTING

Citizens can now fill out a police report online utilizing CLEMIS' new "online reporting tool". Citizens can visit: <https://www.washtenaw.org/3439/File-a-Police-Report> to fill out an online report.

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

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.

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October 2023 Ypsilanti Township Call Report (WD)

City:Ypsilanti Twp-YPT



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

Month:	October
Year:	2023
City:	Ypsilanti Twp-YPT

October 2023 Ypsilanti Township Call Report (WD)

City:Ypsilanti Twp-YPT

CLASS	Description	Oct/2023	Oct/2022	% CHG	YTD 2023	YTD 2022	% CHG	ADULT		JUV		Total	
								Oct/2023	YTD	Oct/2022	YTD	Oct	YTD
09001	MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%	4	6	-33.3%	0	6	0	0	0	6
09002	NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	0%	1	0	0%	0	1	0	0	0	1
10001	KIDNAPPING/ABDUCTION	0	3	-100%	8	12	-33.3%	0	0	0	0	0	0
10002	PARENTAL KIDNAPPING	1	0	0%	2	2	0%	0	0	0	0	0	0
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	2	-100%	12	18	-33.3%	0	3	0	1	0	4
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	1	0	0%	10	5	100%	0	4	0	0	0	4
11003	SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	1	0	0%	3	7	-57.1%	0	1	0	0	0	1
11004	SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	0%	2	1	100%	0	1	0	0	0	1
11005	SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%	1	2	-50%	0	0	0	0	0	0
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	4	-100%	9	19	-52.6%	0	3	0	0	0	3
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1	0	0%	14	12	16.66%	0	2	0	2	0	4
12000	ROBBERY	4	4	0%	21	23	-8.69%	0	5	0	1	0	6
12001	ROBBERY	0	1	-100%	4	4	0%	0	0	0	1	0	1
13001	NONAGGRAVATED ASSAULT	38	41	-7.31%	362	409	-11.4%	17	136	2	6	19	142
13002	AGGRAVATED/FELONIOUS ASSAULT	26	37	-29.7%	256	320	-20%	12	141	1	14	13	155
13003	INTIMIDATION/STALKING	2	11	-81.8%	65	100	-35%	0	9	0	0	0	9
20000	ARSON	1	0	0%	2	7	-71.4%	0	0	0	0	0	0
21000	EXTORTION	5	0	0%	18	5	260%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	10	19	-47.3%	83	107	-22.4%	1	17	0	3	1	20
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	2	3	-33.3%	23	31	-25.8%	1	7	0	0	1	7
23001	LARCENY -POCKETPICKING	0	0	0%	0	2	-100%	0	0	0	0	0	0
23002	LARCENY -PURSESNAATCHING	0	0	0%	2	0	0%	0	0	0	0	0	0

October 2023 Ypsilanti Township Call Report (WD)

City:Ypsilanti Twp-YPT

CLASS	Description	Oct/2023	Oct/2022	% CHG	YTD 2023	YTD 2022	% CHG	ADULT		JUV		Total	
								Oct/2023	YTD	Oct/2022	YTD	Oct	YTD
23003	LARCENY -THEFT FROM BUILDING	10	9	11.11%	78	118	-33.8%	1	5	0	0	1	5
23004	LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	1	-100%	0	2	-100%	0	0	0	0	0	0
23005	LARCENY -THEFT FROM MOTOR VEHICLE	16	22	-27.2%	179	186	-3.76%	0	1	0	0	0	1
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	3	6	-50%	34	43	-20.9%	0	0	0	0	0	0
23007	LARCENY -OTHER	13	10	30%	107	78	37.17%	0	0	0	0	0	0
24001	MOTOR VEHICLE THEFT	15	7	114.2%	118	96	22.91%	0	6	0	1	0	7
24002	MOTOR VEHICLE, AS STOLEN PROPERTY	1	2	-50%	16	20	-20%	0	1	1	2	1	3
24002	MOTOR VEHICLE THEFT	0	1	-100%	1	5	-80%	0	0	0	0	0	0
25000	FORGERY/COUNTERFEITING	0	2	-100%	17	27	-37.0%	0	0	0	0	0	0
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	6	10	-40%	59	64	-7.81%	0	0	0	0	0	0
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	1	5	-80%	51	52	-1.92%	0	0	0	0	0	0
26005	FRAUD -WIRE FRAUD	1	2	-50%	9	12	-25%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	4	6	-33.3%	65	65	0%	0	1	0	0	0	1
26008	FRAUD - HACKING/COMPUTER INVASION	0	0	0%	0	1	-100%	0	0	0	0	0	0
27000	EMBEZZLEMENT	1	1	0%	8	11	-27.2%	1	1	0	0	1	1
28000	STOLEN PROPERTY	2	4	-50%	23	21	9.523%	0	10	1	5	1	15
29000	DAMAGE TO PROPERTY	25	28	-10.7%	264	308	-14.2%	0	17	0	0	0	17
30001	RETAIL FRAUD -MISREPRESENTATION	0	1	-100%	6	2	200%	0	1	0	0	0	1
30002	RETAIL FRAUD -THEFT	7	7	0%	62	53	16.98%	1	4	0	0	1	4
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%	0	1	-100%	0	0	0	0	0	0
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	13	9	44.44%	85	117	-27.3%	4	29	0	0	4	29
35002	NARCOTIC EQUIPMENT VIOLATIONS	1	2	-50%	12	24	-50%	0	2	0	0	0	2
37000	OBSCENITY	1	0	0%	6	10	-40%	0	0	0	0	0	0
52001	WEAPONS OFFENSE- CONCEALED	10	7	42.85%	94	81	16.04%	5	37	0	4	5	41
52003	WEAPONS OFFENSE -OTHER	5	3	66.66%	33	33	0%	1	5	1	2	2	7

October 2023 Ypsilanti Township Call Report (WD)

City:Ypsilanti Twp-YPT

CLASS	Description	Oct/2023	Oct/2022	% CHG	YTD 2023	YTD 2022	% CHG	ADULT		JUV		Total	
								Oct/2023	YTD	Oct/2022	YTD	Oct	YTD
72000	ANIMAL CRUELTY	0	0	0%	6	10	-40%	0	0	0	0	0	0
Group A Totals		227	270	-15.9%	2235	2532	-11.7%	44	456	6	42	50	498
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%	2	3	-33.3%	0	0	0	0	0	0
26006	FRAUD -BAD CHECKS	1	1	0%	10	10	0%	0	3	0	0	0	3
36004	SEX OFFENSE -OTHER	1	2	-50%	7	11	-36.3%	0	0	0	0	0	0
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	4	4	0%	35	29	20.68%	0	2	0	0	0	2
38002	FAMILY -NONSUPPORT	0	0	0%	1	0	0%	0	0	0	0	0	0
38003	FAMILY -OTHER	0	0	0%	4	0	0%	0	0	0	0	0	0
41002	LIQUOR VIOLATIONS -OTHER	0	0	0%	11	9	22.22%	0	1	0	0	0	1
48000	OBSTRUCTING POLICE	16	20	-20%	151	160	-5.62%	4	26	2	5	6	31
49000	ESCAPE/FLIGHT	0	0	0%	1	1	0%	0	0	0	0	0	0
50000	OBSTRUCTING JUSTICE	14	22	-36.3%	166	221	-24.8%	6	45	0	1	6	46
53001	DISORDERLY CONDUCT	0	1	-100%	13	14	-7.14%	0	4	0	0	0	4
53002	PUBLIC PEACE -OTHER	3	0	0%	6	7	-14.2%	0	0	0	0	0	0
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	0%	0	10	-100%	0	0	0	0	0	0
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	16	15	6.666%	128	203	-36.9%	13	95	0	1	13	96
55000	HEALTH AND SAFETY	8	1	700%	37	17	117.6%	0	1	0	0	0	1
57001	TRESPASS	1	2	-50%	20	16	25%	0	2	0	0	0	2
57002	INVASION OF PRIVACY -OTHER	0	1	-100%	0	1	-100%	0	0	0	0	0	0
58000	SMUGGLING	0	0	0%	1	4	-75%	0	0	0	0	0	0
61000	TAX/REVENUE	0	0	0%	0	1	-100%	0	0	0	0	0	0
62000	CONSERVATION	0	0	0%	0	1	-100%	0	0	0	0	0	0
63000	VAGRANCY	0	0	0%	2	0	0%	0	0	0	1	0	1
70000	JUVENILE RUNAWAY	5	4	25%	50	62	-19.3%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	5	1	400%	25	25	0%	0	0	0	0	0	0
Group B Totals		74	74	0%	670	805	-16.7%	23	179	2	8	25	187
2800	JUVENILE OFFENSES AND COMPLAINTS	31	22	40.90%	251	173	45.08%	0	0	0	0	0	0

October 2023 Ypsilanti Township Call Report (WD)

City:Ypsilanti Twp-YPT

CLASS	Description	Oct/2023	Oct/2022	% CHG	YTD 2023	YTD 2022	% CHG	ADULT		JUV		Total	
								Oct/2023	YTD	Oct/2022	YTD	Oct	YTD
2900	TRAFFIC OFFENSES	14	18	-22.2%	178	197	-9.64%	0	1	0	0	0	1
3000	WARRANTS	37	36	2.777%	346	432	-19.9%	22	186	1	6	23	192
3100	TRAFFIC CRASHES	115	123	-6.50%	1082	1099	-1.54%	0	1	0	0	0	1
3200	SICK / INJURY COMPLAINT	203	191	6.282%	2084	1888	10.38%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	806	816	-1.22%	7666	7706	-0.51%	0	0	0	0	0	0
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	1	1	0%	15	15	0%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	891	945	-5.71%	9119	9228	-1.18%	0	0	1	6	1	6
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	998	1092	-8.60%	10806	11399	-5.20%	0	0	0	0	0	0
3800	ANIMAL COMPLAINTS	65	62	4.838%	760	719	5.702%	0	0	0	0	0	0
3900	ALARMS	100	83	20.48%	1054	1245	-15.3%	0	0	0	0	0	0
Group C Totals		3261	3389	-3.77%	33361	34101	-2.17%	22	188	2	12	24	200
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	4	1	300%	7	12	-41.6%	0	0	0	0	0	0
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	0	0%	4	1	300%	0	0	0	0	0	0
4200	PARKING CITATIONS	0	1	-100%	8	12	-33.3%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	0	1	-100%	3	2	50%	0	0	0	0	0	0
4500	MISCELLANEOUS A THROUGH UUUU	25	17	47.05%	210	192	9.375%	0	0	0	0	0	0
4600	LIQUOR CITATIONS / SUMMONS	0	0	0%	1	0	0%	0	0	0	0	0	0
Group D Totals		30	20	50%	233	219	6.392%	0	0	0	0	0	0
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	0	2	-100%	0	0	0	0	0	0
Group E Totals		0	0	0%	0	2	-100%	0	0	0	0	0	0
6000	MISCELLANEOUS ACTIVITIES (6000)	43	45	-4.44%	423	435	-2.75%	0	0	0	0	0	0
6100	MISCELLANEOUS ACTIVITIES (6100)	89	99	-10.1%	892	974	-8.41%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	1	5	-80%	45	41	9.756%	0	0	0	0	0	0
6500	CRIME PREVENTION ACTIVITIES	5	4	25%	55	45	22.22%	0	0	0	0	0	0
6600	COURT / WARRANT ACTIVITIES	1	2	-50%	15	8	87.5%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	38	50	-24%	417	401	3.990%	0	0	0	0	0	0
Group F Totals		177	205	-13.6%	1847	1904	-2.99%	0	0	0	0	0	0
City : Ypsilanti Twp Totals		3769	3958	-4.77%	38346	39563	-3.07%	89	823	10	62	99	885



YPSILANTI TOWNSHIP MONTHLY POLICE SERVICES DATA

October 2023

JERRY L. CLAYTON
SHERIFF

Incidents	Month 2023	Month 2022	% Change	YTD 2023	YTD 2022	% Change
Traffic Stops	915	922	-1%	9586	10089	-5%
Citations	158	334	-53%	2367	3732	-37%
Drunk Driving (OWI)	14	14	0%	102	130	-22%
Drugged Driving (OUID)	2	1	100%	18	61	-70%
Calls for Service Total	3529	3687	-4%	36003	37302	-3%
Calls for Service (Traffic stops and non-response medicals removed)	2126	2291	-7%	21505	22889	-6%
Robberies	4	5	-20%	25	27	-7%
Assaultive Crimes	66	81	-19%	633	788	-20%
Home Invasions	6	18	-67%	82	116	-29%
Breaking and Entering's	6	5	20%	22	23	-4%
Larcenies	42	48	-13%	399	417	-4%
Vehicle Thefts	12	8	50%	114	93	23%
Traffic Crashes	85	94	-10%	786	866	-9%
Medical Assists	55	62	-11%	493	537	-8%
Animal Complaints (ACO Response)	31	45	-31%	501	358	40%
In/Out of Area Time	Month (minutes)	YTD (minutes)	+ = Positive Change - = Negative Change			
Into Area Time	859	14659				
Out of Area Time	2723	25108				
Investigative Ops (DB)	36675	376780				
Secondary Road Patrol	2970	16418				
County Wide	150	10139				
	Hours Accum.	Hours Used	Balance			
Banked Hours	1260	TBD	2479.75			



Out of Area Time

For: 10/01/2023 thru 10/31/2023



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
YPSILANTI TWP	ST JOSEPH HOSPITAL	WDTROWBRIDGEM	MCAULEY DR	BACKUP DISPATCHED CALLS	230080180	ASSIST SUP DEP ON B AND E AT ST JOES	04:35:00	20	10/2/2023
YPSILANTI TWP	YPSILANTI CITY	WDCAMPAGIORNIM	W CROSS ST/OAKWOOD ST	TRAFFIC STOP	230080628	REASON FOR STOP. FELONY WARRANT, S1 ARRESTED, SGT.MONTGOMERY	15:10:00	85	10/3/2023
YPSILANTI TWP	YPSILANTI CITY	WDERBESJ	S ADAMS ST	BACKUP DISPATCHED CALLS	230080732	YPSILANTI CITY FIGHTING WITH ONE/ PER SGT PENNINGTON	19:35:00	5	10/3/2023
YPSILANTI TWP	YPSILANTI CITY	WDTROWBRIDGEM	GRASSLAND ST	BACKUP DISPATCHED CALLS	230080851	BACKUP CITY ON SHOTS IN AREA SGR PENNINGTON APPROVAL	05:45:00	15	10/4/2023
YPSILANTI TWP	SUPERIOR TWP	WDTROWBRIDGEM	RIDGEVIEW	BACKUP DISPATCHED CALLS	230080855	BACKUP OTHER UNIT ON FBI SW SGT PENNINGTON APPROVAL	06:30:00	50	10/4/2023
YPSILANTI TWP	COUNTY OWNED PROPERTY	WDCOUCKED	HOGBACK RD	DISPATCHED CALLS	230080947	PER SGT ARTS, SUBJECT RAN FROM COMMUNITY CORRECTIONS, BOL AREA, UTL/GOA	13:25:00	85	10/4/2023
YPSILANTI TWP	COUNTY OWNED PROPERTY	WDCUSOJ	HOGBACK RD	BACKUP DISPATCHED CALLS	230080947	JUVENILE ESCAPED FROM COMMUNITY CORRECTIONS CUSTODY; FLED WITH HANDCUFFS ON; OK PER SGT. ARTS,	13:25:00	85	10/4/2023
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDBELLASE	E MICHIGAN AVE/MOON RD	DISPATCHED CALLS	230081071	ASSIST PITTSFIELD WITH OFFICER INVOLVED INJURY CRASH PER SGT HOUK	21:25:00	130	10/4/2023
YPSILANTI TWP	ST JOSEPH HOSPITAL	WDNEDDOK	TRINITY HEALTH	DETAIL		ASSIST SRP UNITS AND SIT ON THE DRIVER THAT STRUCK INTO A PITTSFIELD TOWNSHIP OFFICER, A BLOOD DRAW ON THE DRIVER WAS CONDUCTED, APPROVAL BY SGT. CRATSENBURG	00:02:00	58	10/5/2023
YPSILANTI TWP	SUPERIOR TWP	WDTROWBRIDGEM	GEDDES RD/SUPERIOR RD	BACKUP DISPATCHED CALLS	230081268	BACKUP SUT TWP UNIT ON CRASH SGT ARTS APPROVAL	16:00:00	45	10/5/2023
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDHEATHV	WASHTENAW AVE/FOSTER AVE	BACKUP DISPATCHED CALLS	230081415	ASSIST PTPD W/ FOOT PURSUIT— ATTEMPT TO LOCATE POSSIBLE DISCARDED PROPERTY— 625 SGT RUSH	03:20:00	25	10/6/2023
YPSILANTI TWP	SUPERIOR TWP	WDSHANKLANDC	RIDGEVIEW	BACKUP DISPATCHED CALLS	230081432	per 625 Sgt, Rush out of area // domestic incident // backed Dep, Knop	06:20:00	85	10/6/2023
YPSILANTI TWP	SUPERIOR TWP	WDBARABASF	E HURON RIVER DR	BACKUP DISPATCHED CALLS	230081958	BACK 767 ON DISORDERLY SUBJECT IN TRINITY HEALTH LOBBY	06:25:00	45	10/8/2023
YPSILANTI TWP	YPSILANTI CITY	WDHILLJ	Cross/Huron	BACKUP DISPATCHED CALLS		BU YPD with combative subject who fled from traffic stop. - 230082104 - Approv Sgt Pennington.	19:15:00	15	10/8/2023
YPSILANTI TWP	YPSILANTI CITY	WDCCLARKA	WASHTENAW AVE	BACKUP DISPATCHED CALLS	230082100	BU YPD ASSIST POSSIBLE ASSAULT AND FLEEING Sgt, Pennington	19:20:00	5	10/8/2023
YPSILANTI TWP	YPSILANTI CITY	WDCCLARKA	N HURON ST/WASHTENAW AVE	BACKUP DISPATCHED CALLS	230082104	BU YPD ASSIST VEH DRIVING HAZ OPS, ASSAULT Sgt Pennington	19:25:00	20	10/8/2023
YPSILANTI TWP	YPSILANTI CITY	WDERBESJ	N HURON RIVER DR/WESTVIEW ST	BACKUP DISPATCHED CALLS	230082107	ASSIST YPD FIGHTING WITH ONE PER SGT PENNINGTON	19:55:00	60	10/8/2023
YPSILANTI TWP	YPSILANTI CITY	WDHEATHV	N HURON ST/FLORENCE ST	TRAFFIC STOP	230082968	R/O W/ WARRANTS AND DWLS (unavoidable stop)— APPROVED BY 630 Sgt Pennington	23:15:00	15	10/11/2023
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDGOMBOSJ	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	230083003	BACK SOLO SUT UNIT ON FAMILY TRUBLE WITH SUSPECT ON SCENE OKAY PER SGT THOMPSON	04:15:00	25	10/12/2023
YPSILANTI TWP	ANN ARBOR CITY	WDSAMAHAD	PACKARD RD	BACKUP DISPATCHED CALLS	230083287	Sgt, Pennington // assisted Ann Arbor PD w/ Spanish translation.	01:30:00	60	10/13/2023
YPSILANTI TWP	YPSILANTI CITY	WDLYONSW	W CROSS ST/OWENDALE ST	BACKUP DISPATCHED CALLS	230083457	YPD FIGHTING WITH MALE AT YPD STATION Sgt Arts	17:15:00	10	10/13/2023
YPSILANTI TWP	YPSILANTI CITY	WDBARABASF	W CROSS ST/OWENDALE ST	BACKUP DISPATCHED CALLS	230083457	BACK CITY UNITS FIGHTING WITH ONE. APPROVED PER SERGEANT ARTS	17:20:00	5	10/13/2023
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDBURTOND	STAMFORD CT/STAMFORD RD	BACKUP DISPATCHED CALLS	230083507	ASSIST SUT WITH FIGHT IN AREA DUE TO ALL UNIT BEING TIED UP ON OTHER CALLS, APPROVED BY SGT HOGAN,	20:55:00	10	10/13/2023
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDBURTOND	STAMFORD RD	BACKUP DISPATCHED CALLS	230083508	BU TO ASSIST SUT WITH DISORDERLY SUBJECT FOR DV ARREST. APPROVED BY SGT HOGAN,	21:05:00	40	10/13/2023
YPSILANTI TWP	SUPERIOR TWP	WDHEATHV	STAMFORD CT/STAMFORD RD	BACKUP DISPATCHED CALLS	230083507	ASSIST SUT UNITS WITH HANDLING FIGHT— TIED UP ON ANOTHER CALL (DV)— PER 622 CRATSENBURG	21:05:00	5	10/13/2023
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDBARABASF	STAMFORD RD	BACKUP DISPATCHED CALLS	230083508	BACK SUPERIOR UNITS ON FIGHT, APPROVED PER SERGEANT CRATSENBURG,	21:10:00	45	10/13/2023
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDHEATHV	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	230083513	ASSIST 688 ATL S1 FROM DV— 629 HOGAN	21:10:00	25	10/13/2023
YPSILANTI TWP	ANN ARBOR TWP	WDBELLASE	HOGBACK RD	DISPATCHED CALLS	230083517	NO REPORT WANTED, MALE GIVEN COURTESY RIDE HANDLED DUE TO ALL STATION 6 DEPUTIES BUSY ON OWI AND AN ASSAULT PER SGT CRATSENBURG	21:25:00	30	10/13/2023



Out of Area Time

For: 10/01/2023 thru 10/31/2023



YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDHEATHV	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	230083568	ASSIST 767 W/ DV- APPROVED BY 622 CRATSENBURG	04:15:00	30	10/14/2023
YPSILANTI TWP	SUPERIOR TWP	WDBURTOND	E HURON RIVER DR	BACKUP DISPATCHED CALLS	230083571	ASSIST SUT WITH DISORDERLY SUBJECT AT ST JOE APPROVED BY SGT CRASENBURG	05:00:00	25	10/14/2023
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDBURTOND	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	230083568	ASSIST SUT WITH IN CUSTODY DV SUSPECT AT ST JOE. APPROVED BY SGT CRATSENBURG	05:25:00	65	10/14/2023
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDTROWBRIDGEM	W MICHIGAN AVE/MUNGER RD	BACKUP DISPATCHED CALLS	230083984	AOD PITTSFIELD ON CRASH WE WERE ASSISTING IN AREA AND DISCOVERED VEHICLE IN THEIR TWP. WE CHECKED FOR INJURIES AND THEN TOT PITTSFIELD	01:45:00	10	10/16/2023
YPSILANTI TWP	YPSILANTI CITY	WDTROWBRIDGEM	FREDERICK ST	BACKUP DISPATCHED CALLS	230083988	AOD WITH TROUBLE SUBJECT WHO WAS FIGHTING WITH YPD OFFICER S	02:05:00	10	10/16/2023
YPSILANTI TWP	YPSILANTI CITY	WDGERWIGB	FREDERICK ST	BACKUP DISPATCHED CALLS	230083988	assist YPD who had one at gun point // sgt cratsenburg	02:10:00	5	10/16/2023
YPSILANTI TWP	YPSILANTI CITY	WDTROWBRIDGEM	FREDERICK ST	BACKUP DISPATCHED CALLS	230083991	AOD YPSI CITY AT FREDERICK ST WHERE YPD OFFICERS HAD POOR RAPPORT WITH SUBJECT SO I FOLLOWED RIG UP WITH SUSPECT IN IT TO TRINITY AND THEN ASSISTED THEM WITH THE TROUBLE SUBJECT WHO WAS ACTIVELY FIGHTING WITH YPD OFFICERS	02:35:00	25	10/16/2023
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDSIMMST	CARPENTER RD	BACKUP DISPATCHED CALLS	230084189	MAN WITH GUN SLEEPING AT IMAGINE / SGT THOMPSON	21:00:00	20	10/16/2023
YPSILANTI TWP	YPSILANTI CITY	WDSAMAHAD	GREEN RD	BACKUP DISPATCHED CALLS	230084454	Stg.Pennington approved assist. I translated in Spanish	21:05:00	20	10/17/2023
YPSILANTI TWP	YPSILANTI CITY	WDGOMBOSJ	W MICHIGAN AVE	DISPATCHED CALLS	230084511	FLAGGED DOWN ON ASSAULT IN PROGRESS WHILE CUTTING THROUGH YC. KEPT PARTIES SEPERATED UNTIL YPD ARRIVED ON SCNE.	00:40:00	20	10/18/2023
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDBELLASE	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	230085060	BU LONE SUPERIOR UNIT ON A DOMESTIC PER SGT HOGAN	06:15:00	20	10/20/2023
YPSILANTI TWP	YPSILANTI CITY	WDVANDERROESTB	IVY LN	BACKUP DISPATCHED CALLS	230085280	ASSIST YPD W/ SHOOTING // SGT. CRATSENBURG	01:25:00	105	10/21/2023
YPSILANTI TWP	YPSILANTI CITY	WDBARABASF	IVY LN	BACKUP DISPATCHED CALLS	230085280	BACK THE CITY ON A SHOOTING WITH A SUBJECT IT. APPROVED PER SERGEANT CRATSENBURG, WATCHED THE HOME WHILE SEARCH WARRANT WAS TYPED. WATCHED HOME WHILE SEARCH WARRANT WAS EXECUTED.	01:35:00	330	10/21/2023
YPSILANTI TWP	YPSILANTI CITY	WDLYONSW	IVY LN	BACKUP DISPATCHED CALLS	230085280	SHOTS FIRED, PERMETER SECURITY, PER CRATS	01:35:00	95	10/21/2023
YPSILANTI TWP	YPSILANTI CITY	WDLYONSW	IVY LN	FOLLOW-UP		ASSIST DB WITH SEARCH WARRANT PER SGT CRATSENBERG APPROVAL	04:55:00	125	10/21/2023
YPSILANTI TWP	SUPERIOR TWP	WDVANDERROESTB	RIDGE RD	BACKUP DISPATCHED CALLS	230085295	ASSIST SINGLE SUP UNIT W/ MOOP MULTIPLE SUSPECTS // SGT. CRATSENBURG	05:25:00	20	10/21/2023
YPSILANTI TWP	YPSILANTI CITY	WDSIMMST	E MICHIGAN AVE/IN PROSPECT ST	BACKUP DISPATCHED CALLS	230085495	OBSERVED ACCIDENT / NO REPORT REQUESTED / SGT THOMPSON	21:35:00	5	10/21/2023
YPSILANTI TWP	YPSILANTI CITY	WDSAMAHAD	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	230085509	Backed on individual fighting with YPD officers. Approved by Sgt. Thompson.	22:20:00	10	10/21/2023
YPSILANTI TWP	YPSILANTI CITY	WDBARABASF	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	230085509	ASSIST YPSI CITY UNITS FIGHTING WITH ONE, APPROVED PER SERGEANT THOMPSON.	22:25:00	15	10/21/2023
YPSILANTI TWP	YPSILANTI CITY	WDSIMMST	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	230085509	YPD FIGHTING WITH SUBJECT / SGT THOMPSON	22:25:00	5	10/21/2023
YPSILANTI TWP	SUPERIOR TWP	WDNEDDOK	DOVER CT	BACKUP DISPATCHED CALLS	230085555	BACK UP 768 ON RUNAWAY / APPROVAL TO ASSIST PER SGT. THOMPSON.	01:47:00	9	10/22/2023
YPSILANTI TWP	SUPERIOR TWP	WDGERWIGB	STAMFORD RD	BACKUP DISPATCHED CALLS	230086091	assist 767 ref a disorderly/ family trouble // male was still on scene // female half wanted PD so the incident did not get physical // male half left prior to arrival // ok by sgt cratsenburg	06:45:00	15	10/24/2023
YPSILANTI TWP	YPSILANTI CITY	WDGERWIGB	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	230086373	assist YPD officers ref a possible RA/FA // YPD officers requested more units to their location // could hear a loud yelling in background in YPD radio transmission // ok per sgt cratsenburg	00:10:00	10	10/25/2023
YPSILANTI TWP	YPSILANTI CITY	WDSILLERB	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	230086373	ASSIST YPSI CITY WITH REPORTED ATTEMPTED STABBING / APPROVED BY SGT CRATSENBURG	00:10:00	10	10/25/2023
YPSILANTI TWP	YPSILANTI CITY	WDVANCAMPT	N ADAMS ST	BACKUP DISPATCHED CALLS	230086520	PER 630 (SGT PENNINGTON) GAVE THE OKAY TO BACK YPSILANTI CITY POLICE WITH STABBING	15:30:00	60	10/25/2023
YPSILANTI TWP	YPSILANTI CITY	WDLEWISN	TRANSIT CENTER	BACKUP DISPATCHED CALLS		ASSIST TO YPD STABBING, PER SGT. MONTGOMERY	15:40:00	20	10/25/2023



Out of Area Time

For: 10/01/2023 thru 10/31/2023



YPSILANTI TWP	YPSILANTI CITY	WDCLARKA	N ADAMS ST	BACKUP DISPATCHED CALLS	230086520	Sgt. Pennington Assist Ypsilanti City Police Stabbing	15:50:00	10	10/25/2023
YPSILANTI TWP	YPSILANTI CITY	WDHILLJ	N ADAMS ST	BACKUP DISPATCHED CALLS	230086520	ASSIST YPD WITH CROWD SECURITY AT STABBING SCENE - APPROV SGT PENNINGTON	15:50:00	20	10/25/2023
YPSILANTI TWP	YPSILANTI CITY	WDHEATHV	S HURON ST	BACKUP DISPATCHED CALLS	230086605	ASSIST YPD W/ SUBJECT W/ GUN--APPROVED BY 630 PENNINGTON	21:50:00	10	10/25/2023
YPSILANTI TWP	YPSILANTI CITY	WDLYONSW	S HURON ST	BACKUP DISPATCHED CALLS	230086605	ASSIST YPD MALE THREATENING PEOPLE WITH GUN UTIL. SGT PENNINGTON	21:50:00	10	10/25/2023
YPSILANTI TWP	YPSILANTI CITY	WDPACHECOGARCIA	S HURON ST	BACKUP DISPATCHED CALLS	230086605	BU CALL APPROVED BY SGT. PENNINGTON SUSPECT WITH A GUN AT GAS STATION THREATENING PEOPLE	21:50:00	10	10/25/2023
YPSILANTI TWP	SUPERIOR TWP	WDROYJ	RIDGE RD	BACKUP DISPATCHED CALLS	230086611	BACK UP UNITS ON FAMILY TROUBLE REQUESTED BY CMH, APPROVED BY SGT. PENNINGTON	22:30:00	60	10/25/2023
YPSILANTI TWP	YPSILANTI CITY	WDSILLERB	N PROSPECT ST/E MICHIGAN AVE	BACKUP DISPATCHED CALLS	230086820	BACK UP ON FIGHT / PITTSFIELD TWP ROLLED UP ON ACTIVE FIGHT / APPROVED BY SGT ARTS	18:05:00	10	10/26/2023
YPSILANTI TWP	YPSILANTI CITY	WDPEARSONA	N PROSPECT ST/E MICHIGAN AVE	BACKUP DISPATCHED CALLS	230086820	ACTIVE FIGHT; ORIGINALLY DISPATCHED AS A TWP CALL AND THEN CHANGED TO CITY AS I WAS GOING ARRIVAL. SGT ARTS	18:10:00	10	10/26/2023
YPSILANTI TWP	SUPERIOR TWP	WDBARABASF	RIDGE RD	BACKUP DISPATCHED CALLS	230086895	BACK SUPERIOR UNITS WITH A SUBJECT WHO TOOK OFF ON FOOT. APPROVED PER SERGEANT PENNINGTON	22:30:00	10	10/26/2023
YPSILANTI TWP	YPSILANTI CITY	WDBELLASE	N HURON ST/W CROSS ST	TRAFFIC STOP	230087126	UNAVOIDABLE // RAN RED LIGHT / VW	19:40:00	5	10/27/2023
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDPHILLIPSA	WOODLAND HILLS DR	BACKUP DISPATCHED CALLS	230087214	ast with stabbing, cleared with sgt, crats	03:05:00	40	10/28/2023
YPSILANTI TWP	YPSILANTI CITY	WDSHANKLANDC	S HAMILTON ST/FERRIS ST	TRAFFIC STOP	230087418	RAN RED LIGHT	21:50:00	10	10/28/2023
YPSILANTI TWP	SUPERIOR TWP	WDSHANKLANDC	SUPERIOR RD/FIRST ST	BACKUP DISPATCHED CALLS	230087432	PER 629 SGT HOGAN BACK DEPUTY LOWE WITH TWO INDIVIDUALS LEANING OVER A BRIDGE	22:15:00	25	10/28/2023
YPSILANTI TWP	EASTERN MICHIGAN UNIVERSITY	WDSHANKLANDC	PERRIN ST/W CROSS ST	BACKUP DISPATCHED CALLS	230087443	PER SGT HOGAN 629, YPSI CITY ALL TIED UP AND EMU OUT WITH A POSSIBLE DV.	23:10:00	35	10/28/2023
YPSILANTI TWP	YPSILANTI CITY	WDSHANKLANDC	S HURON ST/WB I94	BACKUP DISPATCHED CALLS	230087460	UDAA BOL CAME OUT AND WE WERE ON THEY WAY BACK TO STATION 2 FROM THE CITY AND VEHICLE WAS IN FRONT OF US.	00:45:00	10	10/29/2023
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDBURTOND	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	230087480	BU FOR SUT WITH FAMILY TROUBLE APPROVED BY SGT HOGAN	05:30:00	30	10/29/2023
YPSILANTI TWP	SUPERIOR TWP	WDSHANKLANDC	EB M14/N DIXBORO RD	BACKUP DISPATCHED CALLS	230087485	PER 629 SGT HOGAN ASKING FOR ANOTHER CAR BECAUSE OF A MALE THAT WAS IN THE BACK OF A TRUCK BED POSSIBLE MEDICAL	06:30:00	136	10/29/2023
YPSILANTI TWP	YPSILANTI CITY	WDCUSOJ	E MICHIGAN AVE/ECORSE RD	TRAFFIC STOP	230087609	UNAVOIDABLE; RAN A BLATANTLY STALE RED LIGHT AT FULL SPEED. PUTTING THE PUBLIC IN DANGER OF POTENTIAL SERIOUS INJURY; A CITATION WAS ISSUED; DRIVER NEEDED TRANSLATION SERVICES,	18:15:00	15	10/29/2023
YPSILANTI TWP	YPSILANTI CITY	WDCUSOJ	UPON E MICHIGAN AVE and AT/NEAR	CITATIONS	230087609		18:25:00	0	10/29/2023
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDBARABASF	CARPENTER RD/E ELLSWORTH RD	BACK-UP TRAFFIC STOP	230087918	BACK PITTSFIELD UNITS IN SHUTTING DOWN THE ROAD, blocked road for tow truck to safely hook up and load vehicle in the roadway, APPROVED PER SERGEANT PENNINGTON,	23:10:00	10	10/30/2023
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDCUSOJ	GLENCOE HILLS DR	BACKUP DISPATCHED CALLS	230087929	SUBJECT WITH A GUNSHOT WOUND; OK PER SGT. PENNINGTON,	23:50:00	15	10/30/2023
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDSIMMST	HILLSIDE DR	BACKUP DISPATCHED CALLS	230088233	ASSIST PTPD FIGHTING WITH ONE / FEMALE ON THE ROOF / SGT PENNINGTON	22:35:00	15	10/31/2023
YPSILANTI TWP	YPSILANTI CITY	WDSIMMST	MANOR DR	BACKUP DISPATCHED CALLS	230088267	SHOOTING YPSI CITY / SGT PENNINGTON	04:20:00	40	11/1/2023
						Sum:		2,723	



Into Area Time

For: 10/01/2023 thru 10/31/2023



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	N FORD BLVD/HOLMES RD	BACKUP DISPATCHED CALLS	230079940	CITIZEN ASSIST WHILE PUMPING GAS	01:25:00	15	10/1/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	BYRON AVE	BACKUP DISPATCHED CALLS	230079951	BU YPSI DEPS ON SPANISH ONLY CALL APPROVED BY SGT. CRATS	04:00:00	40	10/1/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHALLR	WASHTENAW AVE	BACKUP DISPATCHED CALLS	230080064	ASSISTED DEPUTY COUKE WITH SPANISH TRANSLATION REFERENCE HIT AND RUN INVESTIGATION FROM YPSILANTI TOWNSHIP- APPROVED BY SERGEANT ARTS	17:30:00	75	10/1/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHALLR	BYNAN DR	BACKUP DISPATCHED CALLS	230080095	ASSIST YPT UNIT WITH REQUESTED SPANISH TRANSLATION BY DISPATCH- APPROVED BY SERGEANT HOGAN	19:10:00	35	10/1/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHILLD	RUSSELL ST/S HARRIS RD	DISPATCHED CALLS	230080741	HEARD SHOTS IN THE AREA, UTL, SGT PENNINGTON APPROVED	19:50:00	10	10/3/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	N FORD BLVD/E CLARK RD	BACK-UP TRAFFIC STOP	230080823	BU TRAFFIC	01:30:00	15	10/4/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDFARMERA	HOLMES RD/WENDELL AVE	TRAFFIC STOP	230081084	unavoidable stop while returning to area from station 8, while on stop gun fire was heard in the area of Forest near Harris, UTL on gun fire, Veh was stopped for no plate, short blocked Deputies, Sgt, Cratsenburg; supervisor	21:55:00	20	10/4/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDNEDDOK	HOLMES RD/WENDELL AVE	BACKUP DISPATCHED CALLS	230081090	POSSIBLE SHOOTING APPROVAL TO ASSIST PER SGT. HOUK	22:12:00	9	10/4/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDFARMERA	HOLMES RD/WENDELL AVE	DISPATCHED CALLS	230081090	UTL on location of shots heard, Heard shots while on unavoidable traffic stop, Sgt, Cratsenburg; Supervisor	22:15:00	10	10/4/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDKNOPW	E MICHIGAN AVE	BACKUP DISPATCHED CALLS	230081675	warrant arrest for ypsi twp. Per Sgt Thompson	01:30:00	0	10/7/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHALLR	RUSSELL BLVD	BACKUP DISPATCHED CALLS	230081887	BACK UP YPSI TOWNSHIP UNITS VIA TX WITH SPANISH TRANSLATION- APPROVED BY SERGEANT PENNINGTON	22:50:00	25	10/7/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	US12/DORSET AVE	BACK-UP TRAFFIC STOP	230081929	BU YPSI DEP SPANISH TRANSLATION OWI APPROVED BY SGT. PENNINGTON	02:35:00	25	10/8/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHALLR	E FOREST AVE	BACKUP DISPATCHED CALLS		PROVIDED SPANISH TRANSLATION FOR DEPUTY G. ROBERTS REFERENCE 23-78765- APPROVED BY SERGEANT CRATSENBURG	22:55:00	40	10/10/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHILLD	SHARE AVE	BACKUP DISPATCHED CALLS	230082685	ASSIST YTOWN WITH AN FA SUSPECT LOCATED K91 OUT WITH S1 BY HIM SELF, SGT PENNINGTON APPROVED.	23:20:00	40	10/10/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDBLANDC	RUE DEAUVILLE BLVD/HOLMES RD	BACK-UP TRAFFIC STOP	230083429	foot chase, suspect fled on foot, later arrested, no twp unit available to assist, Sgt, Houk approval.	15:50:00	30	10/13/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDVANDERROESTB	LAKE DR	BACKUP DISPATCHED CALLS	230083749	SGT. CRATSENBURG // ASSIST W/ SHOOTING	23:30:00	31	10/14/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDNEDDOK	N FORD BLVD/E FOREST AVE	DISPATCHED CALLS	230083750	YPSI TWP UNITS WERE ON A SHOOTING ON LAKE DR, WHILE HEADING TOWARD THAT DIRECTION I NOTICED A CRASH AT FORD BLVD AND FOREST AVE. APPROVAL TO ASSIST PER SGT. CRATSENBURG	23:32:00	59	10/14/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDNEDDOK	N FORD BLVD/E FOREST AVE	TRAFFIC STOP	230083756	UNAVOIDABLE STOP VEHICLE DROVE AROUND PATROL VEHICLE WHILE BACKING ROAD, SGT. CRATSENBURG WAS COMMAND AT THE TIME.	23:57:00	0	10/14/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGUYNST	WHITTAKER RD	BACKUP DISPATCHED CALLS	230083773	ASSTYPT DEPS W/LARGE FIGHT SGT CRATS AWARE AND WAS ON SCENE	02:25:00	25	10/15/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDTRIPPB	HOLMES RD/N FORD BLVD	BACKUP DISPATCHED CALLS	230083987	CLOSEST UNIT TO TRAFFIC STOP AFTER DEP BURTON REQUESTED ANOTHER CAR, ASSISTED WITH DETAINING DRIVER AND SPEAKING WITH VICTIM WHO WOULD ONLY SPEAK WITH ME ON SCENE; PER SGT CRATSENBURG	02:05:00	35	10/16/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	CONCORD DR	BACKUP DISPATCHED CALLS	230083994	622 REQ ADDITIONAL UNITS IN CLEARING A RESIDENCE, SGT. CRATS APPROVED	04:45:00	15	10/16/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	N FORD BLVD/E MICHIGAN AVE	BACK-UP TRAFFIC STOP	230084238	BU TRAFFIC IN TRAVELS FROM YORK TO SUPERIOR APPROVED BY SGT. THOMPSON	00:15:00	25	10/17/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	WOBURN DR	BACK-UP TRAFFIC STOP	230084536	AOD EMU ON TRAFFIC STOP APPROVED BY SGT. PENNINGTON	03:20:00	5	10/18/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDKNOPW	MCKEAN RD	BACKUP DISPATCHED CALLS	230085287	per Sgt Cratsenburg back up solo ypsi twp unit on family trouble	02:30:00	20	10/21/2023
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPHILLIPS	MCKEAN RD	BACKUP DISPATCHED CALLS	230085287	disorderly subjects under the influence of narcotics, cleared with sgt, Cratsenburg,	02:35:00	15	10/21/2023



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK HEATHER JARRELL ROE • TREASURER STAN
ELDRIDGE TRUSTEES: RYAN HUNTER • JOHN P. NEWMAN II • GLORIA PETERSON •
DEBBIE SWANSON

WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI TUESDAY, NOVEMBER 21, 2023

5:00pm

1. BUDGET REVIEW.....JAVONNA NEEL
ACCOUNTING DIRECTOR
 - FUND 226 ENVIRONMENTAL SERVICES
 - FUND 230 RECREATION
 - FUND 236 14B DISTRICT COURT
 - FUND 249 BUILDING DEPARTMENT
 - FUND 250 LOCAL DEVELOPMENT FINANCE AUTHORITY (LDFA)
 - FUND 252 HYDRO STATION
 - FUND 266 LAW ENFORCEMENT
 - FUND 282 AMERICAN RESCUE PLAN ACT
 - FUND 284 OPIOID SETTLEMENT FUND
 - FUND 287 NUISANCE ABATEMENT
 - FUND 398 DEBT 2006 BOND
 - FUND 584 GOLF COURSE
 - FUND 597 COMPOST
 - FUND 661 MOTORPOOL/REPAIRS
2. REVIEW OF 14B COURT SECURITY RENOVATIONS.....14B COURT/CIVIC CENTER
.....SECURITY WORKING GROUP
3. AGENDA REVIEWSUPERVISOR STUMBO
4. OTHER DISCUSSION..... BOARD MEMBERS



MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Brenda Stumbo, Township Supervisor

Date: November 15, 2023

RE: Budget Review for Work Session on November 21, 2023

Accounting Director Javonna Neel will present the following at the work session:

- Fund 226 – Environmental Services
- Fund 230 – Recreation
- Fund 236 – 14B District Court
- Fund 249 – Building Department
- Fund 250 – Local Development Finance Authority (LDFA)
- Fund 252 – Hydro Station
- Fund 266 – Law Enforcement
- Fund 282 – American Rescue Plan Act
- Fund 284 – Opioid Settlement Fund
- Fund 287 – Nuisance Abatement
- Fund 398 – Debt 2006 Bond
- Fund 584 – Golf Course
- Fund 597 – Compost
- Fund 661 – Motorpool/Repairs

At the work session, there will be copies of the budget and changes made since the August 31, 2023 draft budget.

cc: Javonna Neel, Accounting Director

DRAFT 11/21/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
226-000-403.000 *	CURRENT PROPERTY TAXES	3,539,848	3,676,533	3,676,533	3,703,011	3,962,362	3,962,362
226-000-404.001 *	ESA REIMBURSEMENT OP	23,704	9,600	9,600	29,501	29,000	29,000
226-000-412.000 *	DELINQUENT PERS PROPERTY TAX	10,637					
226-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	4,170			391		
226-000-547.000	ST of MI EGLE GRANT	322,700					
226-000-581.010	WASHTENAW CTY SOLID WASTE GRANT	40,000					
226-000-584.100	RECYCLING PARTNERSHIP GRANT	240,560					
226-000-665.000 *	INTEREST EARNED	23,960	1,000	1,000	77,387	20,000	20,000
226-000-676.012 *	INSURANCE REIMBURSEMENTS	1,637			640		
226-000-683.000 *	OTHER INCOME-MISCELLANEOUS	7,676	7,500	7,500		10,000	10,000
226-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	2,691					
226-000-699.999	APPROPRIATED PRIOR YEAR BAL			280,000			
TOTAL ESTIMATED REVENUES		4,217,583	3,694,633	3,974,633	3,810,930	4,021,362	4,021,362
NET OF REVENUES/APPROPRIATIONS - 000 -		4,217,583	3,694,633	3,974,633	3,810,930	4,021,362	4,021,362
* NOTES TO BUDGET: DEPARTMENT 000							

403.000	CURRENT PROPERTY TAXES					3,962,362	3,962,362
	Environmental Tax Revenue based on millage levy of 2.3742. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. Current TV used to project budget is 1,668,925,016 and prior year was 1,548,535,588 for percentage increase of 7.7% in the TV.						
404.001	ESA REIMBURSEMENT OP					29,000	29,000
	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						
	No longer sell small recycling bins.						
665.000	INTEREST EARNED					20,000	20,000
	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					10,000	10,000
	Funds received from Washtenaw County Sheriff's for reimbursement of the Helpful Handbook sent to the residents.						

DRAFT 11/21/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
699.101	TRANSFER IN: FROM GENERAL FUND						
	Nothing budgeted for 2024.						
	DEPT '000' TOTAL						4,021,3624,021,362

DRAFT 11/21/2023

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
THIS IS NOT A FINAL BUDGET COPY

GL NUMBER	DESCRIPTION	2022	2023	2023	2023	2024	2024
		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 528 - ENVIRONMENTAL APPROPRIATIONS							
226-528-705.000 *	SALARY - SUPERVISION	49,872	49,944	32,944	10,507	49,945	49,945
226-528-706.000 *	SALARY - PERMANENT WAGES	104,496	107,064	107,064	87,205	110,507	110,507
226-528-709.000 *	REG OVERTIME	108	2,000	2,000	221	2,000	2,000
226-528-715.000 *	F.I.C.A./MEDICARE	11,640	12,165	12,165	7,397	12,428	12,428
226-528-718.000 *	MERS RETIREMENT	7,978	7,236	7,236	5,422	7,424	7,424
226-528-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,249	3,250	3,250	1,922	3,250	3,250
226-528-719.000 *	HEALTH INSURANCE	46,418	50,118	50,118	37,002	59,138	47,360
226-528-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,300)	(3,300)	(3,300)		(3,300)	(3,300)
226-528-719.015 *	DENTAL BENEFITS	1,920	1,908	1,908	1,151	2,269	1,996
226-528-719.016 *	VISION BENEFITS	481	470	470	333	503	503
226-528-719.020 *	HEALTH CARE DEDUCTION	4,020	12,853	12,853	7,354	12,582	12,582
226-528-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	190	225	225	197	240	240
226-528-719.022 *	DISABILITY INSURANCE	726	754	754	545	764	764
226-528-719.023 *	LIFE INSURANCE	574	567	567	425	578	578
226-528-719.030 *	WORKERS COMPENSATION	4,330	4,432	4,432	1,956	5,495	5,495
226-528-727.000 *	OFFICE SUPPLIES	307	1,000	1,000	479	1,000	1,000
226-528-727.008 *	RECYCLE BINS NEW HOMEOWNERS	5					
226-528-730.000 *	POSTAGE	21,117	25,000	25,000	9,518	25,000	25,000
226-528-741.000 *	UNIFORMS - BOOTS & LAUNDRY	366	500	500	113	500	500
226-528-757.000 *	OPERATING SUPPLIES		1,300	1,300	230	1,300	1,300
226-528-760.000 *	PPE & FIRST AID SUPPLIES		250	250		250	250
226-528-776.000 *	MAINTENANCE SUPPLIES		500	500		500	500
226-528-800.001 *	ADMINISTRATION FEES	18,978	20,417	20,417	17,014	16,935	16,935
226-528-804.000 *	CONTRACTUAL/ROLLOFF DISPOSAL	17,706	19,295	19,295	14,761	20,067	20,067
226-528-804.001 *	CONTRACTUAL/RUBBISH PICKUP	1,535,142	1,585,244	1,585,244	1,191,962	1,645,078	1,645,078
226-528-804.003 *	CONTRACTUAL/YARDWASTE PICKUP	422,038	435,942	435,942	325,917	452,397	452,397
226-528-804.004 *	TWP DISPOSAL FEE	203,237	220,000	220,000	234,894	230,000	230,000
226-528-804.006 *	RECYCLING DISPOSAL	14,998	14,000	14,000	9,013	14,000	14,000
226-528-804.007 *	RECYCLING PICK-UP CURBSIDE	546,275	564,743	564,743	423,602	586,059	586,059
226-528-804.008 *	CURBSIDE RECYCLING DISPOSAL	165,387	222,854	222,854	96,916	300,000	300,000
226-528-818.000 *	CONTRACTUAL SERVICES	65,102	40,000	320,000	237,368	40,000	250,000
226-528-818.017 *	SHREDDING - TIRES	650	1,500	1,500	750	1,500	1,500
226-528-867.000 *	GAS & OIL	393	500	500		500	500
226-528-867.200 *	GAS & OIL - YCUA		500	500		500	500
226-528-900.000 *	PUBLISHING	58,609	40,000	40,000	16,740	40,000	50,000
226-528-933.000 *	EQUIPMENT MAINTENANCE		3,000	3,000	798	3,000	3,000
226-528-935.000 *	MOTORPOOL-MISC REPAIR		2,500	19,500	18,179	2,500	2,500
226-528-939.000 *	AUTO MAINTENANCE	500	3,500	3,500		3,500	3,500
226-528-943.000 *	MOTORPOOL INTERNAL	6,685	5,257	5,257	3,804	564	564
226-528-955.001 *	INSURANCE & BOND FLEET	7,311	7,692	7,692	6,208	7,844	7,844
226-528-956.000 *	MISCELLANEOUS		500	500		500	500
226-528-958.000 *	MEMBERSHIP AND DUES	375	5,000	5,000	388	5,000	5,000
226-528-960.000 *	EDUCATION AND TRAINING	5,740	10,000	10,000	700	10,000	10,000
TOTAL APPROPRIATIONS		3,322,623	3,480,680	3,760,680	2,770,991	3,672,317	3,880,266
NET OF REVENUES/APPROPRIATIONS - 528 - ENVIRONMENTAL		(3,322,623)	(3,480,680)	(3,760,680)	(2,770,991)	(3,672,317)	(3,880,266)
* NOTES TO BUDGET: DEPARTMENT 528 ENVIRONMENTAL							
705.000	SALARY - SUPERVISION					49,945	49,945

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 528 - ENVIRONMENTAL							
	Salary for the Municipal Services Director to be split 50% in General Fund 101-752-705.000 Residential Services and 50% in the Environmental Services Fund. A 3 % increase plus longevity was added to all employees for 2024.						
706.000	SALARY - PERMANENT WAGES						
	Salaries for 75% of two (2) Floater II/ Clerk III positions and 50% of a Mechanic, all TPOAM positions. 3% increase plus longevity is budgeted for 2024					110,507	110,507
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
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.					2,000	2,000
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.					12,428	12,428
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%					7,424	7,424
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					3,250	3,250
719.000	HEALTH INSURANCE						
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.					59,138	47,360
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.					(3,300)	(3,300)
719.015	DENTAL BENEFITS						
	There was a 4.6% increase in dental premium for 2024. Provided by HR					2,269	1,996

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 528 - ENVIRONMENTAL							
719.016	VISION BENEFITS					503	503
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					12,582	12,582
	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					240	240
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE					764	764
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					578	578
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					5,495	5,495
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					1,000	1,000
	Office supplies for the department.						
727.008	RECYCLE BINS NEW HOMEOWNERS						
	Nothing budgeted for 2024. Purchased and delivered large bins to each home owner. We have enough new bins for new homeowners in stock.						
730.000	POSTAGE					25,000	25,000
	Used for a portion of the cost of the annual mailing of the Helpful Handbook, and magnets. No change for 2024						
741.000	UNIFORMS - BOOTS & LAUNDRY					500	500
	Cost for uniforms, boots and laundry services. TPOAM union employees receive a flat amount to purchase boots and uniforms as per contract. All others who require boots or uniforms will receive a reimbursement not to exceed agreed upon amount. Laundry service is for towels, rugs, mats, etc.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 528 - ENVIRONMENTAL							
757.000	OPERATING SUPPLIES					1,300	1,300
	Used to purchase supplies.						
760.000	PPE & FIRST AID SUPPLIES					250	250
	No change for 2024.						
776.000	MAINTENANCE SUPPLIES					500	500
	Used to purchase safety supplies.						
800.001	ADMINSTRATION FEES					16,935	16,935
	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					20,067	20,067
	Cost of the trash dumpsters at the Civic Center, Ford Lake Park, Golf Course and the Community Center. 4% increase on fiscal year October 1st to September 30 per contract.						
804.001	CONTRACTUAL/RUBBISH PICKUP					1,645,078	1,645,078
	Covers the "per resident" fee of \$8.98 for 9 months and \$9.33 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					452,397	452,397
	Covers the "per resident" fee of \$2.47 for 9 months and \$2.57 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					230,000	230,000
	Fees charged for disposal of yard waste from Waste Management and other contractors at compost site. Budgeting increase for 2024.						
804.006	RECYCLING DISPOSAL					14,000	14,000
	Cost of hauling recycling roll off containers from Compost Site to Great Lakes.						
804.007	RECYCLING PICK-UP CURBSIDE					586,059	586,059

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 528 - ENVIRONMENTAL							
	Covers the "per resident" fee of \$3.20 for 9 months and \$3.32 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					300,000	300,000
	Per ton fee paid for (or received from) recycling collected by Waste Management. Cost is dependent on the market for recyclables and contamination of recycling materials.						
818.000	CONTRACTUAL SERVICES					40,000	250,000
	Potential contracted chipping services.						
818.017	SHREDDING - TIRES					1,500	1,500
	Cost to dispose of tires throughout the Township.						
867.000	GAS & OIL					500	500
	WEX/Fuelcloud; used for fuel.						
867.200	GAS & OIL - YCUA					500	500
	Cost of fuel purchased from YCUA facility for our equipment						
876.003	OPEB FUNDING- RETIREE HEALTH						
	Moved to 226-528-718.003						
900.000	PUBLISHING					40,000	50,000
	Printing and mailing of the Helpful Handbook and magnets mailed annually to the residents. Increase needed for educational mailing. The Washtenaw County Sheriff's Office contributes approximately \$10,000.						
933.000	EQUIPMENT MAINTENANCE					3,000	3,000
	Cost to repair equipment.						
935.000	MOTORPOOL-MISC REPAIR					2,500	2,500
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
939.000	AUTO MAINTENANCE					3,500	3,500
	Covers the cost of annual inspections and fees for trucks, trailers, etc.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 528 - ENVIRONMENTAL							
943.000	MOTORPOOL INTERNAL						
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.					564	564
955.001	INSURANCE & BOND FLEET						
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.					7,844	7,844
956.000	MISCELLANEOUS						
	Miscellaneous expenditures for department.					500	500
958.000	MEMBERSHIP AND DUES						
	This is for membership with Washtenaw Regional Resource Management Authority (WRRMA).					5,000	5,000
960.000	EDUCATION AND TRAINING						
	Education and training related to recycling or trash collection, storm water, etc.					10,000	10,000
	DEPT '528' TOTAL					3,672,317	3,880,266

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		2024 REVISED DRAFT BUDGET REQUEST LESS 2021 ACTIVITY THIS IS NOT A FINAL BUDGET COPY					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 901 - CAPITAL OUTLAY							
APPROPRIATIONS							
226-901-978.060	RECYCLE CART PROJECT	877,804					
TOTAL APPROPRIATIONS		877,804					
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLA		(877,804)					
ESTIMATED REVENUES - FUND 226		4,217,583	3,694,633	3,974,633	3,810,930	4,021,362	4,021,362
APPROPRIATIONS - FUND 226		4,200,427	3,480,680	3,760,680	2,770,991	3,672,317	3,880,266
NET OF REVENUES/APPROPRIATIONS - FUND 226		17,156	213,953	213,953	1,039,939	349,045	141,096

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
230-000-528.001 *	OTHER FEDERAL GRANT - ADDITIONAL	5,654	8,000	8,000	7,178	8,000	8,000
230-000-630.000 *	RECREATION/ADULT SPORTS	18,052	17,000	17,000	18,806	18,000	18,000
230-000-631.000 *	RECREATION/YOUTH SPORTS	59,458	56,000	56,000	63,258	60,000	60,000
230-000-631.001 *	REC/YOUTH SPORTS CLASSES	27,390	25,000	25,000	15,633	20,000	20,000
230-000-631.002 *	REC/YOUTH ENRICH CLASSES	28,080	30,000	30,000	31,280	32,000	32,000
230-000-632.000 *	RECREATION/DANCE	17,858	12,515	12,515	14,427	15,000	15,000
230-000-634.001 *	RECREATION/SPECIAL EVENTS	310	2,000	2,000	495	2,500	10,000
230-000-635.000 *	REC/50 & BEYOND DUES	11,620	11,000	11,000	17,763	15,000	15,000
230-000-635.001 *	REC/50 & BEYOND TRIP FEE	23,944	22,000	22,000	23,834	22,000	22,000
230-000-636.000 *	RECREATION/ADULT CLASSES	28,759	32,000	32,000	19,485	32,000	32,000
230-000-637.000 *	REC/50 & BEYOND ACTIVITY FEES	2,437	4,000	4,000	3,993	5,000	5,000
230-000-637.001 *	MISCELLANEOUS	163	200	200	150	200	200
230-000-637.002 *	BUILDING RENTAL FEES	52,191	35,000	35,000	31,883	45,000	45,000
230-000-637.003 *	FIELD RENTAL FEES	14,630	15,000	15,000	15,565	15,000	15,000
230-000-637.004 *	FORD LAKE GATE FEES	72,868	60,000	60,000	73,937	60,000	70,000
230-000-637.005 *	PARK SHELTER RENT FEES	11,720	12,000	12,000	12,059	13,000	13,000
230-000-642.005 *	SALES FOOD & BEVERAGE	5,754	5,000	5,000	4,749	6,000	6,000
230-000-642.009 *	SALES OF MERCHANDISE					3,500	3,500
230-000-665.000 *	INTEREST EARNED	747	200	200	3,930		700
230-000-674.000 *	CONTRIBUTIONS & DONATIONS	12,650	5,150	5,150		5,150	3,000
230-000-674.010	GRANTS - PRIVATE & NONPROFIT	3,000					
230-000-675.003 *	SERAFINSKI SCHOLARSHIP		5,000	5,000		5,000	5,000
230-000-675.007 *	CONTRIBUTION - JAZZ FESTIVAL		5,000	10,000	10,000	10,000	10,000
230-000-675.008 *	CONTRIBUTIONS - ROSIE & ART IN TH	2,500	2,500	4,500	5,215	2,500	2,500
230-000-675.400 *	DONATIONS - SENIOR LUNCH	3,981	2,416	2,416	3,713	3,000	3,000
230-000-676.012 *	INSURANCE REIMBURSEMENTS	1,778			695		
230-000-683.000	OTHER INCOME-MISCELLANEOUS	(39)					
230-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	4,306					104,453
230-000-699.213 *	TRANSFER IN: FROM BSR II FUND	300,000	405,354	405,354	350,000	399,750	402,542
TOTAL ESTIMATED REVENUES		709,811	772,335	779,335	728,048	797,600	920,895
NET OF REVENUES/APPROPRIATIONS - 000 -		709,811	772,335	779,335	728,048	797,600	920,895

* NOTES TO BUDGET: DEPARTMENT 000

528.001	OTHER FEDERAL GRANT - ADDITIONAL					8,000	8,000
	Revenues received for Senior Nutrition Grant Program, a Federal Program through the County. We serve approximately 250 meals monthly.						
630.000	RECREATION/ADULT SPORTS					18,000	18,000
	Revenues generated from adult sports programs (softball, soccer, tennis, cornhole). Recommend slight increase due to league growth.						
631.000	RECREATION/YOUTH SPORTS					60,000	60,000
	Revenues generated from youth sports leagues (t-ball, coach pitch, baseball, basketball, soccer). Recommend increase due to participation increase.						
631.001	REC/YOUTH SPORTS CLASSES						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
	Revenues generated from Youth Sport Classes (Bball Skills LLC, Tennis, Skyhawks Sports Classes and Camps). Decrease due to basketball program (Grind Now Shine Later) ending.					20,000	20,000
631.002	REC/YOUTH ENRICH CLASSES						
	Revenues generated from classes for youth (JAR, Karate, art classes). Increase revenue projection due to 2023 numbers.					32,000	32,000
632.000	RECREATION/DANCE						
	Revenues generated from youth dance classes. Slight increase due to participation in 2023.					15,000	15,000
634.001	RECREATION/SPECIAL EVENTS						
	Revenues generated from special events where a fee is charged. Increase due to added position dedicated to special events.					2,500	10,000
635.000	REC/50 & BEYOND DUES						
	Revenues generated from annual "50 & Beyond" member dues (individual & family memberships offered).					15,000	15,000
635.001	REC/50 & BEYOND TRIP FEE						
	Revenues generated from 50 & Beyond trips. Funds were previously collected by outside agencies, they are now collected by Recreation Department					22,000	22,000
636.000	RECREATION/ADULT CLASSES						
	Revenues generated from adult enrichment programs/classes (Art classes, Yoga, Zumba, Urban Ballroom, Pilates, etc). No change.					32,000	32,000
637.000	REC/50 & BEYOND ACTIVITY FEES						
	Revenues generated from programs offered to "50 & Beyond" group.					5,000	5,000
637.001	MISCELLANEOUS						
	Non-Program revenues. No change for 2024.					200	200
637.002	BUILDING RENTAL FEES						
	Revenues generated from room & gym rentals. Includes revenue from WCC contract. In 2023 rooms were shut down due to damage by pipe burst. Increase for 2024 due to WCC contract increase.					45,000	45,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
637.003	FIELD RENTAL FEES					15,000	15,000
	Revenues generated from athletic field rentals (Community Center Ball Fields, Ford Heritage Ball and Soccer Fields, North Bay Field, Ford Lake Park Field).						
637.004	FORD LAKE GATE FEES					60,000	70,000
	Revenues generated from park gate fees (annual & daily fees collected from the sale of park & boat permits). Increased due to jazz concert series revenue.						
637.005	PARK SHELTER RENT FEES					13,000	13,000
	Revenues generated from park shelter rentals. Slight Increase for 2024 due to allowing Sunday rentals again.						
642.005	SALES FOOD & BEVERAGE					6,000	6,000
	Revenues generated from the sale of snacks - prepackaged items (Gatorade, Pop, chips) Increase for 2024 due to current years revenues.						
642.009	SALES OF MERCHANDISE					3,500	3,500
	Revenues generated from the sale of merchandise - water bottles, shirts, items for sports programs (balls, shin guards, etc.). New for 2024						
665.000	INTEREST EARNED						700
	Interest earned from Recreation Fund.						
674.000	CONTRIBUTIONS & DONATIONS					5,150	3,000
	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					5,000	5,000
	Revenue generated by the awarding of Serafinski Scholarship Funds to participants to use to register for classes.						
675.007	CONTRIBUTION - JAZZ FESTIVAL					10,000	10,000
	This line is for the expected contributions for the Jazz Festival.						
675.008	CONTRIBUTIONS - ROSIE & ART IN THE PARK					2,500	2,500
	This line is for the expected contributions for the Rosie Show and other community art projects.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
675.400	DONATIONS - SENIOR LUNCH						
	Revenues generated from Senior daily lunches					3,000	3,000
676.012	INSURANCE REIMBURSEMENTS						
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						
699.101	TRANSFER IN: FROM GENERAL FUND						
	This is the wages and fringes for the new position of the Community Events Manager that will be transferred in from the General Fund						104,453
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.					399,750	402,542
	DEPT '000' TOTAL					797,600	920,895

Fund: 230 RECREATION FUND

2024 REVISED DRAFT BUDGET REQUEST

LESS 2021 ACTIVITY

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GL NUMBER	DESCRIPTION	2022	2023	2023	2023	2024	2024	
		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET	
Dept 754 - RECREATION								
APPROPRIATIONS								
230-754-705.000 *	SALARY - SUPERVISION	75,319	77,250	77,250	50,466	80,761	75,000	
230-754-706.000 *	SALARY - PERMANENT WAGES	149,610	160,594	160,594	137,411	178,061	241,579	
230-754-707.000 *	SALARY - TEMPORARY/SEASONAL	3,862	6,000	3,000	305	2,000	2,000	
230-754-707.075 *	SALARY - TEMP SPORTS PROGRAM	3,673	8,000	8,000	5,081	6,000	6,000	
230-754-707.100 *	SALARY - TEMP COMM CENTER STAFF	7,646	15,000	15,000	9,332	9,000	9,000	
230-754-707.200 *	SALARY - TEMP DANCE STAFF	3,193	5,000	3,000	1,862	4,000	4,000	
230-754-707.775 *	SALARY - TEMP. FORD LAKE PARK	53,372	60,000	60,000	56,784	60,000	70,000	
230-754-709.000 *	REG OVERTIME	5,269	250	250	94		250	
230-754-715.000 *	F.I.C.A./MEDICARE	18,481	19,577	19,577	19,573	27,010	31,429	
230-754-718.000 *	MERS RETIREMENT	8,837	10,381	10,381	7,928	10,758	13,923	
230-754-718.001 *	RETIREMENT HEALTH CARE SAVINGS	3,700	3,900	3,900	2,883	3,900	5,200	
230-754-718.002 *	DEFERRED COMPENSATION	1,029	1,222	1,222	53			
230-754-719.000 *	HEALTH INSURANCE	54,154	61,548	61,548	72,538	72,626	83,088	
230-754-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,050)	(4,200)	(4,200)		(4,200)	(6,000)	
230-754-719.015 *	DENTAL BENEFITS	2,883	2,973	2,973	3,149	3,536	4,475	
230-754-719.016 *	VISION BENEFITS	551	593	593	698	635	901	
230-754-719.020 *	HEALTH CARE DEDUCTION	4,917	14,805	14,805	12,783	14,805	20,720	
230-754-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	277	252	252	214	288	384	
230-754-719.022 *	DISABILITY INSURANCE	968	872	872	1,065	889	1,185	
230-754-719.023 *	LIFE INSURANCE	756	681	681	832	695	925	
230-754-719.025	UNEMPLOYMENT EXPENSE	73						
230-754-719.030 *	WORKERS COMPENSATION	4,124	7,045	7,045	2,966	7,797	7,797	
230-754-727.000 *	OFFICE SUPPLIES	1,042	1,200	1,200	1,007	1,500	1,500	
230-754-730.000 *	POSTAGE	1,479	4,000	4,000	2,241	4,000	14,000	
230-754-740.000 *	OPERATING SUPPLIES	268	700	700	172	700	700	
230-754-757.008 *	COST OF SALES FOOD & BEV	3,516	3,000	4,000	2,839	4,000	4,000	
230-754-757.009 *	COST OF SALES MERCHANDISE					3,000	3,000	
230-754-760.000 *	PPE & FIRST AID SUPPLIES	439	300	300	533	300	300	
230-754-776.003 *	MAINT SUPPLIES - COMMUNITY CT	5,279	5,000	5,000	4,301	5,000	5,000	
230-754-800.001 *	ADMINISTRATION FEES	22,141	21,521	21,521	17,934	22,173	22,173	
230-754-818.000 *	CONTRACTUAL SERVICES	23,463	30,000	37,000	35,457	35,000	35,000	
230-754-818.002 *	CONTRACTUAL SERVICES COMM CEN	17,035	16,500	16,500	13,881	17,000	17,000	
230-754-818.018 *	CONTRACTUAL - SPORTS OFFICIALS	7,512	6,000	9,750	8,195	7,500	7,500	
230-754-818.100 *	CONTRACTUAL - SPORTS PROGRAM	15,833	19,000	10,300	9,271	15,000	15,000	
230-754-844.001 *	SENIOR NUTRITION PROGRAM	7,760	10,300	700	688	1,000	1,000	
230-754-850.000 *	TELEPHONE	1,697	1,900	1,900	323	1,900	1,900	
230-754-867.000 *	GAS & OIL	4,218	5,000	5,000	3,738	5,000	5,000	
230-754-880.000 *	COMMUNITY PROMOTION	1,426	15,000	13,500	12,172	15,000	27,000	
230-754-920.003 *	UTILITIES - COMMUNITY CENTER	63,353	58,000	58,000	40,635	58,000	58,000	
230-754-931.003 *	REPAIRS COMMUNITY CENTER	1,516	1,700	1,700	348	1,700	1,700	
230-754-931.021 *	NON RECURRING R & M-COMM CTR	23,762	10,000	13,000	10,555	10,000	10,000	
230-754-933.001 *	MAINTENANCE CONTRACTS	2,247	5,000	5,000	1,004	5,000	5,000	
230-754-935.000 *	MOTORPOOL-MISC REPAIR	8,998	7,000	7,000	3,943	7,000	7,000	
230-754-943.000 *	MOTORPOOL INTERNAL	15,969	15,969	15,969	10,844	9,850	9,850	
230-754-955.001 *	INSURANCE & BOND FLEET	7,938	8,352	8,352	6,737	8,516	8,516	
230-754-957.000 *	BANK CHARGES	11,809	7,000	7,000	14,241	7,000	10,000	
230-754-958.000 *	MEMBERSHIP AND DUES	375	400	400	388	400	400	
230-754-963.100 *	REC YOUTH SPORTS PROG	14,882	17,000	21,350	20,352	17,000	17,000	
230-754-963.150 *	REC ADULT SPORTS PROG	5,022	1,500	2,100	1,930	1,500	1,500	
230-754-963.200 *	REC DANCE PROGRAM	11,395	12,000	12,000	7,449	12,000	12,000	
230-754-963.400 *	REC ENRICHMENT PROGRAMS	9,731	2,500	100	25	2,000	2,000	
230-754-963.500 *	REC SENIOR PROGRAMS	5,114	2,250	2,250	2,435	3,000	3,000	
230-754-963.600 *	SPECIAL EVENTS - ROSIE	7,743	2,500	4,500	2,540	3,000	3,000	

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 754 - RECREATION APPROPRIATIONS							
230-754-963.601 *	50 & BEYOND TRIPS	22,399	20,000	26,000	16,158	20,000	20,000
230-754-963.602 *	SPECIAL EVENTS - RECREATION	609	5,000	5,000	4,863	5,000	10,000
230-754-963.603 *	SPECIAL EVENT - JAZZ FESTIVAL	6,639	5,000	11,500	11,339	10,000	10,000
TOTAL APPROPRIATIONS		731,253	772,335	779,335	654,555	797,600	920,895
NET OF REVENUES/APPROPRIATIONS - 754 - RECREATION		(731,253)	(772,335)	(779,335)	(654,555)	(797,600)	(920,895)
* NOTES TO BUDGET: DEPARTMENT 754 RECREATION							
705.000	SALARY - SUPERVISION					80,761	75,000
	Salary for the Recreation Services Manager, this will be a new hire from the end of 2023.						
706.000	SALARY - PERMANENT WAGES					178,061	241,579
	Salaries for one Community Events Manager, two (2) Recreation Coordinators, both Teamster Union members and four (4) part time Building Attendant positions. A 3 % increase plus longevity was added to all employees for 2024. The wages and fringes for the Community Events Manager will come as a transfer from the General Fund.						
707.000	SALARY - TEMPORARY/SEASONAL					2,000	2,000
	These part-time positions teach, assist, coordinate and supervise our programs. Employees ranging \$15 to \$20 per hour or a flat amount for program.						
707.075	SALARY - TEMP SPORTS PROGRAM					6,000	6,000
	This part time positions are specific to the sports program. Includes one (1) Sports Assistant						
707.100	SALARY - TEMP COMM CENTER STAFF					9,000	9,000
	These positions include Senior Aide and Bus Driver.						
707.200	SALARY - TEMP DANCE STAFF					4,000	4,000
	This line funds the Dance Coordinator. 1 (One) individual at \$18-22 per hour. Decreased for 2024 due to moving the instructors to contracted out of the Dance expense line 230-754-963.200.						
707.775	SALARY - TEMP. FORD LAKE PARK					60,000	70,000
	Includes Park Rangers & Park Attendants. Usually 14-17 employees. Increase due to higher usage of parks for events such as jazz concert series.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 754 - RECREATION							
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
709.000	REG OVERTIME					250	250
	Overtime costs for the department.						
715.000	F.I.C.A./MEDICARE					27,010	31,429
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					10,758	13,923
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					3,900	5,200
	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						
	No longer using deferred compenstion - using FICA/Medicare completely						
719.000	HEALTH INSURANCE					72,626	83,088
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(4,200)	(6,000)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS					3,536	4,475
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					635	901
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					14,805	20,720
	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.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 754 - RECREATION							
719.021	ADMIN FEE - HEALTH DEDUCTIBLE					288	384
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE					889	1,185
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					695	925
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					7,797	7,797
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director.						
727.000	OFFICE SUPPLIES					1,500	1,500
	Office supplies for the department. Slight increase for 2024 due to rising costs.						
730.000	POSTAGE					4,000	14,000
	Cost of Recreation Department mailings, increased due to recreation guide.						
740.000	OPERATING SUPPLIES					700	700
	Supplies and equipment needed to operate programs and services.						
757.008	COST OF SALES FOOD & BEV					4,000	4,000
	Cost of snacks and beverage sold at the Recreation Department. Increase in 2024 due to sales in 2023.						
757.009	COST OF SALES MERCHANDISE					3,000	3,000
	Cost of merchandise to be sold at the Recreation Department. New for 2024.						
760.000	PPE & FIRST AID SUPPLIES					300	300
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
776.003	MAINT SUPPLIES - COMMUNITY CT					5,000	5,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 754 - RECREATION							
	Custodial supplies for Community Center. No change for 2024.						
800.001	ADMINISTRATION FEES					22,173	22,173
	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					35,000	35,000
	Payments from this line item are for non-sports contractual instructors (Art, Jump-a-Rama, Yoga, Karate). Projected expense increased due to adding new programs.						
818.002	CONTRACTUAL SERVICES COMM CEN					17,000	17,000
	Maintenance of the Community Center.						
818.018	CONTRACTUAL - SPORTS OFFICIALS					7,500	7,500
	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					15,000	15,000
	Payments made from this line item are to companies we contract for sports instruction (I. E. BBall SKills and Tennis Lessons).						
844.001	SENIOR NUTRITION PROGRAM					1,000	1,000
	Cost of individual that serves meals for the Senior Nutrition Program, reimbursed by a grant.						
850.000	TELEPHONE					1,900	1,900
	Telephone services at the Community Center.						
867.000	GAS & OIL					5,000	5,000
	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					15,000	27,000
	Cost of promotion through Constant Contact (web-based newsletter program), Rec Guide, Program Advertising, etc.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 754 - RECREATION							
920.003	UTILITIES - COMMUNITY CENTER					58,000	58,000
	Utility costs at the Community Center.						
931.003	REPAIRS COMMUNITY CENTER					1,700	1,700
	Cost of maintenance supplies and repairs to the Community Center.						
931.021	NON RECURRING R & M-COMM CTR					10,000	10,000
	Cost of unexpected "one time" repairs throughout the year.						
933.001	MAINTENANCE CONTRACTS					5,000	5,000
	Maintenance agreement with Ricoh for copier.						
935.000	MOTORPOOL-MISC REPAIR					7,000	7,000
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL					9,850	9,850
	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 & BOND FLEET					8,516	8,516
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
957.000	BANK CHARGES					7,000	10,000
	Processing fees for accepting credit cards. This cost is built into program fees. Figures provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES					400	400
	Membership dues paid for staff, Park Commissioners and department for the Michigan Recreation & Park Association.						
963.100	REC YOUTH SPORTS PROG					17,000	17,000
	Cost of supplies needed to operate Youth Sports (including renting gym space, uniforms and equipment for programs).						
963.150	REC ADULT SPORTS PROG						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 754 - RECREATION							
	Cost of supplies needed to operate Adult Sports programs.					1,500	1,500
963.200	REC DANCE PROGRAM						
	Supplies needed to operate Dance program (dance costumes, Batons, Poms etc). Contracted payments to instructors paid by this line.					12,000	12,000
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 contractor payments.					2,000	2,000
963.500	REC SENIOR PROGRAMS						
	Cost of supplies needed to operate Senior Programs, including caterer for Christmas Luncheon.					3,000	3,000
963.600	SPECIAL EVENTS - ROSIE						
	Covers cost of supplies for annual Rosie the Riveter Craft Show.					3,000	3,000
963.601	50 & BEYOND TRIPS						
	Cost of trips and supplies. This corresponds to the revenue line for senior trips ending in 635.001.					20,000	20,000
963.602	SPECIAL EVENTS - RECREATION						
	Cost of supplies to operate special events. Amount increased due to the new Coummunity Events Managers position to promote various community events.					5,000	10,000
963.603	SPECIAL EVENT - JAZZ FESTIVAL						
	This is for the expenditures for the Jazz Festival. Matches contribution in revenue.					10,000	10,000
	DEPT '754' TOTAL					797,850	920,895
ESTIMATED REVENUES - FUND 230		709,811	772,335	779,335	728,048	797,600	920,895
APPROPRIATIONS - FUND 230		731,253	772,335	779,335	654,555	797,600	920,895
NET OF REVENUES/APPROPRIATIONS - FUND 230		(21,442)			73,493		

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Dept 000							
ESTIMATED REVENUES							
236-000-540.000 *	STATE GRANT REVENUE	55,372	70,000	70,000	49,619	70,000	16,000
236-000-541.000	MICHIGAN STATE POLICE - CESF GRAN	2,176					
236-000-542.000 *	OHSP HYBRID COURT GRANT						49,000
236-000-574.236 *	14B STATE SHARED REVENUE	51,839	45,724	45,724	45,724	45,724	45,724
236-000-602.136 *	14B COURT COSTS	214,094	241,480	241,480	191,408	215,000	215,000
236-000-602.544 *	14B-ST OF MI CASEFLOW ASSISTA	7,085	15,330	15,330	10,426	15,000	15,000
236-000-603.136 *	14B CIVIL FEES	165,394	158,000	158,000	154,813	160,000	160,000
236-000-604.000 *	14B PROBATION FEES	66,704	66,460	66,460	65,405	70,000	70,000
236-000-605.001 *	14B ORDINANCE FINES AND COSTS	224,490	238,100	238,100	154,158	200,000	200,000
236-000-605.003 *	14B BOND FORFEITURES	14,680	20,000	20,000	3,550	10,000	10,000
236-000-605.005	14B MISCELLANEOUS INCOME	50			48		
236-000-609.000 *	14B STATE JUROR COMPENSATION	2,253	1,500	1,500	1,676	2,000	2,000
236-000-665.000 *	INTEREST EARNED	416	50	50	4,204	3,500	3,500
236-000-676.012 *	INSURANCE REIMBURSEMENTS	2,199			859		
236-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	913,456	862,940	862,940	800,000	971,400	1,001,462
236-000-699.999	APPROPRIATED PRIOR YEAR BAL			8,889			
TOTAL ESTIMATED REVENUES		1,720,208	1,719,584	1,728,473	1,481,890	1,762,624	1,787,686
NET OF REVENUES/APPROPRIATIONS - 000 -		1,720,208	1,719,584	1,728,473	1,481,890	1,762,624	1,787,686
* NOTES TO BUDGET: DEPARTMENT 000							
540.000	STATE GRANT REVENUE						
						70,000	16,000
	This line is for the State Court Administrative Office under Michigan Drug Court Grant Program.						
542.000	OHSP HYBRID COURT GRANT						
							49,000
	This line is for the State Court Administrative Office under Office of Highway Safety Planning grant for the Court's Drug Court Docket.						
574.236	14B STATE SHARED REVENUE						
						45,724	45,724
	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						
						215,000	215,000
	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. The trend in decreases of matters filed continues. The amount may need to be adjusted based on year to date revenues.						
602.544	14B-ST OF MI CASEFLOW ASSISTA						
						15,000	15,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000	The amount reflects money received from the State of Michigan based upon the number of alcohol and controlled substance related driving and controlled substance cases filed with the Court. The Court files a report with the State of Michigan 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 2024. The amount may need to be further reduced based on year-to-date revenues.						
603.136	14B CIVIL FEES					160,000	160,000
	This reflects the amounts collected as Civil fees - including filing, writ and motion fees. Most of the amount collected for a filing fee (approximately 65%) is transmitted to 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 every 6 months. Now a wage garnishment is effective for the life of the judgment. The legislation did not provide for an increase in the initial filing fee for a wage garnishment to account for the reduction of fees over the course of filings. This line item traditionally has a greater return in the second half of the year due to the timing of tax garnishments.						
604.000	14B PROBATION FEES					70,000	70,000
	This item includes payments received as an oversight fee paid by those on probation with the Court. Currently the monthly fee is \$30. As noted above, the allowable term of probation for many cases has been decreased. As also noted above, there are more required interactions with a probation file, so while the amount collected may decrease, the amount of work for the probation department has not. The line amount may need to be adjusted further based on year-to-date revenues.						
605.001	14B ORDINANCE FINES AND COSTS					200,000	200,000
	This amount is the money collected and designated as a Penal Fine for violation of an Ypsilanti Township Ordinance. This amount is largely dependent upon the number of cases filed by the Sheriff's Department. This line item is particularly affected by the number of citations issued as a result of traffic stops. Over the past 5 years the number of citations issued has consistently been decreasing. In 2017 7,649 traffic civil infraction citations were filed by the Sherriff's Department. This year there will be a projected 3,000 civil infraction citations filed. The year prior to COVID (2019) 5,026 civil infraction citations were filed. Even prior to COVID there was a trend of decreasing citations filed. The average fine for a traffic civil infraction is around \$125.00. That is a difference of \$250,000 in potential fines to be assessed looking at the difference between 2019 and the projection for this year. If we compare 2017 that short fall increases to \$575,000. The court is decreasing this line due to a return to decreased filings of citatoins by law enforcement. Through June of 2023 1041 traffic civil infractins have been filed by the Sheriff's Department. This is on track to be below 2500 citaitons for the year.						
605.003	14B BOND FORFEITURES					10,000	10,000
	This sum is the money collected by the Court for forfeiture of a bond posted by a defendant in a criminal case. A bond is forfeited when a defendant fails to appear for a scheduled court hearing. This line item has seen some increase over 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 corresponding decrease in the cash bonds deposited with the court and this could contribute to a reduction. The requirement of a show cause hearing prior to issuing a warrant in non-violent offenses may result in fewer bench warrants being issued, but those issued will be on violent offenses, so the likelihood for the imposition of a cash bond increases for those alleged violent offenses to ensure public safety. The Court's budget anticipates that this number will decrease for 2024.						
609.000	14B STATE JUROR COMPENSATION						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000						2,000	2,000
	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 2021 the Court began holding a hearing a week before jurors were required to attend. Often cases are resolved 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.						
665.000	INTEREST EARNED					3,500	3,500
	Interest earned on accounts.						
676.012	INSURANCE REIMBURSEMENTS						
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						
699.101	TRANSFER IN: FROM GENERAL FUND					971,400	1,001,462
	Amount needed from General Fund for operations. Comparisons from January to June for 2022 and 2023 show a decrease in revenue and caseload. The court is estimating that revenue will decrease by 7.6% from 2023 to 2024. Operating expenses are estimated to increase by 1.44% from 2023 to 2024. This is the major reason for operating funds needing to be transferred from the General Fund.						
	DEPT '000' TOTAL					1,762,624	1,787,686

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GL NUMBER	DESCRIPTION	2022	2023	2023	2023	2024	2024
		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 286 - COURT APPROPRIATIONS							
236-286-703.001 *	SALARY - JUDGE	45,724	45,724	45,724	38,103	45,724	45,724
236-286-706.000 *	SALARY - PERMANENT WAGES	569,197	586,513	586,513	472,112	619,882	661,882
236-286-706.001 *	SALARY - BAILIFF	34,876	35,000	35,000	41,330	30,000	30,000
236-286-706.002 *	SALARY - MAGISTRATE/COURT ADMIN	89,470	91,171	91,171	74,044	93,906	93,906
236-286-707.000 *	SALARY - TEMPORARY/SEASONAL	119			9,467		
236-286-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	12,625	5,510	7,484	1,974	5,510	5,510
236-286-708.010 *	HEALTH INS BUYOUT	4,942	6,000	6,000	1,500	6,000	6,000
236-286-709.000 *	REG OVERTIME	3,773	4,500	4,500	2,785	4,500	4,500
236-286-715.000 *	F.I.C.A./MEDICARE	51,378	57,001	57,152	44,719	61,623	64,836
236-286-718.000 *	MERS RETIREMENT	191,633	208,550	208,550	148,012	196,028	198,329
236-286-718.001 *	RETIREMENT HEALTH CARE SAVINGS	9,950	9,100	9,100	8,550	10,400	11,700
236-286-718.002 *	DEFERRED COMPENSATION	418	390	390	68		
236-286-718.003 *	OPEB - RETIREMENT HEALTH	124,082	46,200	46,200	46,200	42,000	42,000
236-286-719.000 *	HEALTH INSURANCE	211,346	226,847	226,847	216,500	236,554	214,366
236-286-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(16,650)	(15,800)	(15,800)		(15,800)	(17,600)
236-286-719.015 *	DENTAL BENEFITS	11,075	10,964	10,964	9,305	13,042	11,472
236-286-719.016 *	VISION BENEFITS	2,406	2,478	2,478	2,117	2,465	2,731
236-286-719.020 *	HEALTH CARE DEDUCTION	39,572	56,245	56,245	40,152	53,305	59,220
236-286-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	969	924	924	1,048	1,116	1,212
236-286-719.022 *	DISABILITY INSURANCE	3,293	3,486	3,486	3,050	3,556	3,853
236-286-719.023 *	LIFE INSURANCE	2,834	2,949	2,949	2,589	2,545	2,777
236-286-719.030 *	WORKERS COMPENSATION	3,840	4,551	4,551	1,796	4,248	4,248
236-286-727.000 *	OFFICE SUPPLIES	11,441	10,500	10,500	10,178	12,000	12,000
236-286-730.000 *	POSTAGE	14,985	12,500	12,500	15,757	15,000	15,000
236-286-740.000 *	OPERATING SUPPLIES	6,853	6,000	7,750	6,250	8,000	8,000
236-286-760.000 *	PPE & FIRST AID SUPPLIES	555	500	500	388	500	500
236-286-800.001 *	ADMINSTRATION FEES	42,279	44,078	44,078	36,732	45,487	45,487
236-286-801.009 *	14B OTHER CONTRACTUAL SERVICE	7,500	7,500	8,588	2,963	7,500	7,500
236-286-801.010 *	CONTRACTUAL/VISITING JUDGE	748	3,500	3,500	361	3,500	3,500
236-286-801.012 *	CONTRACTUAL/INTERPRETER FEES	7,555	6,500	8,500	6,662	6,500	6,500
236-286-802.100 *	COURT INNOVATION GRANT	76,467	70,000	70,000	54,367	70,000	16,000
236-286-802.150 *	OHSP HYBRID COURT GRANT						49,000
236-286-812.000 *	14B JURY FEES	2,475	3,000	3,000	2,220	3,000	3,000
236-286-812.002 *	14B ENHANCED JURY FEES	1,800	1,500	1,500	1,373	1,500	1,500
236-286-812.003 *	14B JUROR EXPENSES	591	500	500	489	500	500
236-286-819.006 *	COMPUTER PROGRAMS/LIEN	33,725	46,910	53,059	38,536	55,000	55,000
236-286-819.010 *	COMPUTER NETWORK SUPPORT	41,527	40,713	40,713		45,000	45,000
236-286-821.001 *	LIBRARY SUBSCRIPTION	42	1,000	1,000		1,000	1,000
236-286-850.000 *	TELEPHONE	3,630	2,500	2,500	867	1,000	1,000
236-286-860.000 *	TRAVEL	2,175	2,000	2,000	1,184	2,000	2,000
236-286-900.000 *	PUBLISHING	4,564	3,750	3,750	31	4,000	4,000
236-286-920.014 *	UTILITIES - COURT	17,472	20,000	15,313	13,213	16,000	16,000
236-286-931.000 *	REPAIRS AND MAINTENANCE	10,663	15,000	15,000	14,885	15,000	15,000
236-286-933.001 *	MAINTENANCE CONTRACTS	4,992	6,500	6,500	3,744	6,500	6,500
236-286-955.002 *	INSURANCE & BONDS FIRE & LIAB	9,818	10,330	12,794	10,798	10,533	10,533
236-286-957.000 *	BANK CHARGES	5,293	6,000	6,000	4,739	6,000	6,000
236-286-958.000 *	MEMBERSHIP AND DUES	1,560	2,000	2,000	625	2,000	2,000
236-286-960.000 *	EDUCATION AND TRAINING	1,314	2,000	2,000	1,106	2,000	2,000
236-286-977.000 *	EQUIPMENT		6,500	4,500	1,308	6,500	6,500
TOTAL APPROPRIATIONS		1,706,896	1,719,584	1,728,473	1,394,197	1,762,624	1,787,686
NET OF REVENUES/APPROPRIATIONS - 286 - COURT		(1,706,896)	(1,719,584)	(1,728,473)	(1,394,197)	(1,762,624)	(1,787,686)

DRAFT 11/21/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 286 - COURT							
* NOTES TO BUDGET: DEPARTMENT 286 COURT							
703.001	SALARY - JUDGE					45,724	45,724
	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					619,882	661,882
	This line item includes salary for the Deputy Clerk positions (6 full-time); two Probation Agents; one Probation Secretary and two Judicial Secretarie and one part-time clerk. Budgeting for new position - Admin Coordinator/Court Recorder - to be brought before the board for approval. A 3% increase plus longevity was added for 2024.						
706.001	SALARY - BAILIFF					30,000	30,000
	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					93,906	93,906
	Salary for Magistrate/Court Administrator. A 3 % increase plus longevity was added for all employees for 2024.						
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					5,510	5,510
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
708.010	HEALTH INS BUYOUT					6,000	6,000
	This line item is used for the health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME					4,500	4,500
	This is for overtime of the court recorder for the required rotation of weekend arraignments. There are 3 Magistrates in the county and weekend and holiday arraignments are divided among them. Arraignments are done 365 days per year. 14B supplies a recorder for ¼ of all arraignments and that recorder records with the 14B Magistrate. On occasion, we have paid other recorders to cover for the 14B recorder if they are not available.						
715.000	F.I.C.A./MEDICARE					61,623	64,836
	Figures provided by the Accounting Director.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 286 - COURT							
718.000	MERS RETIREMENT					196,028	198,329
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					10,400	11,700
	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						
	No longer using deferred compenstion - using FICA/Medicare completely						
718.003	OPEB - RETIREMENT HEALTH					42,000	42,000
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.						
719.000	HEALTH INSURANCE					236,554	214,366
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(15,800)	(17,600)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS					13,042	11,472
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					2,465	2,731
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					53,305	59,220
	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					1,116	1,212
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 286 - COURT							
719.022	DISABILITY INSURANCE					3,556	3,853
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					2,545	2,777
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					4,248	4,248
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					12,000	12,000
	Office supplies for the department.						
730.000	POSTAGE					15,000	15,000
	Cost of mailings, postage costs have increased. In addition landlord tenant filings will require an additional mailing beginning in December 2023.						
740.000	OPERATING SUPPLIES					8,000	8,000
	Primarily janitorial supplies.						
760.000	PPE & FIRST AID SUPPLIES					500	500
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
800.001	ADMINSTRATION FEES					45,487	45,487
	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 Accounting Director.						
801.009	14B OTHER CONTRACTUAL SERVICE					7,500	7,500
	This 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						

DRAFT 11/21/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 286 - COURT							
	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.					3,500	3,500
801.012	CONTRACTUAL/INTERPRETER FEES					6,500	6,500
	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					70,000	16,000
	Funds received through a grant from the State Court Administrative Office under Michigan Drug Court Grant Program. This line item is offset by a corresponding grant ending in 540.000.						
802.150	OHSP HYBRID COURT GRANT						49,000
	Funds received through a grant from the State Court Administrative Office under Office of Highway Safety Planning for the Court's Drug Court Docket. This line item is offset by a corresponding grant ending in 542.000.						
812.000	14B JURY FEES					3,000	3,000
	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 if all matters scheduled are resolved at the pretrial conference.						
812.002	14B ENHANCED JURY FEES					1,500	1,500
	Payment for Jury duty for the second (or subsequent) half, or full, day of service.						
812.003	14B JUROR EXPENSES					500	500
	Cost of water, coffee and snacks offered to 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					55,000	55,000

DRAFT 11/21/2023

		2022	2023	2023	2023	2024	2024
		ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION		BUDGET	BUDGET	THRU 10/31/23	BUDGET	BUDGET
Dept 286 - COURT							
	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. Beginnig 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 2023 those user fees will total \$46,910.						
819.010	COMPUTER NETWORK SUPPORT					45,000	45,000
	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.						
821.001	LIBRARY SUBSCRIPTION					1,000	1,000
	This line item is for library subscription.						
850.000	TELEPHONE					1,000	1,000
	This line item is based upon estimates provided by Township IT						
860.000	TRAVEL					2,000	2,000
	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					4,000	4,000
	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						

DRAFT 11/21/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 286 - COURT							
	Utility costs for the court.					16,000	16,000
931.000	REPAIRS AND MAINTENANCE						
	Repair and maintenance expenses for the Court.					15,000	15,000
933.001	MAINTENANCE CONTRACTS						
	Cost of W.J. O'Neil maintenance contract.					6,500	6,500
955.002	INSURANCE & BONDS FIRE & LIAB						
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.					10,533	10,533
957.000	BANK CHARGES						
	Cost of banking fees, most notably for charge card expenses.					6,000	6,000
958.000	MEMBERSHIP AND DUES						
	Cost of annual Bar dues for the Judge and Magistrate; State Association dues for the Judge, Magistrate and Probation Officer and State fees for certification of court recorders.					2,000	2,000
960.000	EDUCATION AND TRAINING						
	Cost of attendance and related expenses for continuing training for professional staff.					2,000	2,000
977.000	EQUIPMENT						
	Cost to purchase new equipment. There is a need to upgrade computers. The Court plans to upgrade them on a 5 year cycle as recommended by both County and Township IT.					6,500	6,500
	DEPT '286' TOTAL					1,762,624	1,787,686
ESTIMATED REVENUES - FUND 236		1,720,208	1,719,584	1,728,473	1,481,890	1,762,624	1,787,686
APPROPRIATIONS - FUND 236		1,706,896	1,719,584	1,728,473	1,394,197	1,762,624	1,787,686
NET OF REVENUES/APPROPRIATIONS - FUND 236		13,312			87,693		



14-B DISTRICT COURT

7200 SOUTH HURON RIVER DRIVE
YPSILANTI, MICHIGAN 48197-7099

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



HON. ERANE C. WASHINGTON
DISTRICT COURT JUDGE

MARK W. NELSON
MAGISTRATE

November 17, 2023

Township Board of Trustees and Full Time Officials,

I am writing to provide some context and explanation to the 14B District Court's current budget request and the causes that have contributed to the trend of increased general fund support of the Court's budget. As outlined below, we have come into a perfect storm of factors that have year over year for the past few years required more general fund contribution to the operating costs of the Court. This is not a new or unique problem to 14B and Ypsilanti Township. In fact, the effects of revenue issues for courts is, if anything, late in arriving here.

In 2017 the Michigan Legislature created the Trial Court Funding Commission (TCFC), through Act 65 of 2017 to review the court funding system in Michigan and make recommendations. In 2019 the TCFC issued its final report. The first conclusion regarding the court funding and revenue collection system in Michigan announced by the TCFC in the Executive Summary was:

"After extensive review and evaluation, the commission has unanimously concluded that the existing system is broken..." (see attached final report page 4).

In the Rationale/Findings section under Recommendation One: Establish a Stable Court Funding System of the report the TCFC determined that

"Michigan's existing trial court funding system is a broken collection of assessments and transfers that does not achieve sustainability or equity throughout the state." (attached report page 24)

To fix the current broken system and ensure sustainability and equity of funding among the state's courts the TCFC recommends that the state must ensure adequate funding for the courts. It recommends that a rebalanced state/local partnership is necessary to ensure equal access to justice. The report cites the necessity of consistent and predictable resources for courts to generate judicial outcomes in the interest of justice and not in the interest of revenue.

This report was produced in 2019 and the funding crisis for courts in Michigan has only gotten worse since then. Locally, we can see that 2018 was the last year that the court had transferred funds to the general fund (the court had transferred a surplus back to the general fund consistently through 2018). On average in the state of Michigan at the time of the 2019 TCFC report court revenue retained locally was 26% of the average court budget. At that time the revenue retained locally from 14B was over 100% of the court's budget. The 26% number included locally funded circuit courts which do not generate as much revenue. In Washtenaw County if you net out circuit court operations for 2019 the 14A District Court contributed revenue sufficient to cover roughly 42% of its expenditures.

As we all know everything changed after 2019 and the problems identified by the TCFC have only been exacerbated and magnified. COVID of course had a major impact on the court's ability to collect revenue, but that has not been the only

factor. As I illustrated in our budget narrative, in 2019, 5,026 civil infractions were filed with the court. A civil infraction is usually a traffic ticket such as speeding or a seatbelt violation. In 2022, 3,221 civil infractions were filed with the court. For 2024 year we are projecting that 2,500 civil infractions will be filed with the court. As illustrated by these numbers the number of tickets issued prior to COVID and new has reduced by nearly 50% if our 2024 projection is correct.

In addition to the supply side of potential revenue collection being reduced by the number of citations issued, there have been legislative changes that have resulted in and will continue to have a significant impact on the collection of fines. Again, as pointed out in the budget narratives the legislature removed the vast majority of suspensions of driving privileges. These suspensions were primarily for the nonpayment of fines and were a major motivation for individuals to pay their fines. The inability to suspend in the future and the retroactive termination of suspensions for over 6,000 citations by legislation eliminates a major collection mechanism for the courts.

There are other impacts out of the court's control both on the cases and tickets filed with the court and the mechanisms traditionally available to collect fines, costs and filing fees that I have outlined in the budget narrative, so I don't want to repeat all of those here. I do want to emphasize that 14B is in agreement with the assessment from TCFC that the funding system for courts in Michigan is broken. Until there is a comprehensive legislative fix to the current system, the local funding units will bear the brunt of this broken system.

Earlier this year automatic set-aside legislation went into effect. This legislation provides that certain offences for which defendants are eligible for a set-aside of conviction will occur automatically. The statute authorizing automatic conviction set-aside is part of clean slate legislation MCL 780.621. Once a conviction is set-aside, the court loses authority over the matter. This means that the court is unable to collect any unpaid fines for any case for which a conviction has been set-aside. Anyone who has had a conviction automatically set-aside and has not paid fines, those fines cannot be collected.

The funding unit is obligated by statute to fund the court, and the court has corresponding statutory obligations to collect and transmit funds to the funding unit. In addition, portions of fines, costs and fees are also paid to Washtenaw County and to the State of Michigan. Under the current laws, law enforcement and prosecutorial priorities, the courts will continue to struggle to provide revenue to the funding units and the crisis identified in the TCFC will continue to get worse. Legislation meant as a stop gap to allow the current funding system to continue was extended to May of 2024. This legislation has been extended twice so far, but the legislature needs to develop a comprehensive solution to court funding. Hopefully we will see that soon as the May 2024 deadline approaches.

Please let me know if any additional information can be provided.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Mark W. Nelson', with a long horizontal line extending to the right.

Mark W. Nelson
Magistrate/Court Administrator

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
THIS IS NOT A FINAL BUDGET COPY

DRAFT 11/21/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
249-000-476.477 *	LICENSED CONTRACTOR REGISTRATION	6,683	6,000	6,000	4,938	6,000	6,000
249-000-491.000 *	BUILDING PERMIT	656,810	500,000	500,000	370,130	450,000	400,000
249-000-491.001 *	ELECTRICAL PERMIT	84,279	81,000	81,000	61,612	81,000	64,800
249-000-491.002 *	MECHANICAL PERMIT	129,486	118,000	118,000	117,104	118,000	118,000
249-000-491.003 *	PLUMBING PERMIT	64,537	54,000	54,000	44,581	54,000	54,000
249-000-491.006 *	MISC / REINSPECTION	20,150	7,500	7,500	19,250	7,500	7,500
249-000-491.007 *	SIGN PERMITS	2,600	3,000	3,000	400	2,000	2,000
249-000-607.010 *	ENVIRO/PLOT PLAN - CHG FOR SERVIC	4,016	4,000	4,000	1,806	4,000	4,000
249-000-607.270 *	LIQUOR INSPECT - CHG FOR SERVICES	150	450	450	145	450	450
249-000-665.000 *	INTEREST EARNED	26,604	1,500	1,500	65,961	20,000	20,000
249-000-676.012 *	INSURANCE REIMBURSEMENTS	468			183		
249-000-683.000	OTHER INCOME-MISCELLANEOUS	55					
249-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	5,114					
249-000-699.999 *	APPROPRIATED PRIOR YEAR BAL		219,175	262,865		246,123	315,149
TOTAL ESTIMATED REVENUES		1,000,952	994,625	1,038,315	686,110	989,073	991,899
NET OF REVENUES/APPROPRIATIONS - 000 -		1,000,952	994,625	1,038,315	686,110	989,073	991,899

* NOTES TO BUDGET: DEPARTMENT 000

476.477	LICENSED CONTRACTOR REGISTRATION					6,000	6,000
	Fee revenue generated from new registrations of licensed contractors doing business with the Building Department.						
491.000	BUILDING PERMIT					450,000	400,000
	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. A decrease of 20% is anticipated due to the decrease in major construction projects.						
491.001	ELECTRICAL PERMIT					81,000	64,800
	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. A decrease of 20% is anticipated due to the decrease in major construction projects.						
491.002	MECHANICAL PERMIT					118,000	118,000
	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. No change for 2024.						
491.003	PLUMBING PERMIT					54,000	54,000
	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. No change for 2024.						

DRAFT 11/21/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
491.006	MISC / REINSPECTION					7,500	7,500
	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. No change for 2024.						
491.007	SIGN PERMITS					2,000	2,000
	Fee revenue from issuance of sign permits that require building inspection when installed. Decrease 1K for 2024.						
607.010	ENVIRO/PLOT PLAN - CHG FOR SERVICES					4,000	4,000
	Fee revenue for soil erosion and sedimentation control (SESC) permits that require inspection by a trained and certified inspector. Trained personnel also respond to resident complaints about flooding and storm water issues. No change for 2024.						
607.270	LIQUOR INSPECT - CHG FOR SERVICES					450	450
	Fee revenue for building code inspections conducted for annual liquor license renewal for on-premise liquor establishments.						
665.000	INTEREST EARNED					20,000	20,000
	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.						
699.101	TRANSFER IN: FROM GENERAL FUND						
	Not budgeted for 2023 or 2024. One time use in 2022 for employee appreciation.						
699.999	APPROPRIATED PRIOR YEAR BAL					246,123	315,149
	Revenue from prior years used for current year operating expenses. This budget has a fund balance specifically for this purpose. Building revenue fluctuates with the economy.						
	DEPT '000' TOTAL					989,073	991,899

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
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GL NUMBER	DESCRIPTION	2022	2023	2023	2023	2024	2024	
		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET	
Dept 371 - BUILDING DEPARTMENT								
APPROPRIATIONS								
249-371-705.000 *	SALARY - SUPERVISION	127,225	132,500	132,500	116,594	136,476	97,387	
249-371-706.000 *	SALARY - PERMANENT WAGES	80,726	81,752	81,752	61,464	78,790	131,943	
249-371-706.004 *	BUILDING INSPECTION	89,917	134,014	134,014	106,310	140,387	140,387	
249-371-706.005 *	ELECTRICAL INSPECTION	25,743						
249-371-706.018 *	MECHANICAL INSPECTIONS	56,837	63,458	63,458	55,736	67,529	67,529	
249-371-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	371						
249-371-709.000 *	REG OVERTIME	5,839	5,000	5,000	11,518	5,000	5,000	
249-371-715.000 *	F.I.C.A./MEDICARE	29,003	31,650	31,650	26,391	32,528	33,832	
249-371-718.000 *	MERS RETIREMENT	79,867	78,713	78,713	65,896	85,516	86,287	
249-371-718.001 *	RETIREMENT HEALTH CARE SAVINGS	4,425	5,200	5,200	4,000	5,200	5,850	
249-371-718.003 *	OPEB - RETIREMENT HEALTH	39,884	17,325	17,325	17,325	16,800	16,800	
249-371-719.000 *	HEALTH INSURANCE	77,242	113,863	113,863	82,210	125,540	100,536	
249-371-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(5,306)	(7,550)	(7,550)		(7,100)	(7,100)	
249-371-719.015 *	DENTAL BENEFITS	3,274	3,956	3,956	2,734	4,598	3,989	
249-371-719.016 *	VISION BENEFITS	814	949	949	823	994	1,004	
249-371-719.020 *	HEALTH CARE DEDUCTION	19,770	29,610	29,610	14,084	29,610	31,098	
249-371-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	466	504	504	405	576	624	
249-371-719.022 *	DISABILITY INSURANCE	1,435	1,743	1,743	1,465	1,778	1,927	
249-371-719.023 *	LIFE INSURANCE	1,120	1,361	1,361	1,143	1,389	1,504	
249-371-719.025	UNEMPLOYMENT EXPENSE	83						
249-371-719.030 *	WORKERS COMPENSATION	5,505	11,398	11,398	4,558	11,042	11,042	
249-371-727.000 *	OFFICE SUPPLIES	1,524	2,500	2,500	1,275	2,500	2,500	
249-371-730.000 *	POSTAGE	313	5,000	5,000	111	5,000	5,000	
249-371-740.001 *	Ordinance & Zoning Code Books	717	7,000	7,000		7,000	7,000	
249-371-741.001 *	UNIFORMS-NEW AND BADGES	4,252	5,000	5,000	2,069	5,000	5,000	
249-371-760.000 *	PPE & FIRST AID SUPPLIES	41	350	350	35	350	350	
249-371-800.001 *	ADMINSTRATION FEES	34,277	36,387	36,387	30,323	38,703	38,703	
249-371-801.000 *	PROFESSIONAL SERVICES	32,296	20,000	20,000		20,000	20,000	
249-371-801.060 *	CONTRACTUAL - ONLINE PERMITS	2,286	5,500	5,500	2,180	5,500	5,500	
249-371-818.000 *	CONTRACTUAL SERVICES	114,022	150,000	140,000	76,490	140,000	140,000	
249-371-867.000 *	GAS & OIL	5,237	10,000	10,000	4,272	8,000	8,000	
249-371-935.000 *	MOTORPOOL-MISC REPAIR	689	5,000	5,000	537	5,000	5,000	
249-371-943.000 *	MOTORPOOL INTERNAL	7,244	7,244	7,244	6,909	5,126	14,966	
249-371-955.001 *	INSURANCE & BOND FLEET	2,089	2,198	2,198	1,767	2,241	2,241	
249-371-956.000	MISCELLANEOUS			10,000	10,000			
249-371-958.000 *	MEMBERSHIP AND DUES	1,817	3,000	3,000	600	3,000	3,000	
249-371-975.135 *	CAP OUTLAY - FURNITURE & FIXTURES		30,000	30,000				
249-371-977.000 *	EQUIPMENT	45				5,000	5,000	
249-371-985.000	CAPITAL OUTLAY/VEHICLES			43,690	43,690			
TOTAL APPROPRIATIONS		851,089	994,625	1,038,315	752,914	989,073	991,899	
NET OF REVENUES/APPROPRIATIONS - 371 - BUILDING DEPA		(851,089)	(994,625)	(1,038,315)	(752,914)	(989,073)	(991,899)	

* NOTES TO BUDGET: DEPARTMENT 371 BUILDING DEPARTMENT

705.000	SALARY - SUPERVISION					136,476	97,387
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. A 3 % increase plus longevity was added for all employees for 2024. Decreased due to Community Compliance Director and OCS Executive Coordinator Position have been moved 100% to 266-303 Ordinance Department.							

706.000	SALARY - PERMANENT WAGES						
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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 371 - BUILDING DEPARTMENT							
						78,790	131,943
	Wages for two (2) hourly Floater II/Clerk III position, 75% of the Planning & Development Coordinator and 75% Staff Planner positions. Wages are determined by the TPOAM and Teamster labor contracts and H R Department. A 3 % increase plus longevity was added for all employees for 2024. Increased due to added clerk and increased percent of planning department wages in this department.						
706.004	BUILDING INSPECTION					140,387	140,387
	Hourly wages for two (2) state registered building inspectors who perform inspections and plan reviews for building permits. Wages are determined by the TPOAM labor contract. A 3 % increase plus longevity was added for all employees for 2024.						
706.005	ELECTRICAL INSPECTION						
	Inspections to be performed by contractual professional service for 2024.						
706.018	MECHANICAL INSPECTIONS					67,529	67,529
	Hourly wages for one (1) state registered mechanical inspector who performs plan reviews and inspections for mechanical permits. Wages are determined by the TPOAM labor contract. A 3 % increase plus longevity was added for all employees for 2024						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
709.000	REG OVERTIME					5,000	5,000
	Overtime wages for inspectors and clerks as necessary for emergencies, special customer requests and special projects.						
715.000	F.I.C.A./MEDICARE					32,528	33,832
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					85,516	86,287
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					5,200	5,850
	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					16,800	16,800

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 371 - BUILDING DEPARTMENT							
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.						
719.000	HEALTH INSURANCE					125,540	100,536
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(7,100)	(7,100)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS					4,598	3,989
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					994	1,004
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					29,610	31,098
	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					576	624
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE					1,778	1,927
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					1,389	1,504
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					11,042	11,042
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director.						
727.000	OFFICE SUPPLIES						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 371 - BUILDING DEPARTMENT							
	Expenses for office supplies such as inspection forms, placards, pens, etc.					2,500	2,500
730.000	POSTAGE						
	Postage expenses for Building Department operations. Expenses to be used for permit expiration letters sent to customers who fail to call for inspections. No change as more mailing is anticipated in 2024.					5,000	5,000
740.001	Ordinance & Zoning Code Books						
	Expenses to purchase copyrighted State of Michigan code publications required for state registered plan reviewers and inspectors. State codes are updated periodically. There were no code changes in 2023. Changes are anticipated in 2024.					7,000	7,000
741.001	UNIFORMS-NEW AND BADGES						
	Expenses for new and replacement uniform clothing apparel and other related items for Building Department field staff. No changes for 2024.					5,000	5,000
760.000	PPE & FIRST AID SUPPLIES						
	Covers all PPE, first aid supplies, and other supplies required by OSHA. No changes for 2024.					350	350
800.001	ADMINSTRATION 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.					38,703	38,703
801.000	PROFESSIONAL SERVICES						
	Services for special projects rendered by code enforcement services or engineering oversight.					20,000	20,000
801.060	CONTRACTUAL - ONLINE PERMITS						
	Fees for BS&A software. No change for 2024.					5,500	5,500
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.					140,000	140,000
867.000	GAS & OIL						
	Fuel and oil expenses for vehicles assigned to building department staff. Increased due to raising fuel cost.					8,000	8,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 371 - BUILDING DEPARTMENT							
876.003	OPEB FUNDING- RETIREE HEALTH						
	Moved to 249-371-718.003						
935.000	MOTORPOOL-MISC REPAIR						
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director					5,000	5,000
943.000	MOTORPOOL INTERNAL						
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.					5,126	14,966
955.001	INSURANCE & BOND FLEET						
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.					2,241	2,241
958.000	MEMBERSHIP AND DUES						
	Mandatory memberships and dues to professional organizations for continuing education credits required to maintain state certification for inspection staff.					3,000	3,000
975.135	CAP OUTLAY - FURNITURE & FIXTURES						
	No new furniture or fixtures anticipated for 2024.						
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.					5,000	5,000
	DEPT '371' TOTAL					989,073	991,899
ESTIMATED REVENUES - FUND 249		1,000,952	994,625	1,038,315	686,110	989,073	991,899
APPROPRIATIONS - FUND 249		851,089	994,625	1,038,315	752,914	989,073	991,899
NET OF REVENUES/APPROPRIATIONS - FUND 249		149,863			(66,804)		

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
250-000-403.250 *	CURRENT TAX REVENUE - LDFA	74,323	71,083	71,083	71,083	74,538	74,313
250-000-665.000 *	INTEREST EARNED	306			829	275	275
	TOTAL ESTIMATED REVENUES	74,629	71,083	71,083	71,912	74,813	74,588
NET OF REVENUES/APPROPRIATIONS - 000 -		74,629	71,083	71,083	71,912	74,813	74,588
* NOTES TO BUDGET: DEPARTMENT 000							
403.250	CURRENT TAX REVENUE - LDFA					74,538	74,313
	The 2024 revenues are based on the 2023 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 2024 Bond principal of \$205,000, interest of \$28,740 and admin cost \$550 totaling \$234,290. The LDFA will only collect \$74,313. The difference of \$159,977 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. Property sold to UNDER GROUND PRINTING in February 2022.						
665.000	INTEREST EARNED					275	275
	Interest earned on bank account. Provided by Accounting Director						
	DEPT '000' TOTAL					74,813	74,588

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 906 - DEBT SERVICES							
APPROPRIATIONS							
250-906-995.398 *	TRANSFER TO: GEN OBLIG 2013 BOND	74,322	71,083	71,083	71,083	74,538	74,313
TOTAL APPROPRIATIONS		74,322	71,083	71,083	71,083	74,538	74,313
NET OF REVENUES/APPROPRIATIONS - 906 - DEBT SERVICES		(74,322)	(71,083)	(71,083)	(71,083)	(74,538)	(74,313)
* NOTES TO BUDGET: DEPARTMENT 906 DEBT SERVICES							
995.398	TRANSFER TO: GEN OBLIG 2013 BOND					74,538	74,313
	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.						
	DEPT '906' TOTAL					74,538	74,313
ESTIMATED REVENUES - FUND 250		74,629	71,083	71,083	71,912	74,813	74,588
APPROPRIATIONS - FUND 250		74,322	71,083	71,083	71,083	74,538	74,313
NET OF REVENUES/APPROPRIATIONS - FUND 250		307			829	275	275

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
252-000-547.000 *	ST of MI EGLE GRANT		19,372	19,372	19,372		
252-000-644.003 *	FORD LAKE HYDRO STATION	435,469	440,000	440,000	410,140	440,000	440,000
252-000-644.005	RENEWABLE ENERGY CREDITS				13,933		
252-000-665.000 *	INTEREST EARNED	13,433	650	650	36,382	1,960	1,960
252-000-676.012 *	INSURANCE REIMBURSEMENTS	562			219		
252-000-683.000 *	OTHER INCOME-MISCELLANEOUS					1,091,553	
252-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	164,261	81,000	81,000		81,000	81,000
252-000-699.999 *	APPROPRIATED PRIOR YEAR BAL		530,308	530,308		709,635	661,851
TOTAL ESTIMATED REVENUES		613,725	1,071,330	1,071,330	480,046	2,324,148	1,184,811
NET OF REVENUES/APPROPRIATIONS - 000 -		613,725	1,071,330	1,071,330	480,046	2,324,148	1,184,811
* NOTES TO BUDGET: DEPARTMENT 000							
547.000	ST of MI EGLE GRANT						
	No new state grants have been acquired yet.						
644.003	FORD LAKE HYDRO STATION						
	Revenues from selling electricity from the Hydro Station to DTE Energy.					440,000	440,000
665.000	INTEREST EARNED						
	Interest earned on funds deposited in the bank.					1,960	1,960
676.012	INSURANCE REIMBURSEMENTS						
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						
683.000	OTHER INCOME-MISCELLANEOUS						
						1,091,553	
699.101	TRANSFER IN: FROM GENERAL FUND						
						81,000	81,000
	This is the annual released funds from DTE of \$81,000 held in escrow and will be transferred from the General Fund to the Hydro Station for capital outlay and licensing.						
699.999	APPROPRIATED PRIOR YEAR BAL						
						709,635	661,851
	This reflects the funds needed from the fund to help balance the budget. The fund blance is short to cover requested funds for 2024. The reason for the shortfall is due to the budgeting of two capital projects totaling \$2,400,000 if financing or grants are not available the projects will not be started.						
	DEPT '000' TOTAL					2,324,148	1,184,811

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GL NUMBER	DESCRIPTION	2022	2023	2023	2023	2024	2024	
		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET	
Dept 535 - HYDRO STATION: FORD LAKE PARK								
APPROPRIATIONS								
252-535-705.000 *	SALARY - SUPERVISION	45,842	46,623	46,623	38,705	46,737	48,140	
252-535-706.000 *	SALARY - PERMANENT WAGES	41,618	52,000	41,000	18,896	42,848	56,000	
252-535-707.000 *	SALARY - TEMPORARY/SEASONAL	12,844	16,480	26,480	19,460	34,707	34,707	
252-535-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	3,869						
252-535-708.010 *	HEALTH INS BUYOUT		3,000	3,000	546			
252-535-709.000 *	REG OVERTIME			1,000	214			
252-535-715.000 *	F.I.C.A./MEDICARE	7,761	8,145	8,145	5,882	9,509	10,622	
252-535-718.000 *	MERS RETIREMENT	21,957	22,110	22,110	16,363	23,536	24,256	
252-535-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,150	1,300	1,300	200	1,300	1,300	
252-535-718.002 *	DEFERRED COMPENSATION	105	215	215				
252-535-718.003 *	OPEB - RETIREMENT HEALTH	10,636	4,620	4,620	4,620	5,040	5,040	
252-535-719.000 *	HEALTH INSURANCE	30,945	15,387	15,387	14,508	29,051	39,882	
252-535-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(2,355)	(1,080)	(1,080)		(1,680)	(2,160)	
252-535-719.015 *	DENTAL BENEFITS	1,624	1,609	1,609	839	1,364	2,184	
252-535-719.016 *	VISION BENEFITS	315	399	399	165	262	426	
252-535-719.020 *	HEALTH CARE DEDUCTION	3,390	3,600	3,600	1,125	6,524	9,464	
252-535-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	124	58	58	44	154	154	
252-535-719.022 *	DISABILITY INSURANCE	368	465	465	160	475	475	
252-535-719.023 *	LIFE INSURANCE	287	363	363	125	371	371	
252-535-719.030 *	WORKERS COMPENSATION	1,655	2,864	2,864	1,161	2,876	2,876	
252-535-727.000 *	OFFICE SUPPLIES	267	350	350	165	350	350	
252-535-730.000 *	POSTAGE	100	100	100	88	100	100	
252-535-740.000 *	OPERATING SUPPLIES	144	300	300	38	300	300	
252-535-741.000 *	UNIFORMS - BOOTS & LAUNDRY	1,232	1,150	1,150	909	1,150	1,150	
252-535-760.000 *	PPE & FIRST AID SUPPLIES	219	650	850	652	850	850	
252-535-776.000 *	MAINTENANCE SUPPLIES	8,393	9,000	9,000	6,857	9,000	9,000	
252-535-801.000 *	PROFESSIONAL SERVICES	181,624	151,000	151,000	81,014	151,000	151,000	
252-535-818.013 *	CONTRACTUAL SERVICES/HYDRO ST	8,993	10,430	10,430	3,038	9,500	9,500	
252-535-850.000 *	TELEPHONE	1,824	1,800	2,300	2,226	2,400	2,400	
252-535-867.000 *	GAS & OIL	3,551	4,000	4,000	2,080	70,500	70,500	
252-535-920.017 *	UTILITIES - HYDRO	1,800	1,800	1,800	550	1,600	1,600	
252-535-930.000 *	REPAIRS MAINTENANCE-MACHINERY	13,040	32,500	32,000	20,704	36,000	36,000	
252-535-930.001 *	REPAIRS/MAINT HYDRO INFRASTRU	97,415	40,000	40,000	29,529	20,000	20,000	
252-535-935.000 *	MOTORPOOL-MISC REPAIR	1,999	2,500	2,500	1,228	2,500	2,500	
252-535-943.000 *	MOTORPOOL INTERNAL	6,154	6,154	6,154	5,128	6,335	6,335	
252-535-955.003 *	INSURANCE AND BONDS	2,507	2,638	2,638	2,126	2,689	2,689	
252-535-956.000 *	MISCELLANEOUS	3,500	3,500	3,500	3,500	3,500	3,500	
252-535-956.019 *	HYDRO-FISH STUDY-ESCROW EXPEN		8,500	12,800	6,940	8,500	8,500	
252-535-956.025 *	LICENSES AND FEES/FERC	2,795	2,800	2,800	2,107	2,800	2,800	
252-535-959.000 *	CITY SHARE/HYDRO STATION	45,002	44,000	44,000	39,559	44,000	44,000	
252-535-971.001 *	CAPITAL OUTLAY - OTHER	39,995	500,000	500,000		1,720,000	550,000	
252-535-971.200 *	CAPITAL OUTLAY - GRANT PROJECT		20,000	20,000	19,951	28,000	28,000	
252-535-977.000 *	EQUIPMENT	53,098	50,000	45,500				
TOTAL APPROPRIATIONS		655,787	1,071,330	1,071,330	351,402	2,324,148	1,184,811	
NET OF REVENUES/APPROPRIATIONS - 535 - HYDRO STATION		(655,787)	(1,071,330)	(1,071,330)	(351,402)	(2,324,148)	(1,184,811)	
* NOTES TO BUDGET: DEPARTMENT 535 HYDRO STATION: FORD LAKE PARK								

705.000	SALARY - SUPERVISION					46,737	48,140
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DRAFT 11/21/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 535 - HYDRO STATION: FORD LAKE PARK							
	60% of the salary for Operations Manager, the other 40% is budgeted in 101-270-706.015 - Human Resources for safety compliance. A 3 % increase was added for all employees for 2024, plus longevity.						
706.000	SALARY - PERMANENT WAGES					42,848	56,000
	Wages for one full-time operator this position has been increased to \$56K for 2024. The position is currently vacant at 10-31-23 and the increase was needed to be competitive in the market.						
707.000	SALARY - TEMPORARY/SEASONAL					34,707	34,707
	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 available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
708.010	HEALTH INS BUYOUT						
	Health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME						
	Overtime costs for the department.						
715.000	F.I.C.A./MEDICARE					9,509	10,622
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					23,536	24,256
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					1,300	1,300
	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						
	No longer using deferred compenstion - using FICA/Medicare only.						
718.003	OPEB - RETIREMENT HEALTH					5,040	5,040

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 535 - HYDRO STATION: FORD LAKE PARK							
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.						
719.000	HEALTH INSURANCE					29,051	39,882
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(1,680)	(2,160)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS					1,364	2,184
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					262	426
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					6,524	9,464
	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					154	154
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE					475	475
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					371	371
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					2,876	2,876
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 535 - HYDRO STATION: FORD LAKE PARK							
	Cost of supplies and material used in completing reports by the department. No change for 2024.					350	350
730.000	POSTAGE						
	Cost to mail business related material. No change for 2024.					100	100
740.000	OPERATING SUPPLIES						
	Accounts for the miscellaneous cost related to operating the Hydro Station. No change for 2024.					300	300
741.000	UNIFORMS - BOOTS & LAUNDRY						
	Cost for uniforms and boots for hydro staff, no change in 2024.					1,150	1,150
760.000	PPE & FIRST AID SUPPLIES						
	Covers all PPE, first aid supplies, and other supplies required by OSHA. Increased for 2024.					850	850
776.000	MAINTENANCE SUPPLIES						
	Cost associated with maintaining Hydro Station including housekeeping, general maintenance supplies and hand tools. No change for 2024.					9,000	9,000
801.000	PROFESSIONAL SERVICES						
	Cost of an independent engineering firm to perform technical engineering support related to dam safety and compliance for Ford Lake Dam. The Township does not have a professional engineer with dam experience on staff. No increase is proposed for 2024.					151,000	151,000
818.013	CONTRACTUAL SERVICES/HYDRO ST						
	Associated cost for services routinely used by the department for operations or maintenance activities. Data hosting, software licensee/support and port-a-john rental costs associated to this line item. Decrease in 2024.					9,500	9,500
850.000	TELEPHONE						
	Communication lines for Hydro Station and cell service for water quality stations deployed as part of operation plan for the department. Increase for 2024					2,400	2,400
867.000	GAS & OIL						
	Cost of fuel and oils used by the department for equipment and vehicles. An increase in the dollar amount is proposed for 2024 for a large oil change in the sluice gates system, need 21 barrels at \$3,000 each, totaling \$63,000. For trucks gas and oil, \$7,500 is budgeted.					70,500	70,500

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 535 - HYDRO STATION: FORD LAKE PARK							
920.017	UTILITIES - HYDRO						
	Heating costs for the powerhouse in winter months and the usage by the natural gas standby generator. Decrease for 2024.					1,600	1,600
930.000	REPAIRS MAINTENANCE-MACHINERY						
	Cost of repairs and maintenance of equipment by staff and contractors. During the concrete repairs, the generating equipment will get maintenance done. An increase in the dollar amount is proposed.					36,000	36,000
930.001	REPAIRS/MAINT HYDRO INFRASTRU						
	Costs to maintain Hydro Station structure- powerhouse and dam. Activities include small projects and general repairs. A decrease in the dollar amount is proposed.					20,000	20,000
935.000	MOTORPOOL-MISC REPAIR						
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director					2,500	2,500
943.000	MOTORPOOL INTERNAL						
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.					6,335	6,335
955.003	INSURANCE AND BONDS						
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.					2,689	2,689
956.000	MISCELLANEOUS						
	Bank fees associated with DTE Escrow Fund and other small expenses. No change in the dollar amount is proposed.					3,500	3,500
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.					8,500	8,500
956.025	LICENSES AND FEES/FERC						
	Annual fee assessed by the Federal Energy Regulatory Commission. Cost varies each year.					2,800	2,800
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.					44,000	44,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 535 - HYDRO STATION: FORD LAKE PARK							
971.001	CAPITAL OUTLAY - OTHER					1,720,000	550,000
	Sluice Gate Stress Analysis - Detailed inspection of the cast iron spillway gates at the Hydro Station. Repair spalling concrete at the top of the arch dam to the abutment piers. This Project is estimated at a total of \$2.4 M and will use the \$550,000 budgeted in this line, and lost revenue from ARPA Funds of \$680,000 budgeted in line 101-902-981.110. Looking for a difference of \$1,170,000 in grants. This project will be done in phases and be completed as financing becomes available.						
971.200	CAPITAL OUTLAY - GRANT PROJECT					28,000	28,000
977.000	EQUIPMENT						
	New water quality equipment to monitor dissolved oxygen upstream and down stream of Ford Lake. This monitoring is required by the WQ 401 Cert for the Hydro Staion. This will be linked to a EGLE Grant, if not awarded by EGLE this will be pushed out to 2025 unless regulatory requirements detect it happen in 2024.						
	DEPT '535' TOTAL					2,324,148	1,184,811
ESTIMATED REVENUES - FUND 252		613,725	1,071,330	1,071,330	480,046	2,324,148	1,184,811
APPROPRIATIONS - FUND 252		655,787	1,071,330	1,071,330	351,402	2,324,148	1,184,811
NET OF REVENUES/APPROPRIATIONS - FUND 252		(42,062)			128,644		

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
THIS IS NOT A FINAL BUDGET COPY

DRAFT 11/21/2023

		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
266-000-403.000 *	CURRENT PROPERTY TAXES	8,388,534	8,713,610	8,713,610	8,775,238	9,274,216	9,274,216
266-000-404.001 *	ESA REIMBURSEMENT OP	26,573	26,530	26,530	43,548	30,000	30,000
266-000-412.000 *	DELINQUENT PERS PROPERTY TAX	26,045	15,000	15,000		15,000	15,000
266-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	11,454			927		
266-000-432.000 *	IN LIEU OF TAXES - CLARK TOWERS	11,716	11,700	11,700	12,054	11,700	11,700
266-000-574.001 *	STATE REVENUE-LIQUOR ENFORCMN	22,828	15,000	15,000	20,848	15,000	15,000
266-000-607.000 *	CHRG --NONRECORDING PROP XFER	6,330	5,000	5,000	9,600	5,000	5,000
266-000-607.270 *	LIQUOR INSPECT - CHG FOR SERVICES	200	100	100	400	200	200
266-000-607.300 *	CHRG FOR SERV-SF RENTAL INSPECT	139,454	10,000	10,000	47,170	20,000	20,000
266-000-607.320 *	CHRG FOR SERV-MF RENTAL INSPECT	3,305	105,000	105,000	25,300	30,000	75,000
266-000-607.400 *	CHRG FOR SERV-VACANT PROP INSPECT	11,575	5,000	5,000	6,925	5,000	5,000
266-000-628.000 *	RENTAL REGISTRATION FEE	7,000	250	250	19,950	5,000	5,000
266-000-665.000 *	INTEREST EARNED	141,083	7,500	7,500	419,175	150,000	150,000
266-000-676.012 *	INSURANCE REIMBURSEMENTS	1,497			585		
266-000-683.000 *	OTHER INCOME-MISCELLANEOUS	6,200			4,500		
266-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	8,882					
266-000-699.999	APPROPRIATED PRIOR YEAR BAL			33,924			
TOTAL ESTIMATED REVENUES		8,812,676	8,914,690	8,948,614	9,386,220	9,561,116	9,606,116
NET OF REVENUES/APPROPRIATIONS - 000 -		8,812,676	8,914,690	8,948,614	9,386,220	9,561,116	9,606,116

* NOTES TO BUDGET: DEPARTMENT 000

403.000	CURRENT PROPERTY TAXES					9,274,216	9,274,216
	Law Enforcement Tax Revenue based on millage levy of 5.5570. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. Current TV used to project budget is 1,668,925,016 and prior year was 1,548,535,588 for percentage increase of 7.7% in the TV.						
404.001	ESA REIMBURSEMENT OP					30,000	30,000
	State calculated reimbursement for personal property loss due to small business exemptions.						
412.000	DELINQUENT PERS PROPERTY TAX					15,000	15,000
	Delinquent personal property revenue collected by the Treasurer.						
432.000	IN LIEU OF TAXES - CLARK TOWERS					11,700	11,700
	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						
	No longer applied to the tax rolls. Collections to be made by Department and Court System.						
451.410	TAX SP ASSESS - VACANT PROP INSPECT						
	No longer applied to the tax rolls. Collections to be made by Department and Court System.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
574.001	STATE REVENUE-LIQUOR ENFORCMN					15,000	15,000
	Fees collected from bars and restaurants for annual liquor license renewal.						
607.000	CHRG --NONRECORDING PROP XFER					5,000	5,000
	Fee revenue from new businesses that register in compliance with the Business Registration ordinance.						
607.270	LIQUOR INSPECT - CHG FOR SERVICES					200	200
	Fees collected from bars and restaurants for annual liquor license renewal.						
607.300	CHRG FOR SERV-SF RENTAL INSPECT					20,000	20,000
	Fees paid by property owners for inspection of single family rental dwellings. Single family rentals were completed in 2022. Certifications good for 2 years						
607.320	CHRG FOR SERV-MF RENTAL INSPECT					30,000	75,000
	Fees paid by property owners for inspection of multifamily rental dwellings and buildings. Goal is to complete multifamily inspections in 2024.						
607.400	CHRG FOR SERV-VACANT PROP INSPECT					5,000	5,000
	Fee revenue from vacant building inspection services. Projected revenue to decrease due to more vacant buildings registered with current payments.						
628.000	RENTAL REGISTRATION FEE					5,000	5,000
	Fees paid by property owners to register rental dwelling units.						
665.000	INTEREST EARNED					150,000	150,000
	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.						
699.101	TRANSFER IN: FROM GENERAL FUND						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
	Not budgeted for 2024.						
	DEPT '000' TOTAL					9,561,116	9,606,116

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
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DRAFT 11/21/2023

GL NUMBER	DESCRIPTION	2022	2023	2023	2023	2024	2024	
		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET	
Dept 301 - SHERIFF SERVICES								
APPROPRIATIONS								
266-301-705.000 *	SALARY - SUPERVISION	10,646			279	90,000	90,000	
266-301-706.000 *	SALARY - PERMANENT WAGES	25,450	42,600	42,600	34,473	41,970	41,970	
266-301-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	371						
266-301-709.000	REG OVERTIME				61			
266-301-715.000 *	F.I.C.A./MEDICARE	3,005	4,422	4,422	3,482	10,479	10,479	
266-301-718.000 *	MERS RETIREMENT	2,886	2,335	2,335	2,535	7,506	7,506	
266-301-718.001 *	RETIREMENT HEALTH CARE SAVINGS		1,300	1,300	1,450	2,600	2,600	
266-301-718.003 *	OPEB - RETIREMENT HEALTH	4,432						
266-301-719.000 *	HEALTH INSURANCE	9,670	8,793	8,793	12,925	56,026	44,868	
266-301-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(231)	(600)	(600)		(3,400)	(3,400)	
266-301-719.015 *	DENTAL BENEFITS	438	364	364	515	2,415	2,124	
266-301-719.016 *	VISION BENEFITS	111	95	95	89	454	454	
266-301-719.020 *	HEALTH CARE DEDUCTION	441	2,975	2,975	106	11,830	11,830	
266-301-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	144	84	84	125	192	192	
266-301-719.022 *	DISABILITY INSURANCE	309	291	291	266	593	593	
266-301-719.023 *	LIFE INSURANCE	241	227	227	208	463	463	
266-301-719.030 *	WORKERS COMPENSATION	1,226	2,321	2,321	908	2,113	2,113	
266-301-727.000 *	OFFICE SUPPLIES		500	500		5,000	5,000	
266-301-740.000 *	OPERATING SUPPLIES	1,863	5,000	5,000		5,000	5,000	
266-301-800.001 *	ADMINSTRATION FEES	61,929	15,485	15,485	12,905	11,707	11,707	
266-301-818.000 *	CONTRACTUAL SERVICES		50,000	50,000		50,000		
266-301-830.004 *	COMMUNITY WORK PROGRAM	70,000	80,000	80,000	16,800	80,000	80,000	
266-301-831.000 *	SHERIFF PATROL CONTRACT	5,792,711	5,966,485	5,966,485	4,474,865	6,205,150	6,205,150	
266-301-831.001 *	SHERIFF PATROL - OVERTIME	221,796	250,000	250,000	130,666	250,000	250,000	
266-301-831.007 *	LIQUOR INSPECTION EXPENDITURE		2,000	2,000		2,000	2,000	
266-301-831.008 *	SHERIFF PATROL-SCHL COLLB CTR	30,417	75,000	75,000	32,750	75,000	75,000	
266-301-831.010 *	PUBLIC NUISANCE ABATEMENT	5,000	5,000	5,000		5,000	5,000	
266-301-831.012 *	ANIMAL CONTROL ENFORCEMENT CONTRI	45,000	45,000	45,000		45,000	45,000	
266-301-831.013 *	POLICE SECURITY - 14B DISTRICT CO		200,000	200,000		200,000	200,000	
266-301-900.000 *	PUBLISHING	4,531						
266-301-920.015 *	UTILITIES/ 1405 HOLMES RD	10,293	20,000	20,000	5,807	20,000	20,000	
266-301-920.016 *	UTILITIES/2057 TYLER POLICE	2,295	5,000	5,000	1,779	5,000	5,000	
266-301-920.019 *	UTILITIES 1501 S HURON STATIO	28,559	30,000	30,000	23,810	30,000	30,000	
266-301-931.011 *	BLDG MAINT/1405 HOLMES	15,545	34,000	34,000	13,408	34,000	34,000	
266-301-931.012 *	BLDG MAINT/2057 TYLER RD	1,979	30,000	30,000	4,421	30,000	30,000	
266-301-931.015 *	BLDG MAINT - 1501 S HURON STA	39,134	40,000	40,000	25,095	40,000	40,000	
266-301-933.000 *	EQUIPMENT MAINTENANCE	3,122	5,000	5,000	145	5,000	5,000	
266-301-933.020 *	PUBLIC CAMERA MAINTENANCE	18,233	35,000	35,000	6,284	35,000	35,000	
266-301-942.000 *	VEHICLE CHARGE	49	2,000	2,000		2,000	2,000	
266-301-955.001 *	INSURANCE & BOND FLEET	6,684	7,033	7,033	5,679	3,586	3,586	
266-301-958.000 *	MEMBERSHIP AND DUES	1,000	1,500	1,500	750	1,500	1,500	
266-301-977.000 *	EQUIPMENT	288	100,000	100,000		100,000	100,000	
266-301-995.100 *	TRANS TO GENERAL FOR LEC BLDG	131,864						
TOTAL APPROPRIATIONS		6,551,431	7,069,210	7,069,210	4,812,586	7,463,184	7,401,735	
NET OF REVENUES/APPROPRIATIONS - 301 - SHERIFF SERVI		(6,551,431)	(7,069,210)	(7,069,210)	(4,812,586)	(7,463,184)	(7,401,735)	
* NOTES TO BUDGET: DEPARTMENT 301 SHERIFF SERVICES								

705.000	SALARY - SUPERVISION					90,000	90,000
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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 301 - SHERIFF SERVICES							
	This is budgeted to reinstate a Director to over see the police services. The job description will be brought back to the Board for Approval.						
706.000	SALARY - PERMANENT WAGES					41,970	41,970
	Wages for one (1) full-time custodian. 3% increase is budgeted for 2024, plus longevity.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
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 2024.						
715.000	F.I.C.A./MEDICARE					10,479	10,479
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					7,506	7,506
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					2,600	2,600
	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						
	No employees with OPEB eligibility.						
719.000	HEALTH INSURANCE					56,026	44,868
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(3,400)	(3,400)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 301 - SHERIFF SERVICES							
	There was a 4.6% increase in dental premium for 2024. Provided by HR					2,415	2,124
719.016	VISION BENEFITS						
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					454	454
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.					11,830	11,830
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.					192	192
719.022	DISABILITY INSURANCE						
	An estimated increase of 2% for 2024. Numbers provided by HR					593	593
719.023	LIFE INSURANCE						
	An estimated increase of 2% for 2024. Numbers provided by HR					463	463
719.030	WORKERS COMPENSATION						
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director.					2,113	2,113
727.000	OFFICE SUPPLIES						
	Expenses for office supplies for the Police Services Administrator/OCS Director position.					5,000	5,000
740.000	OPERATING SUPPLIES						
	Operating supplies for police services and maps.					5,000	5,000
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. This year there is a split in Law Enforcement Fund between employees working under Law Enforcement Department and the Ordinance Department. Provided by the Account Director.					11,707	11,707
818.000	CONTRACTUAL SERVICES						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 301 - SHERIFF SERVICES							
						50,000	
	Budgeted \$50,000 to contract a person to administrate the Sheriff's contract in 2023. This position was not filled, no budget for 2024.						
830.004	COMMUNITY WORK PROGRAM					80,000	80,000
	Expenses for roadside trash pickup and mowing through the county work program or alternate contract services.						
831.000	SHERIFF PATROL CONTRACT					6,205,150	6,205,150
	This line is used to fund the police services contract with Washtenaw County Sheriff's for 35 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. Budgeted service cost per unit expected to increase 4% to \$177,290 per unit for 2024 contract. 2026 costs of PSU will be \$192,680, an increase of 15.5% from 2022. Since 2019 the budget was calculated at 38 PSU's and the Sheriff's department was unable to provide that number of deputies, therefore the number of was lowered to 35 PSU's in 2022 and 2023. A cost feasibility study was authorized in 2023.						
831.001	SHERIFF PATROL - OVERTIME					250,000	250,000
	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 currently oversee the Sheriff services contract. We are recommending to contract with an individual to oversee the administration of the contract. This will be budgeted in 266-301-818.000.						
831.007	LIQUOR INSPECTION EXPENDITURE					2,000	2,000
	Wages paid to youth/student decoys for underage liquor sales enforcement.						
831.008	SHERIFF PATROL-SCHL COLLB CTR					75,000	75,000
	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					5,000	5,000
	Funds allocated for special investigations conducted by the sheriff's office Community Action Team.						
831.012	ANIMAL CONTROL ENFORCEMENT CONTRIB					45,000	45,000
	Funds allocated to Washtenaw County to support the county's animal control contract with the Humane Society of Huron Valley.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 301 - SHERIFF SERVICES							
831.013	POLICE SECURITY - 14B DISTRICT COURT					200,000	200,000
	This account funds police security staffing and screening equipment 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.						
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						
	Budget for Community Engagement and Neighborhood Watch moved to department #303.						
920.015	UTILITIES/ 1405 HOLMES RD					20,000	20,000
	Expenses for utility services at the Holmes Rd police substation. The substation is used by the Washtenaw County Sheriff's Office, as meeting space for neighborhood watch and new site for the Community Engagement Department. Increase the budget for 2023 by 50%.						
920.016	UTILITIES/2057 TYLER POLICE					5,000	5,000
	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 and community for meetings, youth recreation programs, community garden, etc. Increased budget due to central air being installed.						
920.019	UTILITIES 1501 S HURON STATIO					30,000	30,000
	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					34,000	34,000
	Expenses for maintenance of the new Holmes Rd Community Network Center, previously police substation. Same budget for 2024.						
931.012	BLDG MAINT/2057 TYLER RD					30,000	30,000
	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 and community for meetings, youth recreation programs, a tool lending library, community garden, etc.						
931.015	BLDG MAINT - 1501 S HURON STA					40,000	40,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 301 - SHERIFF SERVICES							
	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.						
933.000	EQUIPMENT MAINTENANCE					5,000	5,000
	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					35,000	35,000
	Operating expenses to maintain neighborhood cameras that are installed at select locations as a police investigative resource not included in a neighborhood special assessment district.						
942.000	VEHICLE CHARGE					2,000	2,000
	Expense for use of Township vehicle.						
955.001	INSURANCE & BOND FLEET					3,586	3,586
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES					1,500	1,500
	Expense for a subscription membership to an online research service for investigative use.						
977.000	EQUIPMENT					100,000	100,000
	Funds allocated to purchase or replace Township owned equipment for police services, such as digital cameras and radar units, as well as Township neighborhood cameras.						
995.100	TRANS TO GENERAL FOR LEC BLDG						
	The final installment for the total LEC Huron Street renovation project of \$909,325 was completed in 2022.						
	DEPT '301' TOTAL					7,463,184	7,401,735

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 303 - COMMUNITY ENGAGEMENT							
APPROPRIATIONS							
266-303-706.000 *	SALARY - PERMANENT WAGES		101,200	101,200	74,939	103,636	114,500
266-303-715.000 *	F.I.C.A./MEDICARE		7,742	7,742	5,634	7,929	8,760
266-303-718.000 *	MERS RETIREMENT		5,546	5,546	4,160	5,680	6,275
266-303-718.001 *	RETIREMENT HEALTH CARE SAVINGS		2,600	2,600	2,181	2,600	2,600
266-303-719.000 *	HEALTH INSURANCE		47,480	47,480	18,049	35,276	28,250
266-303-719.003 *	EMPLOYEE PAID HEALTH CONTRA		(3,000)	(3,000)		(2,200)	(2,200)
266-303-719.015 *	DENTAL BENEFITS		2,030	2,030	665	1,296	1,140
266-303-719.016 *	VISION BENEFITS		424	424	190	289	289
266-303-719.020 *	HEALTH CARE DEDUCTION		11,830	11,830	5,576	8,890	8,890
266-303-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE		168	168	139	192	192
266-303-719.022 *	DISABILITY INSURANCE		581	581	291	593	593
266-303-719.023 *	LIFE INSURANCE		454	454	227	463	463
266-303-719.030 *	WORKERS COMPENSATION		132	132	58	379	379
266-303-727.000 *	OFFICE SUPPLIES		3,000	3,000	237	3,000	3,000
266-303-730.000 *	POSTAGE		30,000	30,000		30,000	30,000
266-303-740.000 *	OPERATING SUPPLIES		30,000	30,000	1,122	30,000	30,000
266-303-760.000 *	PPE & FIRST AID SUPPLIES		2,000	2,000		2,000	2,000
266-303-860.000 *	TRAVEL		3,500	2,500		2,500	2,500
266-303-867.000 *	GAS & OIL			1,000		1,000	1,000
266-303-880.000 *	COMMUNITY PROMOTION		40,000	40,000		40,000	40,000
266-303-900.000 *	PUBLISHING		40,000	40,000	1,947	40,000	40,000
266-303-956.000 *	MISCELLANEOUS		500	500		500	500
266-303-958.000 *	MEMBERSHIP AND DUES		300	300	192	300	300
266-303-975.135 *	CAP OUTLAY - FURNITURE & FIXTURES		150,000	150,000	17,948	150,000	20,000
266-303-977.000 *	EQUIPMENT		50,000	50,000	3,073		
TOTAL APPROPRIATIONS			526,487	526,487	136,628	464,323	339,431
NET OF REVENUES/APPROPRIATIONS - 303 - COMMUNITY ENG			(526,487)	(526,487)	(136,628)	(464,323)	(339,431)

* NOTES TO BUDGET: DEPARTMENT 303 COMMUNITY ENGAGEMENT

706.000	SALARY - PERMANENT WAGES	103,636	114,500
The pilot position of the full time Community Resource Coordinator expired September of 2023 and the position was brought to the Board for approval. There is also one full-time Community Resource Specialist who will help administer neighborhood watch programs and special events. This department reports directly to the Township Supervisor. 3% increase plus longevity is budgeted for 2024.			
715.000	F.I.C.A./MEDICARE	7,929	8,760
Figures provided by the Accounting Director.			
718.000	MERS RETIREMENT	5,680	6,275
Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%			
718.001	RETIREMENT HEALTH CARE SAVINGS	2,600	2,600
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.			

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 303 - COMMUNITY ENGAGEMENT							
719.000	HEALTH INSURANCE					35,276	28,250
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(2,200)	(2,200)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS					1,296	1,140
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					289	289
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					8,890	8,890
	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					192	192
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE					593	593
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					463	463
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					379	379
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					3,000	3,000
	Office supplies needed to set up new offices at Holmes Road Community Network Center.						
730.000	POSTAGE						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 303 - COMMUNITY ENGAGEMENT							
	Postage for mailing notices and information to the community for neighborhood watch mailings and community engagement.					30,000	30,000
740.000	OPERATING SUPPLIES						
	Operating supplies for new community engagement efforts including neighborhood watch street signs, first responder maps, posters, etc for new community engagement efforts.					30,000	30,000
760.000	PPE & FIRST AID SUPPLIES						
	Expenses for personal protective equipment and first aid supplies for the department.					2,000	2,000
860.000	TRAVEL						
	Reimbursement for business use of personal vehicles.					2,500	2,500
867.000	GAS & OIL						
						1,000	1,000
880.000	COMMUNITY PROMOTION						
	This is for the use of any promotional, training and educational materials or for special events to be used for the enrichment of the whole community.					40,000	40,000
900.000	PUBLISHING						
	This is used for any brochures, flyers, leaflets, notices, and postage used to help support the community.					40,000	40,000
956.000	MISCELLANEOUS						
	Miscellaneous needs for department.					500	500
958.000	MEMBERSHIP AND DUES						
	Used for any membership dues required of the community engagment department.					300	300
975.135	CAP OUTLAY - FURNITURE & FIXTURES						
	Furniture and renovations for the new Holmes Road Community Network Center.					150,000	20,000
977.000	EQUIPMENT						
	Holmes Road will be set up in 2023, no budget for 2024.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 303 - COMMUNITY ENGAGEMENT							
DEPT '303' TOTAL						464,323	339,431

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 304 - ORDINANCE							
APPROPRIATIONS							
266-304-705.000 *	SALARY - SUPERVISION	157,531	161,442	161,442	127,667	173,304	212,123
266-304-706.000 *	SALARY - PERMANENT WAGES	244,028	294,239	294,239	215,760	302,464	298,351
266-304-706.012 *	WAGES-NEIGHBRD WATCH/ENFORCEM	29,262					
266-304-707.000 *	SALARY - TEMPORARY/SEASONAL	15,305	15,000	15,000	13,897	15,000	
266-304-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	556					
266-304-708.010 *	HEALTH INS BUYOUT	3,259	6,000	6,000	3,099	9,000	9,000
266-304-709.000 *	REG OVERTIME	10,856	8,000	8,000	10,241	8,000	8,000
266-304-715.000 *	F.I.C.A./MEDICARE	34,335	36,148	36,148	27,541	38,845	41,500
266-304-718.000 *	MERS RETIREMENT	24,228	24,972	24,972	19,326	26,073	27,974
266-304-718.001 *	RETIREMENT HEALTH CARE SAVINGS	8,099	9,587	9,587	6,755	9,750	10,400
266-304-718.002 *	DEFERRED COMPENSATION	196	195	195	57		
266-304-718.003 *	OPEB - RETIREMENT HEALTH	24,374	4,813	4,813	4,813		
266-304-719.000 *	HEALTH INSURANCE	93,536	104,411	104,411	49,470	72,626	99,705
266-304-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(6,797)	(7,875)	(7,875)		(5,100)	(7,200)
266-304-719.015 *	DENTAL BENEFITS	4,924	5,632	5,632	3,834	4,084	6,757
266-304-719.016 *	VISION BENEFITS	1,081	1,219	1,219	1,022	1,074	1,495
266-304-719.020 *	HEALTH CARE DEDUCTION	8,775	27,051	27,051	10,761	18,568	26,670
266-304-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	574	536	536	386	528	576
266-304-719.022 *	DISABILITY INSURANCE	2,327	2,433	2,433	1,525	2,519	2,667
266-304-719.023 *	LIFE INSURANCE	1,742	1,900	1,900	1,122	1,967	2,083
266-304-719.030 *	WORKERS COMPENSATION	1,409	2,914	2,914	1,363	3,896	3,896
266-304-727.000 *	OFFICE SUPPLIES	497	1,000	1,000	603	1,000	1,000
266-304-730.000 *	POSTAGE	1,046	2,500	2,500	678	2,500	2,500
266-304-740.000 *	OPERATING SUPPLIES	1,311	2,640	2,640	479	2,000	2,000
266-304-741.001 *	UNIFORMS-NEW AND BADGES	2,829	5,000	5,000	2,118	4,000	4,000
266-304-760.000 *	PPE & FIRST AID SUPPLIES	397	500	500	153	400	400
266-304-800.001 *	ADMINISTRATION FEES		48,003	48,003	40,002	54,260	54,260
266-304-860.000 *	TRAVEL	12	1,500	1,500	18	1,500	1,500
266-304-867.000 *	GAS & OIL	16,240	17,000	17,000	10,512	12,000	12,000
266-304-935.000 *	MOTORPOOL-MISC REPAIR	6,101	6,000	6,000	5,475		8,000
266-304-943.000 *	MOTORPOOL INTERNAL	13,081	14,713	48,637	39,299	42,725	42,725
266-304-955.001 *	INSURANCE & BOND FLEET					3,586	3,586
266-304-958.000 *	MEMBERSHIP AND DUES	360	420	420		500	500
266-304-977.000 *	EQUIPMENT	2,054	10,000	10,000	1,199	5,000	5,000
TOTAL APPROPRIATIONS		703,528	807,893	841,817	599,175	812,069	881,468
NET OF REVENUES/APPROPRIATIONS - 304 - ORDINANCE		(703,528)	(807,893)	(841,817)	(599,175)	(812,069)	(881,468)

* NOTES TO BUDGET: DEPARTMENT 304 ORDINANCE

705.000	SALARY - SUPERVISION					173,304	212,123
This line item reflects the Community Compliance Director's salary, the OCS Executive Coordinator's salary, and one Ordinance Administrator. A 3% increase was estimated for 2024 Teamster Union contract. The non-union supervisors salaries were increased 3% to match the estimated Teamster Union contract plus longevity.							
706.000	SALARY - PERMANENT WAGES					302,464	298,351
Salary for five (5) Ordinance Enforcement Assistants, and one (1) Floater II/ Clerk III position. Salary and wages are determined by labor contracts with TPOAM and Teamster union. 3% increase plus longevity is budgeted for 2024 for estimated TPOAM. A 3% increase plus longevity was approved for 2024 estimated Teamster Union contract.							

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 304 - ORDINANCE							
706.012	WAGES-NEIGHBRD WATCH/ENFORCEM						
	Moved to separate department #303 Community Engagement. All wages and fringes related to neighborhood watch and community engagment were moved in 2023.						
707.000	SALARY - TEMPORARY/SEASONAL					15,000	
	This line was previously used for wages for temporary weekend sign ordinance support person. This position was eliminated due to budgeting for an additional ordinance officer.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
708.010	HEALTH INS BUYOUT					9,000	9,000
	This line item is used for the health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME					8,000	8,000
	Wage expenses for special code enforcement projects and focused neighborhood enforcement performed outside regular work hours.						
715.000	F.I.C.A./MEDICARE					38,845	41,500
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					26,073	27,974
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					9,750	10,400
	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						
	No longer using deferred compenstion - using FICA/Medicare completely						
718.003	OPEB - RETIREMENT HEALTH						
	No employees with OPEB eligiblity.						
719.000	HEALTH INSURANCE					72,626	99,705

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 304 - ORDINANCE							
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.					(5,100)	(7,200)
719.015	DENTAL BENEFITS						
	There was a 4.6% increase in dental premium for 2024. Provided by HR					4,084	6,757
719.016	VISION BENEFITS						
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					1,074	1,495
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.					18,568	26,670
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.					528	576
719.022	DISABILITY INSURANCE						
	An estimated increase of 2% for 2024. Numbers provided by HR					2,519	2,667
719.023	LIFE INSURANCE						
	An estimated increase of 2% for 2024. Numbers provided by HR					1,967	2,083
719.030	WORKERS COMPENSATION						
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director					3,896	3,896
727.000	OFFICE SUPPLIES						
	Expenses for office supplies such as envelopes, pens, portable printer ink, etc. No change for 2024.					1,000	1,000
730.000	POSTAGE						
	Postage expenses for Ordinance Dept. operations.					2,500	2,500

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 304 - ORDINANCE							
740.000	OPERATING SUPPLIES					2,000	2,000
	Operating supplies for the Ordinance Dept such as batteries, digital media, software, inspection tools and supplies.						
741.001	UNIFORMS-NEW AND BADGES					4,000	4,000
	Expenses for new and replacement uniform boots and clothing for Ordinance Officers.						
760.000	PPE & FIRST AID SUPPLIES					400	400
	Expenses for personal protective equipment and first aid supplies for the department and vehicles.						
800.001	ADMINSTRATION FEES					54,260	54,260
	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. This year there is a split in Law Enforcement Fund between employees working under Law Enforcement Department and the Ordinance Department. Provided by the Account Director.						
860.000	TRAVEL					1,500	1,500
	Reimbursement for business use of personal vehicle.						
867.000	GAS & OIL					12,000	12,000
	Fuel and oil expenses for vehicles assigned to the Ordinance Dept. Decrease due to the lower cost of fuel and oil.						
935.000	MOTORPOOL-MISC REPAIR						8,000
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL					42,725	42,725
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						
955.001	INSURANCE & BOND FLEET					3,586	3,586
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES					500	500
	This is for Michigan Association of Code Enforcement Officers membership (7 @ \$60)						
977.000	EQUIPMENT						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 304 - ORDINANCE							
Expenses for new and replacement equipment for field inspectors (computers, printers, inspection tools).						5,000	5,000
DEPT '304' TOTAL						812,069	881,468
ESTIMATED REVENUES - FUND 266		8,812,676	8,914,690	8,948,614	9,386,220	9,561,116	9,606,116
APPROPRIATIONS - FUND 266		7,254,959	8,403,590	8,437,514	5,548,389	8,739,576	8,622,634
NET OF REVENUES/APPROPRIATIONS - FUND 266		1,557,717	511,100	511,100	3,837,831	821,540	983,482

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		2024 REVISED DRAFT BUDGET REQUEST LESS 2021 ACTIVITY THIS IS NOT A FINAL BUDGET COPY					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
282-000-528.000	OTHER FEDERAL GRANTS	237,634		9,201,392			
282-000-665.000	INTEREST EARNED	134,518		130,601	323,268		
282-000-686.000	DESIGNATED LOSS REVENUE - ARPA				9,201,391		
282-000-699.999 *	APPROPRIATED PRIOR YEAR BAL		600,000	134,713		565,314	
TOTAL ESTIMATED REVENUES		372,152	600,000	9,466,706	9,524,659	565,314	
NET OF REVENUES/APPROPRIATIONS - 000 -		372,152	600,000	9,466,706	9,524,659	565,314	
* NOTES TO BUDGET: DEPARTMENT 000							
699.999	APPROPRIATED PRIOR YEAR BAL						
						565,314	
	All funds have been transferred to General Fund in 2023.						
	DEPT '000' TOTAL					565,314	

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		2024 REVISED DRAFT BUDGET REQUEST LESS 2021 ACTIVITY THIS IS NOT A FINAL BUDGET COPY					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 602 - PUBLIC HEALTH							
APPROPRIATIONS							
282-602-810.000 *	BARRIER BUSTERS 3 yr Agreement			450,000	150,000	300,000	
282-602-840.000 *	COVID-19 SUPPLIES	237,634	600,000	265,314	7,344	265,314	
TOTAL APPROPRIATIONS		237,634	600,000	715,314	157,344	565,314	
NET OF REVENUES/APPROPRIATIONS - 602 - PUBLIC HEALTH		(237,634)	(600,000)	(715,314)	(157,344)	(565,314)	
* NOTES TO BUDGET: DEPARTMENT 602 PUBLIC HEALTH							
810.000	BARRIER BUSTERS 3 yr Agreement					300,000	
	Moved to General Fund 101-602.						
840.000	COVID-19 SUPPLIES					265,314	
	Moved to General Fund 101-602.						
	DEPT '602' TOTAL					565,314	

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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 901 - CAPITAL OUTLAY							
APPROPRIATIONS							
282-901-981.010	*	BURNS PARK - IMPROVEMENTS		250,000	2,700		
282-901-981.020	*	CIVIC CENTER - PARKING LOT & WATE		750,000	35,112		
282-901-981.030	*	CIVIC CENTER - POND LINING		350,000	20,360		
282-901-981.040	*	COMMUNITY CENTER - BATHROOM & PIP		737,000	31,108		
282-901-981.045	*	COMMUNITY CENTER - BUSES		225,000			
282-901-981.050	*	COMMUNITY PARK - BALL FIELD LIGHT		354,000			
282-901-981.060	*	COMMUNITY RESOURCE CENTER - IMPRO		40,000			
282-901-981.070	*	FORD LAKE PARK - SHELTER		300,000	28,350		
282-901-981.080	*	FORD HERITAGE PARK - BATHROOM		500,000	3,710		
282-901-981.090	*	FORD HERITAGE PARK - IMPROVEMENTS		165,000			
282-901-981.100	*	GREEN OAKS GOLF COURSE - BATHROOM		300,000	8,794		
282-901-981.110	*	HYDRO DAM - SAFETY PROJECT		680,000			
282-901-981.120	*	LAKESIDE PARK - SHELTER		300,000	3,965		
282-901-981.130	*	ROAD IMPROVEMENT & STORM WATER MG		2,800,392			
282-901-981.140	*	STREETLIGHTS - LED CONVERSION		650,000	576,838		
282-901-981.150	*	WEST WILLOW PARK - IMPROVEMENTS		350,000	7,000		
TOTAL APPROPRIATIONS				8,751,392	717,937		
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLA				(8,751,392)	(717,937)		

* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY

981.010	BURNS PARK - IMPROVEMENTS
	Moved to General Fund 101-902.
981.020	CIVIC CENTER - PARKING LOT & WATER MAIN
	Moved to General Fund 101-902.
981.030	CIVIC CENTER - POND LINING
	Moved to General Fund 101-902.
981.040	COMMUNITY CENTER - BATHROOM & PIPING
	Moved to General Fund 101-902.
981.045	COMMUNITY CENTER - BUSES
	Moved to General Fund 101-902.
981.050	COMMUNITY PARK - BALL FIELD LIGHTS
	Moved to General Fund 101-902.
981.060	COMMUNITY RESOURCE CENTER - IMPROVE
	Moved to General Fund 101-902.
981.070	FORD LAKE PARK - SHELTER
	Moved to General Fund 101-902.

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 901 - CAPITAL OUTLAY							
981.080	FORD HERITAGE PARK - BATHROOM						
	Moved to General Fund 101-902.						
981.090	FORD HERITAGE PARK - IMPROVEMENTS						
	Moved to General Fund 101-902.						
981.100	GREEN OAKS GOLF COURSE - BATHROOM						
	Moved to General Fund 101-902.						
981.110	HYDRO DAM - SAFETY PROJECT						
	Moved to General Fund 101-902.						
981.120	LAKESIDE PARK - SHELTER						
	Moved to General Fund 101-902.						
981.130	ROAD IMPROVEMENT & STORM WATER MGMT						
	Moved to General Fund 101-902.						
981.140	STREETLIGHTS - LED CONVERSION						
	This line is for LED streetlight conversion. This project will be completed in 2023.						
981.150	WEST WILLOW PARK - IMPROVEMENTS						
	Moved to General Fund 101-902.						
ESTIMATED REVENUES - FUND 282		372,152	600,000	9,466,706	9,524,659	565,314	
APPROPRIATIONS - FUND 282		237,634	600,000	9,466,706	875,281	565,314	
NET OF REVENUES/APPROPRIATIONS - FUND 282		134,518			8,649,378		

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
284-000-665.000 *	INTEREST EARNED				725		
284-000-685.000 *	OPIOID SETTLEMENT REVENUE			19,985	22,611	2,000	2,000
284-000-699.999 *	APPROPRIATED PRIOR YEAR BAL					19,984	19,984
TOTAL ESTIMATED REVENUES				19,985	23,336	21,984	21,984
NET OF REVENUES/APPROPRIATIONS - 000 -				19,985	23,336	21,984	21,984
* NOTES TO BUDGET: DEPARTMENT 000							
665.000	INTEREST EARNED						
	Interest earned on Opiod Settlement Funds.						
685.000	OPIOID SETTLEMENT REVENUE						
	This is for the funds we are to receive from the Opioid Settlement.					2,000	2,000
699.999	APPROPRIATED PRIOR YEAR BAL						
	Settlement funds from 2023 will be used to establish 2 additional Medication Disposal Boxes within the Township and to engage and connect Township Residents with Treatment and Recovery Programs in 2024.					19,984	19,984
	DEPT '000' TOTAL					21,984	21,984

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 631 - SUBSTANCE ABUSE							
APPROPRIATIONS							
284-631-962.000 *	OPIOID REMEDIATION			19,985		21,984	21,984
TOTAL APPROPRIATIONS				19,985		21,984	21,984
NET OF REVENUES/APPROPRIATIONS - 631 - SUBSTANCE ABU				(19,985)		(21,984)	(21,984)
* NOTES TO BUDGET: DEPARTMENT 631 SUBSTANCE ABUSE							
962.000	OPIOID REMEDIATION						
This is to be used for the fight and education against opioid abuse.						19,984	19,984
DEPT '631' TOTAL						19,984	19,984
ESTIMATED REVENUES - FUND 284				19,985	23,336	21,984	21,984
APPROPRIATIONS - FUND 284				19,985		21,984	21,984
NET OF REVENUES/APPROPRIATIONS - FUND 284					23,336		

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
287-000-452.000	BLIGHT/CLEANUP-TAX REIMB				150		
287-000-452.001 *	BOARD UP - VACANT RESIDENT TAX	854	800	800	205	800	800
287-000-452.002 *	NOXIOUS WEE - TAX REIMBURSE	21,711	20,000	20,000	13,512	20,000	20,000
287-000-659.000 *	BLIGHT - SERVICE CHARGE	10,997	10,000	10,000	3,803	10,000	10,000
287-000-659.001 *	BOARD UP - SERVICE CHARGE	1,006	500	500	1,597	1,000	1,000
287-000-659.002 *	WEEDS - SERVICE CHARGE	7,737	6,000	6,000	2,476	6,000	6,000
287-000-665.000 *	INTEREST EARNED	1,059	100	100	2,658		
287-000-699.999 *	APPROPRIATED PRIOR YEAR BAL		10,628	10,628		11,277	11,277
TOTAL ESTIMATED REVENUES		43,364	48,028	48,028	24,401	49,077	49,077
NET OF REVENUES/APPROPRIATIONS - 000 -		43,364	48,028	48,028	24,401	49,077	49,077
* NOTES TO BUDGET: DEPARTMENT 000							
452.001	BOARD UP - VACANT RESIDENT TAX					800	800
	Delinquent invoices for boarding up vacant buildings added to property tax bills as a special assessment.						
452.002	NOXIOUS WEE - TAX REIMBURSE					20,000	20,000
	Delinquent invoices for vegetation and noxious weed abatement added to property tax bills as a special assessment.						
659.000	BLIGHT - SERVICE CHARGE					10,000	10,000
	Fees collected from property owners for blight clean-up services performed by the Ordinance Dept.						
659.001	BOARD UP - SERVICE CHARGE					1,000	1,000
	Fees collected from property owners for board-up services to secure open vacant buildings.						
659.002	WEEDS - SERVICE CHARGE					6,000	6,000
	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					11,277	11,277
	Amount needed from Fund Balance. The cost of enforcement should be collected from the property owner and may not be collected in the same year as the charge.						
	DEPT '000' TOTAL					49,077	49,077

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 733 - NUISANCE ABATEMENT DEPARTMENT							
APPROPRIATIONS							
287-733-704.000 *	APPOINTED OFFICIALS	1,000	1,000	1,000		1,000	1,000
287-733-715.000 *	F.I.C.A./MEDICARE	76	15	15		77	77
287-733-718.000	MERS RETIREMENT	48					
287-733-718.002 *	DEFERRED COMPENSATION		13	13			
287-733-806.001 *	BLIGHT ENFORCEMENT COSTS	8,631	30,000	24,000	12,493	30,000	30,000
287-733-806.002 *	BOARD-UP ENFORCEMENT COSTS	8,810	2,000	8,000	6,150	3,000	3,000
287-733-806.003 *	NOXIOUS WEED ENFORCEMENT COST	10,783	15,000	15,000	7,155	15,000	15,000
TOTAL APPROPRIATIONS		29,348	48,028	48,028	25,798	49,077	49,077
NET OF REVENUES/APPROPRIATIONS - 733 - NUISANCE ABAT		(29,348)	(48,028)	(48,028)	(25,798)	(49,077)	(49,077)
* NOTES TO BUDGET: DEPARTMENT 733 NUISANCE ABATEMENT DEPARTMENT							
704.000	APPOINTED OFFICIALS					1,000	1,000
	Statutory payment to the appointed noxious weed commissioner for the purpose of interpreting and administering code.						
715.000	F.I.C.A./MEDICARE					77	77
	Figures provided by the Accounting Director.						
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely						
806.001	BLIGHT ENFORCEMENT COSTS					30,000	30,000
	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					3,000	3,000
	Expenses to board up and secure open, vacant buildings.						
806.003	NOXIOUS WEED ENFORCEMENT COST					15,000	15,000
	Expenses to mow grass and abate noxious weeds when property owners fail to do so as required by code. Any outstanding charges will be applied to the owners property taxes.						
DEPT '733' TOTAL						49,077	49,077
ESTIMATED REVENUES - FUND 287		43,364	48,028	48,028	24,401	49,077	49,077
APPROPRIATIONS - FUND 287		29,348	48,028	48,028	25,798	49,077	49,077
NET OF REVENUES/APPROPRIATIONS - FUND 287		14,016			(1,397)		

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Dept 000							
ESTIMATED REVENUES							
398-000-665.000	INTEREST EARNED	151			424		
398-000-699.004 *	TRANSFER IN: FROM LDFA FUND	74,322	71,083	71,083	71,083	74,538	74,313
398-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	159,468	163,067	163,067	163,067	159,752	159,977
TOTAL ESTIMATED REVENUES		233,941	234,150	234,150	234,574	234,290	234,290
NET OF REVENUES/APPROPRIATIONS - 000 -		233,941	234,150	234,150	234,574	234,290	234,290
* NOTES TO BUDGET: DEPARTMENT 000							
699.004	TRANSFER IN: FROM LDFA FUND					74,538	74,313
TThis line item reflects the amount transferred from the LDFA Fund to pay the Improvement Bonds, Series 2006 dated June 6, 2013. The original bond debt amount was \$3,200,000, and our balance will be \$1,095,000 on 12/31/24. 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					159,752	159,977
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 \$159,977.							
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.							
DEPT '000' TOTAL						234,290	234,290

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Dept 906 - DEBT SERVICES							
APPROPRIATIONS							
398-906-991.020 *	DEBT REPAYMENT- BONDS-SEAVER	195,000	200,000	200,000	200,000	205,000	205,000
398-906-993.003 *	DEBT INTEREST BONDS-SEAVER	38,340	33,600	33,600	33,600	28,740	28,740
398-906-993.008 *	BOND COST OF ISSUANCE	500	550	550	500	550	550
TOTAL APPROPRIATIONS		233,840	234,150	234,150	234,100	234,290	234,290
NET OF REVENUES/APPROPRIATIONS - 906 - DEBT SERVICES		(233,840)	(234,150)	(234,150)	(234,100)	(234,290)	(234,290)
* NOTES TO BUDGET: DEPARTMENT 906 DEBT SERVICES							
991.020	DEBT REPAYMENT- BONDS-SEAVER					205,000	205,000
	This line item reflects our annual bond principal payment of \$205,000.						
993.003	DEBT INTEREST BONDS-SEAVER					28,740	28,740
	This line item reflects the annual bond interest payment of \$28,740.						
993.008	BOND COST OF ISSUANCE					550	550
	This line item reflects the cost of issuing bond.						
	DEPT '906' TOTAL					234,290	234,290
ESTIMATED REVENUES - FUND 398		233,941	234,150	234,150	234,574	234,290	234,290
APPROPRIATIONS - FUND 398		233,840	234,150	234,150	234,100	234,290	234,290
NET OF REVENUES/APPROPRIATIONS - FUND 398		101			474		

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Dept 000							
ESTIMATED REVENUES							
584-000-642.005 *	SALES FOOD & BEVERAGE	38,309	34,000	34,000	35,499	35,000	35,000
584-000-642.007 *	SALES MERCHANDISE PRO SHOP	29,287	28,000	28,000	25,883	29,000	29,000
584-000-651.001 *	USE & ADMISSION FEE 18 HOLES	224,428	255,000	255,000	243,928	260,000	260,000
584-000-651.002 *	USE & ADMISSION FEE 9 HOLES	96,771	100,000	100,000	108,093	105,000	105,000
584-000-651.003 *	USE & ADMISSION FEE LEAGUES	37,054	35,000	35,000	41,280	38,000	38,000
584-000-651.005 *	USE& ADMISSION FEE SEASON PAS	41,427	42,000	42,000	45,156	42,000	42,000
584-000-651.007 *	EQUIPMENT RENTALS - CARTS	169,366	160,000	160,000	161,775	180,000	180,000
584-000-651.008 *	GOLF CART STORAGE RENTAL	1,050	1,050	1,050		1,050	1,050
584-000-665.000 *	INTEREST EARNED	3,372	100	100	4,517	2,000	2,000
584-000-676.012 *	INSURANCE REIMBURSEMENTS	21,925		9,500	19,453		
584-000-683.000 *	OTHER INCOME-MISCELLANEOUS	587			961		
584-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	2,153					
584-000-699.213 *	TRANSFER IN: FROM BSRII FUND	80,000	233,151	233,151		274,229	254,338
584-000-699.999 *	APPROPRIATED PRIOR YEAR BAL		42,000	42,250			
TOTAL ESTIMATED REVENUES		745,729	930,301	940,051	686,545	966,279	946,388
NET OF REVENUES/APPROPRIATIONS - 000 -		745,729	930,301	940,051	686,545	966,279	946,388

* NOTES TO BUDGET: DEPARTMENT 000

642.005	SALES FOOD & BEVERAGE					35,000	35,000
Revenue received from sale of food and beverage sold in the golf shop. This line item was increased to \$35,000 due to the rising costs of food and the anticipated rising of costs for items for 2024.							
642.007	SALES MERCHANDISE PRO SHOP					29,000	29,000
Revenue received from sale of merchandise sold in golf shop. This line item was increased to \$29,000 due to rising costs of products and YTD sales.							
651.001	USE & ADMISSION FEE 18 HOLES					260,000	260,000
Revenue received from 18-hole play. This line item has been increased to \$260,000 due to an anticipated increase in rounds for 2024.							
651.002	USE & ADMISSION FEE 9 HOLES					105,000	105,000
Revenue received from 9-hole play. This line item has been increased to \$105,000 due to an anticipated increase in rounds for 2024.							
651.003	USE & ADMISSION FEE LEAGUES					38,000	38,000
Revenue from League play. This line has been increased for 2024 due to planned increases in cart fees.							
651.005	USE& ADMISSION FEE SEASON PAS					42,000	42,000
This line item reflects revenue from the sale of seasonal membership passes. This line item will remain the same for 2024.							
651.007	EQUIPMENT RENTALS - CARTS						

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Dept 000							
	Revenue received from the rental of golf carts. This line item has been increased due to an anticipated increase in both 9 hole and 18 holes cart fees for 2024.					180,000	180,000
651.008	GOLF CART STORAGE RENTAL						
	Revenue received from the storage of personal golf carts. This line item will remain the same for 2024 with only 3 carts still remaining.					1,050	1,050
665.000	INTEREST EARNED						
	Interest earned on funds deposited at various banks.					2,000	2,000
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.						
699.101	TRANSFER IN: FROM GENERAL FUND						
	Not budgeted for 2023. One time use in 2022 for employee appreciation.						
699.213	TRANSFER IN: FROM BSR II FUND						
	Funds needed from Fund 213-BSR II. Only transferred if needed, generally at end of year.					274,229	254,338
699.999	APPROPRIATED PRIOR YEAR BAL						
	Amount needed from fund balance for capital outlay of \$30,000 and a difference of \$12,000 for part of the depreciation						
	DEPT '000' TOTAL					966,279	946,388

Fund: 584 GOLF COURSE FUND

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		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET	
Dept 784 - GOLF COURSE FUND								
APPROPRIATIONS								
584-784-702.001 *	SALARIES - GREENSKEEPER	77,877	72,100	72,100	59,581	74,263	74,263	
584-784-702.002 *	SALARIES - PRO SHOP DIRECTOR	64,381	60,163	60,163	49,871	61,967	61,967	
584-784-706.000 *	SALARY - PERMANENT WAGES	7,971	42,000	42,000	26,654	43,260	43,260	
584-784-706.008 *	WAGES PROSHOP	30,962	39,140	39,140	32,344	40,315	40,315	
584-784-707.001 *	WAGES- TEMPORARY MAINTENANCE	75,623	65,000	79,500	70,156	70,000	70,000	
584-784-707.002 *	WAGES- TEMPORARY PRO SHOP	44,602	48,000	45,000	37,784	55,000	55,000	
584-784-708.010 *	HEALTH INS BUYOUT	3,000						
584-784-709.000 *	REG OVERTIME	6,140	4,000	500	446	4,000	500	
584-784-715.000 *	F.I.C.A./MEDICARE	15,120	18,198	18,198	20,445	25,384	25,384	
584-784-718.000 *	MERS RETIREMENT	20,379	11,695	11,695	9,327	12,046	12,046	
584-784-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,950	5,200	5,200	4,150	5,200	5,200	
584-784-718.002 *	DEFERRED COMPENSATION	1,643	1,404	1,404				
584-784-718.003 *	OPEB - RETIREMENT HEALTH	17,726						
584-784-719.000 *	HEALTH INSURANCE	46,802	105,510	105,510	76,861	103,752	83,088	
584-784-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,450)	(7,200)	(7,200)		(6,000)	(6,000)	
584-784-719.015 *	DENTAL BENEFITS	3,124	5,217	5,217	3,769	5,087	4,475	
584-784-719.016 *	VISION BENEFITS	547	996	996	739	901	901	
584-784-719.020 *	HEALTH CARE DEDUCTION	22,241	23,660	23,660	15,664	20,720	20,720	
584-784-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	190	336	336	316	384	384	
584-784-719.022 *	DISABILITY INSURANCE	484	1,163	1,163	581	1,186	1,186	
584-784-719.023 *	LIFE INSURANCE	387	907	907	454	926	926	
584-784-719.025 *	UNEMPLOYMENT EXPENSE	8,941	5,000	5,000				
584-784-719.030 *	WORKERS COMPENSATION	2,461	4,008	4,008	1,625	4,025	4,025	
584-784-727.001 *	OFFICE SUPPLIES MAINTENANCE		100	100		100	100	
584-784-727.002 *	OFFICE SUPPLIES PRO SHOP	50	200	200	27	200	200	
584-784-757.001 *	OPERATING SUPPLIES MAINTENANC	5,169	6,500	6,500	4,830	7,000	7,000	
584-784-757.002 *	OPERATING SUPPLIES PRO SHOP	3,458	4,000	4,000	3,138	4,500	4,500	
584-784-757.003 *	OPERATING SUPPLIES-CART RENTA	44,384	47,000	47,000	54,528	47,000	51,885	
584-784-757.007 *	COST OF SALES PRO SHOP	19,243	18,000	18,000	14,782	20,000	20,000	
584-784-757.008 *	COST OF SALES FOOD & BEV	14,644	16,000	16,000	13,933	16,000	16,000	
584-784-760.000 *	PPE & FIRST AID SUPPLIES	776	500	500	631	500	500	
584-784-776.004 *	BLDG MAIN SUPPLIES PRO SHOP		250	250	49	250	250	
584-784-776.005 *	BLDG MAIN SUPPLIES MAINTENANC		750	750	200	750	750	
584-784-783.001 *	SEED PLANTING -FERTILIZER	4,443	30,000	25,000	22,825	30,000	30,000	
584-784-783.002 *	SEED PLANTING -CHEMICALS	7,448	20,000	17,000	13,888	20,000	20,000	
584-784-783.003 *	SEED PLANTING -TOP SOIL	1,218	6,000	6,000	4,894	8,000	8,000	
584-784-783.004 *	TREE MAINTENANCE		4,500	4,500		8,000	8,000	
584-784-800.001 *	ADMINISTRATION FEES	20,593	19,903	19,903	16,586	20,501	20,501	
584-784-801.000 *	PROFESSIONAL SERVICES	3,435	4,000	6,000	5,419	6,000	6,000	
584-784-818.000 *	CONTRACTUAL SERVICES	4,019	1,200	1,200		1,200	1,200	
584-784-867.000 *	GAS & OIL	9,853	11,000	11,000	7,721	11,000	11,000	
584-784-867.100 *	GAS & OIL - OTHER EQUIP	11,515	16,000	16,000	8,519	16,000	16,000	
584-784-900.000 *	PUBLISHING	1,248	2,000	2,000	504	2,000	2,000	
584-784-900.003 *	GOLF COURSE ADVERTISING		2,000	2,000		2,000	2,000	
584-784-920.008 *	UTILITIES-MAINTENANCE ELECTRIC	8,939	15,000	15,000	13,051	15,000	15,000	
584-784-920.009 *	UTILITIES MAINTENANCE HEATING	1,806	3,000	3,000	1,112	3,000	3,000	
584-784-920.010 *	UTILITIES MAINTENANCE PHONE	123	700	700	13	700	700	
584-784-920.011 *	UTILITIES MAINTENANCE WATER	1,478	1,500	1,500	1,313	1,500	1,500	
584-784-920.013 *	UTILITIES PRO SHOP	2,175	2,500	2,500	1,590	2,500	2,500	
584-784-930.000 *	REPAIRS MAINTENANCE-MACHINERY	3,490	3,500	3,500	3,260	3,500	3,500	
584-784-930.003 *	REPAIR/MAINT - IRRIGATION					10,000	10,000	
584-784-931.009 *	BLDG MAINTENANCE	181	500	500		500	500	
584-784-931.010 *	BLDG MAINTENANCE PRO SHOP	777	2,000	2,000	1,925	2,000	2,000	

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Dept 784 - GOLF COURSE FUND							
APPROPRIATIONS							
584-784-931.022 *	NON REOCCURRING R & M - GOLF			9,750	9,750	10,000	10,000
584-784-933.000 *	EQUIPMENT MAINTENANCE	45,138	35,000	33,000	31,816	35,000	35,000
584-784-939.001 *	MOTORPOOL - MISC REPAIR		500	500	317	500	500
584-784-939.003 *	GOLF CARTS EXPENSE	1,688	1,800	1,800	1,537	2,000	2,000
584-784-943.000 *	MOTORPOOL INTERNAL	5,333	6,811	6,811	5,676	1,478	1,478
584-784-955.002 *	INSURANCE & BONDS FIRE & LIAB	9,400	9,890	9,890	7,984	10,084	10,084
584-784-956.008 *	MISCELLANEOUS EXP-PRO SHOP	970	1,000	1,000	475	1,500	1,500
584-784-957.000 *	BANK CHARGES	10,794	13,000	13,000	11,193	13,000	13,000
584-784-958.001 *	MEMBERSHIPS & DUES NATL SUPER	580	400	400		1,000	1,000
584-784-958.004 *	MEMBERSHIPS & DUES PRO SHOP	562	600	600	562	600	600
584-784-968.000 *	DEPRECIATION EXPENSE	68,703	81,200	81,200	68,703	74,000	74,000
584-784-971.000 *	CAPITAL OUTLAY/OTHER		30,000	30,000	23,720	30,000	30,000
584-784-971.023	CAPITAL OUTTLAY-IRRIGATION SY	25,039					
584-784-977.000 *	EQUIPMENT	1,556	5,000	5,000	2,069	5,000	5,000
TOTAL APPROPRIATIONS		790,329	930,301	940,051	769,307	966,279	946,388
NET OF REVENUES/APPROPRIATIONS - 784 - GOLF COURSE F		(790,329)	(930,301)	(940,051)	(769,307)	(966,279)	(946,388)
* NOTES TO BUDGET: DEPARTMENT 784 GOLF COURSE FUND							
702.001	SALARIES - GREENSKEEPER					74,263	74,263
	Salary of the Golf Course Superintendent. New Superintendent hired in 2022. A 3 % increase was added to all employees plus longevity for 2024.						
702.002	SALARIES - PRO SHOP DIRECTOR					61,967	61,967
	Salary of the Golf Operations Director. A 3 % increase was added to all employees plus longevity for 2024. Discussion will be held with HR reqarding salary adjustment or bonus based on meeting revenue goals. Reviewing comparable salaries and compensation.						
706.000	SALARY - PERMANENT WAGES					43,260	43,260
	Salary of the Assistant to the Golf Course Superintendent. A 3% increase was added to all employee plus longevity for 2024.						
706.008	WAGES PROSHOP					40,315	40,315
	Salary to the assistant of the golf operations director. A 3 % increase was added to all employees plus longevity for 2024.						
707.001	WAGES- TEMPORARY MAINTENANCE					70,000	70,000
	Used for the employment of seasonal employees who work on the maintenance of the golf course. This line item has been increased due to rising costs of inflation and the need to pay more per hour for quality workers.						
707.002	WAGES- TEMPORARY PRO SHOP					55,000	55,000

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Dept 784 - GOLF COURSE FUND							
	Used for seasonal employees who work in the golf shop. This line item has been increased due to rising costs of inflation and the need to pay more per hour for quality workers.						
708.010	HEALTH INS BUYOUT						
	This line item is used for the health insurance buyout for employees who receive health insurance through another source. No buyouts projected for 2023.						
709.000	REG OVERTIME						
						4,000	500
	Overtime costs for temporary staff working over 40 hours a week. It is recommended that \$4,000 be budgeted to be used on an as needed basis during the busier months of May through September. Decreased due to activity.						
715.000	F.I.C.A./MEDICARE						
						25,384	25,384
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
						12,046	12,046
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS						
						5,200	5,200
	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						
	No longer using deferred compenstion - using FICA/Medicare completely						
718.003	OPEB - RETIREMENT HEALTH						
	No employees with OPEB eligibility						
719.000	HEALTH INSURANCE						
						103,752	83,088
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						
						(6,000)	(6,000)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						
						5,087	4,475
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS						

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Dept 784 - GOLF COURSE FUND							
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					901	901
719.020	HEALTH CARE DEDUCTION					20,720	20,720
	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					384	384
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE					1,186	1,186
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					926	926
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.025	UNEMPLOYMENT EXPENSE						
	Figures provided by the Accounting Director.						
719.030	WORKERS COMPENSATION					4,025	4,025
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.001	OFFICE SUPPLIES MAINTENANCE					100	100
	This line item is used for office supplies in the maintenance area.						
727.002	OFFICE SUPPLIES PRO SHOP					200	200
	This line items is used for office supplies in the pro shop. This line item will remain the same for 2024.						
757.001	OPERATING SUPPLIES MAINTENANC					7,000	7,000
	This line item is used to purchase general operating supplies regarding the maintenance of the golf course. An increase of \$500 has been proposed due to rising costs.						
757.002	OPERATING SUPPLIES PRO SHOP					4,500	4,500

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Dept 784 - GOLF COURSE FUND							
	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. A slight increase of \$500 was added for adjustment due to rising prices of items for 2024.						
757.003	OPERATING SUPPLIES-CART RENTA					47,000	51,885
	This line item covers annual lease of the golf carts \$41,400, cart maintenance \$2,985 and personal property taxes estimate at \$7,500. Contract through 9/30/2025						
757.007	COST OF SALES PRO SHOP					20,000	20,000
	This line item is used for recording the cost of merchandise inventory after it is sold. This is in correlation with the revenue for sales of merchandise. The net effect is the profit of goods sold. This line item has been increased to 20,000 based on rising costs and data from 2022.						
757.008	COST OF SALES FOOD & BEV					16,000	16,000
	This line item is used for recording the cost of food & beverage inventory after it is sold. This is in correlation with the revenue for sales of food & beverage. The net effect is the profit of goods sold. This line item will remain the same for 2024.						
760.000	PPE & FIRST AID SUPPLIES					500	500
	Covers all PPE, first aid supplies, and other supplies required by OSHA. This line item will remain the same for 2024.						
776.004	BLDG MAIN SUPPLIES PRO SHOP					250	250
	This line item is for the purchase of maintenance supplies for the golf shop. This line item will remain the same for 2024.						
776.005	BLDG MAIN SUPPLIES MAINTENANC					750	750
	This line item is for the purchase of maintenance supplies for the maintenance building. This line item will remain the same for 2024.						
783.001	SEED PLANTING -FERTILIZER					30,000	30,000
	This line item reflects the cost of fertilizer to be used on the golf course. This line item will remain the same for 2024.						
783.002	SEED PLANTING -CHEMICALS					20,000	20,000
	This line item reflects the cost of seed planting chemicals to be used on the golf course. This line item will remain the same for 2024.						
783.003	SEED PLANTING -TOP SOIL						

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Dept 784 - GOLF COURSE FUND							
	This line item reflects the cost of planting top soil to be used on the golf course. This line item has been increased due to the rising costs of supplies including top soil and seed.					8,000	8,000
783.004	TREE MAINTENANCE					8,000	8,000
	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 customers and staff. The budget for this item has been increased due to many trees that need to be trimmed and or removed due to years of neglect and a large storm over the winter.						
800.001	ADMINSTRATION FEES					20,501	20,501
	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					6,000	6,000
	This line item is used for professional services including the alarm company, pest control, gutter cleaning, locksmith, etc. This line item will remain the same for 2024.						
818.000	CONTRACTUAL SERVICES					1,200	1,200
	This line item is used to cover the costs of deep root aeration and back flow prevention. This line item will remain the same for 2024.						
867.000	GAS & OIL					11,000	11,000
	This line item is used for gas and oil in the golf carts. This line item has been increased to \$11,000 due to the rising costs of gas for the golf carts. When lease expires on September 30, 2025 we would like to move to electric.						
867.100	GAS & OIL - OTHER EQUIP					16,000	16,000
	This line item is used for gas and oil for the golf equipment. This line item will remain the same for 2024.						
900.000	PUBLISHING					2,000	2,000
	This line item is used to cover the cost of scorecards and printed marketing materials. This line item will remain the same for 2024.						
900.003	GOLF COURSE ADVERTISING					2,000	2,000

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Dept 784 - GOLF COURSE FUND							
	This line item is for the advertisement of the golf course. This line item will remain the same for 2024.						
920.008	UTILITIES-MAINTENANCE ELECTRIC					15,000	15,000
	This line item is used for electric service for the maintenance building at the golf course. This line item will remain the same for 2024.						
920.009	UTILITIES MAINTENANCE HEATING					3,000	3,000
	This line item is used for gas service in the maintenance building. This line item will remain the same for 2024.						
920.010	UTILITIES MAINTENANCE PHONE					700	700
	This line item is used for phone service at the maintenance building. This line item will remain the same for 2024.						
920.011	UTILITIES MAINTENANCE WATER					1,500	1,500
	This line is used for water at the maintenance garage. This line item will remain the same for 2024.						
920.013	UTILITIES PRO SHOP					2,500	2,500
	This line item is used for phone service and Comcast service in the golf shop. Slight increase for 2024.						
930.000	REPAIRS MAINTENANCE-MACHINERY					3,500	3,500
	This line item is used for repair and winter maintenance of machinery at the golf course.						
930.003	REPAIR/MAINT - IRRIGATION					10,000	10,000
	This line item has been added to better track repairs to the irrigation system.						
931.009	BLDG MAINTENANCE					500	500
	This line item is used to cover the cost of building maintenance at the golf course. This line item will remain the same for 2024.						
931.010	BLDG MAINTENANCE PRO SHOP					2,000	2,000

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Dept 784 - GOLF COURSE FUND							
	This line item is used to cover the cost of maintaining the golf shop. This line item will remain the same for the 2024.						
931.022	NON REOCCURRING R & M - GOLF					10,000	10,000
933.000	EQUIPMENT MAINTENANCE					35,000	35,000
	This line item is used to cover the cost of maintaining the golf course equipment. This line item will remain the same in 2024.						
939.001	MOTORPOOL - MISC REPAIR					500	500
	Covers miscellaneous vehicle repair. Provided by Accounting Director						
939.003	GOLF CARTS EXPENSE					2,000	2,000
	This line item is used to cover the cost of repairs and supplies for the golf carts. It is recommended that this line item be increased by due to ongoing repairs for 2024.						
943.000	MOTORPOOL INTERNAL					1,478	1,478
	Vehicle & Maintenance MotorPool Allocation. Provided by Accounting Director.						
955.002	INSURANCE & BONDS FIRE & LIAB					10,084	10,084
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
956.008	MISCELLANEOUS EXP-PRO SHOP					1,500	1,500
	This line item is for incidental items occasionally needed. This line item has been increased slightly due to rising costs for 2024.						
957.000	BANK CHARGES					13,000	13,000
	Charges for bank accounts and Credit card company's fees for processing credit card sales. This line item will remain the same for 2024.						
958.001	MEMBERSHIPS & DUES NATL SUPER					1,000	1,000
	This line item is used for the payment of membership dues. This line item will need to be increased for the Assistant Superintendent and Superintendent.						
958.004	MEMBERSHIPS & DUES PRO SHOP						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 784 - GOLF COURSE FUND							
	This line item is for the payment of PGA National membership dues for the golf director. This line item will remain the same for 2024.					600	600
968.000	DEPRECIATION EXPENSE						
	Cost of Capitial depreciation. Figures provided by the Accounting Director.					74,000	74,000
971.000	CAPITAL OUTLAY/OTHER						
	Estimates for maintenance utility carts, mowers, and other needed maintenance equipment.					30,000	30,000
977.000	EQUIPMENT						
	This is for equipment needs in the maintenance area such as small tools, chain saws, etc. and to replace aging equipment.					5,000	5,000
	DEPT '784' TOTAL					966,279	946,388
ESTIMATED REVENUES - FUND 584		745,729	930,301	940,051	686,545	966,279	946,388
APPROPRIATIONS - FUND 584		790,329	930,301	940,051	769,307	966,279	946,388
NET OF REVENUES/APPROPRIATIONS - FUND 584		(44,600)			(82,762)		

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Dept 000							
ESTIMATED REVENUES							
597-000-646.003 *	BIODEGRADABLE DROPOFF-NONTWP	39,833	30,000	30,000	65,389	82,000	82,000
597-000-646.004 *	BIODEGRADABLE DROPOFF-YPSI TWP	203,237	225,000	225,000	234,894	230,000	230,000
597-000-646.006 *	BILLABLE SALES - COMPOST	29,543	35,000	35,000	13,262	40,000	40,000
597-000-646.008 *	SALES - SCRAP METAL	12,831	9,500	9,500	11,250	10,000	10,000
597-000-646.009	SALES - RECYCLED OIL				8		
597-000-646.010 *	GATE REVENUE - COMPOST SALES	28,809	32,000	32,000	19,890	38,000	38,000
597-000-646.011 *	GATE REVENUE - WOOD CHIP SALES	36,731	32,000	32,000	26,626	40,000	40,000
597-000-646.012 *	GATE REVENUE - SOIL SALES	6,004	15,000	15,000	1,366	5,000	5,000
597-000-646.013 *	GATE REVENUE - DROP OFF FEES	119,619	135,000	135,000	95,187	143,000	143,000
597-000-646.014 *	GATE REVENUE - BATTERY DROP OFF	60	200	200	505	200	200
597-000-646.015 *	GATE REVENUE - MILLING SALES	7,198	5,000	5,000	11,515	12,500	12,500
597-000-646.016 *	SERVICE CHARGE - DELIVERY	200			125	500	500
597-000-665.000 *	INTEREST EARNED	11,333	500	500	31,074	10,000	10,000
597-000-676.012 *	INSURANCE REIMBURSEMENTS	562			219		
597-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	2,423					
597-000-699.999 *	APPROPRIATED PRIOR YEAR BAL		625,594	631,996		261,701	247,417
TOTAL ESTIMATED REVENUES		498,383	1,144,794	1,151,196	511,310	872,901	858,617
NET OF REVENUES/APPROPRIATIONS - 000 -		498,383	1,144,794	1,151,196	511,310	872,901	858,617

* NOTES TO BUDGET: DEPARTMENT 000

646.003	BIODEGRADABLE DROPOFF-NONTWP					82,000	82,000
	Revenue for yard waste (grass clippings, leaves, small branches) dropped off by contractors and outlying communities. An increase in this line item is projected as GFL and Waste Management are dropping off additional yard waste.						
646.004	BIODEGRADABLE DROPOFF-YPSI TWP					230,000	230,000
	Revenue from Fund 226 - A slight increase is projected in this line item. This is in part to increased volume of Brush/yard waste generated by Township residents and the Parks and Grounds department. Our curbside collection by Waste Management has increased due to more loads being dropped off.						
646.006	BILLABLE SALES - COMPOST					40,000	40,000
	This is for our Nurseries/ Landscaping yards and trucking companies. An increase is projected.						
646.008	SALES - SCRAP METAL					10,000	10,000
	Sales of scrap metal. Projected increase based on YTD sales.						
646.010	GATE REVENUE - COMPOST SALES					38,000	38,000
	Sales of compost sold at gate house. This amount is increased due to demand increasing.						
646.011	GATE REVENUE - WOOD CHIP SALES						

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Dept 000							
	Revenue from two mulch's and woodchips. Projecting an increase as new agreements were made with a buyer and our continued supply of boiler fuel to Mid-Mi Recycling in Flint.					40,000	40,000
646.012	GATE REVENUE - SOIL SALES						
	Revenue of blended soil sold at our site. Estimating a decrease due to lack of good topsoil for blending purposes.					5,000	5,000
646.013	GATE REVENUE - DROP OFF FEES						
	Revenue for trash dropped at our site. Projecting an increase in this line item as the price per yard will have to be raised pending board approval due to increased contractual costs.					143,000	143,000
646.014	GATE REVENUE - BATTERY DROP OFF						
	Revenue from the sale of collected batteries. No change.					200	200
646.015	GATE REVENUE - MILLING SALES						
	Revenue for screened asphalt sold at our site. An increase is projected as the demand increased this year and new customers were established.					12,500	12,500
646.016	SERVICE CHARGE - DELIVERY						
						500	500
665.000	INTEREST EARNED						
	Interest earned on funds deposited at various banks					10,000	10,000
676.012	INSURANCE REIMBURSEMENTS						
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						
699.101	TRANSFER IN: FROM GENERAL FUND						
	Not budgeted for 2023. One time use in 2022 for employee appreciation.						
699.999	APPROPRIATED PRIOR YEAR BAL						
	This is the funds needed from prior year fund balance. This is mainly for capital outlay purchase of an air lift separator and depreciation.					261,701	247,417
	DEPT '000' TOTAL					872,901	858,617

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		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/23	REQUESTED BUDGET	RECOMMENDED BUDGET	
Dept 590 - COMPOST SITE								
APPROPRIATIONS								
597-590-705.000 *	SALARY - SUPERVISION	91,685	93,454	93,454	77,544	96,493	96,493	
597-590-706.000 *	SALARY - PERMANENT WAGES	81,109	81,883	81,883	67,545	84,723	84,723	
597-590-707.000 *	SALARY - TEMPORARY/SEASONAL	25,725	27,800	27,800	22,613			
597-590-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	10,134	6,140	12,087	5,947			
597-590-709.000 *	REG OVERTIME	141	2,000	2,000		2,000	2,000	
597-590-710.000 *	ACC COMP ABSENCES-LNGTERM	(1,675)	5,000	5,000		3,000	3,000	
597-590-715.000 *	F.I.C.A./MEDICARE	14,117	16,163	16,618	12,963	16,613	16,613	
597-590-718.000 *	MERS RETIREMENT	67,327	64,887	64,887	53,909	71,365	71,365	
597-590-718.001 *	RETIREMENT HEALTH CARE SAVINGS	309	325	325	274	325	325	
597-590-718.002 *	DEFERRED COMPENSATION	334	362	362	17			
597-590-718.003 *	OPEB - RETIREMENT HEALTH	35,452	15,400	15,400	15,400	16,800	16,800	
597-590-719.000 *	HEALTH INSURANCE	54,969	59,350	59,350	54,403	70,033	56,084	
597-590-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,050)	(4,050)	(4,050)		(4,050)	(4,050)	
597-590-719.015 *	DENTAL BENEFITS	2,313	2,338	2,338	2,142	2,781	2,446	
597-590-719.016 *	VISION BENEFITS	564	560	560	523	600	600	
597-590-719.020 *	HEALTH CARE DEDUCTION	10,862	12,574	12,574	8,467	12,574	12,574	
597-590-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	185	188	188	177	216	216	
597-590-719.022 *	DISABILITY INSURANCE	654	654	654	599	667	667	
597-590-719.023 *	LIFE INSURANCE	513	510	510	468	521	521	
597-590-719.030 *	WORKERS COMPENSATION	2,822	5,180	5,180	2,113	5,289	5,289	
597-590-727.000 *	OFFICE SUPPLIES	43	200	200		200	200	
597-590-730.000 *	POSTAGE		100	100		100	100	
597-590-741.000 *	UNIFORMS - BOOTS & LAUNDRY	3,197	3,081	3,081	1,095	1,500	1,500	
597-590-757.000 *	OPERATING SUPPLIES	889	3,000	3,000	1,514	4,500	4,500	
597-590-760.000 *	PPE & FIRST AID SUPPLIES	499	400	400	361	500	500	
597-590-800.001 *	ADMINSTRATION FEES	13,280	13,800	13,800	11,500	14,198	14,198	
597-590-804.000 *	CONTRACTUAL/ROLLOFF DISPOSAL	60,874	61,000	61,000	43,463	65,000	65,000	
597-590-804.004 *	TWP DISPOSAL FEE	1,918	4,000	4,000		10,000	10,000	
597-590-850.000 *	TELEPHONE	456	200	200	241	200	200	
597-590-867.200 *	GAS & OIL - YCUA	20,905	20,000	20,000	9,180	22,000	22,000	
597-590-920.004 *	UTILITIES HEAT	4,208	5,000	5,000	1,509	4,000	4,000	
597-590-920.005 *	UTILITIES LIGHT	2,197	2,000	2,000	2,028	2,000	2,000	
597-590-931.000 *	REPAIRS AND MAINTENANCE	1,262	3,000	3,000	109	5,500	5,500	
597-590-933.000 *	EQUIPMENT MAINTENANCE	13,305	16,000	16,000	5,363	20,000	20,000	
597-590-935.000 *	MOTORPOOL-MISC REPAIR	213	2,500	2,500	25	2,500	2,500	
597-590-941.000 *	EQUIPMENT RENTAL/LEASING	3,108	3,500	3,500		5,000	5,000	
597-590-943.000 *	MOTORPOOL INTERNAL	3,228	3,456	3,456	2,880	3,228	3,228	
597-590-955.001 *	INSURANCE & BOND FLEET	2,508	2,639	2,639	2,126	2,690	2,690	
597-590-956.000 *	MISCELLANEOUS	670	100	100		100	100	
597-590-960.000 *	EDUCATION AND TRAINING		500	500		500	500	
597-590-968.000 *	DEPRECIATION EXPENSE	194,557	194,600	194,600	189,132	144,235	144,235	
597-590-971.008 *	CAPTL OUTLAY -IMPROVEMENT	3,311	415,000	415,000		185,000	185,000	
TOTAL APPROPRIATIONS		724,118	1,144,794	1,151,196	595,630	872,901	858,617	
NET OF REVENUES/APPROPRIATIONS - 590 - COMPOST SITE		(724,118)	(1,144,794)	(1,151,196)	(595,630)	(872,901)	(858,617)	

* NOTES TO BUDGET: DEPARTMENT 590 COMPOST SITE

705.000	SALARY - SUPERVISION					96,493	96,493
Salary of the Compost Manager. A 3 % increase was added to all employees plus longevity for 2024.							

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Dept 590 - COMPOST SITE							
706.000	SALARY - PERMANENT WAGES					84,723	84,723
	Salaries of Heavy Equipment Operator and 25% of a Floater II/ Clerk III position. A 3 % increase was added to all employees plus longevity for 2024.						
707.000	SALARY - TEMPORARY/SEASONAL					27,800	27,800
	Wages for Gate Attendants (3).						
708.004	SALARIES PAY OUT-PTO&SICKTIME					6,140	6,140
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
708.010	HEALTH INS BUYOUT						
	Health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME					2,000	2,000
	Overtime costs for our full-time operator to process material or to handle late arrivals.						
710.000	ACC COMP ABSENCES-LNGTERM					3,000	3,000
	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					16,613	16,613
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					71,365	71,365
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 8%						
718.001	RETIREMENT HEALTH CARE SAVINGS					325	325
	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						
	No longer using deferred compenstion - using FICA/Medicare completely						
718.003	OPEB - RETIREMENT HEALTH						

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Dept 590 - COMPOST SITE							
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.					16,800	16,800
719.000	HEALTH INSURANCE						
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.					70,033	56,084
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.					(4,050)	(4,050)
719.015	DENTAL BENEFITS						
	There was a 4.6% increase in dental premium for 2024. Provided by HR					2,781	2,446
719.016	VISION BENEFITS						
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					600	600
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.					12,574	12,574
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.					216	216
719.022	DISABILITY INSURANCE						
	An estimated increase of 2% was used until we receive actual amounts. Provided by HR					667	667
719.023	LIFE INSURANCE						
	An estimated increase of 2% was used until we receive actual amounts. Provided by HR					521	521
719.030	WORKERS COMPENSATION						
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director					5,289	5,289
727.000	OFFICE SUPPLIES						

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Dept 590 - COMPOST SITE							
	Cost of office supplies for the Compost Site. No change for 2024.					200	200
730.000	POSTAGE						
	Postage costs for the Compost Site. No change for 2024.					100	100
741.000	UNIFORMS - BOOTS & LAUNDRY						
	Cost for uniforms, boots and laundry services. TPOAM union employees receive a \$600 allotment to purchase boots and uniforms as per contract. Factored into this line item is the Compost Manager as uniforms, safety boots are required. A decrease in this line item has been made as the contract with Unifirst is no longer.					1,500	1,500
757.000	OPERATING SUPPLIES						
	Cleaning supplies and lubricants used at the Compost Site. Increased due to rising cost of supplies.					4,500	4,500
760.000	PPE & FIRST AID SUPPLIES						
	Covers all PPE, first aid supplies, and other supplies required by OSHA. Slight increase for 2024.					500	500
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.					14,198	14,198
804.000	CONTRACTUAL/ROLLOFF DISPOSAL						
	Cost to empty trash dumpsters at the Compost Site. There is a 4% contractual increase for disposal and transportation. This line item was increased by \$4,000 to cover this cost for 2024.					65,000	65,000
804.004	TWP DISPOSAL FEE						
	Cost to dispose of plastic, rocks and debris associated with the screening process at the Compost Site. An increase was made due to the increased disposal/transportation costs.					10,000	10,000
850.000	TELEPHONE						
	Telephone charges for the Compost Site. No change for 2024.					200	200
867.200	GAS & OIL - YCUA						
						22,000	22,000

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Dept 590 - COMPOST SITE							
	Cost of fuel from YCUA service center. This increase covers a possible rise in fuel costs and increased consumption of fuel for our equipment.						
920.004	UTILITIES HEAT					4,000	4,000
	Heating costs for gate house & Compost garage. A decrease was added as new rates were established by our propane dealer for our gate house fuel.						
920.005	UTILITIES LIGHT					2,000	2,000
	Electricity costs for the Compost Site. No change for 2024.						
931.000	REPAIRS AND MAINTENANCE					5,500	5,500
	Cost to make building repairs to the Compost garage and gate house. Slight increase added for 2024 as some future repairs/updates are made.						
933.000	EQUIPMENT MAINTENANCE					20,000	20,000
	Associated cost to make repairs and perform maintenance to equipment at the Compost Site. An increase was added to adjust for some future repairs on our older equipment and newer as well.						
935.000	MOTORPOOL-MISC REPAIR					2,500	2,500
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
941.000	EQUIPMENT RENTAL/LEASING					5,000	5,000
	Cost to rent equipment needed for site improvements at the Compost Center. A small increase was made due to rising cost associated with equipment rental rates						
943.000	MOTORPOOL INTERNAL					3,228	3,228
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						
955.001	INSURANCE & BOND FLEET					2,690	2,690
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
956.000	MISCELLANEOUS					100	100
	Unforseen minor expenditure. No change for 2024.						
960.000	EDUCATION AND TRAINING						

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Dept 590 - COMPOST SITE							
	Education and training for Compost employees. No change for 2024.					500	500
968.000	DEPRECIATION EXPENSE						
	Cost of Capital depreciation. Figures provided by the Accounting Director.					144,235	144,235
971.008	CAPTL OUTLAY -IMPROVEMENT						
	This line item is for several proposed expenditures. 1. The purchase of a "Air Lift Separator" used in the removal of plastic from our spoils while screening. 2. The cost associated with the replacement of our Clark Rd fence. 3. The purchase of bin blocks to move our current product away from our main gate and add more bins for materials we sell. 4. Replacement of our rear shop door with some structural work along with repairing of the concrete underneath.					185,000	185,000
	DEPT '590' TOTAL					906,841	892,557
ESTIMATED REVENUES - FUND 597		498,383	1,144,794	1,151,196	511,310	872,901	858,617
APPROPRIATIONS - FUND 597		724,118	1,144,794	1,151,196	595,630	872,901	858,617
NET OF REVENUES/APPROPRIATIONS - FUND 597		(225,735)			(84,320)		

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Dept 000							
ESTIMATED REVENUES							
661-000-607.515 *	COMBINED LEASE/REPAIR REVENUE	181,218	175,367	175,367	172,707	170,997	216,562
661-000-607.520 *	FUEL AND FLUIDS REVENUE	46,852	30,000	30,000	36,374	30,000	30,000
661-000-665.000 *	INTEREST EARNED	5,572	300	300	14,259	4,000	4,000
661-000-676.012	INSURANCE REIMBURSEMENTS			25,437	25,402		
661-000-693.002	SALES OF FIXED ASSESTS - EQUIP.	24,339					
661-000-699.101	TRANSFER IN: FROM GENERAL FUND	269					
661-000-699.999 *	APPROPRIATED PRIOR YEAR BAL		360,914	360,914		158,068	157,539
TOTAL ESTIMATED REVENUES		258,250	566,581	592,018	248,742	363,065	408,101
NET OF REVENUES/APPROPRIATIONS - 000 -		258,250	566,581	592,018	248,742	363,065	408,101
* NOTES TO BUDGET: DEPARTMENT 000							
607.515	COMBINED LEASE/REPAIR REVENUE					170,997	216,562
	Lease revenue from other departments, now includes repair. Figures provided by the Accounting Director.						
607.520	FUEL AND FLUIDS REVENUE					30,000	30,000
	Fuelcloud; fuel surcharge received from other departments.						
665.000	INTEREST EARNED					4,000	4,000
	Interest earned on funds deposited at the bank						
699.999	APPROPRIATED PRIOR YEAR BAL					158,068	157,539
	Amount needed from Fund Balance						
	DEPT '000' TOTAL					363,065	408,101

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Dept 268 - GENERAL SERVICES - MOTORPOOL APPROPRIATIONS							
661-268-706.000 *	SALARY - PERMANENT WAGES	12,972	12,496	12,496	10,761	13,488	13,488
661-268-715.000 *	F.I.C.A./MEDICARE	971	956	956	832	1,032	1,032
661-268-718.000 *	MERS RETIREMENT	595	685	685	588	740	740
661-268-718.001 *	RETIREMENT HEALTH CARE SAVINGS		325	325	130	325	325
661-268-719.000 *	HEALTH INSURANCE	2,036	2,199	2,199	2,015	2,594	2,078
661-268-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(150)	(150)	(150)		(150)	(150)
661-268-719.015 *	DENTAL BENEFITS	89	91	91	83	109	96
661-268-719.016 *	VISION BENEFITS	24	24	24	22	26	26
661-268-719.020 *	HEALTH CARE DEDUCTION	53	744	744	390	744	744
661-268-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	22	21	21	33	24	24
661-268-719.022 *	DISABILITY INSURANCE	73	73	73	67	75	75
661-268-719.023 *	LIFE INSURANCE	57	57	57	52	58	58
661-268-776.500 *	AUTO PARTS	1,773	3,000	3,000	743	3,000	3,000
661-268-776.550 *	SHOP SUPPLIES		1,500	1,500		1,500	1,500
661-268-818.000 *	CONTRACTUAL SERVICES	11,330	12,000	12,000	5,706	12,000	12,000
661-268-818.032 *	CONTRACT'L SRV-FUEL TANK REPA	11,674	15,000	1,000	168	70,000	70,000
661-268-818.033 *	CONTRACT'L SRV-AUTO/EQUIP MAI	16,281	15,000	18,000	14,282	15,000	15,000
661-268-867.000 *	GAS & OIL	41,264	40,000	51,000	39,092	40,000	48,000
661-268-935.000 *	MOTORPOOL-MISC REPAIR	599	2,500	27,937	26,841	2,500	25,000
661-268-968.000 *	DEPRECIATION EXPENSE	108,702	110,000	110,000	108,697	100,000	100,000
661-268-985.000 *	CAPITAL OUTLAY/VEHICLES		350,060	350,060	150,060	100,000	100,000
TOTAL APPROPRIATIONS		208,365	566,581	592,018	360,562	363,065	393,036
NET OF REVENUES/APPROPRIATIONS - 268 - GENERAL SERVI		(208,365)	(566,581)	(592,018)	(360,562)	(363,065)	(393,036)

* NOTES TO BUDGET: DEPARTMENT 268 GENERAL SERVICES - MOTORPOOL

706.000	SALARY - PERMANENT WAGES					13,488	13,488
	25% of salary for Floater II/Clerk III position. 3% increase plus longevity is budgeted for 2024.						
715.000	F.I.C.A./MEDICARE					1,032	1,032
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					740	740
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					325	325
	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					2,594	2,078
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						

DRAFT 11/21/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 268 - GENERAL	SERVICES - MOTORPOOL						
719.003	EMPLOYEE PAID HEALTH CONTRA					(150)	(150)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS					109	96
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					26	26
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					744	744
	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					24	24
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE					75	75
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					58	58
	An estimated increase of 2% for 2024. Numbers provided by HR						
776.500	AUTO PARTS					3,000	3,000
	Used to purchase small items for automobiles.						
776.550	SHOP SUPPLIES					1,500	1,500
	Cost of rags and other small items.						
818.000	CONTRACTUAL SERVICES					12,000	12,000
	Cost of GPS Vehicle System.						
818.032	CONTRACT'L SRV-FUEL TANK REPA					70,000	70,000

DRAFT 11/21/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 10/31/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 268 - GENERAL SERVICES - MOTORPOOL							
	Used for Tank Repair and monitoring fuel tanks per State regulations. Increase due to Fuel Tank Replacement costs.						
818.033	CONTRACT'L SRV-AUTO/EQUIP MAI					15,000	15,000
	Contractual service for Equipment Maintenance and work on vehicles. No change for 2024.						
867.000	GAS & OIL					40,000	48,000
	Cost of fuel. Increase by 20% for 2024.						
935.000	MOTORPOOL-MISC REPAIR					2,500	25,000
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
968.000	DEPRECIATION EXPENSE					100,000	100,000
	Cost of vehicle depreciation, figures provided by the Accounting Director.						
985.000	CAPITAL OUTLAY/VEHICLES					100,000	100,000
	CIP plan to add Building Maintenance Box Truck and additional Twp Floater Vehicle.						
	DEPT '268' TOTAL					363,065	393,036
ESTIMATED REVENUES - FUND 661		258,250	566,581	592,018	248,742	363,065	408,101
APPROPRIATIONS - FUND 661		208,365	566,581	592,018	360,562	363,065	393,036
NET OF REVENUES/APPROPRIATIONS - FUND 661		49,885			(111,820)		15,065
ESTIMATED REVENUES - ALL FUNDS		19,301,403	20,762,134	30,063,917	27,898,723	22,603,646	21,105,814
APPROPRIATIONS - ALL FUNDS		17,698,367	20,037,081	29,338,864	14,404,209	21,432,786	19,965,896
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		1,603,036	725,053	725,053	13,494,514	1,170,860	1,139,918



MEMORANDUM

To: Charter Township Board of Trustees

From: 14B Court / Civic Center Security Working Group (Treasurer Eldridge, Clerk Jarrell Roe, Magistrate Nelson, Information Technology Manager McDugald)

CC: Javonna Neal, Accounting Director

Date: November 14, 2023

RE: **Request authorization to approve the design for the security renovations at the 14B District Court.**

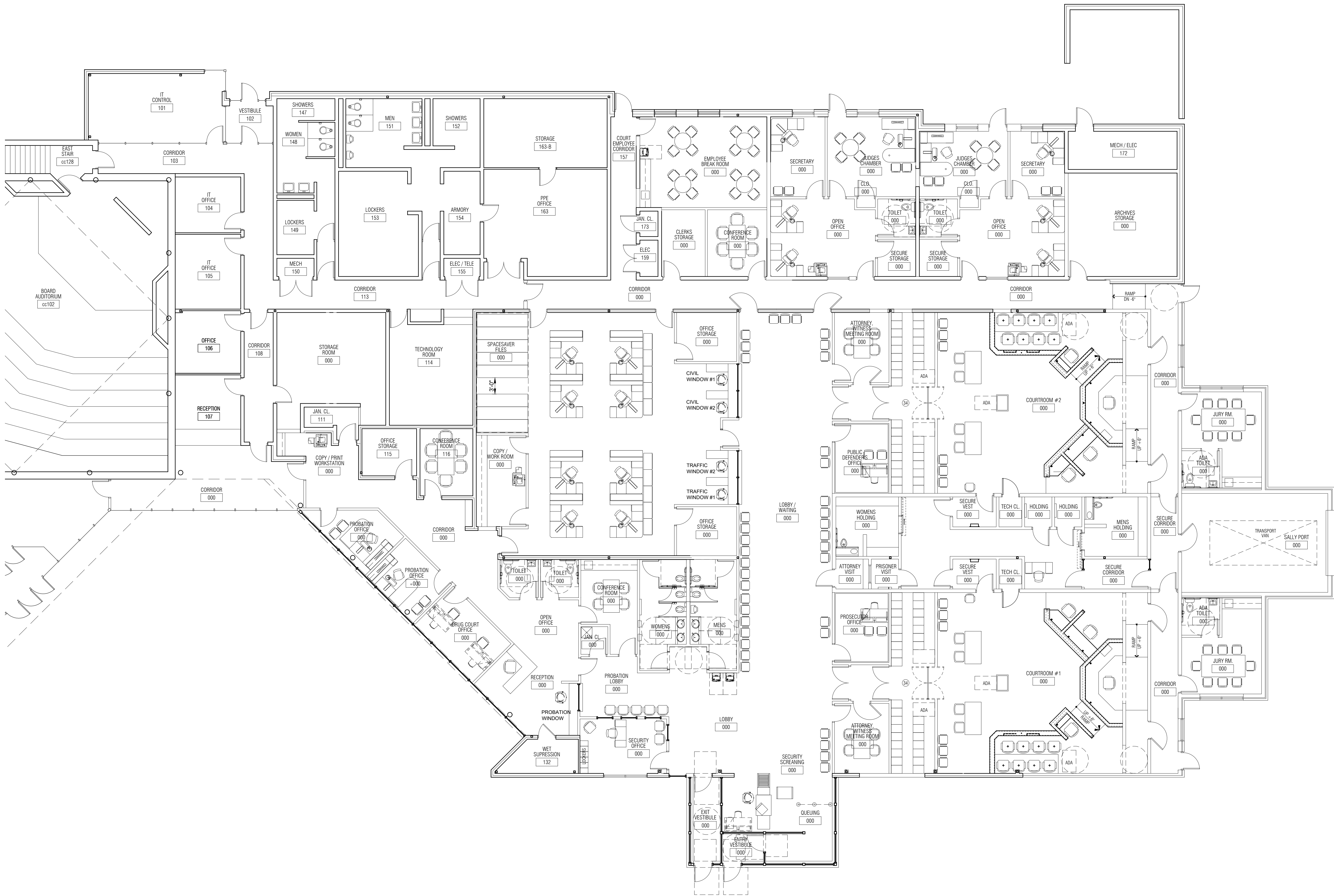
The Charter Township of Ypsilanti 14B Court / Civic Center Security Working Group is requesting the Board of Trustees to approve the design submitted by JFR Architects, PC for upgrades and renovations to the 14-B District Court.

The approval will allow for the start of designing the RFP for the project, which will lay out the “Scope of Work” for the company eventually selected. The overall budget for the project has already been set based on a \$5,000,000.00 grant from the State of Michigan, via a request made by State Representative Jimmie Wilson, Jr., that has been included in the current State of Michigan 2024 Budget, as approved earlier this year in October 2023.

Again, this agenda item is only to approve the design of the project, and no request for, or approval of, any financially allocated funds is being made as a part of this project, at this time.

Respectfully submitted,

14B Court / Civic Center Security Working Group



First Floor Composite Plan - Scheme "E"
1/8" = 1'-0"
November 21, 2023

SAFETY and SECURITY IMPROVEMENTS FOR:
YPSILANTI TOWNSHIP
14-B DISTRICT COURT
and CIVIC CENTER
7200 S. HURON RIVER DR., YPSILANTI, MI 48197

PRELIMINARY	●
DESIGN DEVELOPMENT	○
CONSTRUCTION DOC'S	○
BIDS	○
PERMIT & PLAN REVIEW	○
CONSTRUCTION	○
DRAWN BY:	Jr
CHECKED BY:	JFR
REVISIONS:	
PRELIMINARY	06/21/22
SCHEMATIC DESIGN	11/21/22
SCHEMATIC DESIGN	08/01/23
SCHEMATIC DESIGN	08/21/23
SCHEMATIC DESIGN	09/08/23
SCHEMATIC DESIGN	09/19/23
SCHEMATIC DESIGN	10/06/23
BOARD MEETING	11/21/23
PROGRESS REVIEW	
DESIGN DEVELOPMENT	

DATE:
24 JANUARY 2022
PROJECT NO.:
22-105
DRAWING NAME:

FIRST FLOOR
COURT PLAN

SHEET NO.:

A-1

REVIEW AGENDA

- A. SUPERVISOR STUMBO WILL REVIEW BOARD
MEETING AGENDA

OTHER DISCUSSION

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



**YPSILANTI
TOWNSHIP**
— WHERE YOUR FUTURE GROWS —

Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK HEATHER JARRELL ROE • TREASURER STAN
ELDRIDGE TRUSTEES: RYAN HUNTER • JOHN P. NEWMAN II • GLORIA PETERSON •
DEBBIE SWANSON

REGULAR MEETING AGENDA

TUESDAY, NOVEMBER 21, 2023

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 OCTOBER 17, 2023 WORK SESSION AND REGULAR MEETING AND THE NOVEMBER 1, 2023 SPECIAL WORK SESSION AND SPECIAL MEETING
 - B. STATEMENTS AND CHECKS
 1. STATEMENTS AND CHECKS FOR NOVEMBER 7, 2023 IN THE AMOUNT OF \$2,256,319.05
 2. STATEMENTS AND CHECKS FOR NOVEMBER 21, 2023 IN THE AMOUNT OF \$1,207,383.74
 3. CLARITY HEALTHCARE DEDUCTIBLE ACH FOR OCTOBER 2023 IN THE AMOUNT OF \$31,037.40
 4. CLARITY HEALTHCARE ADMIN FEE FOR OCTOBER 2023 IN THE AMOUNT OF \$1,467.00
 - C. TREASURER'S REPORT OCTOBER 2023
5. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

OLD BUSINESS

1. 2ND READING OF RESOLUTION 2023-15, PROPOSED ORDINANCE 2023-506, AN ORDINANCE TO AMEND ARTICLES 2, 5 AND 11 OF THE YPSILANTI TOWNSHIP ZONING ORDINANCE
(FIRST READING HELD AT THE OCTOBER 17, 2023 REGULAR MEETING)

NEW BUSINESS

1. RESOLUTION 2023-17, APPROVAL OF THE 2024 POVERTY EXEMPTION GUIDELINES AND APPLICATION
2. REQUEST TO APPROVE ADOPTION OF THE 2024 BOARD OF REVIEW SCHEDULE

3. REQUEST TO APPROVE THE SECOND AMENDMENT TO THE PURCHASE AGREEMENT WITH ALDI
4. REQUEST TO APPROVE THE ROAD IMPROVEMENT AGREEMENT WITH THE WASHTENAW COUNTY ROAD COMMISSION FOR THE INSTALLATION OF A TRAFFIC LIGHT AT HURON ST. AND BRINKER WAY IN THE AMOUNT OF \$420,000.00 TO BE BUDGETED IN THE 2024 BUDGET
5. RESOLUTION 2023-18 APPROVAL OF EARLY VOTING LOCATIONS
6. REQUEST APPROVAL OF THE DESIGN FOR SECURITY RENOVATIONS AT 14B DISTRICT COURT
7. REQUEST TO AUTHORIZE THE RENEWAL OF THE DRUG COURT GRANT IN THE AMOUNT OF \$90,000.00
8. REQUEST TO AUTHORIZE THE RENEWAL OF THE MICHIGAN INDIGENT DEFENSE COMMISSION COMPLIANT CRIMINAL DEFENSE SERVICES WITH THE WASHTENAW COUNTY PUBLIC DEFENDER'S OFFICE AND WASHTENAW COUNTY IN THE AMOUNT OF \$41,434.85 BUDGETED IN LINE ITEM #101-287-801-007
9. REQUEST AUTHORIZATION FOR CIRCUIT COURT LITIGATION TO ABATE A PUBLIC NUISANCE LOCATED AT 1584 WISMER ST. BUDGETED IN LINE ITEM #101-729-801-023
10. REQUEST TO APPROVE THE AGREEMENT WITH THE YPSILANTI NATIONAL LITTLE LEAGUE FOR USE OF HARRIS PARK DATED APRIL 1, 2024 TO OCTOBER 30, 2026
11. REQUEST APPROVAL TO INCREASE THE GOLF CART RATES FOR THE 2024 GOLF SEASON AT GREEN OAKS GOLF COURSE
12. REQUEST TO APPROVE THE CONTRACT WITH THE HURON RIVER WATERSHED COUNCIL FOR THE MIDDLE HURON PARTNERSHIP FOR YEARS 2024-2028 IN THE AMOUNT OF \$98,551.00 BUDGETED IN LINE UITEM #101-445-801-000 IN THE 20224 BUDGET
13. REQUEST TO APPOINT JOHN HINES TO THE WASHTENAW REGIONAL RESOURCE MANAGEMENT AUTHORITY (WRRMA)
14. REQUEST TO APPROVE THE PROCEDURE TO APPROVE ORGANIZATIONS WHEN APPLYING FOR OFFICE SHARING SPACE AT THE COMMUNITY NETWORK CENTER LOCATED AT 1405 HOLMES
15. REQUEST TO APPROVE THE BID OBTAINED BY THE YPSILANTI COMMUNITY UTILITIES AUTHORITY FOR THE FORD LAKE PARK PUMP STATION IN THE AMOUNT OF \$154,000.00 BUDGETED IN THE 2024 BUDGET LINE ITEM #101-446-982-004
16. BUDGET AMENDMENT #16

OTHER BUSINESS

BOARD MEMBER UPDATES

PUBLIC COMMENTS

CONSENT AGENDA

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 17, 2023 WORK SESSION

Supervisor Brenda Stumbo called the meeting to order at approximately 5:05 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 Brenda Stumbo, Clerk Heather Jarrell Roe and Treasurer Stan Eldridge
Trustees: John Newman II, Gloria Peterson
Debbie Swanson, Ryan Hunter

Members Absent:

Legal Counsel: Wm. Douglas Winters

AGENDA

1. **AGENDA REVIEW.....SUPERVISOR STUMBO**
2. **OTHER DISCUSSION.....BOARD MEMBERS**

AGENDA REVIEW

PUBLIC HEARING

RESOLUTION 2023-16, CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #222 WOODLAWN ST.

Supervisor Stumbo explains that she talked with DTE and the work would be done early next year.

CONSENT AGENDA

Clerk Jarrell Roe states that she is ready to review the minutes

Supervisor Stumbo requests that Belinda Kingsley who has one agenda item is able to proceed now.

NEW BUSINESS

Belinda Kingsley explains the request for authorization for circuit court litigation to be brought to abate a public nuisance at a property identified as 2850 Appleridge. She explains that looking back there have been over 20 enforcement cases that have been opened in the last 10 years for a variety of reasons. She goes onto explain that the neighbors are complaining about it. People are accessing the backyard and hanging out and also going into the park. We have tried to secure it. She says this is our third time securing it so far. Belinda also explains that she was connected with Habitat of Humanity.

Trustee Swanson asks if there are any known vermin at the house

Belinda Kingsley explains that Orkin went out and did not see any signs of vermin.

Trustee Swanson states that she appreciates all that has been done to try and help the owner of the property work towards something that would help with the neighborhood. She is wondering if there is a way that we could work towards a policy, that could help residents in a compassionate way from the first contact in situations like this one.

DEI UPDATE

Keta Cowan gave a brief update on both diversity inclusion and equity training for staff and she schedule a training to talk about strategic plan ideas. She also requested to

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 17, 2023 WORK SESSION
PAGE 2

meet with the Trustees if they could within the next couple of weeks between the 23rd and the 4th of November.

1. 1 ST READING OF RESOLUTION 2023-15, PROPOSED ORDINANCE 2023-506, AN ORDINANCE TO AMEND ARTICLES 2, 5 AND 11 OF THE YPSILANTI TOWNSHIP ZONING ORDINANCE

Jason went through the resolution for a first reading for a batch of ordinance amendments-adaptive reuse ordinance. This ordinance helps deal with the reuse of school buildings and other institutional buildings that might be in neighborhoods.

Trustee Newman asks a clarifying question about zoning

Trustee Swanson expressed gratitude for the work that has been put in, and also concern for school properties and how they are reused.

Supervisor Stumbo explains that this is a first reading and it will come back to the board again.

2. REQUEST AUTHORIZATION FOR LIMNOTECH TO SUBMIT PERMIT APPLICATION MATERIALS FOR SEDIMENT SAMPLING ON FORD LAKE

Michael Saranen reads the letter from the Huron River Watershed Council to request some sampling at the headwaters of Ford Lake so they can take a profile before they move forward with the pen dam removal. Questions were asked to Mr. Saranen by Swanson and Mr. Winter. Mr. Saranen explains that they will sample four to six sites on Ford Lake every 10 years, part of our water quality plan for the dam. So we are taking a record of those, what's in there and what's changing over time.

3. REQUEST AUTHORIZATION TO SEEK SEALED BIDS FOR THE RENOVATION OF THE GREEN OAKS GOLF COURSE BATHROOMS and 2. REQUEST AUTHORIZATION TO SEEK SEALED BIDS FOR THE CONSTRUCTION AND REPLACEMENT OF THE CIVIC CENTER CARPORT

John Hines, Municipal Services Director, brought forward the request for authorization to seek sealed bids for the renovation of the Green Oaks Golf course restrooms as part of the ARPA funding approved earlier this year. Matt Parks will be at the December 5th meeting to answer any questions that might be about the awarded contractor.

4. REQUEST AUTHORIZATION TO SEEK SEALED BIDS FOR THE RENOVATION OF THE GREEN OAKS GOLF COURSE BATHROOMS AND REQUEST AUTHORIZATION TO SEEK SEALED BIDS FOR THE CONSTRUCTION AND REPLACEMENT OF THE CIVIC CENTER CARPORT

John Hines explains that the package is prepared by Stantec and the goal would be to go out to bid later on this week and bring back an awarded bidder at the December 5th meeting.

5. REQUEST TO APPROVE AN AMENDMENT TO THE SERVICE CONTRACT BETWEEN WASHTENAW COUNTY AND YPSILANTI TOWNSHIP FOR SENIOR NUTRITION DATED OCTOBER 1, 2022

A brief discussion of the program was given and the memo in the packet was acknowledged.

6. REQUEST TO PURCHASE (4) FOUR VERITY PRINT BALLOT PRINTING UNITS IN THE AMOUNT OF \$25,676.00 BUDGETED IN LINE ITEM #101-262-977-000 CONTINGENT UPON APPROVAL OF THE BUDGET AMENDMENT

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 17, 2023 WORK SESSION
PAGE 3

Clerk Jarrell Roe gave a brief overview of what the system is. Questions were asked regarding vote sites. So this system is going to be talking to and receiving information from the qualified voter file. So this new qualified voter file is going to be an updated electronic poll book and discussion regarding reimbursement for supplies used for the election.

The meeting was adjourned at approximately 6:56pm.

Respectfully Submitted,

Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 17, 2023 REGULAR BOARD MEETING

Supervisor Brenda Stumbo called the meeting to order at approximately 7:07pm 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 Brenda Stumbo, Clerk Heather Jarrell Roe and Treasurer Stan Eldridge
Trustees: Ryan Hunter, John Newman II, Gloria Peterson and Debbie Swanson

Members Absent: None

Legal Counsel: Wm. Douglas Winters

PUBLIC HEARING FOR SAD #222 FOR WOODLAWN AVENUE

- A. Public hearing for the street lighting petition to see if there were any oppositions. Two positive feedbacks via email. And one resident in favor in the hearing. The public hearing was closed at 7:09.

- B. Proposed plans to install street lighting for Woodlawn Street.
 - 1. Approximate total cost of construction are \$28,744 and 70 cents
 - 2. The total annual lamp charges being \$1,736 and 40 cents.
 - 3. Ypsilanti Township will be \$69 and 46 cents per parcel for a three year period

A motion was made by Clerk Jarrell Roe and seconded by Trustee Gloria Peterson to approve the creation of Special Assessment district. A roll call vote was taken.

Swanson	YES	Newman	YES	Peterson	YES	Jarrell Roe	YES
Stumbo	YES	Eldridge	YES	Hunter	YES		

PUBLIC COMMENTS

Public comments were given regarding early voting, the unaffordable rents in the township, and the bad maintenance of apartments in the township.

Supervisor Stumbo said that John Hines would get all addresses and contact information and all the issues will be addressed.

CONSENT AGENDA

- A. Minutes of August 15th, work session, regular meeting minutes of the September 19th work session, regular meeting that were tabled at the October 3rd meeting.

Clerk Jarrell Roe states that she is prepared to go through tonight to the minutes our office has tried to accommodate the changes and requests that the board's made. Lisa talked to MTA today. They, you know, have recommendations about minutes when they refer back to the MCL. They state that the meeting minutes should be approved at the next meeting. So for example, August, October 3rd should be approved tonight. And then available to the public five days after that. So I'm happy to go through each of them tonight and make whatever changes. They did also have a suggestion of just making the changes in public together, you know, so that everyone's clear on what it is.

Trustee Peterson asks if we can have a special meeting. She explains that going through them would take too long tonight. She states that to actually read it and that, I mean all three, let the board to really look at every statement if it's possible, can we table to do a special meeting to update and approve all these August 15th, if it's possible, can we table to do a special meeting to update and approve all these August 15th, September 19th and October 3rd minutes legally, can we do this?

Clerk Jarrell Roe states I'll just share what I learned from the MTA as well as Lisa. And it's basically just that the OMA does not allow any like, space for tabling of minutes. I know that since I've been on the board, that's, we occasionally table minutes. I'm not an

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 17, 2023 REGULAR BOARD MEETING
PAGE 2

attorney. I don't know if Attorney Winters has any more to say about that, but in the Open meetings Act, MCL it allows for the next meeting for you to make edits, make changes, and they should be, you know, in approvable form then. Five days after that meeting, they should be available to the public.

Attorney Winters states that he is not sure exactly what the question was that was posed to MTA. All he can speak of right now is that when minutes come back to the board and the board, just paraphrasing, made certain specific requests to be made to those minutes and those requests were not made to the satisfaction of the board. He doesn't think the board is required to approve something that's not in the board's opinion to be in approvable form.

Clerk Jarrell Roe states that her office has tried to make the changes that were requested. We have all worked on it in our office. And at this point, I feel like if we want changes to be made, we should do them together here tonight so that everyone's on the same page about what exactly it is that needs to be changed.

Trustee Swanson states that she has no problem working through them together. She thinks that suggestion is, is a great idea. She states that she doesn't want to be pressed to approve something that that she doesn't feel comfortable approving. She asks about the meeting audio being posted on the website. She goes on to state that this has nothing to do with the clerk's office or saying something about because I don't want people to say that. She doesn't want employees, or anybody put into the middle of it. She states that we are not at a common shared understanding about what's getting put in, what's not getting put in. Verbatim looked a little better this last time without audio. There's no way to go back and see, is that really verbatim? So I would be in favor of what Trustee Peterson is suggesting and I have no problem going over it line by line if we need to together.

Clerk Jarrell Roe states that she wants to clarify, I'm on it, and the audio is posted today. I, it's up right now on the website. She states that she appreciates Trustee Swanson's feedback. She goes on to state that it is the clerk's office that, that this impacts. She explains that she doesn't do the minutes alone, but with staff and that until August 15th meeting, there haven't been these real big issues with our meeting minutes. She states that it's peculiar to her that, that after that meeting, we've had now three sets of minutes that it sounds like might be tabled or put off. She encouraged all of the board members to reach out to MTA and read the resources they have.

Supervisor Stumbo states that she is hearing though is to have a meeting just to go over the minutes. Is that what I heard? Two, I've heard two board members.

Trustee Newman states that what he doesn't understand is, were the minutes taken before the August 15th meeting in the same? They didn't seem to be in the same format, which, you know, made it easier to understand before August 15th, and with the volume of information that took place that day. He goes on to say that the only way to reconcile that is to have the audio available to reconcile with what's on the, what was taken on paper because that was incorrect. Now to, to say in effect that we must make a decision today. He states that is where the confusion comes in because it, if it was if it was done a different way, then all the ones that were done before, all the minutes before were not an issue because they seemed to reflect what had taken place. But with that particular one and the future ones, there seems to be some sort of disconnect.

Clerk Jarrell Roe asks to speak to the methods that were used to answer John's question. The method that has been used for all of these meeting minutes have been the

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 17, 2023 REGULAR BOARD MEETING
PAGE 3

same, the same person that did the July 18th meeting minutes, did the August 15th minutes, did the September 19th meeting minutes. How the office does the minutes is that they listen to the audio while it is being like we type a synopsis of what we hear in the audio. I've heard specific parts needed to be verbatim. Those were done verbatim by someone in my office. She goes on to explain that verbatim was done for the requested sections and there was still a question of are those really verbatim. She explains they truly were, they were listened to and typed out and hours are spent doing that. So the process that we do in our office for the meeting minutes has been the same process for the seven years that I've been on this board, the audio's listened to and they're typed as they're being done, Clerk Jarrell Roe stated. She concluded to say that anyone who does the meeting minutes in my office can speak to that process.

Trustee Hunter asks, why must the minutes be approved tonight or what, what laws is, is regulating that?

Clerk Jarrell Roe states that her understanding is just from MTA that the Open Meetings Act does not provide any space for minutes to be tabled. She furthers that it is her understanding that the intention is, is that the very next board meeting, the minutes should be edited in, together in public, then approved.

Trustee Hunter states that he understand the MTA gives you the response that they give. He goes on to stat that just the sheer volume of the minutes, if there is an appetite from the board to go through it line by line to make sure that things are square that might require a, a whole work session to itself. He continues that to ask for them to be approved tonight, now to kind of put us under the, the hammer and say, approve it now or forever hold your piece, it's just that's just kind of a weird space. He furthers that he is not faulting anyone for that, that's just the predicament. He states that I would certainly be in favor of possibly tabling until the November 1st meeting where we could then use that work session, or if we need to call a special session, we could actually work it over then between now and November 1st.

Supervisor Stumbo explains that would require a motion. She states that she wanted to say that we had AI technology for that one meeting, and that was brand new that we've ever had presented, it wasn't verbatim because it's not what we said, but that's what they heard, the technology heard. So those minutes were totally new to us. Everyone agreed that those, that was not a good form of minutes. So there's several statements in there that are so inaccurate and untrue by myself and other people and the speakers and the names were wrong. She goes on to state that what she hears people saying is that to leave it on table and then have a meeting to go over the audio and the minutes.

Trustee Newman states that is what he is suggesting.

Supervisor Stumbo states that she isn't sure if we call a special meeting to read, to go over these minutes, if the board can approve them at that time? She goes on to explain that it would still be an open meeting for the public, so we can get this process done. She further explains that at this point, she understands the act as that you are supposed to approve the minutes at the next meeting, but at this point we already missed two. She states that she will feel comfortable if we call for a special meeting to go over the minutes and if it is a public meeting we can have as a discussion, but actually to clarify it and vote on it. is that correct?

Clerk Jarrell Roe responds that it is correct. She goes on to state that she hears what everyone's saying and that her preference is still to tonight go through these minutes and she goes on to state that she wanted want to address the AI transcription. She states that

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 17, 2023 REGULAR BOARD MEETING
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the transcription was added as a supplement to actual minutes because we were asked to do verbatim minutes for the whole board meeting. I understand that we all agreed, including myself, that that is not the preferable method because it doesn't make any sense to do it that way.

Trustee Swanson states she can appreciate that Clerk Roe being prepared to do that tonight because she had a chance to have that information was not shared with us. She states at no point in time did you let the rest of us know that I've talked to MTA, this is what they've said, be prepared to sit and do as long as this meeting's going to take. So I can appreciate that you that you had that knowledge, that knowledge was not shared with the rest of us. She goes on to state that she thinks we're all trying to make the best of what has been difficult for the last couple months. She states that she is personally not trying to be hard on the clerk or her staff. Staff is going to get involved when we're not clear about what we're expecting to do as a board. She acknowledges that the clerk is very busy, including the nine day early voting decision. She goes on to state that she feels like we're being forced to say we've got to do something that I don't feel comfortable doing. That if anyone wanted to make a motion that we'll approve them, the motion can go the way it's going to be. She continues that when it is eight o'clock and that the packets aren't ready until the end of the weekend it makes it difficult. She states that she has spent a significant amount of time going through the minutes line by line by line on a computer, which is not easy. She explained that trying to figure out that, I can't circle things, I can't underline things, I can't do any of that kind of stuff. Then the August 15th meeting, when it didn't upload to the site and residents couldn't see like what the resolution was going to be, they didn't have access to it she states that she communicated her concern about that. She recalled that minimally, I think we should have had the paper available so that people can see people don't do everything on computers, at least not all the time. She goes on to continue, that when going through things line by line and I'm editing things, I want to see it in my hands to do it. So again, I appreciate that you are ready, but that puts the rest of us in a really rough spot because that wasn't communicated to us. If that's what you want us to do, you want us to support you in doing that. I guess we can say, we'll sit here all night. I mean, it's going to be hours to do that. It's not going to, if we're going line by line with three packets of minutes, we could be here all night. She continues to explain that she is just frustrated by that, period. She explains that she had tried to do her best sending you things and that she will not do that in the future. She will make sure that I bring it here so that I can share them publicly with everybody. She continues that when an audio isn't uploaded and there's a question in the minutes on the weekend, how do we reconcile that? How does that get reconciled?

Clerk Jarrell Roe explains that the audio is available.

Trustee Swason states that it wasn't last night when she looked at it and I tried to reconcile something. She goes on to explain that she is at work all day, so she can not get on and check minutes or check audio. She restates that again, she is willing to do the hard work. She is willing, if I've got a question to go read them, she is willing to go listen to it audio to see if it's a good match. She explains that she has questioned the idea of what happens when someone's typing a synopsis? What happens when someone's deciding what comments are going to be there tonight? We had residents who urgently are asking us to do something like, what's going to happen? Various people showed up and they're worried about their apartment. Like that's more than what they're expecting us to have more in our minutes than that. And so we don't have a good policy for what happens. She continues that yes, it is, it's also unfair, I think, to characterize that there's been no concerns with minutes all along. She explains that this is only my first term, but if she went back and checked on the regular, she has submitted things over time, over four

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years where I've submitted exactly as you asked us to do. She continues that she was told, if there's a problem, please email and now is being told don't do that. We need to bring them publicly. I'm prepared to make that change. She says that to tell us midstream to do something is not a fair reasonable thing to do to us as colleagues with that and it's going to be harder on staff. She explains that we have great staff, they work hard for our residents, on part of my concern with the minutes is that often some of what's in the minutes doesn't even demonstrate the stuff that's been done on behalf of the staff, but the staff is going to have a harder time if we can't agree what goes into synopsis, what we're thinking should be in when the public comes out to comment. Like if we need to be clear so that whoever is doing that knows, okay, this is what the board is thinking in that way. Even that's not clarified right now, if we go line by line by line and we disagree about, well, this should have been in the synopsis, this should have been in the synopsis, we don't have any kind of rule book or guide to make that decision, then it becomes a subjective decision, which I'm concerned about the subjectivity of how somebody feels about any particular thing. We should, as seven people working for the residents of the town, should be able to come to some understanding when it's not a hot button issue about what we're expecting to happen.

Trustee Newman asks to make a motion to have a special session to go over the work session and regular meeting minutes for the August 15th, September 19th and October 3rd.

Trustee Swanson supports the motion

Motion passed unanimously.

A motion was made by Treasurer Eldridge supported by Clerk Roe to check people's time statements and checks and the treasurer's report.

The motion passed unanimously.

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters begins in regards to the previously filed lawsuit against Lily Investments and men like us. That lawsuit has now been dismissed. Mr. Lewis was the subject of an eviction hearing by the landlord, Lily Investments. He left the building October 4th, thereabouts. And so that issue has been resolved in the eyes of Judge Connors. There was an order entered that Lilly Investments will not release that property to Mr. Lewis or any organization that he is involved with. And they will also have to go forward and make sure they're in compliance with the zoning. They may need to get a new CFO depending on what it's used for. But I just want to say right from what from our perspective, I say our, from the legal counsel perspective, there was an awful lot of, at times unfounded allegations that were made that this business had been targeted or singled out. Totally untrue. Facts came out during the evidentiary hearing as to the number of violent assaults that took place at that club, both inside and outside, as well as the videos that were obtained. Some from neighboring businesses, some from DTE, and some from the men like us, our club. And absent the township naming Lily Investments as a defendant in this case, I am of the opinion. So as township attorney Dennis will claim that Lily investments would've not initiated eviction proceedings, but for them being named as a defendant in this lawsuit, for reasons that I cannot fathom. As you are aware in their separate lawsuit, they claimed they were owed over \$85,000 in back rent, which meant that they never paid rent, maybe beyond just one or two months at the most. So the bottom line is, is that the township went to a great deal of expense and time and

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resources to achieve the purpose. But at the same time, I just feel that the township board also was instigated unfairly that night on August 15th and other nights. In regards to the motivation, when it was clear as to what was motivating that lawsuit that was approved by this board unanimously back in May, it was basically a public health safety and welfare issue and it came out the way that I think it would've come out anyways. But that lawsuit has now been dismissed and that club is no longer at that location.

He continues, in regards to Gault Village you probably have driven, you probably have driven by and seen that that is pretty much a vacant piece of property at this point in time. The fence is still in place. That Homrich is left behind. We have had one meeting internally in regards to how do we secure that property going forward. And there's various tasks that have been assigned to try and come back with a plan. One of those tasks also involved reaching out to the owner of the four acres that's also vacant and is also part of the Gault Village proper. In other words, the total vacant space over there is 17 plus acres. 13 plus acres was owned by GVLLC, the defendant, in our case, the other four acres, is still owned by another individual called Gault Village, LLC. And we are going to have a meeting with that individual this week to ensure that all of us maybe are in the same wavelength in regards to the fact that we are still, we still have the legal authority to ensure their property is maintained and free and free from any type of blight, trash, or debris. And so that meeting will take place on Thursday this coming week. At the meantime, Jason has been also working with accounting director, Jovan and Neil, and gathering all the financial documentation that would support attorney McLain going back to the court, seeking a money judgment on this property to ensure the township's interest are protected. I believe also that Jason has also drafted a letter that we discussed about going out to the Gault Village residence. He continues, that hopefully it can be posted on the township's website explaining that the process has been completed from a demolition standpoint. But the township does not own the property. The township is going to maintain some degree of vigilance or a high degree of vigilance in regards to making sure it does not become a dumping ground or a race track like we've seen in other locations. But at the same time, if and when a buyer steps forward, and if and when a plan comes forward, there would be public hearings to ensure that the residents know first and foremost as to what may possibly be built there in the future. Right now, I think information is important because there's a lot of misinformation still going around where people are under the mistaken impression that the township owns that property. We do not own the property. And while we have been very, very, it's been a long journey to get that property, the building demolished. And in fact, I know tonight we have the adaptive reuse ordinance before you, and I think I wrote many letters about the Walmart property over there in Ellsworth Road as being what I was referring to as a possible Gault Village too in the next 10 years, that that property was not redeveloped. That was one part of the adaptive reuse discussion that I wanted to emphasize myself, is that it is the commercial properties that I think right now pose some of the biggest I don't say threats, but the vacant buildings that are sitting there, they almost become demolition by neglect over a period of time.

He continues by explaining that In regards to Dominion Properties, Jason has forwarded to us via the cloud quite a bit of history in regards to those properties that has, that have been downloaded by our office in regards to timelines, land uses current zoning. Jason has also reached out to some of the residents on Hawthorne that have been very, very concerned to let them know the township has authorized litigation. And I think the email I received or the Jason received as I saw a copy of it, they're very appreciative of knowing the township is moving in the right direction. It just may take a little bit of time to assemble all that, but the process is underway. And then probably in conclusion this is my own observation. I wrote a letter yesterday in regards to the weekly police reports for the last

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two weeks, and I did send copies of that to the trustees emphasizing what appears to be just a continuing number of firearm violence related incidents that have occurred during the last two weeks. It's very alarming when you have reports of shootings that emanate from a passing car or shootings that occur in a residential property. We have a situation where one gun was taken into custody up here at the Skyline High School. And so I have asked Lieutenant Peltier and I continued to press him going forward in a positive way, to at least give the township at the right time in accounting of what came out of those weapons that were seized. So far to date, there's been 66 weapons that have been seized. And I really want to know from the township standpoint, what crimes, if any, were those weapons involved that were seized, what charges, if any, were authorized by the prosecuting attorney regarding those weapons that were seized? And the reason why I'm asking that question is because we all know from what happened back on August 25th when the deputies stopped a vehicle for a traffic violation. They ceased four firearms, one of which was loaded, and later on it was determined that three of those handguns of which were stolen were involved in three separate shootings. One in Inkster, one in the city of Ypsi, and one in the township. So it's important not only to get the information that it tells us how many weapons have been seized from various interactions with the police, Washtenaw County sheriff's department, but also what, what is the end result from the seizure of those guns. Can they be linked to crimes that were unsolved or the weapon wasn't found? We need to know that information. He concludes that it is so it's troubling when you read those reports. I know that you guys had your meeting yesterday when I was writing that letter, the police services committee. But it's just, I think it's important for the trustees to be aware of those weekly incident reports as well. So when I see ones that involve firearm violence, I'm going to continue to bring those to your attention because it's just it's very important.

Supervisor Stumbo adds that she want to say that someone from McKinley was in the meeting earlier and heard the comments and was going to help schedule inspections right away. So that's good news because we were trying to get information to the ordinance department. So they're actually going to get together tomorrow and figure out a schedule to get the Aspen Chase in particular, the addresses that were given. So that's good to know. Thank you Mr. Winters.

NEW BUSINESS

- 1. 1ST READING OF RESOLUTION 2023-15, PROPOSED ORDINANCE 2023-506, AN ORDINANCE TO AMEND ARTICLES 2, 5 AND 11 OF THE YPSILANTI TOWNSHIP ZONING ORDINANCE**

There was no discussion. Discussion took place during the work session.

A roll call vote was taken

Hunter	YES	Eldridge	YES	Stumbo	YES	Roe	YES
Peterson	YES	Newman	YES	Swanson	YES		

- 2. REQUEST TO PURCHASE (4) FOUR VERITY PRINT BALLOT PRINTING UNITS IN THE AMOUNT OF \$25,676.00 BUDGETED IN LINE ITEM #101-262-977-000 CONTINGENT UPON APPROVAL OF THE BUDGET AMENDMENT**

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A motion was made by Trustee Peterson and seconded by Trustee Debbie Swanson. Trustee Peterson asks, "If we're going to approve this and we want to ensure that we're safeguarded, do we want to approve a fifth printer in an emergency basis? If so, I would make that friendly amendment to add a fifth printer at the additional cost."

Clerk Roe explains that having a backup is great but, it's very unlikely that all four of them would fail at the same time. She explains that when she brought this forward, she just wanted to try and be conservative in that amount. But to do that the additional one it would be, \$6,419 in addition. So that would be what, a total of \$32,095.

Trustee Swanson asks if these have been used before.

Clerk Jarrell Roe explains that they have been used in other states.

Trustee Newman asks how many people the clerk would expect to use early voting.

Clerk Jarrell Roe explains what the county is estimating but that it is very difficult to predict at this time.

Trustee Swanson asks what the life span of the machines are.

Clerk Jarrell Roe explains that the other Hart machines we use have a standard of 10 years, with an ongoing maintenance contract.

Supervisor Stumbo clarifies that there is a friendly amendment to the motion, for an extra Verity Print, an extra barcode scanner and an extra V-Drive. She further explains that Kirk Profit, our lobbyist, thinks there is a high likelihood for reimbursement. That this early voting is just another option for voting. She goes on to explain that polling locations are still available, absentee is still available. Heather and Stan and I met and Heather described how after people vote that day because there's nine days, she puts them into a ballot bag and they're sealed and taken to a safe location that's locked up so no one has access to, and then they're brought out the next day.

Clerk Jarrell Roe asks to add that the tabulator is suspended so it will be impossible to tally those votes until the end of Election Day, the tabulators will be programmed that way. So I just want to make sure that no one thinks, you know, like we're not going to have any inclination of who's winning the election along on those nine days.

Supervisor Stumbo goes on to say, Supervisor: And so, like I said, treasurer, Eldridge and I met with Clerk Roe and we said, we'll help whatever she needs and she's going to use temporary employees and whatever staff needed.

Javonna Neel, Accounting Director, explains that she can send a new budget amendment to reflect the change.

The motion passed unanimously.

**3. REQUEST TO APPROVE AN AMENDMENT TO THE SERVICE CONTRACT
BETWEEN WASHTENAW COUNTY AND YPSILANTI TOWNSHIP FOR
SENIOR NUTRITION DATED OCTOBER 1, 2022**

Motion was made by Trustee Peterson and supported by Ryan Hunter (see attached).

There were no discussions.

The motion carried unanimously.

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MINUTES OF THE OCTOBER 17, 2023 REGULAR BOARD MEETING
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4. REQUEST AUTHORIZATION FOR LIMNOTECH TO SUBMIT PERMIT APPLICATION MATERIALS FOR SEDIMENT SAMPLING ON FORD LAKE

A motion was made by Clerk Roe and supported by Trustee Peterson

There was no discussion.

The motion carried unanimously.

5. REQUEST AUTHORIZATION FOR CIRCUIT COURT LITIGATION TO ABATE A PUBLIC NUISANCE LOCATED AT 2850 APPLERIDGE BUDGETED IN LINE ITEM #101-729-801- 023

A motion was made by Treasurer Peterson and supported by Trustee Eldridge.

Trustee John Newman wanted a clarification about reaching out to the property owner before going to litigation. He receives confirmation and that compliance is always the better thing.

The motion carried unanimously.

6. REQUEST TO SET A PUBLIC HEARING FOR TUESDAY, DECEMBER 5, 2023 AT APPROXIMATELY 7:00PM – 2024 FISCAL YEAR BUDGET

A motion by Clerk Jarrell Roe supported by Trustee Peterson.

There was no discussions.

The motion carried unanimously.

7. BUDGET AMENDMENT #14

Clerk Roe had a motion to amend in budget 14. To move to increase the general fund budget from \$32,095 to \$14, 812, 921 (see attached).

A motion by Clerk Jarrell Roe supported by Trustee Peterson.

The motion carried unanimously.

Authorizations and Bids

1. REQUEST AUTHORIZATION TO SEEK SEALED BIDS FOR THE RENOVATION OF THE GREEN OAKS GOLF COURSE BATHROOMS

A motion was made by Trustee Peterson and seconded by Trustee Swanson

The motion carried unanimously.

2. REQUEST AUTHORIZATION TO SEEK SEALED BIDS FOR THE CONSTRUCTION AND REPLACEMENT OF THE CIVIC CENTER CARPORT

A motion was made by Trustee Peterson and seconded by Clerk Jarrell Roe.

The motion carried unanimously.

BOARD MEMBER UPDATES

CHARTER TOWNSHIP OF YPSILANTI
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Trustee Swanson wanted to let everybody know that the New West Willow Association next month, their meeting's going to start 30 minutes earlier because it's an annual report meeting of their business. So if you wanted to go, it'll be a half an hour earlier. She also asked about CRC renovation updates. She recalled that we put it out for bid and then we talked about putting it in smaller projects. She let them know that they seemed happy with that, but, or they seemed comfortable with that and the understanding that there's a lot of backed up construction, but it hasn't been on our agenda, so we need to think about what we're going to do about that.

Supervisor Stumbo thanks Trustee Swanson and states that we'll get times and dates for the special meeting, for the minute review.

Clerk Jarrell Roe explains that with the new website it is harder for uploading of packets and audio. We currently have to submit the audio file to IT and then convert it over to some other type of file and then they have to upload it. She explains that it's much different process now.

A motion to adjourn was made by Treasurer Eldridge and supported by Clerk Roe

The motion carried unanimously.

The meeting was adjourned at approximately 8:42pm.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti



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September 20, 2023

Contract # 54296.1

Brenda Stumbo, Supervisor
Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti
2025 E. Clark,
Ypsilanti, MI 48198

Dear Brenda Stumbo and Heather Jarrell Roe:

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

Accordingly, the Service Contract between Washtenaw County and Charter Township of Ypsilanti dated October 1st, 2022.

Amend ARTICLE II – COMPENSATION

Upon completion of the above services and submission of Invoices the County will pay Contractor an amount not to exceed \$13,375 (thirteen thousand and three hundred seventy-five dollars) annually.

Your site will be reimbursed by Meal/Unit distributed as follows:

Senior Café - 5,944/Units at \$2.25 per Meal/Unit = \$13,375

Total Grant Amount = \$13,375

Amend ARTICLE IV – TERM

This contract shall be in full force and effect for the term of one (1) year commencing October 1, 2023 terminating on September 30, 2024, with an option to extend for an additional one (1) year period.

Amend ARTICLE XVII - LIVING WAGE

The parties understand that the County has enacted a Living Wage Ordinance that requires covered vendors who execute a service or professional service contract with the County to pay their employees under that contract, a minimum of either \$15.90 per hour with benefits or \$17.73 per hour without benefits. Contractor agrees to comply with this Ordinance in paying its employees. Contractor understands and agrees that an adjustment of the living wage amounts, based upon the Health and Human Services

poverty guidelines, will be made on or before April 30, 2024, and annually thereafter which amount shall be automatically incorporated into this contract. County agrees to give Contractor thirty (30) days written notice of such change. Contractor agrees to post a notice containing the County's Living Wage requirements at a location at its place of business accessed by its employees.

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

ATTEST:

WASHTENAW COUNTY:

Lawrence Kestenbaum, DATE
County Clerk/Register

Gregory Dill, DATE
County Administrator

APPROVED FOR CONTENT:

Charter Township of Ypsilanti:

Ellis Johnson II, DATE
OCED, Finance and Operations Manager

Brenda Stumbo, DATE
Supervisor

Heather Jarrell Roe, DATE
Clerk

Original: Clerk
Contractor
cc: Department
Purchasing

CHARTER TOWNSHIP OF YPSILANTI
2023 BUDGET AMENDMENT # 14 REVISED

October 17, 2023

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND

Total Increase \$32,095.00

Request a budget amendment for the purchase of FIVE ballot printing units needed for a required early voting site. This will be funded by an appropriation of prior year fund balance and the Clerk will submit to the County for reimbursement.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$32,095.00
			Net Revenues <u>\$32,095.00</u>
Expenditures:	Election - Equipment	101-262-977.000	\$32,095.00
			Net Expenditures <u>\$32,095.00</u>

Motion to Amend the 2023 Budget (#14 REVISED)

Move to increase the General Fund budget by \$32,095 to \$14,812,921 and approve the department line item changes as outlined.

CHARTER TOWNSHIP OF YPSILANTI

MINUTES OF THE NOVEMBER 1, 2023 SPECIAL WORK SESSION

Supervisor Brenda Stumbo called the meeting to order at approximately 7:06pm 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 Brenda Stumbo and Treasurer Stan Eldridge
Trustees: John Newman II, Gloria Peterson and Debbie Swanson

Members Absent: Clerk Heather Jarrell Roe and Trustee Ryan Hunter

Legal Counsel: Wm. Douglas Winters

SPECIAL WORK SESSION AGENDA

1. REVIEW 2024 DRAFT BUDGET FOR THE FOLLOWING:

- **101 GENERAL FUND**
- **206 FIRE FUND**
- **208 PARKS FUND**
- **213 BIKE, SIDEWALK, REC, ROADS, GF**
- **216 FIRE PENSION & OPEB MILLAGE FUND**
- **217 FIRE SPECIAL MILLAGE CAPITAL FUND**

Javonna Neel, Accounting Director, reviewed the above funds (see attached).

2. REVIEW SPECIAL MEETING AGENDA

REQUEST APPROVAL AND SIGNING OF THE MICHIGAN NATURAL RESOURCES TRUST FUND AGREEMENT AMENDMENT #3 FOR THE LOONFEATHER POINT PARK PROJECT

Supervisor Stumbo stated this would extend the agreement from August 2023 to November 28, 2023.

John Hines, Municipal Services Director stated this item is to bring amendment number three with the MDNR trust fund grant agreement for Loon Feather Point Park. We submitted everything for reimbursement in late July before the August submission date. And one last punch list item that we still had to take care of that the MDNR let us know about was the four ADA picnic tables to be placed at the park. Because our request is not for the full grant amount and there are still some funds available, we decided to go ahead and order those picnic tables for the park. That way we could be reimbursed for 50% of the cost. Now that we have paid the invoice for the picnic tables it was after the amendment number two end date of August 28th, so we just have to approve this to extend it to the end of this month. They already have the canceled check and invoice, so we just have to upload that to my grants and then we can submit the final reimbursement and be all set with the project.

REJECT SINGLE BID FOR COMMUNITY CENTER RENOVATIONS IN THE AMOUNT OF \$1,842,965.00

John Hines, Municipal Services Director, stated as you're all aware we went out to bid for the community center work that was the insurance portion of the project in the 200 Hallway as well as the bathroom renovation and galvanized piping replacement. We did have 15 contractors show up to the walkthrough. We answered all the questions and we felt pretty good after that meeting. But only one bid came in and it was for, you know, an enormous amount of money that was outside of the budget that we have prepared and being the sole source and being such a higher price than what we kind of had expected we are looking to reject it and reassess what we go out for the bid in the future. Since we got the bid, I've spoken with Attorney Winters,

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 1, 2023 SPECIAL WORK SESSION
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Supervisor Stumbo and the consultants from Stantec to just kind of ask what changed from the original scope to get the price to be as high as it was. And the biggest kind of proponent for that was the sanitary line work outside the building and inside the hallways. That was the biggest bulk of what the price was that we got from the contractor so after assessing that it was this energy ground, sanitary piping, the sites of work and then the additional corridor work, we've had discussions on what really needs to be done for that building to make it functional again and make it last long term. So, we've talked already and had some discussions and we're going to talk further with Stantec to kind of pare down the bid and again, try to get this back on the schedule as soon as possible, but to get competitive bids and not just one.

Trustee Newman asked will there be a new estimated amount? I know we estimated \$800,000.00 Knowing what you know now, will that budget have to increase to whatever amount? Because if it came in at \$1,800,000.00 and we budgeted \$800,000.00, we know it's going to be more.

Mr. Hines answered the original estimation when this project was submitted came from OHM and that did not include any of the sanitary work. It was mostly about the bathrooms and renovating the fixtures. And that of course did not include any of the insurance portion of the project. So I do think if we look at what has to be done for the building to be functional, and again, like I said, last long term, which is why that sanitary line under 202 should still be addressed, I do think we can pare it down closer to what we have allotted when you factor in the \$200,000.00 that's left over for the insurance reimbursement as well. So that does give us a little bit of room upwards from that original number. And we do lose a little bit for the engineering that's already been approved, but it comes closer to about \$900,000.00 available for the project.

Trustee Newman stated he is trying to figure what the \$1,800,000.00 represented from that company. I know it was sanitary, but it's \$900,000.00 difference.

Mr. Hines responded it's a question we've asked Stantec and it's going to be an ongoing part of the conversation because though you can expect a bid to be high, that number definitely surprised me and I'm sure surprised everybody. And that's what the biggest thing we have to discern is what jumped it so much. I do know that the outside cement work I think was \$400,000.00 of it. So that's a pretty big chunk right there. But that along with the updating of the fire alarm system and the lighting of the system, which would've brought it up to code, were other two bigger punch list items that might not have to be addressed when it comes to the original plan for that fund to update the bathrooms to meet the code.

Trustee Newman stated what he's understanding is the \$900,000.00 doesn't include updating the fire alarms right now.

Mr. Hines stated that was not the original intent, correct.

Trustee Newman asked what the cement work that needs to be done or may not need to be done.

Mr. Hines stated we've discussed a little bit, and we'll continue to discuss the big issue and kind of why we look to include so much of the insurance portion as part of the bathroom renovation was because of the issue in 202 and that's something we'll have to continue to discuss because that line is near collapse. It's definitely the word they said, you know, just in disrepair. So that's why the look to still pipe it and still go to the golf course for that hallway still should be I'd say a primary option. But when you look at the hall, the bathrooms and the 100 hallway and the 300 hallway, they've not had the same level of service needed for them to work. So, we can look to

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not include those two and just focus on 202, which is kind of the original intent. And that will help a lot of the cost saving.

Trustee Newman asked if the other repairs would come at another time.

Mr. Hines stated yes, it would. Some of the other things we talked about with renovating the restrooms kind of reconfigured and where we talk about sort of reconfiguring the locker room, we just replace in kind to what's there. So, it doesn't mean we have to dig up the floor and you know do the piping there and go through the hallway and one benefit is we won't need to shut down the building near to the same extent. But you know, too, it's not going to affect the underground as much, which it is still old piping. It would be nice to do. The one plus is if we still go the route of doing the pipe from the 202 and like the 200 hallway to the golf course is that now exists if at a later date you choose to take the bathroom piping from the other two hallways and go around the building and link up with it, so it is an option at a later date, but it doesn't have to be as part of this project.

Trustee Swanson stated I'm concerned about, I mean I hear what you're saying and getting it cheaper, but I'm concerned because that's a whole presentation we had about the line and how the line was under the building. And then if you're going to fix it, now's the time to do it. So, I guess that my concern is that if we're going to put almost a million into something not having it carry forward for the future makes me concerned because we know there's a problem there. Maybe it hasn't been a problem there yet, but we know it and we know it's, if you're going to dig up, I don't see it getting any cheaper I guess to take care of it. But I'm also not sure that one bid represents like, who knows, maybe that's not the work they do. Maybe we should be trying to find out whoever does, maybe they specialize in something not piping stuff. So, it just feels like we need to get a better idea of that because it is just a problem waiting to happen. The fact that that other hallway and because it's the presentation we had where just the design of that is not the best case scenario for in the future, also. So, I think what I heard in the presentation was we want to take care of it in a way that makes it easy to take care of in the future when there's problems versus having to always go in and dig up a floor or something. So, I thought we were trying to compensate for that with the way we were doing it. So, I would encourage us to not completely give up on that until we've had a good look at why that is. Because otherwise we're going to be spending almost a million to do something that could very well not be forward thinking long term. That's just my feeling about it.

Supervisor Stumbo stated we are going to replace a collapsed sewer and we have to get that senior room up and running and then we're going to, that one T, I think, or elbow, I don't know what you call it that was clogged a lot. So, when we changed the specs to just lay new sewer lines outside and reconnect it, that's what increased the cost dramatically.

Mr. Hines confirmed it was just a lot of concrete and asphalt work.

Trustee Swanson stated I'm just misunderstanding it. I thought that night we had the presentation, the presentation was about the layout in the building as it is underneath, is not the best way for something to be laid out. That's what I heard in the presentation, unless I heard it wrong when he was talking about what we would do to make sure that every time, like when you have a big issue, if we repaired it that way, we wouldn't have to go in and dig everything up, which was going to make things more expensive long term. So, yes, we might be paying more now to get it out, but later on when you have a problem you're not going to that's what I heard unless I didn't hear right when I was listening to that presentation. So yeah, it's a hard decision to make, but my concern is if we shortcut that we're pushing a problem somewhere down the road,

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that's what's going to happen. So, the question is now that we're going to do a million dollars' worth of work, are we going to short-change that and do it in a way where yes, we'll be happy with it as the people who are responsible right now, but are we just pushing a potential problem later on? Because you want to do it in the best way you can. I don't know where the other money would come from. I think we should explore why, why that bid's so high. But I'm understanding Brenda, I hear what you're saying, but I'm still questioning this idea. That we're going to short-change something when the problem that was presented to us for fixing was a long ranging forward future looking way to take care of it. Because if it happens again, we're still going to have it under the ground in some other place and we're going to have to dig it up, which is never going to be an inexpensive thing to do.

Supervisor Stumbo stated they televised it and determined the sections that had to be replaced.

Mr. Hines stated that JTW came out and used the cam on every single sanitary line.

Supervisor Stumbo stated it's more exterior that we want to reconnect stuff.

Trustee Swanson stated the exterior was, unless I, correct me if I'm wrong, the exterior was for the purpose of making sure we don't have to go underneath anymore correcting a design flaw that we knew was present in that building.

Mr. Hines stated it was to not dig up more of the flooring but to go outside. Regardless fixing the 202 line, the best case forward would be outside just because if not you're tearing up, you know, the senior office, the sports storage room, the lobby, the racquetball court. I mean that's quite a bit. I know, I understand what you're saying and see your point because you want the longevity for the project. I think there are a lot of things that we're going to have to sit down with Stantec to kind of talk about. I know another thing that some bidders mentioned, or potential bidders mentioned was the phasing. We did the phasing in a sense that made sense for our building to stay open to affect the least amount of users for our space. But I know that created more, I think, logistical challenges for some potential bidders. And I know the bid that we did receive instead of the eight that was presented by Stantec proposed three because that's what they could physically or that's what they could actually make happen. So I think that's something we need to go back. I mean at the end of the day, the goal really is to get the rooms that we can open sooner as efficiently as possible just so we have more space for our all of our users, especially our 50 & Beyond members. But when it comes to the sanitary line work, I do think that's a fantastic point and just something that we're going to have to decide on is go down this route and prepare the bid in a way that is more appealing to bidders and makes sense for the building or remove a few items that maybe a tomorrow thing. And I know at the end of the day, I think we all want the longevity of the building to be paramount. But I just hope that by having these conversations now that we've gotten this single bid, that we will have a better kind of market for, you know, multiple bids just to have a price comparison.

Trustee Swanson stated that's my biggest issue. There's nothing to compare it to and that's a large number to not compare it to anything and I'm not sure why because there was a lot of activity and interest. Well, if they're already telling us that our phasing is off, I mean you got to listen to contractors to some degree. If they're telling us this is what they could do, I mean what we need and what we want, we're not doing the work. Right. So, I think that's an important point. If they're telling us this, I mean this is the work they do. I didn't hear any of us say when we were talking about Gault Village. No, you have to do it in a different order because they're the ones that are the experts in it. We have a goal, we want people to be able to be in the building. We want to get it open faster. We want services. But like that's not what a contractor's thinking

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about. Right? I mean they're going to be thinking about different stuff. So maybe, I don't know, maybe we need to look at rethinking it, but maybe we're going to have to have another space that we lease or something so that people can have programming while we're phasing stuff in. I mean people often do that kind of stuff. Like if they know they're not, something's not going to be available. Or is there any senior programming that we could do that we could do at the community network center, some other option so that we're not tying ourselves up to something at the long course. The long term viability of the community. Our community's generational wealth, which is in our property that we want to take care of, and we want to be good stewards for. So, I'm just thinking, I don't want to be short-sighted in the way we look at it because if we do, we are pushing a problem forward. When people come and do presentations to us, I'm listening there, I'm trying to, I mean, what I heard is this it would be very, it would be a very good idea for us to take care of something that we know right now is an issue underneath and so if we can do that, I would want to see that happen. But does that mean I know where the other money would come from? No. Does it mean that I know that I want seniors not to have their programming? No. I'm trying to look at all the things that are important and not just go on one kind of rush. I'm not a rusher, period. I just don't rush things. And if we can take care of it, we take care of it. But I mean, during the presentation it really acted like it would be prudent on our part to make sure we take care of that. And when I hear we're not maybe going to do that, I get concerned about that part.

Supervisor Stumbo stated my biggest issue is that we don't have competitive bids. That's my biggest issue. There's nothing to compare it to.

Trustee Swanson stated I'm not concerned we take that bid. I'm just hearing we're going to compare it now based on a bid that you don't think is, well maybe comparable. So, we're already making decisions.

Supervisor Stumbo stated, it's not what I think, it's because we don't have anything to compare it to. It's not what I think.

Trustee Swanson asked why would we pare it down? Why would we pare it down when it is on the bid?

Supervisor Stumbo stated I thought I heard him say phase it.

Mr. Hines stated I said we can pare it down if need be. I think again that's going to come with some internal discussion with Stantec and a re-look at what we proposed.

Supervisor Stumbo stated we took a repair job of the senior room where there was flooding, and we combined it with two other. So, it just kept growing and growing is what happened.

Supervisor Stumbo stated when we found out that you have a collapsed sewer, then you have to repair that. And that's what we were going to do. And then they videotaped it and there's, I want to say T, but I don't think that's a problem.

Mr. Hines stated it's an L.

Trustee Swanson said this is the problem we have here, Madam Chair, we have a problem that we have something that we need to take care of and then we decide we're going to do more than what we need to take care of now we don't have a carport for the winter and now we have this situation that's what's happening. So, if we don't want to go bigger, okay then let's not bring stuff back to us that's bigger. But now we're in a pickle space and we're saying, okay, now we don't want bigger. Well, if we didn't want bigger, maybe.

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Supervisor Stumbo stated she said that we didn't have two bids. That's what I said. I said we didn't have anything to compare it to.

Trustee Swanson stated we're down based on the bid that you don't like. That doesn't make.

Supervisor Stumbo stated It's not that I don't like it, I don't have anything to compare it to.

Trustee Swanson stated a bid that you don't have anything to compare to. So, we're paring it down because we don't have.

Supervisor Stumbo stated I'm not, I didn't, you did not hear Brenda's Stumbo say that, that's what John said. I thought he was phasing it is what I heard.

Trustee Swanson stated I heard you John am I missing, missing the point here? You said that one of the reasons why it was more expensive is because the contractor said the way we were phasing it out and if we phased it differently, they might have been able to do it differently and it might have reduced the costs.

Mr. Hines responded that's correct.

Trustee Swanson stated I'm understanding what's being done here.

Mr. Hines stated again, there's a few different kinds of suggestions of what they think could have driven the price up. You know, higher than we expected. One of it was phasing, one of it's the scope of work and you know, I apologize for saying that, scale it down. What I'm just trying to say is that we need to assess why it went to this level and what we can do to make it more reasonable and what makes sense for the township, for the building and for the longevity of the work that's done.

Trustee Peterson stated I just want to ask a question, John, within that \$1,842,000.00 did the contractor say that he was going to, he's going to do all the work that he needs to be done for the bathrooms, everything? Was the pipe work included in that price?

Mr. Hines answered yes.

Trustee Peterson stated that's what I need to know. Alright. So, you're going to go back out and seek some more bids within that bid of this. I'm just going, I'm trying to get an understanding of the \$800,000 that will complete all the renewal of the new bathrooms and stuff. So, actually the piece you're looking for within that bid is the pipe work part, right? So, this \$800,000 is not including the drains or whatever's going on out there. This is just the, the renovation of the bathrooms and so on.

Mr. Hines responded correct. That was the initial price we got and that prices have gone up since then. It was just kind of a price quote of what the project would be and it did not go as in depth as Stantec had gone since signing on.

Trustee Peterson stated that's the only one that came in at 1 million something to do everything. Can you do that separately or not? The pipe work, all of that. I mean, couldn't you get another bid from another company to complete all the work with the drains? The pipes maybe come in at, you know, 3 or \$400,000.00 would put us, you know, might save us \$500,000.

Mr. Hines responded there's definitely potential for that. You know because you look at the bid they proposed and of course you know, they're a company that's going to subcontract with other companies, as we've seen with other projects. So, and I think that's, I think the biggest part of the next point of this discussion we will have is the phasing that they projected was to do everything.

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Mr. Hines stated we can separate it, not rush, separate as you said. And I wouldn't say item, by item, but you can do it project by project at least.

Trustee Peterson stated to see if you come lower than the \$1.8 million and again, if another company does the pipework, possibly they may come in lower.

Mr. Hines stated we can do the insurance work excluding the 202 that needs the pipe work. We can do that separately and do that sooner since we have everything prepared. There's ways that we can look at this to go back out that might make more sense to potential bidders to get more of a competitive price and continue the work to be moving.

Trustee Peterson stated for clarity, you're not saying not to do the pipe work, all this debate back and forth, but you're not saying not to get that work done, are you?

Mr. Hines responded no, I don't. Especially when I said focusing on the 200 hallway. It has to be done.

Trustee Peterson stated I just want to get it clear. I think we're not saying not to do the work, you're just trying to get up a smaller bid. Is that correct?

Mr. Hines responded yes.

Trustee Swanson stated or the possibility you said, the possibility of not moving the change outside of the pipes, just staying where we know there's a problem.

Mr. Hines stated I said that, you know, again, the one hallway has to be addressed, the other hallways, maybe they don't have to be brought outside. Maybe they can be done inside. I mean when Stantec did their presentation, they mentioned bringing everything outside because that makes sense to contractors and that's why we went that direction. At least when it came to the other two hallways, we don't have the same issues in the 100, 300 hallway. That's true. But I think while you're doing it, it would be great to do it all.

Trustee Swanson because we don't have these issues now.

Mr. Hines responded correct.

Trustee Swanson stated I think it's a little unfair to say that it would be better for contractors, it's better for us. It's better for anybody to have a pipe that's outside to be repaired than to have a pipe that's underneath existing infrastructure that's always going to make something more expensive. You got to dig up the internal part of something so, I guess I'm just frustrated because, you know, we had a presentation that told us exactly what we thought would be the best thing for us to do and now we, because it's going to cost more possibly than that, then now we want to abandon what somebody told me. I'm not a contractor, I'm not an engineer. If someone stands in front of me and tells me this is what's best for us or what we think is best for us, I'm going to pay attention to that because it's not work I can do on my own. But then when it is all of a sudden, okay, not that, but it's hard to reconcile that when someone sat and told us this is what's best for our community property. That's my point. So, it's not that I'm thinking that the pipes aren't going to be done, but we had a presentation that told us this would be a wise thing for us to do and we may possibly abandon that idea because we don't have bids to prepare that.

Mr. Hines stated, just to make a kind of clarification, what I kind of presented in terms of cost saving measures, those are just options. Again, nothing has been decided as we just got this bid last week. We've just had talks about since getting the bid, just kind of next steps and where do we go from here. Nothing has been decided. And of course, anything that will be decided about

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will go before you all. So, nothing at this time has been abandoned, but I know that there's just, you know, \$1.8 million to \$800,000.00, what can we do that makes that number get to where it needs to be.

Trustee Swanson stated is where it needs to be \$800,000.00? Is that what we're saying?

Mr. Hines responded that also includes insurance work.

Trustee Swanson asked what do we get for insurance?

Mr. Hines stated there's about \$200,000.00 left in the fund, so it's about 837, 841.

Trustee Swanson stated what was the total amount we have for insurance.

Mr. Hines stated I just know what is in the GL right now.

Trustee Swanson stated in order to rebid it, we have to?

Supervisor Stumbo stated in order to rebid you have to reject it to go back out. Okay. And that's what the agenda item is.

**REQUEST TO AUTHORIZE THE AGREEMENT WITH ASSOCIATED FENCE FOR GAULT VILLAGE
INSTALLATION OF 7 GUARDRAILS TO BLOCK ACCESS ENTRANCE WAY IN THE AMOUNT OF
\$25,000.00, INSTALLATION DATE OF NOVEMBER 2, 2023 ACCOUNT 101-729-806-091 GAULT
VILLAGE BLIGHT REMOVAL**

Mr. Hines stated this is a request to approve the agreement with Associated Fence for the Gault Village installation of seven guardrails to block access to the entranceways in the amount of \$25,000.00. budgeted in the Gault Village blight removal line. And this is being proposed due to the demolition that has happened and leaving the property kind of vulnerable for people to drive in and this would be for security purposes. And this bid was higher than the bid from Belfor, but we were not able to get a strict timeline with Associated Fence. They're able to start the work as soon as the Miss Dig work clears, which should be tomorrow, at latest Friday morning.

Trustee Peterson stated I just have a question with the guard, I have no problem with the guardrails and the fencing, but my question is, because we don't own this property, I understand there's a safety situation but because we don't own this property, do we retrieve our money back from the landlord that owns that property?

Attorney Winters stated this portion would be attributed to the GVLLC would be included in the township's motion to actually be reimbursed for the demolition project. Denny's prepared the motion, he had the final numbers, I think as from Jovanna and from Jason, this \$25,000.00 is for seven entrance ways, three of which are owned by the four-acre parcel, which also makes up the, it makes up the total of 17 acres. So, a portion of this yes would be part of the motion for the township to be reimbursed or get a money judgment slash lien on that property.

Supervisor Stumbo stated any questions on this agenda item? And we're going to take a break because the meeting will start at 7:00pm.

The Special Work Session ended at 6:50pm.

Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
THIS IS NOT A FINAL BUDGET COPY

DRAFT 10-31-2023

GL NUMBER	DESCRIPTION	2022	2023	2023	2023	2024	2024	
		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET	
Dept 000								
ESTIMATED REVENUES								
101-000-403.000 *	CURRENT PROPERTY TAXES	1,461,623	1,517,100	1,517,100	1,528,818	1,635,046	1,635,046	
101-000-404.001 *	ESA REIMBURSEMENT OP	11,287	6,500	6,500	12,176	12,000	12,000	
101-000-412.000 *	DELINQUENT PERS PROPERTY TAX	4,525						
101-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	1,978			161			
101-000-427.000 *	STREETLIGHT TAX RECOGNIZED	13,998	13,900	13,900		17,431	17,431	
101-000-432.000 *	IN LIEU OF TAXES - CLARK TOWERS	11,636	11,600	11,600	11,447	11,600	11,600	
101-000-432.001 *	IN LIEU OF TAX - ACM	236,856	240,000	240,000	249,289	250,000	250,000	
101-000-434.000 *	TRAILER TAX FEE	6,250	5,000	5,000	3,055	5,000	5,000	
101-000-445.000 *	PENALTIES AND INTEREST	38,193	20,000	20,000	28,168	30,000	30,000	
101-000-447.000 *	PROPERTY TAXES/ADMINST. FEES	819,829	825,000	825,000	856,118	875,000	875,000	
101-000-477.000 *	FRANCHISE FEES	636,473	650,000	650,000	305,820	610,000	610,000	
101-000-478.001 *	PERMITS SALVAGE YRD	150	150	150	1,050	600	600	
101-000-478.004 *	PERMITS BIN COLLECTION FEE	100						
101-000-490.000 *	DOG LICENSES	9,338	5,000	5,000	5,098	5,000	5,000	
101-000-491.004 *	PERMITS PEDDLER FEE	653	1,000	1,000	1,300	750	750	
101-000-572.000 *	STATE METRO RIGHT OF WAY	29,916	29,000	29,000	17,547	43,613	31,000	
101-000-574.000 *	STATE REVENUE SHARING	6,796,721	6,328,404	6,328,404	4,204,726	6,751,761	6,751,761	
101-000-583.000	WASHTENAW COUNTY BROWNFIELD -WCBR			9,991				
101-000-607.001 *	SITE PLAN - CHG FOR SERVICES	16,000	10,000	10,000	6,700	16,000	16,000	
101-000-607.003 *	PROPERTY CHANGE APP - CHG FOR SER	2,025	1,500	1,500	500	1,500	500	
101-000-607.004 *	FAX, COPY & OTHER - CHG FOR SERVI	18	50	50		50	50	
101-000-607.006 *	ZONING FEES - CHG FOR SERVICES ZB	5,175	5,000	5,000	7,350	5,000	5,000	
101-000-607.012 *	ADDRESS ASSIGN - CHG FOR SERVICES		50	50	30	50	50	
101-000-607.014 *	CHRG-NONRECORDING PROP XFER	3,985	500	500	9,865	2,000	2,000	
101-000-607.100 *	CANDIDATE ELECTION FILING FEE				400		700	
101-000-615.000 *	CHARGE FOR SERVICES-NSF FEES	575	240	240	480	240	240	
101-000-626.633 *	PASSPORT SERVICES	13,502	5,000	5,000	11,795	9,000	9,000	
101-000-626.637 *	ADMINISTRATION FEES/FIRE DEPT	83,289	87,140	87,140	65,355	90,081	90,081	
101-000-626.638 *	ADMINISTRATION FEES/ENVIR SVC	18,978	20,417	20,417	15,313	16,935	16,935	
101-000-626.639 *	ADMINISTRATION FEES/LAW ENFOR	61,929	63,488	63,488	47,616	65,967	65,967	
101-000-626.640 *	ADMINISTRATION FEES/GOLF COUR	20,593	19,903	19,903	14,927	20,501	20,501	
101-000-626.641 *	ADMINISTRATIVE FEES/COMPOST	13,280	13,800	13,800	10,350	14,198	14,198	
101-000-626.642 *	ADMINISTRATION FEES/BLDG DEPT	34,277	36,387	36,387	27,290	38,703	38,703	
101-000-626.643 *	ADMINISTRATION FEES/RECREATIO	22,141	21,521	21,521	16,141	22,173	22,173	
101-000-626.644 *	ADMINISTRATION FEES/14B COURT	42,279	44,078	44,078	33,059	45,487	45,487	
101-000-642.645	TOWNSHIP & PRECINTS MAPS ETC.	57			20			
101-000-644.003 *	FORD LAKE HYDRO STATION	82,066	81,000	81,000	83,020	83,000	83,000	
101-000-665.000 *	INTEREST EARNED	107,488	15,000	15,000	250,945	105,000	105,000	
101-000-665.003 *	NET INTEREST EARN-CUR TAX COL	19,687	3,000	3,000	37,492	25,000	25,000	
101-000-667.001 *	RENT INCOME	220,000	220,000	220,000	146,667	220,000	220,000	
101-000-675.050 *	CONTRIBUTION-BEES	1,000			1,500	1,000	1,000	
101-000-676.000	REIMBURSEMENT	342			96			
101-000-676.003 *	REIMBURSEMENT - POSTAGE	2,324	100	100	2,089	1,500	1,500	
101-000-676.006 *	REIMBURSEMENT ELECTION	20,252		25,100	28,500		24,000	
101-000-676.012 *	INSURANCE REIMBURSEMENTS	27,134	5,000	5,000	83,956	5,000	5,000	
101-000-676.015 *	REIMBURSE - VIETNAM VETS MEMORIAL	5,556		6,300	6,300			
101-000-676.020 *	REIMBURSE FOR LEC BLDG	131,864						
101-000-678.000 *	SETTLEMENTS & JUDGMENTS	11,741			405			
101-000-681.000 *	REVENUE - RADON TEST KIT	325	250	250	710	250	250	
101-000-683.000 *	OTHER INCOME-MISCELLANEOUS	11,758	5,000	5,000	3,662	5,000	5,000	
101-000-687.000	REBATES & ENERGY SAVINGS CREDIT	7,011						
101-000-693.002	SALES OF FIXED ASSETS - EQUIP.	9,729						
101-000-699.999 *	APPROPRIATED PRIOR YEAR BAL		2,076,231	4,300,919		1,899,368	10,735,240	

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000	ESTIMATED REVENUES						
	TOTAL ESTIMATED REVENUES	11,075,906	12,387,309	14,653,388	8,137,306	12,940,804	21,787,763
NET OF REVENUES/APPROPRIATIONS - 000 -		11,075,906	12,387,309	14,653,388	8,137,306	12,940,804	21,787,763
* NOTES TO BUDGET: DEPARTMENT 000							
403.000	CURRENT PROPERTY TAXES						
	General Fund Tax Revenue levy of .9797. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. Current projected TV is 1,668,925,016 and prior year was 1,548,535,588 for percentage increase of 7.7% in the TV.					1,635,046	1,635,046
404.001	ESA REIMBURSEMENT OP						
	State calculated reimbursement for personal property loss due to small business exemptions.					12,000	12,000
412.000	DELINQUENT PERS PROPERTY TAX						
	Delinquent personal property taxes collected by the Treasurer, number is unknown until the end of year.						
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. SAD is collected with winter tax bill.					17,431	17,431
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.					11,600	11,600
432.001	IN LIEU OF TAX - ACM						
	Payment in Lieu of Taxes (PILOT) is an agreement with ACM based on capital investments.					250,000	250,000
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.					5,000	5,000
445.000	PENALTIES AND INTEREST						
	Reflects penalties and interest collected from delinquent real or personal property taxes.					30,000	30,000
447.000	PROPERTY TAXES/ADMINST. FEES						
						875,000	875,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
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 \$1,060,710						
477.000	FRANCHISE FEES					610,000	610,000
	Franchise fees from Comcast and AT&T based on customer usage paid bi-monthly. The Accounting Director recommends reducing the amount to \$610,000 as usage appears to be decreasing as users are opting for alternative options.						
478.001	PERMITS SALVAGE YRD					600	600
	Statutory annual license renewal fees for junk yards. Annual renewal fee is \$150						
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					5,000	5,000
	Charge for dog licenses. Same budget as 2023.						
491.004	PERMITS PEDDLER FEE					750	750
	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					43,613	31,000
	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					6,751,761	6,751,761
	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 2023-2024 is \$6,097,676 Constitutional and \$614,952 for the Cities, Villages & Townships (CVT) plus a new CVT Public Safety payment \$39,133 all payments total \$6,751,761. The State made adjustments to the FY 2022-2023 projections and increased the total by \$321,810. State projections as of 5/19/23.						
607.001	SITE PLAN - CHG FOR SERVICES					16,000	16,000
	Fees charged for site plan reviews, estimated based on 2023.						
607.003	PROPERTY CHANGE APP - CHG FOR SERVICES						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
	Fees charged for property split applications, reduced based on 2023 activity.					1,500	500
607.004	FAX, COPY & OTHER - CHG FOR SERVICES						
	Fees charged for copies.					50	50
607.006	ZONING FEES - CHG FOR SERVICES ZBA						
	Fees charged for the Zoning Board of Appeals, hard to predict this revenue.					5,000	5,000
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.					50	50
607.014	CHRG-NONRECORDING PROP XFER						
	This line is for the Property Transfer Affidavit (PTA) fines that are billed when the PTA is not filed timely or not at all. The deadline to file is 45 days after the sale date.					2,000	2,000
607.100	CANDIDATE ELECTION FILING FEE						
	This is for the \$100 per candidate election fee for local office. To be reimbursed if elected.						700
615.000	CHARGE FOR SERVICES-NSF FEES						
	Fees charged for checks that are returned for non-sufficient funds.					240	240
626.633	PASSPORT SERVICES						
	Fees charged for passport processing in the Clerk's office.					9,000	9,000
626.637	ADMINISTRATION FEES/FIRE DEPT						
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.					90,081	90,081
626.638	ADMINISTRATION FEES/ENVIR SVC						
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.					16,935	16,935
626.639	ADMINISTRATION FEES/LAW ENFOR						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. provided by Accounting Director.					65,967	65,967
626.640	ADMINISTRATION FEES/GOLF COUR					20,501	20,501
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. provided by Accounting Director.						
626.641	ADMINISTRATIVE FEES/COMPOST					14,198	14,198
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. provided by Accounting Director.						
626.642	ADMINISTRATION FEES/BLDG DEPT					38,703	38,703
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. provided by Accounting Director.						
626.643	ADMINISTRATION FEES/RECREATIO					22,173	22,173
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. provided by Accounting Director.						
626.644	ADMINISTRATION FEES/14B COURT					45,487	45,487
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. provided by Accounting Director.						
644.003	FORD LAKE HYDRO STATION					83,000	83,000
	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					105,000	105,000
	Interest earned on funds deposited at various banks. Figures provided by the Accounting Director.						
665.003	NET INTEREST EARN-CUR TAX COL					25,000	25,000
	Interest earned on current tax collection funds held. Figures provided by the Accounting Director.						
667.001	RENT INCOME						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
	Lease agreement with YCUA to rent building located at 2870 E Clark Road. This is a fixed amount.					220,000	220,000
675.050	CONTRIBUTION-BEES						
	Contributions made to our honeybee initiative.					1,000	1,000
676.003	REIMBURSEMENT - POSTAGE						
	Postage reimbursement from individuals getting passports and from employees doing a personal mailing.					1,500	1,500
676.006	REIMBURSEMENT ELECTION						
	Reimbursements for elections from county and state elections. With Proposal 2 voted on in 2022, there are many changes for elections in 2024. Clerk Jarrell Roe estimates \$24,000 for the 9 day voiting election for the February primary, as that will be the only thing on the ballot.						24,000
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.					5,000	5,000
676.015	REIMBURSE - VIETNAM VETS MEMORIAL						
	This line is for the Vietnam Vets Memorial reimbursement for work. The Township receives a letter of request from the Vietnam Veterans of America with invoice they have paid for work on the memorial. The Township sends a letter to the Ann Arbor Community Foundation where the Veterans funds are held and ask for reimbursement. We then send a reimbursement check to the Vietnam Veterans of America to reimburse them. Net is Zero dollars.						
676.020	REIMBURSE FOR LEC BLDG						
	Reimbursement from Law Enforcement Fund for improvements done to the LEC building at 1501 S Huron Street COMPLETE IN 2022. The total improvement cost was \$909,324.						
678.000	SETTLEMENTS & JUDGMENTS						
	Funds received through a legal settlement.						
681.000	REVENUE - RADON TEST KIT						
	Fees for Radon test kits.					250	250
683.000	OTHER INCOME-MISCELLANEOUS						
	Funds received for various items such as FOIA fees, notary fees, and other miscellaneous fees and reimbursements.					5,000	5,000
693.000	SALE OF TOWNSHIP PROPERTIES						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000	Funds received for the sale of Township properties.						
699.999	APPROPRIATED PRIOR YEAR BAL						
	The need to use prior year fund balance is primarily to transfer funds to 14B Court for operations at over \$971K, BSRII Fund for road improvement at \$470K, Bond debt \$160K, and Hydro Station 81K. In addition to capital expenses of \$200K for office reconfiguration and \$100K for FLP. \$154,000 is budgeted for Ford Lake Lift station. \$8,784,091 is the designated lost revenue from ARPA moved to General Fund in 2023, projects have been rebudgeted for 2024.					1,899,368	10,735,240
	DEPT '000' TOTAL					12,940,804	21,787,763

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 101 - TOWNSHIP BOARD							
APPROPRIATIONS							
101-101-703.000 *	SALARIES - ELECTED OFFICIALS	64,769	66,713	66,713	48,644	68,714	68,714
101-101-704.000 *	APPOINTED OFFICIALS			5,000		5,000	5,000
101-101-715.000 *	F.I.C.A./MEDICARE	4,955	5,104	5,104	3,721	5,639	5,639
101-101-719.030 *	WORKERS COMPENSATION	97	385	385	142	399	399
101-101-727.000 *	OFFICE SUPPLIES		300	300		300	300
101-101-801.000 *	PROFESSIONAL SERVICES	45,823	47,733	50,439	39,622	50,589	8,543
101-101-958.000 *	MEMBERSHIP AND DUES	22,212	30,000	30,000	11,556	30,000	30,000
TOTAL APPROPRIATIONS		137,856	150,235	157,941	103,685	160,641	118,595
NET OF REVENUES/APPROPRIATIONS - 101 - TOWNSHIP BOAR		(137,856)	(150,235)	(157,941)	(103,685)	(160,641)	(118,595)
* NOTES TO BUDGET: DEPARTMENT 101 TOWNSHIP BOARD							
703.000	SALARIES - ELECTED OFFICIALS					68,714	68,714
	Salaries of the four Township Trustees at \$17,178 each.A 3% increase is budgeted, same as employees.						
704.000	APPOINTED OFFICIALS					5,000	5,000
	This is for appointments to Boards and Commissions on behalf of the Township at \$75 per meeting.						
715.000	F.I.C.A./MEDICARE					5,639	5,639
	Figures provided by the Accounting Director.						
719.030	WORKERS COMPENSATION					399	399
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					300	300
	Office supplies for budget books.						
801.000	PROFESSIONAL SERVICES					50,589	8,543
	Cost for PFM (\$1,200) and for the annual contract with Munetrix for Citizens Dashboard transparency (\$7,343). Decrease due to no longer budgeting for lobbyist.						
958.000	MEMBERSHIP AND DUES					30,000	30,000
	Membership dues for Chamber of Commerce, SEMCOG, Huron River Watershed Council, MTA, WATS, WRRMA, Arts Alliance, etc.						
	DEPT '101' TOTAL					160,641	118,595

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
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GL NUMBER	DESCRIPTION	2022	2023	2023	2023	2024	2024	
		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET	
Dept 171 - TOWNSHIP SUPERVISOR								
APPROPRIATIONS								
101-171-703.000 *	SALARIES - ELECTED OFFICIALS	90,934	93,662	93,662	70,246	96,472	98,884	
101-171-705.000 *	SALARY - SUPERVISION	46,423	67,784	67,784	60,007	69,817	69,817	
101-171-706.000 *	SALARY - PERMANENT WAGES	51,762	52,254	52,254	39,446	53,951	53,951	
101-171-708.009 *	AUTO ALLOWANCE	6,000	6,000	6,000	4,500	6,000	6,000	
101-171-708.010 *	HEALTH INS BUYOUT	4,960	3,000	3,000	3,000	3,000	3,000	
101-171-709.000 *	REG OVERTIME		100	100		100	100	
101-171-715.000 *	F.I.C.A./MEDICARE	14,841	17,224	17,224	13,129	16,793	16,978	
101-171-718.000 *	MERS RETIREMENT	37,983	38,685	38,685	29,503	41,563	41,563	
101-171-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,236	2,600	2,600	2,194	2,600	2,600	
101-171-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	7,700	7,700	8,400	8,400	
101-171-719.000 *	HEALTH INSURANCE	8,143	17,585	17,585	7,327	20,750	16,618	
101-171-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(600)	(1,200)	(1,200)		(1,200)	(1,200)	
101-171-719.015 *	DENTAL BENEFITS	1,759	2,032	2,032	1,693	2,417	2,126	
101-171-719.016 *	VISION BENEFITS	368	439	439	371	470	470	
101-171-719.020 *	HEALTH CARE DEDUCTION	3,849	5,950	5,950	4,317	5,950	5,950	
101-171-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	151	228	228	169	252	252	
101-171-719.022 *	DISABILITY INSURANCE	363	581	581	484	593	593	
101-171-719.023 *	LIFE INSURANCE	510	681	681	567	694	694	
101-171-719.030 *	WORKERS COMPENSATION	336	676	676	283	984	984	
101-171-727.000 *	OFFICE SUPPLIES	340	600	600	442	600	600	
101-171-860.000 *	TRAVEL		200	200		200	200	
101-171-956.000 *	MISCELLANEOUS		100	100		100	100	
TOTAL APPROPRIATIONS		288,084	316,881	316,881	245,378	330,506	328,680	
NET OF REVENUES/APPROPRIATIONS - 171 - TOWNSHIP SUPE		(288,084)	(316,881)	(316,881)	(245,378)	(330,506)	(328,680)	
* NOTES TO BUDGET: DEPARTMENT 171 TOWNSHIP SUPERVISOR								

703.000	SALARIES - ELECTED OFFICIALS					96,472	98,884
	Salary of the Supervisor. 3% increase is budgeted plus longevity was added to all employees.						
705.000	SALARY - SUPERVISION					69,817	69,817
	Salary of the Deputy Supervisor. New hire in 2022, giving step increases. Max salary is same as other deputy positions. A 3 % increase plus lump sum longevity was added to all employees for 2024.						
706.000	SALARY - PERMANENT WAGES					53,951	53,951
	Salary of full-time TPOAM Floater II/Clerk III who also does purchasing for all departments. A 3 % increase is budgeted for 2024, plus longevity.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
708.009	AUTO ALLOWANCE						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 171 - TOWNSHIP SUPERVISOR							
	Auto allowance for the Supervisor, part of compensation package.					6,000	6,000
708.010	HEALTH INS BUYOUT						
	Used for health insurance buyout for employees who receive health insurance through another source.					3,000	3,000
709.000	REG OVERTIME						
	Overtime costs for the Floater II/Clerk III position.					100	100
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.					16,793	16,978
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%					41,563	41,563
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.					2,600	2,600
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.					8,400	8,400
719.000	HEALTH INSURANCE						
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.					20,750	16,618
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.					(1,200)	(1,200)
719.015	DENTAL BENEFITS						
	There was a 4.6% increase in dental premium for 2024. Provided by HR					2,417	2,126
719.016	VISION BENEFITS						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 171 - TOWNSHIP SUPERVISOR							
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					470	470
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.					5,950	5,950
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.					252	252
719.022	DISABILITY INSURANCE						
	An estimated increase of 2% for 2024. Numbers provided by HR					593	593
719.023	LIFE INSURANCE						
	An estimated increase of 2% for 2024. Numbers provided by HR					694	694
719.030	WORKERS COMPENSATION						
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director					984	984
727.000	OFFICE SUPPLIES						
	Supplies for Supervisor Office.					600	600
860.000	TRAVEL						
	Mileage expense for Deputy Supervisor or staff for required travel off sight.					200	200
956.000	MISCELLANEOUS						
	Miscellaneous expenses in the department.					100	100
	DEPT '171' TOTAL					330,506	328,680

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 191 - ACCOUNTING							
APPROPRIATIONS							
101-191-705.000 *	SALARY - SUPERVISION	90,233	91,957	91,957	69,313	94,716	94,716
101-191-706.000 *	SALARY - PERMANENT WAGES	114,397	115,690	115,690	86,642	119,075	119,075
101-191-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	4,424		3,491	3,489		
101-191-709.000 *	REG OVERTIME	583	300	300	290	300	300
101-191-715.000 *	F.I.C.A./MEDICARE	15,611	15,908	16,176	12,399	16,378	16,378
101-191-718.000 *	MERS RETIREMENT	99,692	96,303	96,303	71,969	105,939	105,939
101-191-718.003 *	OPEB - RETIREMENT HEALTH	53,178	23,100	23,100	23,100	25,200	25,200
101-191-719.000 *	HEALTH INSURANCE	68,405	73,858	73,858	61,547	87,152	69,794
101-191-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,800)	(4,800)	(4,800)		(4,800)	(4,800)
101-191-719.015 *	DENTAL BENEFITS	2,808	2,856	2,856	2,380	3,398	2,989
101-191-719.016 *	VISION BENEFITS	673	673	673	568	720	720
101-191-719.020 *	HEALTH CARE DEDUCTION	11,534	17,745	17,745	12,898	17,745	17,745
101-191-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	259	252	252	302	288	288
101-191-719.022 *	DISABILITY INSURANCE	872	872	872	726	889	889
101-191-719.023 *	LIFE INSURANCE	680	680	680	567	694	694
101-191-719.030 *	WORKERS COMPENSATION	391	676	676	283	984	984
101-191-727.000 *	OFFICE SUPPLIES	1,422	1,900	1,900	2,022	1,900	1,900
101-191-958.000 *	MEMBERSHIP AND DUES	425	500	500		500	500
TOTAL APPROPRIATIONS		460,787	438,470	442,229	348,495	471,078	453,311
NET OF REVENUES/APPROPRIATIONS - 191 - ACCOUNTING		(460,787)	(438,470)	(442,229)	(348,495)	(471,078)	(453,311)

* NOTES TO BUDGET: DEPARTMENT 191 ACCOUNTING

705.000	SALARY - SUPERVISION					94,716	94,716
	Salary of the Accounting Director. A 3 % increase was added to non union employees to match the Teamster Union contract for 2024, plus longevity.						
706.000	SALARY - PERMANENT WAGES					119,075	119,075
	Cost of two (2) full-time TPOAM employees in the Accounting Department. 3% increase is budgeted for 2024.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
708.010	HEALTH INS BUYOUT						
	There are no active employees in the Accounting Department with a health insurance buy out. We do put the general retirees in this line to process and they are reclassified to the retirement OPEB for reimbursement. No budget per Accounting Director.						
709.000	REG OVERTIME					300	300
	Overtime need for department						
715.000	F.I.C.A./MEDICARE						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 191 - ACCOUNTING							
	Figures provided by the Accounting Director.					16,378	16,378
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%					105,939	105,939
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.					25,200	25,200
719.000	HEALTH INSURANCE						
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.					87,152	69,794
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.					(4,800)	(4,800)
719.015	DENTAL BENEFITS						
	There was a 4.6% increase in dental premium for 2024. Provided by HR					3,398	2,989
719.016	VISION BENEFITS						
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					720	720
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.					17,745	17,745
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.					288	288
719.022	DISABILITY INSURANCE						
	An estimated increase of 2% for 2024. Numbers provided by HR					889	889
719.023	LIFE INSURANCE						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 191 - ACCOUNTING							
	An estimated increase of 2% for 2024. Numbers provided by HR					694	694
719.030	WORKERS COMPENSATION					984	984
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					1,900	1,900
	Used to replenish office supplies, purchase checks, W-2 and 1099 forms.						
958.000	MEMBERSHIP AND DUES					500	500
	Membership dues to Government Finance Officers Association - National \$350 and State \$125. An additional \$25 is budgeted to cover any increase.						
	DEPT '191' TOTAL					471,078	453,311

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GL NUMBER	DESCRIPTION	2022	2023	2023	2023	2024	2024	
		ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET	
Dept 215 - TOWNSHIP CLERK								
APPROPRIATIONS								
101-215-703.000 *	SALARIES - ELECTED OFFICIALS	90,934	93,662	93,662	70,246	96,472	97,919	
101-215-705.000 *	SALARY - SUPERVISION	69,208	69,309	69,309	52,325	71,388	71,388	
101-215-706.000 *	SALARY - PERMANENT WAGES	94,235	103,736	103,736	77,652	107,103	107,103	
101-215-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	2,848	6,282	6,282		6,282	6,282	
101-215-709.000 *	REG OVERTIME		300	300	26	300	300	
101-215-715.000 *	F.I.C.A./MEDICARE	19,804	21,015	21,015	14,903	21,538	21,649	
101-215-718.000 *	MERS RETIREMENT	44,344	42,844	42,844	32,064	46,468	46,468	
101-215-718.001 *	RETIREMENT HEALTH CARE SAVINGS	3,671	3,900	3,900	2,900	3,900	3,900	
101-215-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	7,700	7,700	8,400	8,400	
101-215-719.000 *	HEALTH INSURANCE	73,676	82,650	82,650	68,875	97,526	78,102	
101-215-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(5,250)	(5,400)	(5,400)		(5,400)	(5,400)	
101-215-719.015 *	DENTAL BENEFITS	3,576	3,698	3,698	3,082	4,399	3,870	
101-215-719.016 *	VISION BENEFITS	743	768	768	649	822	822	
101-215-719.020 *	HEALTH CARE DEDUCTION	18,369	20,720	20,720	15,159	20,720	20,720	
101-215-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	311	336	336	311	384	384	
101-215-719.022 *	DISABILITY INSURANCE	751	872	872	726	889	889	
101-215-719.023 *	LIFE INSURANCE	822	907	907	756	925	925	
101-215-719.030 *	WORKERS COMPENSATION	559	901	901	378	1,312	1,312	
101-215-727.000 *	OFFICE SUPPLIES	1,989	2,000	4,000	1,870	4,000	4,000	
101-215-740.001 *	Ordinance & Zoning Code Books	11,069	2,000	2,000	450	2,000	2,000	
101-215-801.000 *	PROFESSIONAL SERVICES		1,500	1,500	499	1,500	1,500	
101-215-860.000 *	TRAVEL		500	500		500	500	
101-215-956.000 *	MISCELLANEOUS	195	500	500	100	500	500	
101-215-958.000 *	MEMBERSHIP AND DUES		150	150		150	150	
TOTAL APPROPRIATIONS		449,580	460,850	462,850	350,671	492,078	473,683	
NET OF REVENUES/APPROPRIATIONS - 215 - TOWNSHIP CLER		(449,580)	(460,850)	(462,850)	(350,671)	(492,078)	(473,683)	

* NOTES TO BUDGET: DEPARTMENT 215 TOWNSHIP CLERK

703.000	SALARIES - ELECTED OFFICIALS						
	Salary of the Clerk. 3% increase is budgeted plus longevity, same as employees.					96,472	97,919
704.000	APPOINTED OFFICIALS						
	Election related expenses moved to 101-262						
705.000	SALARY - SUPERVISION						
	Salary of the Deputy Clerk. A 3 % increase plus longevity was added to all employees for 2024.					71,388	71,388
706.000	SALARY - PERMANENT WAGES						
	This line is used for the salary of two (2) full-time TPOAM Floater II/Clerk III positions. 3% increase plus longevity is budgeted for 2024.					107,103	107,103
708.004	SALARIES PAY OUT-PTO&SICKTIME						
						6,282	6,282

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 215 - TOWNSHIP CLERK							
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
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					300	300
	Overtime if need for additional clerical duties such a passports, FOIA requests, etc.						
715.000	F.I.C.A./MEDICARE					21,538	21,649
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					46,468	46,468
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					3,900	3,900
	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.						
718.003	OPEB - RETIREMENT HEALTH					8,400	8,400
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.						
719.000	HEALTH INSURANCE					97,526	78,102
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(5,400)	(5,400)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS					4,399	3,870
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					822	822

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 215 - TOWNSHIP CLERK	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					20,720	20,720
	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					384	384
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director						
719.022	DISABILITY INSURANCE					889	889
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					925	925
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					1,312	1,312
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					4,000	4,000
	Expenses related to the daily operations of the Clerk's Office.						
740.001	Ordinance & Zoning Code Books					2,000	2,000
	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					1,500	1,500
	Expenses for document conversion and shredding costs for all departments.						
860.000	TRAVEL						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 215 - TOWNSHIP CLERK							
	Expenses for mileage reimbursement for travel to post office, and travel to various conferences, classes and meetings.					500	500
933.001	MAINTENANCE CONTRACTS						
	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.					500	500
958.000	MEMBERSHIP AND DUES						
	Membership for Clerk and Deputy Clerk in the Michigan Association of Municipal Clerks.					150	150
	DEPT '215' TOTAL					492,078	473,683

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 223 - INDEPENDENT AUDITING APPROPRIATIONS							
101-223-802.000 *	INDEPENDENT AUDITING	33,850	34,505	34,505	33,850	33,900	33,900
101-223-803.000 *	INDEPENDENT AUDITING OTHER		2,000	2,000		2,000	2,000
TOTAL APPROPRIATIONS		33,850	36,505	36,505	33,850	35,900	35,900
NET OF REVENUES/APPROPRIATIONS - 223 - INDEPENDENT A		(33,850)	(36,505)	(36,505)	(33,850)	(35,900)	(35,900)
* NOTES TO BUDGET: DEPARTMENT 223 INDEPENDENT AUDITING							

802.000	INDEPENDENT AUDITING						
	This is for the financial audit of 2023 by PSLZ, which is completed in 2024.					33,900	33,900
803.000	INDEPENDENT AUDITING OTHER						
	This line is budgeted for any additional work performed by the auditors if needed.					2,000	2,000
	DEPT '223' TOTAL					35,900	35,900

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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 228 - COMPUTER SUPPORT							
APPROPRIATIONS							
101-228-706.000 *	SALARY - PERMANENT WAGES	188,349	149,637	149,637	113,814	154,126	154,126
101-228-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	5,282	10,357	10,357	4,231	10,357	10,357
101-228-708.010 *	HEALTH INS BUYOUT	3,000					
101-228-709.000 *	REG OVERTIME	61	1,000	1,000		1,000	1,000
101-228-715.000 *	F.I.C.A./MEDICARE	14,909	12,316	12,316	8,827	12,659	12,659
101-228-718.000 *	MERS RETIREMENT	38,048	35,605	35,605	26,721	38,922	38,922
101-228-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,296	1,300	1,300	1,000	1,300	1,300
101-228-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	7,700	7,700	8,400	8,400
101-228-719.000 *	HEALTH INSURANCE	43,975	47,480	47,480	39,566	56,026	44,868
101-228-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,000)	(3,000)	(3,000)		(3,000)	(3,000)
101-228-719.015 *	DENTAL BENEFITS	2,709	2,030	2,030	2,296	2,415	2,124
101-228-719.016 *	VISION BENEFITS	599	424	424	506	454	454
101-228-719.020 *	HEALTH CARE DEDUCTION	6,992	11,830	11,830	6,168	11,830	11,830
101-228-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	173	168	168	133	192	192
101-228-719.022 *	DISABILITY INSURANCE	872	582	582	726	593	593
101-228-719.023 *	LIFE INSURANCE	680	454	454	567	463	463
101-228-719.030 *	WORKERS COMPENSATION	391	450	450	246	656	656
101-228-727.000 *	OFFICE SUPPLIES	266	1,000	1,000	716	1,000	1,000
101-228-801.000 *	PROFESSIONAL SERVICES	84,115	82,100	82,100	72,686	56,100	56,100
101-228-850.000	TELEPHONE	(25)					
101-228-857.100 *	COMMUNICATIONS-INTERNET ACCES	114,793	145,584	145,584	123,036	206,844	206,844
101-228-867.000 *	GAS & OIL	172	1,500	1,500	116	1,500	1,500
101-228-933.000 *	EQUIPMENT MAINTENANCE	4,827	5,000	5,000	1,572	5,000	5,000
101-228-933.001 *	MAINTENANCE CONTRACTS	3,265	3,030	3,030	3,022	3,430	3,430
101-228-934.000 *	SOFTWARE SUPPORT & MAINT	127,851	134,971	134,971	100,205	149,153	149,153
101-228-935.000 *	MOTORPOOL-MISC REPAIR	517	2,500	2,500		2,500	2,500
101-228-943.000 *	MOTORPOOL INTERNAL	767	767	767	575	767	767
101-228-971.008 *	CAPTL OUTLAY -IMPROVEMENT	6,599	15,000	15,000	5,302	15,000	15,000
101-228-977.000 *	EQUIPMENT	86,465	92,800	92,800	26,800	92,800	82,800
101-228-977.001 *	COMPUTER SOFTWARE	25,927	70,000	70,000	51,941	70,000	60,000
TOTAL APPROPRIATIONS		777,601	832,585	832,585	598,472	900,487	869,038
NET OF REVENUES/APPROPRIATIONS - 228 - COMPUTER SUPP		(777,601)	(832,585)	(832,585)	(598,472)	(900,487)	(869,038)

706.000	SALARY - PERMANENT WAGES					154,126	154,126
	Salaries of IS Manager and Assistant IS Manager. A 3% increase plus longevity was approved for 2024 Teamster Union contract.						
708.004	SALARIES PAY OUT-PTO&SICKTIME					10,357	10,357
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
708.010	HEALTH INS BUYOUT						
	Used for health insurance buyout for employees who receive health insurance through another service. No budget for 2024.						
709.000	REG OVERTIME						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 228 - COMPUTER SUPPORT							
	Overtime costs for the department.					1,000	1,000
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.					12,659	12,659
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%					38,922	38,922
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.					1,300	1,300
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.					8,400	8,400
719.000	HEALTH INSURANCE						
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.					56,026	44,868
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.					(3,000)	(3,000)
719.015	DENTAL BENEFITS						
	There was a 4.6% increase in dental premium for 2024. Provided by HR					2,415	2,124
719.016	VISION BENEFITS						
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					454	454
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.					11,830	11,830
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 228 - COMPUTER SUPPORT							
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.					192	192
719.022	DISABILITY INSURANCE					593	593
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					463	463
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					656	656
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					1,000	1,000
	No change for 2024.						
801.000	PROFESSIONAL SERVICES					56,100	56,100
	To be used for professional services such as DarkTrace/Coffee Tree Group, Microsoft 365 Support.						
857.100	COMMUNICATIONS-INTERNET ACCES					206,844	206,844
	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, Zoom.						
867.000	GAS & OIL					1,500	1,500
	Fuel costs for IT Department						
933.000	EQUIPMENT MAINTENANCE					5,000	5,000
	Unexpected repair of hardware equipment. No change						
933.001	MAINTENANCE CONTRACTS					3,430	3,430
	Hardware service and support maintenance agreements for Battery Backup Systems.						
934.000	SOFTWARE SUPPORT & MAINT					149,153	149,153

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 228 - COMPUTER SUPPORT							
	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, ESRI GIS, Microsoft Windows and Office, Network Management Tools, Civic Rec, Server Backup Software, System Malware Protections, VMWare, HVAC System						
935.000	MOTORPOOL-MISC REPAIR					2,500	2,500
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL					767	767
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						
971.008	CAPTL OUTLAY -IMPROVEMENT					15,000	15,000
	Network infrastructure, as needed network data runs, Miss Dig.						
977.000	EQUIPMENT					92,800	82,800
	Used for purchasing equipment as follows: Workstation Upgrades, Firewall Replacement, Unexpected Equipment (New Hires, Etc).						
977.001	COMPUTER SOFTWARE					70,000	60,000
	Used for Computer Software as follows: SLQ Server , Windows Server, and NAC upgrades.						
	DEPT '228' TOTAL					900,487	869,038

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 247 - BOARD OF REVIEW							
APPROPRIATIONS							
101-247-704.000 *	APPOINTED OFFICIALS	2,519	3,000	3,000	2,125	3,000	3,000
101-247-715.000 *	F.I.C.A./MEDICARE	35	44	44	139	230	230
101-247-718.002 *	DEFERRED COMPENSATION	32	39	39	5		
TOTAL APPROPRIATIONS		2,586	3,083	3,083	2,269	3,230	3,230
NET OF REVENUES/APPROPRIATIONS - 247 - BOARD OF REVI		(2,586)	(3,083)	(3,083)	(2,269)	(3,230)	(3,230)
* 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.					3,000	3,000
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.					230	230
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely						
	DEPT '247' TOTAL					3,230	3,230

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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 253 - TREASURER							
APPROPRIATIONS							
101-253-703.000 *	SALARIES - ELECTED OFFICIALS	90,934	93,662	93,662	70,246	96,472	98,642
101-253-705.000 *	SALARY - SUPERVISION	66,776	67,784	67,784	50,800	69,817	69,817
101-253-706.000 *	SALARY - PERMANENT WAGES	96,416	103,736	103,736	72,571	107,103	107,103
101-253-708.010 *	HEALTH INS BUYOUT	1,533					
101-253-709.000 *	REG OVERTIME	1,465	1,800	1,800	703	1,800	1,800
101-253-715.000 *	F.I.C.A./MEDICARE	18,857	20,586	20,586	14,249	21,052	21,218
101-253-718.000 *	MERS RETIREMENT	11,984	14,648	14,648	10,803	14,982	14,982
101-253-718.001 *	RETIREMENT HEALTH CARE SAVINGS	3,815	3,900	3,900	3,000	3,900	3,900
101-253-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	7,700	7,700	8,400	8,400
101-253-719.000 *	HEALTH INSURANCE	53,159	94,959	94,959	67,902	112,052	89,735
101-253-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,800)	(6,000)	(6,000)		(6,000)	(6,000)
101-253-719.015 *	DENTAL BENEFITS	2,716	4,161	4,161	3,437	4,949	4,353
101-253-719.016 *	VISION BENEFITS	558	848	848	506	907	907
101-253-719.020 *	HEALTH CARE DEDUCTION	9,058	23,660	23,660	10,299	23,660	23,660
101-253-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	289	336	336	368	384	384
101-253-719.022 *	DISABILITY INSURANCE	751	872	872	702	889	889
101-253-719.023 *	LIFE INSURANCE	813	908	908	737	925	925
101-253-719.025	UNEMPLOYMENT EXPENSE	1,219					
101-253-719.030 *	WORKERS COMPENSATION	503	901	901	378	1,312	1,312
101-253-727.000 *	OFFICE SUPPLIES	1,196	1,500	1,500	734	1,500	1,500
101-253-753.000 *	DOG LICENSES		1,050	1,050		1,050	1,050
101-253-830.000 *	TAX PREPARATION	4,561	15,000	15,000	4,756	18,000	18,000
101-253-860.000 *	TRAVEL	270	500	500	79	500	500
101-253-931.000 *	REPAIRS AND MAINTENANCE	354	500	500	354	500	500
101-253-956.000 *	MISCELLANEOUS	75	100	100		100	100
101-253-977.000 *	EQUIPMENT					500	500
TOTAL APPROPRIATIONS		381,228	453,111	453,111	320,324	484,754	464,177
NET OF REVENUES/APPROPRIATIONS - 253 - TREASURER		(381,228)	(453,111)	(453,111)	(320,324)	(484,754)	(464,177)

* NOTES TO BUDGET: DEPARTMENT 253 TREASURER

703.000	SALARIES - ELECTED OFFICIALS		
	Salary of the Treasurer. A 3% increase is budgeted plus longevity, same as all employees.	96,472	98,642
705.000	SALARY - SUPERVISION		
	Salary of the Deputy Treasurer. A 3 % increase plus longevity was added to non union employees.	69,817	69,817
706.000	SALARY - PERMANENT WAGES		
	Wages of two (2) TPOAM Floater II/Clerk III positions. 3% increase plus longevity is budgeted for 2024.	107,103	107,103
708.010	HEALTH INS BUYOUT		
	Used for health insurance buyout for employees who receive health insurance through another source.		
709.000	REG OVERTIME		

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 253 - TREASURER							
	Overtime during tax time and for annual dog clinic.					1,800	1,800
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.					21,052	21,218
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%					14,982	14,982
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.					3,900	3,900
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.					8,400	8,400
719.000	HEALTH INSURANCE						
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.					112,052	89,735
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.					(6,000)	(6,000)
719.015	DENTAL BENEFITS						
	There was a 4.6% increase in dental premium for 2024. Provided by HR					4,949	4,353
719.016	VISION BENEFITS						
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					907	907
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.					23,660	23,660
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 253 - TREASURER							
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.					384	384
719.022	DISABILITY INSURANCE					889	889
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					925	925
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					1,312	1,312
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					1,500	1,500
	Necessary supplies including window envelopes for mailing past due notices and A/P checks.						
753.000	DOG LICENSES					1,050	1,050
	Purchasing of dog tags for licensing.						
830.000	TAX PREPARATION					18,000	18,000
	Printing of tax bills for summer and winter. Tax mailings to all tax payers, and to mortgage companies. An increase of \$3,000 is due to vendors charging more for paper and their services, and a new process for late notice reminders. We are now outsourcing late notice reminders to a vendor, rather than printing and mailing letters in house because it is more cost efficient.						
860.000	TRAVEL					500	500
	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					500	500
	Maintenance contracts and repairs for check signed and money counter.						
956.000	MISCELLANEOUS					100	100
	Unforeseen expenses not covered in any of the above, such as court fees/parking for small claims.						
977.000	EQUIPMENT						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 253 - TREASURER							
	Estimated cost to purchase a new check scanner.					500	500
	DEPT '253' TOTAL					484,754	464,177

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 257 - ASSESSING DEPARTMENT APPROPRIATIONS							
101-257-705.000 *	SALARY - SUPERVISION	133,830	135,014	135,014	110,994	137,659	137,659
101-257-706.000 *	SALARY - PERMANENT WAGES	175,451	178,280	192,280	137,863	201,943	201,943
101-257-708.004 *	SALARIES PAY OUT-PTO&SICKTIME			1,018	1,017		
101-257-708.010 *	HEALTH INS BUYOUT	5,005	6,000	3,000	1,500	3,000	3,000
101-257-709.000 *	REG OVERTIME	137	500	500	6	500	500
101-257-715.000 *	F.I.C.A./MEDICARE	23,514	24,464	25,613	18,794	26,248	26,248
101-257-718.000 *	MERS RETIREMENT	71,724	70,498	70,498	52,827	77,763	77,763
101-257-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,600	2,600	2,600	1,500	2,600	2,600
101-257-718.003 *	OPEB - RETIREMENT HEALTH	35,452	15,400	15,400	15,400	16,800	16,800
101-257-719.000 *	HEALTH INSURANCE	50,218	52,755	61,546	47,724	72,626	58,162
101-257-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,600)	(3,600)	(3,600)		(4,200)	(4,200)
101-257-719.015 *	DENTAL BENEFITS	3,906	3,913	4,338	3,533	5,087	4,475
101-257-719.016 *	VISION BENEFITS	762	747	747	688	901	901
101-257-719.020 *	HEALTH CARE DEDUCTION	12,791	11,830	16,830	12,204	14,805	14,805
101-257-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	244	228	228	273	348	348
101-257-719.022 *	DISABILITY INSURANCE	1,162	1,162	1,162	968	1,185	1,185
101-257-719.023 *	LIFE INSURANCE	907	907	907	756	925	925
101-257-719.030 *	WORKERS COMPENSATION	656	1,126	1,126	472	1,640	1,640
101-257-727.000 *	OFFICE SUPPLIES	3,293	3,500	5,000	3,450	3,500	3,500
101-257-730.000 *	POSTAGE	7,632	8,000	10,500	8,244	10,500	10,500
101-257-811.001 *	TAX APPEALS		1,500	500		1,500	1,500
101-257-867.000 *	GAS & OIL	288	720	720	123	720	720
101-257-935.000 *	MOTORPOOL-MISC REPAIR		2,500	2,500		2,500	2,500
101-257-943.000 *	MOTORPOOL INTERNAL	2,228	2,228	2,228	921	2,706	2,706
101-257-958.000 *	MEMBERSHIP AND DUES	1,080	1,500	1,500		1,500	1,500
TOTAL APPROPRIATIONS		529,280	521,772	552,155	419,257	582,756	567,680
NET OF REVENUES/APPROPRIATIONS - 257 - ASSESSING DEP		(529,280)	(521,772)	(552,155)	(419,257)	(582,756)	(567,680)

* NOTES TO BUDGET: DEPARTMENT 257 ASSESSING DEPARTMENT

705.000	SALARY - SUPERVISION					137,659	137,659
	Salaries of our part-time Level IV Assessor MMAO (Michigan Master Assessing Officer) and our Level III MAAO (Michigan Advanced Assessing Officer). A 3 % increase plus longevity, same as as all employees was added to non union employees to match the Teamster Union contract for 2024.						
706.000	SALARY - PERMANENT WAGES					201,943	201,943
	Wages of two (2) Level III TPOAM MAAOs (Michigan Advanced Assessing Officer) and one MCAT (Michigan Certified Assessing expected Level II). 3% increase plus longevity is budgeted for 2024. Board approved increase of \$6,000 for Level III assessors in 2023						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
708.010	HEALTH INS BUYOUT					3,000	3,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 257 - ASSESSING DEPARTMENT							
	Used for health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME					500	500
	This line item is used for March Board of Review meetings after hours.						
715.000	F.I.C.A./MEDICARE					26,248	26,248
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					77,763	77,763
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					2,600	2,600
	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					16,800	16,800
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.						
719.000	HEALTH INSURANCE					72,626	58,162
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(4,200)	(4,200)
	Amount employees pay toward their health care coverage. Provided by H. R.						
719.015	DENTAL BENEFITS					5,087	4,475
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					901	901
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					14,805	14,805

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 257 - ASSESSING DEPARTMENT							
	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					348	348
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE					1,185	1,185
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					925	925
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					1,640	1,640
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					3,500	3,500
	Used for personal and real property assessment items and general office supplies.						
730.000	POSTAGE					10,500	10,500
	Used for mailing of real and personal assessment notices, as well as general mailing.						
811.001	TAX APPEALS					1,500	1,500
	Used to retain professional appraisals for full and small claims Tribunal Appeals, as well as legal expenses.						
867.000	GAS & OIL					720	720
	Lease and maintenance on township vehicles assigned to our department.						
935.000	MOTORPOOL-MISC REPAIR					2,500	2,500
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL					2,706	2,706
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 257 - ASSESSING DEPARTMENT							
958.000	MEMBERSHIP AND DUES						
	MAAA memberships, annual certification and WAA membership.					1,500	1,500
	DEPT '257' TOTAL					582,756	567,680

2024 REVISED DRAFT BUDGET REQUEST
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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 262 - ELECTION DEPARTMENT							
APPROPRIATIONS							
101-262-704.000 *	APPOINTED OFFICIALS	70,976		13,600	318	148,100	224,000
101-262-705.000 *	SALARY - SUPERVISION	60,967	62,947	62,947	46,024	64,835	64,835
101-262-707.000 *	SALARY - TEMPORARY/SEASONAL					45,000	45,000
101-262-708.010 *	HEALTH INS BUYOUT	3,000	3,000	3,000	1,500	3,000	3,000
101-262-709.000 *	REG OVERTIME	11,779		1,700		60,000	60,000
101-262-715.000 *	F.I.C.A./MEDICARE	5,108	5,200	5,200	3,636	13,222	13,222
101-262-718.000 *	MERS RETIREMENT	32,500	32,101	31,101	23,990	38,601	38,601
101-262-718.001	RETIREMENT HEALTH CARE SAVINGS	76					
101-262-718.002 *	DEFERRED COMPENSATION		139	139			
101-262-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	7,700	7,700	8,400	8,400
101-262-719.015 *	DENTAL BENEFITS	1,282	1,305	1,305	1,208	1,552	1,365
101-262-719.016 *	VISION BENEFITS	249	249	249	210	267	267
101-262-719.022 *	DISABILITY INSURANCE	291	291	291	242	296	296
101-262-719.023 *	LIFE INSURANCE	236	227	227	189	231	231
101-262-719.030 *	WORKERS COMPENSATION	57	225	225	94	328	328
101-262-727.000 *	OFFICE SUPPLIES	26,677	2,000	10,000	2,291	35,000	35,000
101-262-730.000 *	POSTAGE	19,107	2,000	8,000	1,354	50,000	50,000
101-262-760.001 *	PPE & FIRST AID ELECTION SUP					500	500
101-262-801.200 *	PROFNSL SRV-PROGRAMMING BALLOT	5,247				10,000	10,000
101-262-860.000 *	TRAVEL	223		400		1,500	1,500
101-262-900.000 *	PUBLISHING			100		1,500	1,500
101-262-933.001 *	MAINTENANCE CONTRACTS		10	10			
101-262-941.000 *	EQUIPMENT RENTAL/LEASING	11,558		1,000		58,000	17,000
101-262-977.000 *	EQUIPMENT	132,815					16,800
TOTAL APPROPRIATIONS		399,874	117,394	147,194	88,756	540,332	591,845
NET OF REVENUES/APPROPRIATIONS - 262 - ELECTION DEPA		(399,874)	(117,394)	(147,194)	(88,756)	(540,332)	(591,845)

* NOTES TO BUDGET: DEPARTMENT 262 ELECTION DEPARTMENT

704.000	APPOINTED OFFICIALS	148,100	224,000
This is for wages of election workers and chair people for three (3) elections. Request to increase election worker pay by \$3 per hour, therefore Chair person to \$20, Co-Chair person to \$17 and election workers \$16 per hour in 2024. Calculated estimates per election are as follows: \$8,000 for chair persons and \$40,000 for poll election workers. There will be some fluctuation in needed staffing between March, August and November. Keeping these base numbers should even out to approximately \$140,000. In addition, NEW EARLY VOTING for 2024 will warrant a normal polling location and staffing for a nine day period, this is estimated to be \$28,000 each of the three elections for \$84,000. The total requested amount for 2024 is \$224,000.			
705.000	SALARY - SUPERVISION	64,835	64,835
Salary of the Deputy Director of Election. A 3 % increase plus longevity was added to non union employees for 2024, same as all employees.			
706.000	SALARY - PERMANENT WAGES		
This is for scheduled elections in 2024.			
707.000	SALARY - TEMPORARY/SEASONAL		

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 262 - ELECTION DEPARTMENT							
	The office will need temporary workers in 2024. Looking back at prior year elections, we are requesting \$45,000 for the years three elections.					45,000	45,000
708.010	HEALTH INS BUYOUT						
	Used for health insurance buyout for employees who receive health insurance through another source.					3,000	3,000
709.000	REG OVERTIME						
	This is for Township employees working overtime for election related hours such as the set up and take down of poll equipment, weekend staffing, extended work days, election day staffing and other related election OT needs. Requesting \$60,000 over three elections. The calculation was based on the amount used in 2020. This is a conservative estimate considering the wage increases since 2020.					60,000	60,000
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.					13,222	13,222
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%					38,601	38,601
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.					8,400	8,400
719.015	DENTAL BENEFITS						
	There was a 4.6% increase in dental premium for 2024. Provided by HR					1,552	1,365
719.016	VISION BENEFITS						
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					267	267
719.022	DISABILITY INSURANCE						
	An estimated increase of 2% for 2024. Numbers provided by HR					296	296
719.023	LIFE INSURANCE						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 262 - ELECTION DEPARTMENT							
	An estimated increase of 2% for 2024. Numbers provided by HR					231	231
719.030	WORKERS COMPENSATION					328	328
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					35,000	35,000
	Cost of supplies for election cards, ballot booths, etc.						
730.000	POSTAGE					50,000	50,000
	This is for the postage expense for elections - \$50,000 for the year although a budget amendment may be needed later in the year. Numbers are very dependent on the States process for assisting with postage. Municipalities will likely front the cost.						
760.001	PPE & FIRST AID ELECTION SUP					500	500
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
801.200	PROFNSL SRV-PROGRAMMING BALLOT					10,000	10,000
	Cost of programming ballots- requesting \$10,000 for 2024.						
860.000	TRAVEL					1,500	1,500
	Reimbursement of mileage expenditures related to elections.						
900.000	PUBLISHING					1,500	1,500
	Publishing for public accuracy testing.						
933.001	MAINTENANCE CONTRACTS						
	Starting annual maintenance of \$23,600 for the Hart election scanners and software purchased in 2022. This is scheduled to begin in the sixth (6) year to the tenth (10) for a total of \$118,000. The Township can save 10% and paying before the end of the fifth (5) year which would be 2027 at \$106,200. Narrative included to track for future budgeting in 2027.						
941.000	EQUIPMENT RENTAL/LEASING					58,000	17,000
	Rental for three polling locations for 2024 elections.						
977.000	EQUIPMENT						

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2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 262 - ELECTION DEPARTMENT							
	Budgeting \$16,800.00 for new laptops. This is separate from early voting but the current laptops will not meet the standards for next year. 21 laptops at \$800 each are needed.						16,800
	DEPT '262' TOTAL					540,332	591,845

2024 REVISED DRAFT BUDGET REQUEST
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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS APPROPRIATIONS							
101-265-705.000 *	SALARY - SUPERVISION					35,023	38,625
101-265-706.000 *	SALARY - PERMANENT WAGES	260,670	277,394	262,394	179,883	278,339	278,339
101-265-708.010 *	HEALTH INS BUYOUT	3,000	3,000	3,000	1,500	3,000	3,000
101-265-709.000 *	REG OVERTIME	4,419	5,000	5,000	2,293	5,000	5,000
101-265-715.000 *	F.I.C.A./MEDICARE	19,906	21,833	21,833	12,889	24,584	24,860
101-265-718.000 *	MERS RETIREMENT	10,959	11,761	11,761	8,029	14,748	14,847
101-265-718.001 *	RETIREMENT HEALTH CARE SAVINGS	5,086	5,850	5,850	2,819	7,150	7,150
101-265-718.002 *	DEFERRED COMPENSATION	21					
101-265-719.000 *	HEALTH INSURANCE	66,946	81,770	81,770	60,595	113,089	90,566
101-265-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,350)	(5,900)	(5,900)		(6,700)	(6,700)
101-265-719.015 *	DENTAL BENEFITS	3,422	4,134	4,134	3,058	6,038	5,311
101-265-719.016 *	VISION BENEFITS	774	898	898	698	1,142	1,142
101-265-719.020 *	HEALTH CARE DEDUCTION	12,451	20,703	20,703	11,035	23,678	23,678
101-265-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	295	294	294	192	426	426
101-265-719.022 *	DISABILITY INSURANCE	1,162	1,307	1,307	920	1,630	1,630
101-265-719.023 *	LIFE INSURANCE	832	1,021	1,021	656	1,272	1,272
101-265-719.030 *	WORKERS COMPENSATION	3,408	6,970	6,970	1,933	1,558	1,558
101-265-727.000 *	OFFICE SUPPLIES	115	400	400		400	400
101-265-740.000 *	OPERATING SUPPLIES	1,655	2,500	2,500	1,475	2,500	2,500
101-265-741.000 *	UNIFORMS - BOOTS & LAUNDRY	13,337	12,000	12,000	9,636	12,000	12,000
101-265-757.775 *	OPERATING SUPP: FORD LAKE PAR	720	1,000	1,000		1,000	1,000
101-265-760.000 *	PPE & FIRST AID SUPPLIES	70	500	500	12	500	500
101-265-776.001 *	MAINT SUPPLIES - CIVIC CENTER	7,606	10,000	10,000	7,766	10,000	10,000
101-265-776.002 *	MAINT SUPPLIES - GRAFFITI CON		1,500	1,500		1,500	1,500
101-265-776.775 *	MAINT SUPPLIES: FORD LAKE PAR	2,395	2,500	2,500	1,323	2,500	2,500
101-265-777.000 *	BLDG OPER EQUIP TOOLS	3,907	5,000	5,000	2,864	5,000	5,000
101-265-818.001 *	CONTRACTUAL SERVICES CIVIC CT	46,235	60,000	57,125	36,972	60,000	60,000
101-265-818.775 *	MAINT-CONTR SVCS - FORD LK PR		500	500		500	
101-265-867.000 *	GAS & OIL	3,649	3,000	3,000	2,080	3,000	3,000
101-265-920.001 *	UTILITIES - CIVIC CENTER	76,260	80,000	80,000	60,189	80,000	80,000
101-265-931.001 *	REPAIRS CIVIC CENTER	12,867	15,000	30,000	21,124	35,000	35,000
101-265-931.020 *	NON REOCCURRING R & M - CIVIC	11,586	10,000	35,000	33,069	35,000	35,000
101-265-931.775 *	REPAIRS - FORD LAKE PARKS		2,000	2,000	194	12,000	12,000
101-265-935.000 *	MOTORPOOL-MISC REPAIR	320	2,500	2,500	597	2,500	2,500
101-265-938.000 *	EQUIPMENT CONTRACTUAL EQUIP	(540)	1,000	1,000		1,000	1,000
101-265-943.000 *	MOTORPOOL INTERNAL	3,456	3,456	3,456	6,592	4,934	4,934
101-265-956.000 *	MISCELLANEOUS		500	500		500	500
101-265-974.025	CAPITAL OUTLAY/SECURITY	6,547		2,875	2,875		
101-265-977.000 *	EQUIPMENT					100,000	100,000
TOTAL APPROPRIATIONS		579,186	649,391	674,391	473,268	879,811	860,038
NET OF REVENUES/APPROPRIATIONS - 265 - RESIDENT SVCS		(579,186)	(649,391)	(674,391)	(473,268)	(879,811)	(860,038)

705.000SALARY - SUPERVISION

Assistant Municipal Service Director a new position this year - split 50/50 between department 101-265 residential building and 101-770 parks & grounds.

35,02338,625

706.000SALARY - PERMANENT WAGES

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS							
	Cost of two full-time maintenance tech staff, three full-time custodians (one at Civic Center, one at Recreation and one floater). One part-time custodians at Recreation, all TPOAM positions. 3% increase is budgeted for 2024, plus longevity.					278,339	278,339
708.010	HEALTH INS BUYOUT						
	Health insurance buyout for employees who receive health insurance through another source.					3,000	3,000
709.000	REG OVERTIME						
	Overtime for emergencies and projects that have to done during non-work hours.					5,000	5,000
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.					24,584	24,860
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%					14,748	14,847
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.					7,150	7,150
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely						
719.000	HEALTH INSURANCE						
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.					113,089	90,566
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.					(6,700)	(6,700)
719.015	DENTAL BENEFITS						
	There was a 4.6% increase in dental premium for 2024. Provided by HR					6,038	5,311
719.016	VISION BENEFITS						
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					1,142	1,142

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS							
719.020	HEALTH CARE DEDUCTION					23,678	23,678
	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					426	426
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE					1,630	1,630
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					1,272	1,272
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					1,558	1,558
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					400	400
	Office supplies for Maintenance Superintendent and Maintenance Techs						
740.000	OPERATING SUPPLIES					2,500	2,500
	Used for tools and equipment for Building Maintenance employees. No change for 2024.						
741.000	UNIFORMS - BOOTS & LAUNDRY					12,000	12,000
	Cost for uniforms, boots and laundry services. TPOAM union employees receive a flat amount to purchase boots and uniforms as per contract. All others who require boots or uniforms will receive a reimbursement not to exceed agreed upon amount. Laundry service is for towels, rugs, mats, etc.						
757.775	OPERATING SUPP: FORD LAKE PAR					1,000	1,000
	Used for tools and equipment within Ford Lake Park System.						
760.000	PPE & FIRST AID SUPPLIES					500	500
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS							
776.001	MAINT SUPPLIES - CIVIC CENTER					10,000	10,000
	Supplies for Civic Center (vacuum bags, floor finish, etc.). No change for 2024						
	.						
776.002	MAINT SUPPLIES - GRAFFITI CON					1,500	1,500
	Cost of cleaners and paints used to remove graffiti.						
776.775	MAINT SUPPLIES: FORD LAKE PAR					2,500	2,500
	Various supplies necessary for repairs to park buildings, restrooms, etc.						
777.000	BLDG OPER EQUIP TOOLS					5,000	5,000
	Cost of tools, lift gates, electrical and regulatory poster.						
818.001	CONTRACTUAL SERVICES CIVIC CT					60,000	60,000
	Used for alarm systems, elevator inspections, fire extinguishers, boiler inspections, building services, window washers, etc. No change for 2024						
	.						
818.775	MAINT-CONTR SVCS - FORD LK PR					500	
	No budget for 2024.						
867.000	GAS & OIL					3,000	3,000
	Cost for fuel and oil for vehicles, ERX & Fuelcloud systems.						
920.001	UTILITIES - CIVIC CENTER					80,000	80,000
	Utility costs for Civic Center. No change for 2024.						
931.001	REPAIRS CIVIC CENTER					35,000	35,000
	Used for batteries, door repairs, closers, etc. in Civic Center. Increase for 2024 to budget for upgrades and repairs to HVAC system.						
931.020	NON REOCCURRING R & M - CIVIC					35,000	35,000
	Used for large unexpected item replacements, such as electric ceiling sensors.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 265 - RESIDENT	SVCS: BLDG OPERATIONS						
931.775	REPAIRS - FORD LAKE PARKS						
	Cost of paint and maintenance staff repairs in the Ford Lake Park System. Increase for 2024 to replace aging HVAC System.					12,000	12,000
935.000	MOTORPOOL-MISC REPAIR						
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director					2,500	2,500
938.000	EQUIPMENT CONTRACTUAL EQUIP						
	Annual inspections on equipment: equipment rental.					1,000	1,000
943.000	MOTORPOOL INTERNAL						
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.					4,934	4,934
956.000	MISCELLANEOUS						
	Used for drug screenings, driving test, etc.					500	500
977.000	EQUIPMENT						
	Budgeting for supplies and installation of a Lean To at FLP Garage. Any other equipment needed for 2024 will be brought before the Board for approval.					100,000	100,000
	DEPT '265' TOTAL					879,811	860,038

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 266 - LEGAL SERVICES							
APPROPRIATIONS							
101-266-801.002 *	LEGAL SERVICES	337,000	330,000	330,000	244,299	330,000	350,000
TOTAL APPROPRIATIONS		337,000	330,000	330,000	244,299	330,000	350,000
NET OF REVENUES/APPROPRIATIONS - 266 - LEGAL SERVICE		(337,000)	(330,000)	(330,000)	(244,299)	(330,000)	(350,000)
* NOTES TO BUDGET: DEPARTMENT 266 LEGAL SERVICES							

801.002	LEGAL SERVICES					330,000	350,000
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. Increase based on 2023.							
DEPT '266' TOTAL						330,000	350,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 267 - GENERAL SERVICES							
APPROPRIATIONS							
101-267-727.000 *	OFFICE SUPPLIES	5,533	6,000	6,000	5,584	6,000	6,000
101-267-727.200 *	OFFICE MEETING/WELC SUPPLIES	357	500	500	288	400	400
101-267-730.000 *	POSTAGE	42,161	50,000	50,000	28,125	50,000	50,000
101-267-850.000 *	TELEPHONE	43,347	49,000	49,000	28,003	49,000	49,000
101-267-900.000 *	PUBLISHING	27,229	35,000	35,000	17,561	35,000	35,000
101-267-941.000 *	EQUIPMENT RENTAL/LEASING	20,483	20,000	20,000	14,269	20,000	20,000
101-267-956.000 *	MISCELLANEOUS	309	500	500	171	500	500
101-267-958.000 *	MEMBERSHIP AND DUES	584	800	800	499	800	800
TOTAL APPROPRIATIONS		140,003	161,800	161,800	94,500	161,700	161,700
NET OF REVENUES/APPROPRIATIONS - 267 - GENERAL SERVI		(140,003)	(161,800)	(161,800)	(94,500)	(161,700)	(161,700)

* NOTES TO BUDGET: DEPARTMENT 267 GENERAL SERVICES

727.000	OFFICE SUPPLIES					6,000	6,000
	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					400	400
	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						
	Moved to Human Resource Department 101-270-760.000 and will be allocated to each department as used.						
730.000	POSTAGE					50,000	50,000
	Postage cost are accrued in this line and allocated out to the different funds expenditure lines for postage used. The general fund departments all use this postage line with the exception of elections.						
850.000	TELEPHONE					49,000	49,000
	Cost for all desk and cell phones in the Township.						
900.000	PUBLISHING					35,000	35,000
	Publishing various notices in newspaper and mailers.						
941.000	EQUIPMENT RENTAL/LEASING					20,000	20,000
	Equipment rental of copiers and postage machine, as well as supplies. Postage machine contract with Quadient Inc 5 yr 7/1/22 to 6/30/2027 @ \$5,524/yr. The quarterly printer maintenance costs have increased as well.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 267 - GENERAL SERVICES							
956.000	MISCELLANEOUS						
	Miscellaneous costs to Township.					500	500
958.000	MEMBERSHIP AND DUES						
	Cost of Amazon, Costco and Sam's Club Memberships.					800	800
	DEPT '267' TOTAL					161,700	161,700

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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 270 - HUMAN RESOURCES							
APPROPRIATIONS							
101-270-705.000 *	SALARY - SUPERVISION	76,526	77,832	77,832	58,805	80,166	87,125
101-270-706.000 *	SALARY - PERMANENT WAGES	60,841	111,668	111,668	46,445	133,518	65,000
101-270-706.015 *	SAFETY COORDINATOR	30,561	31,082	31,082	23,465	32,093	32,093
101-270-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	3,190		3,286	3,286		
101-270-715.000 *	F.I.C.A./MEDICARE	12,751	16,875	17,127	9,848	17,272	14,093
101-270-718.000 *	MERS RETIREMENT	49,345	51,011	51,011	36,132	55,659	53,000
101-270-718.001 *	RETIREMENT HEALTH CARE SAVINGS	961	2,600	2,600	745	2,600	1,300
101-270-718.003 *	OPEB - RETIREMENT HEALTH	24,817	10,780	10,780	10,780	11,760	11,760
101-270-719.000 *	HEALTH INSURANCE	58,633	89,684	64,684	52,755	105,827	59,823
101-270-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,320)	(6,120)	(6,120)		(6,120)	(4,320)
101-270-719.005 *	HOSPITAL PHYSICALS	3,953	6,500	6,500	5,044	6,500	6,500
101-270-719.015 *	DENTAL BENEFITS	3,077	4,435	4,435	2,609	5,275	3,276
101-270-719.016 *	VISION BENEFITS	597	846	846	505	906	640
101-270-719.020 *	HEALTH CARE DEDUCTION	14,792	20,111	20,111	14,438	20,111	13,020
101-270-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	207	286	286	159	327	231
101-270-719.022 *	DISABILITY INSURANCE	697	988	988	581	1,008	712
101-270-719.023 *	LIFE INSURANCE	544	771	771	454	787	556
101-270-719.024 *	EMPLOYEE ASSISTANCE PROGRAM	4,494	5,400	5,400	3,668	5,400	5,400
101-270-719.030 *	WORKERS COMPENSATION	336	676	676	246	656	656
101-270-727.000 *	OFFICE SUPPLIES	287	750	750	345	750	750
101-270-740.000 *	OPERATING SUPPLIES		2,500	2,500	1,553	500	500
101-270-741.001 *	UNIFORMS-NEW AND BADGES					3,000	3,000
101-270-760.000 *	PPE & FIRST AID SUPPLIES	16,167	19,000	19,000	10,479	49,000	49,000
101-270-801.000 *	PROFESSIONAL SERVICES			15,000	3,875	7,500	7,500
101-270-803.100 *	CONTRACT SRVS-FLEX SPENDING		100	100			
101-270-958.000 *	MEMBERSHIP AND DUES	229	250	250	244	275	275
101-270-960.000 *	EDUCATION AND TRAINING	14,656	20,000	30,000	20,036	25,000	25,000
101-270-960.100 *	SAFETY TRAINING	5,878	15,000	15,000	3,280	10,000	10,000
TOTAL APPROPRIATIONS		379,219	483,025	486,563	309,777	569,770	446,890
NET OF REVENUES/APPROPRIATIONS - 270 - HUMAN RESOURC		(379,219)	(483,025)	(486,563)	(309,777)	(569,770)	(446,890)

* NOTES TO BUDGET: DEPARTMENT 270 HUMAN RESOURCES

705.000	SALARY - SUPERVISION						
						80,166	87,125
	Salary of the HR Manager. An increase of salary from \$78,211 to \$85,000 for increased responsibility of training and supervisory duties, plus longevity was added.						
706.000	SALARY - PERMANENT WAGES						
						133,518	65,000
	This is for the new HR Generlist position. The Quality Assurance Specialist will move to Recreation Department as the Community Events Manager in 2024.						
706.015	SAFETY COORDINATOR						
						32,093	32,093
	40% of the Operations Manager who works with HR coordinating Township Safety Program. A 3 % increase plus longevity was added for all Township employees.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 270 - HUMAN RESOURCES							
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
715.000	F.I.C.A./MEDICARE					17,272	14,093
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					55,659	53,000
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					2,600	1,300
	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					11,760	11,760
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.						
719.000	HEALTH INSURANCE					105,827	59,823
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(6,120)	(4,320)
	Amount employees pay toward their health care coverage.						
719.005	HOSPITAL PHYSICALS					6,500	6,500
	Cost for pre-employment drug screens, physicals for new hires, and cost related to DOT random drug/alcohol. Recommending no change for 2024.						
719.015	DENTAL BENEFITS					5,275	3,276
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					906	640
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 270 - HUMAN RESOURCES							
719.020	HEALTH CARE DEDUCTION					20,111	13,020
	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					327	231
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE					1,008	712
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					787	556
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.024	EMPLOYEE ASSISTANCE PROGRAM					5,400	5,400
	Cost of participation in Employee Assistance Program (EAP). Program helps assist employees with personal and/or work-related problems. Recommending no increase. Cost will remain the same for the 24 renewal year.						
719.030	WORKERS COMPENSATION					656	656
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					750	750
	Recommending no change to this line.						
740.000	OPERATING SUPPLIES					500	500
	Requesting \$500 to purchase new file cabinet.						
741.001	UNIFORMS-NEW AND BADGES					3,000	3,000
	For purchase of uniforms and supplies for badges.						
760.000	PPE & FIRST AID SUPPLIES					49,000	49,000
	This line covers PPE & First Aid annual cost (\$19,000), Fall Protection Improvement for Hydro and Compost (\$20,000), and Eye Wash updates to meet current standards (\$10,000)						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 270 - HUMAN RESOURCES							
801.000	PROFESSIONAL SERVICES						
	Funds for special projects related to DEI, Compensation Surveys, etc.					7,500	7,500
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. Slight increase from 2023 due to membership increase.					275	275
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. For 2023 Diversity and Inclusion Training being planned for the entire workforce.					25,000	25,000
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. 2024 training will include CPR, Arial lifts, etc.					10,000	10,000
	DEPT '270' TOTAL					569,770	446,890

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 271 - COMMUNICATION & PUBLIC RELATIONS APPROPRIATIONS							
101-271-705.000 *	SALARY - SUPERVISION		70,000	70,000		70,000	70,000
101-271-706.000 *	SALARY - PERMANENT WAGES		52,402	52,402	38,536	53,974	53,974
101-271-708.010 *	HEALTH INS BUYOUT		3,000	3,000	1,500	3,000	3,000
101-271-715.000 *	F.I.C.A./MEDICARE		9,593	9,593	3,063	9,713	9,713
101-271-718.000 *	MERS RETIREMENT		6,708	6,708	2,067	6,794	6,794
101-271-718.001 *	RETIREMENT HEALTH CARE SAVINGS		1,300	1,300		1,300	1,300
101-271-718.003 *	OPEB - RETIREMENT HEALTH		7,700	7,700	7,700	8,400	8,400
101-271-719.000 *	HEALTH INSURANCE		26,378	26,378		31,126	24,927
101-271-719.003 *	EMPLOYEE PAID HEALTH CONTRA		(1,800)	(1,800)		(1,800)	(1,800)
101-271-719.015 *	DENTAL BENEFITS		2,609	2,609		3,103	2,730
101-271-719.016 *	VISION BENEFITS		498	498		533	533
101-271-719.020 *	HEALTH CARE DEDUCTION		5,915	5,915		5,915	5,915
101-271-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE		84	84		96	96
101-271-719.022 *	DISABILITY INSURANCE		582	582		593	593
101-271-719.023 *	LIFE INSURANCE		454	454		463	463
101-271-719.030 *	WORKERS COMPENSATION		901	901	38	328	328
101-271-727.000 *	OFFICE SUPPLIES		1,500	1,500		1,500	1,500
101-271-801.000 *	PROFESSIONAL SERVICES		6,000	6,000		6,000	6,000
101-271-860.000 *	TRAVEL		2,000	2,000		2,000	2,000
101-271-880.000 *	COMMUNITY PROMOTION		20,000	20,000	5,850	20,000	20,000
101-271-958.000 *	MEMBERSHIP AND DUES		200	200		200	200
TOTAL APPROPRIATIONS			216,024	216,024	58,754	223,238	216,666
NET OF REVENUES/APPROPRIATIONS - 271 - COMMUNICATION			(216,024)	(216,024)	(58,754)	(223,238)	(216,666)

* NOTES TO BUDGET: DEPARTMENT 271 COMMUNICATION & PUBLIC RELATIONS

705.000	SALARY - SUPERVISION					70,000	70,000
	New Department for Communications & Public Information Manager. Advertised, interviewed, and offered position in 2023, applicant decided to stay at current employer. Contracting services may be an option.						
706.000	SALARY - PERMANENT WAGES					53,974	53,974
	Web Support Specialist. A 3% increase plus longevity was approved for 2024 Teamster Union contract.						
708.010	HEALTH INS BUYOUT					3,000	3,000
	Health insurance buyout for employees who receive health insurance through another source.						
715.000	F.I.C.A./MEDICARE					9,713	9,713
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					6,794	6,794
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						

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Dept 271 - COMMUNICATION & PUBLIC RELATIONS							
718.001	RETIREMENT HEALTH CARE SAVINGS					1,300	1,300
	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					8,400	8,400
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.						
719.000	HEALTH INSURANCE					31,126	24,927
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(1,800)	(1,800)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS					3,103	2,730
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					533	533
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					5,915	5,915
	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					96	96
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE					593	593
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					463	463
	An estimated increase of 2% for 2024. Numbers provided by HR						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 271 - COMMUNICATION & PUBLIC RELATIONS							
719.030	WORKERS COMPENSATION					328	328
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					1,500	1,500
	Office supplies for staff.						
801.000	PROFESSIONAL SERVICES					6,000	6,000
	Cost of professional services if any are needed for new department.						
860.000	TRAVEL					2,000	2,000
	Reimbursement for business use of personal vehicles.						
880.000	COMMUNITY PROMOTION					20,000	20,000
	This line will be used for promotional community branding items such as T shirts, hats, pens, etc.						
958.000	MEMBERSHIP AND DUES					200	200
	Dues for staff membership in professional organizations.						
	DEPT '271' TOTAL						223,238 216,666

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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 272 - OTHER FUNCTIONS							
APPROPRIATIONS							
101-272-719.010 *	HEALTH CARE TAX	517	650	650	552	650	650
101-272-801.000 *	PROFESSIONAL SERVICES	66,154	85,000	84,200	46,362	84,000	84,000
101-272-808.000 *	BEEKEEPING - SERVICE & SUPPLIES	1,927	2,000	2,000	1,368	2,000	2,000
101-272-836.100 *	CONTRIBUTION WATER HARDSHIP	7,380	10,400	20,800	8,260	20,800	20,800
101-272-844.000 *	MEALS ON WHEELS	10,000	15,000	10,000	10,000	15,000	10,000
101-272-876.002 *	OTHER RETIREMENT COSTS	3,369	2,000	2,000	2,820	2,000	2,000
101-272-884.000 *	WASH DEV COUNCIL-AA SPARK	15,000	10,000	15,000	15,000	10,000	10,000
101-272-930.002 *	RIGHT OF WAY TREE TRIM - REMOVAL		10,000	10,000	9,688	10,000	10,000
101-272-955.001 *	INSURANCE & BOND FLEET	121,198	127,467	127,467	92,636	129,977	129,977
101-272-956.000 *	MISCELLANEOUS	20	500	7,600	7,129	500	500
101-272-956.006 *	MISCELLANEOUS TAX REFUNDS	427	3,000	3,000	934	1,000	1,000
101-272-956.020 *	PROPERTY TAXES ON TWP PROPERT	2,205	10,000	10,000	11	5,000	5,000
101-272-956.022 *	SETTLEMENTS &/or CLAIM DEDUCTIBLE		5,000	5,000		5,000	5,000
101-272-957.000 *	BANK CHARGES	13,900	15,000	15,000	8,984	15,000	15,000
101-272-967.000 *	CAMERAS NON TAX ASSESSMENT	11,543	15,000	15,000	8,039	15,000	15,000
101-272-967.001 *	STREETLIGHTS NON SAD	272,285	202,932	202,932	191,396	300,000	300,000
TOTAL APPROPRIATIONS		525,925	513,949	530,649	403,179	615,927	610,927
NET OF REVENUES/APPROPRIATIONS - 272 - OTHER FUNCTIO		(525,925)	(513,949)	(530,649)	(403,179)	(615,927)	(610,927)

* NOTES TO BUDGET: DEPARTMENT 272 OTHER FUNCTIONS

719.010	HEALTH CARE TAX					650	650
	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 Comp must now be allocated out of each department. No budget for 2024.						
801.000	PROFESSIONAL SERVICES					84,000	84,000
	Used for various professional services the Township may need, i.e. HR services, architects, economic development, Reimagine Washtenaw, small engineering projects, grant writers, etc.						
808.000	BEEKEEPING - SERVICE & SUPPLIES					2,000	2,000
	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. There is also funds available from prior year donations.						
836.100	CONTRIBUTION WATER HARDSHIP					20,800	20,800

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 272 - OTHER FUNCTIONS							
	Cost to fund our Water Subsidy Program. Board approved to increase subsidy from \$20 to \$40 bi-monthly per qualified resident in 2023. Budget adjusted for 2024.						
844.000	MEALS ON WHEELS					15,000	10,000
	Contribution to Meals on Wheels. Increase based on needs in the community.						
876.002	OTHER RETIREMENT COSTS					2,000	2,000
	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						
	No donation planned for 2024.						
884.000	WASH DEV COUNCIL-AA SPARK					10,000	10,000
	\$10,000 to A2 Spark is budgeted for 2024.						
930.002	RIGHT OF WAY TREE TRIM - REMOVAL					10,000	10,000
	Cost to trim/remove trees.						
955.001	INSURANCE & BOND FLEET					129,977	129,977
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
956.000	MISCELLANEOUS					500	500
	Miscellaneous expenditures incurred by department.						
956.006	MISCELLANEOUS TAX REFUNDS					1,000	1,000
	Used to try to reach MTT settlements, the full settlement amounts are reserved in Fund Balance.						
956.020	PROPERTY TAXES ON TWP PROPERT					5,000	5,000
	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.						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 272 - OTHER FUNCTIONS							
956.022	SETTLEMENTS &/or CLAIM DEDUCTIBLES					5,000	5,000
	Used for any insurance claims filed against the Township and represented by the Michigan Municipal Liability legal staff.						
957.000	BANK CHARGES					15,000	15,000
	Figures provided by the Accounting Director.						
967.000	CAMERAS NON TAX ASSESSMENT					15,000	15,000
	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					300,000	300,000
	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, and new Huron Street annual lamp charges.						
972.200	STREET LIGHT -CONSTRUCTION						
	This line has now been moved to capital outlay department 101-901-972.200					615,927	610,927
	DEPT '272' TOTAL						

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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 287 - COURT DUE PROCESS							
APPROPRIATIONS							
101-287-801.007 *	ATTORNEY FEES CRIMINAL	37,755	37,755	41,435		45,000	45,000
101-287-801.014 *	LEGAL SERVICES PROSECUTION	222,300	230,000	230,000	154,321	230,000	230,000
101-287-801.020 *	LEGAL SERVICES - DOMESTIC VIO	215,000	200,000	196,320	141,180	196,320	200,000
TOTAL APPROPRIATIONS		475,055	467,755	467,755	295,501	471,320	475,000
NET OF REVENUES/APPROPRIATIONS - 287 - COURT DUE PRO		(475,055)	(467,755)	(467,755)	(295,501)	(471,320)	(475,000)
* NOTES TO BUDGET: DEPARTMENT 287 COURT DUE PROCESS							
801.007	ATTORNEY FEES CRIMINAL					45,000	45,000
	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 2024						
801.014	LEGAL SERVICES PROSECUTION					230,000	230,000
	Costs for Prosecution of 14B Court cases. Will adjust if necessary.						
801.020	LEGAL SERVICES - DOMESTIC VIO					196,320	200,000
	Costs for the Prosecution of Domestic Violence cases.						
	DEPT '287' TOTAL					471,320	475,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 445 - STORMWATER & DRAINS AT LARGE							
APPROPRIATIONS							
101-445-801.000 *	PROFESSIONAL SERVICES	12,660	28,000	28,000	18,991	28,000	28,000
101-445-818.025 *	WASHTENAW COUNTY DRAINS-AT-LARGE	319,921	539,000	792,723	682,991	533,520	633,520
TOTAL APPROPRIATIONS		332,581	567,000	820,723	701,982	561,520	661,520
NET OF REVENUES/APPROPRIATIONS - 445 - STORMWATER &		(332,581)	(567,000)	(820,723)	(701,982)	(561,520)	(661,520)
* NOTES TO BUDGET: DEPARTMENT 445 STORMWATER & DRAINS AT LARGE							

801.000	PROFESSIONAL SERVICES					28,000	28,000
	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					533,520	633,520
	Per the estimated amount received from the Drain Commission. This is for emergency drain maintenance and proposed Asset Management Plan. Drain maintenance is estimated to be \$383,520, \$100,000 for emergency maintenance, and \$150,000 for vermin abatement. Amount was increased in 2023 due to project carryover from previous year.						
	DEPT '445' TOTAL					561,520	661,520

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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 446 - HIGHWAYS AND STREETS							
APPROPRIATIONS							
101-446-982.000 *	HIGHWAY & ST-ROAD CONSTRUCTION	353,221	100,000	363,920	170,301	350,000	350,000
101-446-982.004 *	HIGHWAYS & STREET LIFT STATION	5,335	15,000	15,000	5,710	10,000	164,000
101-446-982.006 *	HIGHWAYS & STREETS & SIDEWALK	85,159		201,536	125,298	150,000	150,000
TOTAL APPROPRIATIONS		443,715	115,000	580,456	301,309	510,000	664,000
NET OF REVENUES/APPROPRIATIONS - 446 - HIGHWAYS AND		(443,715)	(115,000)	(580,456)	(301,309)	(510,000)	(664,000)
* NOTES TO BUDGET: DEPARTMENT 446 HIGHWAYS AND STREETS							
982.000	HIGHWAY & ST-ROAD CONSTRUCTION						
	Used for traffic calming devices, sign replacements, and pedestrian crossings at \$100,000. Increase due to request for speed studies and petitions from road commission. Street improvements will be budgeted in 446 and transferred to BSRII #213.						350,000 350,000
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 & STREET LIFT STATION						
	Cost for YCUA to maintain and repair Township owned lift stations (Tuttle Hill, Hydro Dam, Ford Lake Park and Ford Blvd.). Ford Lake lift station to be updated in the amount of \$154,000.						10,000 164,000
982.006	HIGHWAYS & STREETS & SIDEWALK						
	Used for sidewalk shaving project.						150,000 150,000
	DEPT '446' TOTAL						510,000 664,000

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Dept 602 - PUBLIC HEALTH							
APPROPRIATIONS							
101-602-810.000 *	BARRIER BUSTERS 3 yr Agreement						150,000
101-602-840.000 *	COVID-19 SUPPLIES						257,970
TOTAL APPROPRIATIONS							407,970
NET OF REVENUES/APPROPRIATIONS - 602 - PUBLIC HEALTH							(407,970)
* NOTES TO BUDGET: DEPARTMENT 602 PUBLIC HEALTH							

810.000	BARRIER BUSTERS 3 yr Agreement						150,000
	Moved from Fund 282. Budgeted funds for Barrier Busters. \$150,000 per year for 3 years ending in 2025.						
840.000	COVID-19 SUPPLIES						257,970
	Moved from Fund 282. These funds will be used for the purchase of COVID test kits, N95/KN95 masks, and other measures to help prevent the spread of COVID at an estimated amount of \$257,970.						
	DEPT '602' TOTAL						407,970

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Dept 701 - PLANNING COMMISSION							
APPROPRIATIONS							
101-701-704.000 *	APPOINTED OFFICIALS	3,188	9,450	9,450	2,513	9,450	9,450
101-701-715.000 *	F.I.C.A./MEDICARE	123	138	138	178	723	723
101-701-718.002 *	DEFERRED COMPENSATION	23	123	123	6		
101-701-958.000 *	MEMBERSHIP AND DUES	400	425	425	425	475	475
TOTAL APPROPRIATIONS		3,734	10,136	10,136	3,122	10,648	10,648
NET OF REVENUES/APPROPRIATIONS - 701 - PLANNING COMM		(3,734)	(10,136)	(10,136)	(3,122)	(10,648)	(10,648)
* NOTES TO BUDGET: DEPARTMENT 701 PLANNING COMMISSION							
704.000	APPOINTED OFFICIALS					9,450	9,450
	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					723	723
	Figures provided by the Accounting Director.						
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely						
958.000	MEMBERSHIP AND DUES					475	475
	Dues for membership in professional organizations such as American Planning Association (APA) and Michigan Association of Planning (MAP). MAP dues have increased to \$725 a a year, this new number reflects the PC contribution (\$475) and ZBA will contribute \$250.						
	DEPT '701' TOTAL					10,648	10,648

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 702 - ZONING BOARD OF APPEALS							
APPROPRIATIONS							
101-702-704.000 *	APPOINTED OFFICIALS	1,125	4,500	4,500	750	4,500	4,500
101-702-715.000 *	F.I.C.A./MEDICARE	26	66	66	53	345	345
101-702-718.000	MERS RETIREMENT				4		
101-702-718.002 *	DEFERRED COMPENSATION	12	59	59	2		
101-702-958.000 *	MEMBERSHIP AND DUES	250	250	250	250	250	250
	TOTAL APPROPRIATIONS	1,413	4,875	4,875	1,059	5,095	5,095
NET OF REVENUES/APPROPRIATIONS - 702 - ZONING BOARD		(1,413)	(4,875)	(4,875)	(1,059)	(5,095)	(5,095)
* 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.					4,500	4,500
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.					345	345
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely					59	59
958.000	MEMBERSHIP AND DUES						
	Dues for membership in professional organizations such as American Planning Association (APA) and Michigan Association of Planning (MAP).					250	250
	DEPT '702' TOTAL					5,154	5,154

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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 703 - COMMUNITY DEVELOPMENT							
APPROPRIATIONS							
101-703-705.000 *	SALARY - SUPERVISION	99,968	104,102	104,102	77,647	99,399	99,399
101-703-706.000 *	SALARY - PERMANENT WAGES	86,514	88,106	88,106	47,341	85,889	85,889
101-703-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	185					
101-703-715.000 *	F.I.C.A./MEDICARE	13,864	14,704	14,704	9,339	14,175	14,175
101-703-718.000 *	MERS RETIREMENT	9,920	9,319	9,319	6,994	8,977	8,977
101-703-718.001 *	RETIREMENT HEALTH CARE SAVINGS	3,250	3,250	3,250	2,125	3,250	3,250
101-703-718.003 *	OPEB - RETIREMENT HEALTH	2,216	963	963	963		
101-703-719.000 *	HEALTH INSURANCE	48,031	53,855	53,855	27,477	46,688	37,390
101-703-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,641)	(3,825)	(3,825)		(2,700)	(2,700)
101-703-719.015 *	DENTAL BENEFITS	2,450	2,601	2,601	1,360	2,200	1,936
101-703-719.016 *	VISION BENEFITS	493	519	519	288	419	419
101-703-719.020 *	HEALTH CARE DEDUCTION	6,244	12,955	12,955	6,488	10,378	10,378
101-703-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	221	221	221	116	240	240
101-703-719.022 *	DISABILITY INSURANCE	917	763	763	605	741	741
101-703-719.023 *	LIFE INSURANCE	716	595	595	473	578	578
101-703-719.030 *	WORKERS COMPENSATION	338	901	901	330	902	902
101-703-727.000 *	OFFICE SUPPLIES		1,500	1,500	335	1,500	1,500
101-703-801.000 *	PROFESSIONAL SERVICES	2,780	6,000	6,000	1,000	6,000	6,000
101-703-801.003 *	TOWNSHIP PROJECTS-PLANNER	2,015	5,000	8,000	3,558	6,500	6,500
101-703-801.006 *	PROFESSIONAL PLANNING CONTRACT	1,878	95,000	95,000		95,000	95,000
101-703-817.000 *	TOWNSHIP PROJECTS ENGINEER	1,463	10,000	7,000	1,581	10,000	10,000
101-703-867.000 *	GAS & OIL	427	1,000	1,000	114	1,000	1,000
101-703-900.004 *	SUBSCRIPTIONS & PUBLICATIONS		200	200		200	200
101-703-935.000 *	MOTORPOOL-MISC REPAIR		2,500	2,500		2,500	2,500
101-703-943.000 *	MOTORPOOL INTERNAL	4,889	4,889	4,889	3,667	5,293	5,293
101-703-956.000 *	MISCELLANEOUS		250	250			
101-703-958.000 *	MEMBERSHIP AND DUES	1,061	2,200	2,200	667	2,200	2,200
TOTAL APPROPRIATIONS		286,199	417,568	417,568	192,468	401,329	391,767
NET OF REVENUES/APPROPRIATIONS - 703 - COMMUNITY DEV		(286,199)	(417,568)	(417,568)	(192,468)	(401,329)	(391,767)
* NOTES TO BUDGET: DEPARTMENT 703 COMMUNITY DEVELOPMENT							

705.000	SALARY - SUPERVISION					99,399	99,399
	This line includes the salary of the Planning Director position. A 3 % increase plus longevity was added to non union employees to match the Teamster Union contract for 2024. Decrease due to reallocation of 12.5% of the OCS Executive Coordinator position to Ordinance.						
706.000	SALARY - PERMANENT WAGES					85,889	85,889
	Cost for 75% of the Planning & Development Coordinator and 75% of staff planner position. Cost of 25% of their salaries is budgeted in the Building Department to offset zoning review of building permits and other support provided. 3% increase is budgeted for 2024.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
715.000	F.I.C.A./MEDICARE						

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Dept 703 - COMMUNITY DEVELOPMENT							
	Figures provided by the Accounting Director.					14,175	14,175
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%					8,977	8,977
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.					3,250	3,250
718.003	OPEB - RETIREMENT HEALTH						
	No employees with OPEB eligibility.						
719.000	HEALTH INSURANCE						
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.					46,688	37,390
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.					(2,700)	(2,700)
719.015	DENTAL BENEFITS						
	There was a 4.6% increase in dental premium for 2024. Provided by HR					2,200	1,936
719.016	VISION BENEFITS						
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					419	419
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.					10,378	10,378
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.					240	240
719.022	DISABILITY INSURANCE						
	An estimated increase of 2% for 2024. Numbers provided by HR					741	741

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 703 - COMMUNITY DEVELOPMENT							
719.023	LIFE INSURANCE					578	578
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					902	902
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					1,500	1,500
	Office supplies for Planning Department staff. No change from 2023						
801.000	PROFESSIONAL SERVICES					6,000	6,000
	Cost of professional services to provide professional meeting minutes for Planning Commission and Zoning Board of Appeals. No changes from 2023.						
801.003	TOWNSHIP PROJECTS-PLANNER					6,500	6,500
	Cost of services for Professional Planning Consulting for opinions, zoning amendments, and technical assistance. Increase of \$1,500.00 as the Planning Department has seen increased development post COVID.						
801.006	PROFESSIONAL PLANNING CONTRACT					95,000	95,000
	The estimated cost of having a Traffic Engineering Consulting firm prepare a Township Wide Traffic Impact Study. The amount is based on professional cost opinions for such a document gathered by the Planning Department. This project will go through the Townships bidding process which will require authorization by the Township Board of Trustees. Final costs for the plan will be determined through competitive bid and will be award by the Township Board.						
817.000	TOWNSHIP PROJECTS ENGINEER					10,000	10,000
	Cost of professional consulting services for engineering and community development issues; administration of the Township Engineering Standards and Design Specifications. No change from 2023.						
867.000	GAS & OIL					1,000	1,000
	Fuel & oil charges for Planning Department vehicle. No change from 2023.						
900.004	SUBSCRIPTIONS & PUBLICATIONS					200	200
	Subscriptions to professional organizations and publications. No change.						
935.000	MOTORPOOL-MISC REPAIR						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 703 - COMMUNITY DEVELOPMENT							
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director					2,500	2,500
943.000	MOTORPOOL INTERNAL						
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.					5,293	5,293
956.000	MISCELLANEOUS						
	Cost of unexpected expenses. No change.						
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. No change from 2023.					2,200	2,200
	DEPT '703' TOTAL					401,329	391,767

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 729 - COMMUNITY STABILIZATION APPROPRIATIONS							
101-729-801.023 *	PUBLIC NUISANCE - LEGAL SVCS	709,974	725,000	725,000	543,107	725,000	725,000
101-729-801.024 *	LAND USE ISSUES	314,729	250,000	250,000	226,839	250,000	250,000
101-729-806.091 *	BLIGHT REMOVAL- GAULT VILLAGE			870,742	59,217		
101-729-880.050 *	COMMUNITY ORGANIZATION	60,000	60,000	60,000		60,000	60,000
101-729-961.001 *	MOWING PROPERTIES	88,915	60,000	60,000	56,610	60,000	60,000
101-729-969.010 *	COMMUNITY INVESTMENT	14,500	45,000	45,000		45,000	45,000
TOTAL APPROPRIATIONS		1,188,118	1,140,000	2,010,742	885,773	1,140,000	1,140,000
NET OF REVENUES/APPROPRIATIONS - 729 - COMMUNITY STA		(1,188,118)	(1,140,000)	(2,010,742)	(885,773)	(1,140,000)	(1,140,000)
* NOTES TO BUDGET: DEPARTMENT 729 COMMUNITY STABILIZATION							
801.023	PUBLIC NUISANCE - LEGAL SVCS					725,000	725,000
	Used to track legal services to abate public nuisances.						
801.024	LAND USE ISSUES					250,000	250,000
	Legal expenses for land use issues, including ordinance review and any zoning challenges.						
806.091	BLIGHT REMOVAL- GAULT VILLAGE						
	Used in 2023 for Gault Village abatement and demolition costs, and environmental consulting. This project is still in progress and will be rebudgeted if neccessary into 2024.						
880.050	COMMUNITY ORGANIZATION					60,000	60,000
	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. Now budgeted in line 101-729-961.001.						
961.001	MOWING PROPERTIES					60,000	60,000
	Used for mowing of properties we receive from County through tax foreclosure and for other Township owned properties, and road right of way garbage pick up.						
969.010	COMMUNITY INVESTMENT					45,000	45,000
	This could be used for public art in the business corridor, wayfinding and community investment.						
DEPT '729' TOTAL						1,140,000	1,140,000

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Dept 752 - MUNICIPAL SERVICES DIRECTOR							
APPROPRIATIONS							
101-752-705.000 *	SALARY - SUPERVISION	48,058	49,951	49,951	41,188	49,951	46,356
101-752-715.000 *	F.I.C.A./MEDICARE	3,499	3,822	3,822	3,140	3,821	3,547
101-752-718.000 *	MERS RETIREMENT	2,220	2,247	2,247	411	1,369	1,271
101-752-718.001 *	RETIREMENT HEALTH CARE SAVINGS	625	1,300	1,300	112	650	650
101-752-719.000 *	HEALTH INSURANCE	12,215	13,182	13,182	220	15,563	12,464
101-752-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(900)	(900)	(900)		(900)	(900)
101-752-719.015 *	DENTAL BENEFITS	641	653	653		776	683
101-752-719.016 *	VISION BENEFITS	124	125	125	10	134	134
101-752-719.020 *	HEALTH CARE DEDUCTION		2,958	2,958		2,958	2,958
101-752-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	43	42	42		48	48
101-752-719.022 *	DISABILITY INSURANCE	145	146	146	12	148	148
101-752-719.023 *	LIFE INSURANCE	104	114	114	9	116	116
101-752-719.030 *	WORKERS COMPENSATION	112	225	225	76	164	164
TOTAL APPROPRIATIONS		66,886	73,865	73,865	45,178	74,798	67,639
NET OF REVENUES/APPROPRIATIONS - 752 - MUNICIPAL SER		(66,886)	(73,865)	(73,865)	(45,178)	(74,798)	(67,639)

* NOTES TO BUDGET: DEPARTMENT 752 MUNICIPAL SERVICES DIRECTOR

705.000	SALARY - SUPERVISION					49,951	46,356
	Salary and longevity for the Municipal Service Director which will be split 50% in General Fund and 50% in Environmental Service Fund.						
715.000	F.I.C.A./MEDICARE					3,821	3,547
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					1,369	1,271
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					650	650
	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					15,563	12,464
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(900)	(900)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS					776	683

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Dept 752 - MUNICIPAL SERVICES DIRECTOR							
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					134	134
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					2,958	2,958
	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					48	48
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE					148	148
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					116	116
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.030	WORKERS COMPENSATION					164	164
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
	DEPT '752' TOTAL					74,798	67,639

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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 770 - RESIDENT SVCS: PARKS & GROUNDS							
APPROPRIATIONS							
101-770-705.000 *	SALARY - SUPERVISION					35,023	38,625
101-770-706.000 *	SALARY - PERMANENT WAGES	184,427	223,088	223,088	177,216	259,313	259,313
101-770-707.000 *	SALARY - TEMPORARY/SEASONAL	65,545	90,000	90,000	73,498	90,000	90,000
101-770-707.775 *	SALARY - TEMP. FORD LAKE PARK	53,885	90,000	90,000	73,498	90,000	90,000
101-770-707.776 *	SALARY TEMP FLP GATE STAFF	20,990	20,000	20,000	15,072	25,000	25,000
101-770-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	3,395	7,143	7,143		7,143	7,143
101-770-709.000 *	REG OVERTIME	6,356	10,000	10,000	3,397	10,000	10,000
101-770-715.000 *	F.I.C.A./MEDICARE	16,738	21,278	21,278	25,371	39,128	93,404
101-770-718.000 *	MERS RETIREMENT	39,172	40,330	40,330	31,409	47,119	47,218
101-770-718.001 *	RETIREMENT HEALTH CARE SAVINGS	3,252	3,900	3,900	3,236	5,200	5,200
101-770-718.002 *	DEFERRED COMPENSATION	1,830	2,600	2,600	97		
101-770-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	7,700	7,700	8,400	8,400
101-770-719.000 *	HEALTH INSURANCE	83,063	102,873	102,873	72,098	146,290	117,153
101-770-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(6,000)	(6,900)	(6,900)		(8,500)	(8,500)
101-770-719.015 *	DENTAL BENEFITS	4,203	4,928	4,928	3,141	6,725	5,916
101-770-719.016 *	VISION BENEFITS	835	835	835	674	1,213	1,213
101-770-719.020 *	HEALTH CARE DEDUCTION	22,424	22,190	22,190	16,542	29,575	29,575
101-770-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	302	336	336	247	480	480
101-770-719.022 *	DISABILITY INSURANCE	1,017	1,162	1,162	896	1,482	1,482
101-770-719.023 *	LIFE INSURANCE	794	907	907	699	1,157	1,157
101-770-719.025 *	UNEMPLOYMENT EXPENSE	73	5,000	5,000		5,000	5,000
101-770-719.030 *	WORKERS COMPENSATION	3,935	6,331	6,331	2,502	7,916	7,916
101-770-727.000 *	OFFICE SUPPLIES	250	250	250	231	250	250
101-770-741.000 *	UNIFORMS - BOOTS & LAUNDRY	4,891	6,500	6,500	4,452	6,500	6,500
101-770-741.775 *	BOOT REIMB & UNIFORMS PURCHASE -		800	800		800	800
101-770-757.000 *	OPERATING SUPPLIES	1,492	2,500	2,500	2,067	2,500	2,500
101-770-757.775 *	OPERATING SUPP: FORD LAKE PAR	625	2,500	2,500	2,397	2,500	2,500
101-770-760.000 *	PPE & FIRST AID SUPPLIES	1,126	1,500	1,500	1,381	1,500	1,500
101-770-776.000 *	MAINTENANCE SUPPLIES	22,697	30,000	25,000	14,774	30,000	30,000
101-770-776.010 *	CIVIC CENTER LANDSCAPING	220	3,000	3,000	387	3,000	3,000
101-770-776.775 *	MAINT SUPPLIES: FORD LAKE PAR	4,867	7,500	11,000	9,241	7,500	7,500
101-770-783.004 *	TREE MAINTENANCE	1,500	1,500	1,500		20,000	20,000
101-770-818.011 *	MAINTENANCE CONTRACTUAL SRVC	26,547	30,000	30,000	29,971	30,000	30,000
101-770-818.775 *	MAINT-CONTR SVCS - FORD LK PR	14,570	12,500	12,500	10,865	12,500	12,500
101-770-850.775	TELEPHONE - FORD LAKE PARK	211			193		
101-770-867.000 *	GAS & OIL	22,457	15,000	15,000	17,154	15,000	18,000
101-770-867.775 *	GAS & OIL - FORD LAKE PARK	9,073	5,000	5,000	7,690	5,000	5,000
101-770-920.000 *	UTILITIES - PARKS	6,088	14,000	14,000	3,797	14,000	14,000
101-770-920.775 *	UTILITIES - FORD LAKE PARKS	16,286	18,500	18,500	10,451	18,500	18,500
101-770-935.000 *	MOTORPOOL-MISC REPAIR	4,422	5,000	5,000	1,466	5,000	5,000
101-770-939.010 *	SMALL EQUIPMENT & PARTS	26,676	16,000	16,000	7,480	16,000	16,000
101-770-939.011 *	Parks Equipment Labor		1,000	1,000		1,000	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	3,430	4,300	5,800	5,700	2,100	2,100
101-770-943.000 *	MOTORPOOL INTERNAL	26,331	22,451	22,451	16,369	14,235	14,235
101-770-943.775 *	MOTORPOOL INTERNAL-FORD L P	26,331	22,450	22,450	16,369	14,235	14,235
101-770-956.000 *	MISCELLANEOUS	70	500	500		500	500
101-770-958.000 *	MEMBERSHIP AND DUES		250	250		250	250
101-770-977.000 *	EQUIPMENT	31,346	90,000	90,000	9,699	70,000	70,000
TOTAL APPROPRIATIONS		775,468	967,902	967,902	679,427	1,101,734	1,132,765
NET OF REVENUES/APPROPRIATIONS - 770 - RESIDENT SVCS		(775,468)	(967,902)	(967,902)	(679,427)	(1,101,734)	(1,132,765)

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 770 - RESIDENT SVCS: PARKS & GROUNDS							
* NOTES TO BUDGET: DEPARTMENT 770 RESIDENT SVCS: PARKS & GROUNDS							
705.000	SALARY - SUPERVISION					35,023	38,625
	Assistant Municipal Service Director a new position this year - split 50/50 between department 101-265 residential building and 101-770 parks & grounds.						
706.000	SALARY - PERMANENT WAGES					259,313	259,313
	Salaries for two (2) Crew Leaders, two Laborer and 50% of Mechanic/Equipment Operator, all TPOAM positions with a 3 % increase plus longevity was added per 2024 contract.						
707.000	SALARY - TEMPORARY/SEASONAL					90,000	90,000
	Wages of seasonal employees.						
707.775	SALARY - TEMP. FORD LAKE PARK					90,000	90,000
	Wages of seasonal employees working within the Ford Lake Park system.						
707.776	SALARY TEMP FLP GATE STAFF					25,000	25,000
	Wages of park gate staff.						
708.004	SALARIES PAY OUT-PTO&SICKTIME					7,143	7,143
	Used for payout of PTO time for employees that have available hours accumulated or request a payout due to an emergency. Amounts are paid at 75%. This is brought back to the board for a budget amendment.						
709.000	REG OVERTIME					10,000	10,000
	Overtime costs, (plowing snow, mowing, etc).						
715.000	F.I.C.A./MEDICARE					39,128	93,404
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT					47,119	47,218
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.001	RETIREMENT HEALTH CARE SAVINGS					5,200	5,200

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 770 - RESIDENT	SVCs: PARKS & GROUNDS						
	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						
	No longer using deferred compenstion - using FICA/Medicare completely						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.					8,400	8,400
719.000	HEALTH INSURANCE						
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.					146,290	117,153
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.					(8,500)	(8,500)
719.015	DENTAL BENEFITS						
	There was a 4.6% increase in dental premium for 2024. Provided by HR					6,725	5,916
719.016	VISION BENEFITS						
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR					1,213	1,213
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.					29,575	29,575
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.					480	480
719.022	DISABILITY INSURANCE						
	An estimated increase of 2% for 2024. Numbers provided by HR					1,482	1,482
719.023	LIFE INSURANCE						
						1,157	1,157

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 770 - RESIDENT	SVCS: PARKS & GROUNDS						
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.025	UNEMPLOYMENT EXPENSE					5,000	5,000
	Figures provided by the Accounting Director.						
719.030	WORKERS COMPENSATION					7,916	7,916
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers ocmp estime of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by the Accounting Director.						
727.000	OFFICE SUPPLIES					250	250
	Office supplies for the department.						
741.000	UNIFORMS - BOOTS & LAUNDRY					6,500	6,500
	Cost for uniforms, boots and laundry services. TPOAM union employees receive a flat amount to purchase boots and uniforms as per contract. All others who require boots or uniforms will receive a reimbursement not to exceed agreed upon amount. Laundry service is for towels, rugs, mats, etc.						
741.775	BOOT REIMB & UNIFORMS PURCHASE - FLP					800	800
	Cost of boot reimbursement for employees within department, as well as T-shirts for seasonal employees during the season.						
757.000	OPERATING SUPPLIES					2,500	2,500
	Used to purchase safety supplies needed for the parks, as well as trash bags, cans, etc.						
757.775	OPERATING SUPP: FORD LAKE PAR					2,500	2,500
	Used to purchase safety supplies needed for Ford Lake Park system.						
760.000	PPE & FIRST AID SUPPLIES					1,500	1,500
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
776.000	MAINTENANCE SUPPLIES					30,000	30,000
	Cost of athletic field paint, rock salt, signs, fall zone material for playgrounds and trailer/equipment tires. No change for 2024 .						
776.010	CIVIC CENTER LANDSCAPING					3,000	3,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 770 - RESIDENT	SVCS: PARKS & GROUNDS						
	Used to plant flowers around areas of Township Civic Center.						
776.775	MAINT SUPPLIES: FORD LAKE PAR					7,500	7,500
	Used for maintenance supplies (lumber, bolts, stone, signs, etc.) for Ford Lake Park system.						
783.004	TREE MAINTENANCE					20,000	20,000
	Cost for maintenance and removal of trees. Increase due to maintenance needed in park system.						
818.011	MAINTENANCE CONTRACTUAL SRVC					30,000	30,000
	Used for electrical contractors, weeding/feeding soccer/ball parks and tree removal. No change for 2024 .						
818.775	MAINT-CONTR SVCS - FORD LK PR					12,500	12,500
	Used for electrical contractors, YCUA hydrant usage, Ford Lake Park weeding/feeding soccer/ball parks, tree removal, alarm system, etc.						
867.000	GAS & OIL					15,000	18,000
	WEX, Fuelcloud, cost of fuel for work done in parks.						
867.775	GAS & OIL - FORD LAKE PARK					5,000	5,000
	WEX, Fuelcloud, cost of fuel for work done in Ford Lake Park System.						
920.000	UTILITIES - PARKS					14,000	14,000
	Cost of utilities in parks.						
920.775	UTILITIES - FORD LAKE PARKS					18,500	18,500
	Cost of utilities in Ford Lake Park system.						
935.000	MOTORPOOL-MISC REPAIR					5,000	5,000
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
939.010	SMALL EQUIPMENT & PARTS					16,000	16,000
	Cost to purchase parts for mowers, weed whips, etc. No change for 2024 .						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 770 - RESIDENT	SVCS: PARKS & GROUNDS						
939.011	Parks Equipment Labor					1,000	1,000
	Cost of labor to repair tractors for field maintenance.						
939.030	LABOR/FLUID CHRGS - MOTORPOOL					1,200	1,200
	Cost of antifreeze and other fuel charges from Motorpool. Figures provided by the Accounting Director.						
941.000	EQUIPMENT RENTAL/LEASING					2,100	2,100
	Cost to rent equipment (rototillers, concrete saws, etc.).						
943.000	MOTORPOOL INTERNAL					14,235	14,235
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						
943.775	MOTORPOOL INTERNAL-FORD L P					14,235	14,235
	Vehicle & Maintenance MotorPool Allocation - Ford Lake Park system. Figures provided by the Accounting Director.						
956.000	MISCELLANEOUS					500	500
	Cost of drug screening and driving records						
958.000	MEMBERSHIP AND DUES					250	250
	Cost of pesticide licensing.						
977.000	EQUIPMENT					70,000	70,000
	CIP Recommendation for a new dump truck, welder, new picnic tables and trash cans.						
	DEPT '770' TOTAL					1,101,734	1,132,765

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 901 - CAPITAL OUTLAY							
APPROPRIATIONS							
101-901-971.003 *	CIVIC CTR &14B COURT IMPROVEMENT	5,383	119,631	114,248			119,631
101-901-972.200 *	STREET LIGHT -CONSTRUCTION		800,000	100,000	80,047		
101-901-975.135 *	CAP OUTLAY - FURNITURE & FIXTURES		200,000	198,794		200,000	200,000
101-901-975.200 *	GARAGE IMPROVEMENT - CAP-OUT		175,845	180,069	180,069		
101-901-975.535 *	CAP OUTLAY/COMM CTR BLDG IMPRV		75,650	78,015	78,015		
TOTAL APPROPRIATIONS		5,383	1,371,126	671,126	338,131	200,000	319,631
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLA		(5,383)	(1,371,126)	(671,126)	(338,131)	(200,000)	(319,631)
* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY							
971.003	CIVIC CTR &14B COURT IMPROVEMENTS						119,631
	This was a carryforward of the 11-15-22 Board approved for professional service fo the security renovation and modernization to the Civic Center. This phase of the project should be completed in 2024.						
972.200	STREET LIGHT -CONSTRUCTION						
	Used for Ridge Road Street lighting in 2023. No budget for 2024.						
974.100	BUS SHELTER -CAPITAL OUTLAY						
	No budget for 2024.						
975.106	CIVIC CENTER - IMPROVEMENTS						
	No budget for 2024.						
975.135	CAP OUTLAY - FURNITURE & FIXTURES					200,000	200,000
	This will be used for furniture and fixture replace upon Civic office reconfiguration. To be brought before the Board.						
975.200	GARAGE IMPROVEMENT - CAP-OUT						
	For the garage roofing overlay project. This project will be completed in 2023. No budget for 2024.						
975.535	CAP OUTLAY/COMM CTR BLDG IMPRV						
	For the Community Center roof safety project, completed in 2023. No budget for 2024.						
	DEPT '901' TOTAL					200,000	319,631

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Dept 902 - CAPITAL OUTLAY - SPECIAL APPROPRIATIONS							
101-902-981.010 *	BURNS PARK - IMPROVEMENTS						247,300
101-902-981.020 *	CIVIC CENTER - PARKING LOT & WATE						714,888
101-902-981.030 *	CIVIC CENTER - POND LINING						329,640
101-902-981.040 *	COMMUNITY CENTER - BATHROOM & PIP						705,892
101-902-981.045 *	COMMUNITY CENTER - BUSES						225,000
101-902-981.050 *	COMMUNITY PARK - BALL FIELD LIGHT						354,000
101-902-981.060 *	COMMUNITY RESOURCE CENTER - IMPRO						40,000
101-902-981.070 *	FORD LAKE PARK - SHELTER						271,650
101-902-981.080 *	FORD HERITAGE PARK - BATHROOM						496,290
101-902-981.090 *	FORD HERITAGE PARK - IMPROVEMENTS						165,000
101-902-981.100 *	GREEN OAKS GOLF COURSE - BATHROOM						291,206
101-902-981.110 *	HYDRO DAM - SAFETY PROJECT						680,000
101-902-981.120 *	LAKESIDE PARK - SHELTER						296,035
101-902-981.130 *	ROAD IMPROVEMENT & STORM WATER MG						2,800,392
101-902-981.150 *	WEST WILLOW PARK - IMPROVEMENTS						343,000
TOTAL APPROPRIATIONS							7,960,293
NET OF REVENUES/APPROPRIATIONS - 902 - CAPITAL OUTLA							(7,960,293)
* NOTES TO BUDGET: DEPARTMENT 902 CAPITAL OUTLAY - SPECIAL							

981.010	BURNS PARK - IMPROVEMENTS	247,300
	Moved from Fund 282. This is for Burns Park Improvements, approved in 2023, this is the estimated carryover for 2024.	
981.020	CIVIC CENTER - PARKING LOT & WATER MAIN	714,888
	Moved from Fund 282. This is for the Civic Center Parking Lot work, approved in 2023, this is the estimated carryover for 2024.	
981.030	CIVIC CENTER - POND LINING	329,640
	Moved from Fund 282. This is for the Civic Center Pond Lining. This was approved in 2023, estimated carryover for 2024.	
981.040	COMMUNITY CENTER - BATHROOM & PIPING	705,892
	Moved from Fund 282. This is for the Community Center bathroom rennovations. This was approved in 2023, estimated carryover for 2024.	
981.045	COMMUNITY CENTER - BUSES	225,000
	Moved from Fund 282. This is to purchase two buses for the Community Center senior program. This was approved in 2023, estimated carryover for 2024.	
981.050	COMMUNITY PARK - BALL FIELD LIGHTS	354,000
	Moved from Fund 282. This is for lighting at the Community Center Park. This was approved in 2023, estimated carryover for 2024.	
981.060	COMMUNITY RESOURCE CENTER - IMPROVE	

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 902 - CAPITAL OUTLAY - SPECIAL							
	Moved from Fund 282. This is for renovations for the Community Resource Center. This was approved in 2023, estimated carryover for 2024.						40,000
981.070	FORD LAKE PARK - SHELTER						271,650
	Moved from Fund 282. This is for the Ford Lake Park shelter project. This was approved in 2023, estimated carryover for 2024.						
981.080	FORD HERITAGE PARK - BATHROOM						496,290
	Moved from Fund 282. This is for a bathroom at Ford Heritage Park. This was approved in 2023, estimated carryover for 2024.						
981.090	FORD HERITAGE PARK - IMPROVEMENTS						165,000
	Moved from Fund 282. This is for improvements at Ford Heritage Park. This was approved in 2023, estimated carryover for 2024.						
981.100	GREEN OAKS GOLF COURSE - BATHROOM						291,206
	Moved from Fund 282. This is for bathrooms at Green Oaks Golf Course. This was approved in 2023, estimated carryover for 2024.						
981.110	HYDRO DAM - SAFETY PROJECT						680,000
	Moved from Fund 282. This will contribute to safety projects at the Hydro Station. This was approved in 2023, estimated carryover for 2024.						
981.120	LAKESIDE PARK - SHELTER						296,035
	Moved from Fund 282. This is for the Lakeside Park shelter project. This was approved in 2023, estimated carryover for 2024.						
981.130	ROAD IMPROVEMENT & STORM WATER MGMT						2,800,392
	Moved from Fund 282. This is for drain and road projects. This was approved in 2023, estimated carryover for 2024.						
981.150	WEST WILLOW PARK - IMPROVEMENTS						343,000
	Moved from Fund 282. This is for improvements to West Willow Park. This was approved in 2023, estimated carryover for 2024.						
	DEPT '902' TOTAL						7,960,293

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Dept 999 - OTHER FINANCING USES							
APPROPRIATIONS							
101-999-995.004 *	TRANSFER TO: 398 DEBT 06 BONDS	159,468	163,067	163,067	163,067	159,752	159,977
101-999-995.206	TRANSFER TO: FIRE FUND	26,912					
101-999-995.213 *	TRANSFER TO BSRII FUND 213	307,500	460,000	1,717,272	1,717,272	470,000	470,000
101-999-995.226	TRANSFER TO: ENVIRONMENTAL FUND	2,691					
101-999-995.230 *	TRANSFER TO: RECREATION FUND	4,306					104,453
101-999-995.236 *	TRANSFER TO COURT 236	913,456	862,940	862,940	700,000	971,400	922,715
101-999-995.249	TRANSFER TO BUILDING DEPT FUN	5,114					
101-999-995.252 *	TRANSFER TO HYDRO STATION	164,261	81,000	81,000		81,000	81,000
101-999-995.266	TRANSFER TO LAW ENFORCEMENT	8,882					
101-999-995.584	TRANSFER TO: GOLF COURSE	2,153					
101-999-995.597	TRANSFER TO: COMPOST	2,423					
101-999-995.661	TRANSFER TO MOTOR POOL	269					
TOTAL APPROPRIATIONS		1,597,435	1,567,007	2,824,279	2,580,339	1,682,152	1,738,145
NET OF REVENUES/APPROPRIATIONS - 999 - OTHER FINANCI		(1,597,435)	(1,567,007)	(2,824,279)	(2,580,339)	(1,682,152)	(1,738,145)
* NOTES TO BUDGET: DEPARTMENT 999 OTHER FINANCING USES							
995.004	TRANSFER TO: 398 DEBT 06 BONDS					159,752	159,977
	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 \$159,977.						
995.213	TRANSFER TO BSRII FUND 213					470,000	470,000
	Transfer funds to BSRII Fund #213 to pay for 2024 road improvements. Recommend transferring \$250,000 and \$220,000 from Rent Lease agreement with YCUA for a total of \$470,000						
995.230	TRANSFER TO: RECREATION FUND						104,453
	These funds will be transferred to Recreation Funds to cover the wages and fringes of the new position of Community Events Manager in 2024.						
995.236	TRANSFER TO COURT 236					971,400	922,715
	THIS IS THE AMOUNT THE COURT HAS REQUESTED FROM THE GENERAL FUND IN ORDER TO BALANCE. The 14B District Court provided monthly statistics for revenues and caseloads. Comparisons from January to June for 2022 and 2023 show a decrease in revenue and caseload. The court is estimating that revenue will decrease by 7.6% from 2023 to 2024. Operating expenses are estimated to increase by 1.44% from 2023 to 2024. This is the major reason for operating funds needing to be transferred from the Genreal Fund.						
995.252	TRANSFER TO HYDRO STATION					81,000	81,000
	This is the annual released funds from DTE funds held in escrow and will be transferred to the Hydro Station for capital outlay and licensing.						
DEPT '999' TOTAL						1,682,152	1,738,145
ESTIMATED REVENUES - FUND 101		11,075,906	12,387,309	14,653,388	8,137,306	12,940,804	21,787,763
APPROPRIATIONS - FUND 101		10,598,046	12,387,309	14,653,388	10,119,223	12,940,804	21,526,833

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
NET OF REVENUES/APPROPRIATIONS - FUND 101		477,860			(1,981,917)		260,930

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
206-000-403.000 *	CURRENT PROPERTY TAXES	4,601,036	4,777,232	4,777,232	4,813,078	5,148,634	5,148,634
206-000-404.001 *	ESA REIMBURSEMENT OP	13,956	14,000	14,000	23,876	20,000	20,000
206-000-412.000 *	DELINQUENT PERS PROPERTY TAX	14,143	1,500	1,500		10,000	10,000
206-000-414.000 *	CUR PROPERTY TAX ADJUSTMENTS	(3,797)			508		
206-000-432.000 *	IN LIEU OF TAXES - CLARK TOWERS	6,424	6,200	6,200	6,610	6,200	6,200
206-000-476.491 *	FIRE PROTECT PERMT	450	750	750	800		
206-000-607.011 *	FIRE PLAN REVIEW - CHG FOR SERVIC	900	1,000	1,000	460	1,000	1,000
206-000-607.012 *	ADDRESS ASSIGN - CHG FOR SERVICES		200	200	45	200	200
206-000-607.270 *	LIQUOR INSPECT - CHG FOR SERVICES		1,000	1,000		100	100
206-000-665.000 *	INTEREST EARNED	43,053	7,000	7,000	112,933	40,000	40,000
206-000-676.012 *	INSURANCE REIMBURSEMENTS	8,843			3,455		
206-000-683.000 *	OTHER INCOME-MISCELLANEOUS	700			26		
206-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	26,912					
206-000-699.999	APPROPRIATED PRIOR YEAR BAL			20,000			
TOTAL ESTIMATED REVENUES		4,712,620	4,808,882	4,828,882	4,961,791	5,226,134	5,226,134
NET OF REVENUES/APPROPRIATIONS - 000 -		4,712,620	4,808,882	4,828,882	4,961,791	5,226,134	5,226,134
* NOTES TO BUDGET: DEPARTMENT 000							

403.000	CURRENT PROPERTY TAXES					5,148,634	5,148,634
Fire Fund Tax Revenue based on millage levy of 3.0850.The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. Current TV used to project budget is 1,668,925,016 and prior year was 1,548,535,588 for percentage increase of 7.7% in the TV.							
404.001	ESA REIMBURSEMENT OP					20,000	20,000
State calculated reimbursement for personal property loss due to small business exemptions							
412.000	DELINQUENT PERS PROPERTY TAX					10,000	10,000
Delinquent personal property revenue collected by the Treasurer.							
414.000	CUR PROPERTY TAX ADJUSTMENTS						
Current year tax adjustments made by Board of Review							
432.000	IN LIEU OF TAXES - CLARK TOWERS					6,200	6,200
Revenues from PILOT for Clark East Towers							
476.491	FIRE PROTECT PERMT					750	750
Fees charged for inspection of permit required Fire Protection Systems request \$750 for FY 2024.							

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
607.011	FIRE PLAN REVIEW - CHG FOR SERVICES					1,000	1,000
	Fees charged for plan reviews request \$1000 for FY 2024						
607.012	ADDRESS ASSIGN - CHG FOR SERVICES					200	200
	Fees charged for an address assignment for a residence or business request \$200 for FY 2024.						
607.270	LIQUOR INSPECT - CHG FOR SERVICES					100	100
	Fees charged for business liquor license inspections request \$100 for FY 2024.						
665.000	INTEREST EARNED					40,000	40,000
	Interest earned on cash accounts.						
676.012	INSURANCE REIMBURSEMENTS						
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						
683.000	OTHER INCOME-MISCELLANEOUS						
	Revenue received from miscellaneous fees. We do not budget for this since it is unpredictable.						
699.101	TRANSFER IN: FROM GENERAL FUND						
	Not budgeted for 2023. One time use in 2022 for employee appreciation.					5,226,884	5,226,884
	DEPT '000' TOTAL						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 269 - CIVIL SERVICE COMMISSION							
APPROPRIATIONS							
206-269-704.000 *	APPOINTED OFFICIALS	2,055	2,500	2,500	750	2,500	2,500
206-269-706.000 *	SALARY - PERMANENT WAGES		400	400	135	400	400
206-269-715.000 *	F.I.C.A./MEDICARE	87	42	42	58	225	225
206-269-718.000 *	MERS RETIREMENT	228			70	225	225
206-269-718.002 *	DEFERRED COMPENSATION	15	38	38	2		
206-269-801.000 *	PROFESSIONAL SERVICES	7,440	10,000	30,000	9,662	20,000	20,000
206-269-900.000 *	PUBLISHING		1,500	1,500		1,500	1,500
	TOTAL APPROPRIATIONS	9,825	14,480	34,480	10,677	24,850	24,850
NET OF REVENUES/APPROPRIATIONS - 269 - CIVIL SERVICE		(9,825)	(14,480)	(34,480)	(10,677)	(24,850)	(24,850)
* NOTES TO BUDGET: DEPARTMENT 269 CIVIL SERVICE COMMISSION							
704.000	APPOINTED OFFICIALS					2,500	2,500
	Salaries of Civil Service Commission appointed officials at \$75 per meeting.						
706.000	SALARY - PERMANENT WAGES					400	400
	Salary of non-appointed secretary to the Commission who takes the minutes.						
715.000	F.I.C.A./MEDICARE					225	225
	Social Security and Medicare taxes provided by the Accounting Director.						
718.000	MERS RETIREMENT					225	225
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased by an estimate of 9.5%						
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely						
801.000	PROFESSIONAL SERVICES					20,000	20,000
	This line is used for testing and legal service related to the Civil Service request \$20,000 for FY 2024.						
900.000	PUBLISHING					1,500	1,500
	Cost to publish notifications.						
	DEPT '269' TOTAL					24,850	24,850

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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 336 - FIRE APPROPRIATIONS							
206-336-705.000 *	SALARY - SUPERVISION	101,783	109,779	109,779	65,159	98,000	98,000
206-336-705.002 *	SALARIES OFFICERS	551,014	569,014	569,014	430,895	586,420	586,420
206-336-706.000 *	SALARY - PERMANENT WAGES	1,076,034	1,198,369	1,088,283	784,441	1,339,410	1,339,410
206-336-706.011 *	PERMANENT WAGES- FIRE CLERICA	56,475	56,816	56,816	43,733	58,808	58,808
206-336-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	39,028	33,891	33,891	16,164	33,656	33,656
206-336-708.005 *	SALARIES PAY OUT OF RETIREES	47,350	18,955	18,955	8,736	5,000	5,000
206-336-708.007 *	FIRE COMP TIME PAYOUT	65,382	119,221	119,221	81,389	78,837	78,837
206-336-708.008 *	RETIREE TIME PAYOUTS	222,320	74,853	109,939	109,939	89,706	89,706
206-336-708.010 *	HEALTH INS BUYOUT	6,000	6,000	6,000	4,202	9,000	9,000
206-336-708.200 *	FF CLOTHING ALLOWANCE	13,786	15,800	15,800	457	17,000	17,000
206-336-708.206 *	FF FOOD ALLOWANCE	22,125	23,500	23,500	495	24,150	24,150
206-336-709.000 *	REG OVERTIME	274,364	92,250	167,250	155,899	92,250	92,250
206-336-709.001 *	HOLIDAY OVERTIME	41,129	35,000	35,000	33,290	35,000	35,000
206-336-709.002 *	SALARY - CONTRACTUAL OVERTIME	126,096	151,896	151,896	98,647	154,356	154,356
206-336-715.000 *	F.I.C.A./MEDICARE	200,423	208,929	208,929	138,038	212,570	212,570
206-336-717.000 *	SALARIES HOLIDAY PAY	75,951	84,163	84,163	53,438	78,181	78,181
206-336-718.000 *	MERS RETIREMENT	33,196	32,101	32,101	23,990	35,313	35,313
206-336-718.001 *	RETIREMENT HEALTH CARE SAVINGS	60,680	79,950	79,950	51,045	101,270	101,270
206-336-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	7,700	7,700	8,400	8,400
206-336-719.000 *	HEALTH INSURANCE	445,120	606,683	591,683	388,054	740,786	593,243
206-336-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(32,150)	(40,800)	(40,800)		(41,400)	(41,400)
206-336-719.005 *	HOSPITAL PHYSICALS	9,511	17,000	32,000	5,319	21,000	32,000
206-336-719.010 *	HEALTH CARE TAX	25	200	200		200	200
206-336-719.015 *	DENTAL BENEFITS	24,962	30,837	30,837	20,557	36,252	31,887
206-336-719.016 *	VISION BENEFITS	4,894	6,085	6,085	3,968	6,692	6,692
206-336-719.020 *	HEALTH CARE DEDUCTION	86,670	150,924	150,924	66,104	147,946	147,946
206-336-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	2,450	2,240	2,240	1,921	2,592	2,592
206-336-719.022 *	DISABILITY INSURANCE		291	291	299	297	297
206-336-719.023 *	LIFE INSURANCE	12,287	15,271	15,271	9,891	14,509	14,509
206-336-719.030 *	WORKERS COMPENSATION	55,659	100,763	100,763	37,617	106,770	106,770
206-336-727.000 *	OFFICE SUPPLIES	1,880	3,000	3,000	2,912	3,000	3,000
206-336-727.300 *	COVID-19 SUPPLIES & EQUIP	31,272	30,000	30,000	5,442	10,000	10,000
206-336-730.000 *	POSTAGE	30	500	500	6	500	500
206-336-741.000 *	UNIFORMS - LAUNDRY & CLEANING	16,752	19,000	19,000	10,336	19,000	19,000
206-336-741.001 *	UNIFORMS-NEW AND BADGES	12,308	12,000	12,000	4,126	12,000	12,000
206-336-741.100 *	FIRE PROTECTIVE GEAR	6,489	30,000	30,000	3,952	30,000	35,000
206-336-741.200 *	FIRE/RESCUE GEN OP EQUIP	13,287	10,000	10,000	3,210	15,000	15,000
206-336-742.000 *	FIRE PREVENTION MATERIALS	3,425	3,000	3,000	848	3,000	3,000
206-336-757.000 *	OPERATING SUPPLIES	13,070	16,000	16,000	8,626	16,000	16,000
206-336-757.004 *	MEDICAL SUPPLIES	13,128	12,000	12,000	8,069	12,000	12,000
206-336-757.005 *	FIRE INVESTIGATION		2,000	2,000	58	2,000	2,000
206-336-757.006 *	OPERATING SUPPLIES/TOOLS		1,000	1,000	928	1,000	1,000
206-336-800.001 *	ADMINSTRATION FEES	83,289	87,140	87,140	65,355	90,081	90,081
206-336-801.000 *	PROFESSIONAL SERVICES	7,362	50,000	50,000	18,441	50,000	50,000
206-336-857.000 *	COMMUNICATIONS	7,511	8,000	8,000	480	8,000	8,000
206-336-857.001 *	COMMUNICATIONS - DISPATCH	94,235	104,550	104,550	75,875	141,500	141,500
206-336-867.000 *	GAS & OIL	51,007	50,000	50,000	26,975	50,000	50,000
206-336-900.000 *	PUBLISHING		500	500		500	500
206-336-920.004 *	UTILITIES HEAT	12,669	20,000	20,000	6,265	22,000	22,000
206-336-920.005 *	UTILITIES LIGHT	26,232	26,000	26,000	19,986	28,000	28,000
206-336-920.006 *	UTILITIES TELEPHONE	30,831	30,000	30,000	13,604	30,000	30,000
206-336-920.007 *	UTILITIES WATER AND SEWER	5,928	6,000	6,000	3,033	6,000	6,000
206-336-931.005 *	BLDG MAINTENANCE STATION #1	10,840	10,000	10,000	7,110	10,000	10,000

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Dept 336 - FIRE APPROPRIATIONS							
206-336-931.007 *	BLDG MAINTENANCE STATION #3	5,002	4,500	4,500	1,843	4,500	4,500
206-336-931.008 *	BLDG MAINTENANCE STATION #4	3,981	4,500	4,500	3,700	4,500	4,500
206-336-933.000 *	EQUIPMENT MAINTENANCE	1,999	3,000	3,000	761	3,000	3,000
206-336-933.001 *	MAINTENANCE CONTRACTS	9,397	10,000	10,000	2,544	21,000	21,000
206-336-935.001 *	AUTO & TRUCK MAINT STATION 1	81,728	75,000	75,000	22,628	75,000	75,000
206-336-935.003 *	AUTO & TRUCK MAINT STATION 3	31,648	20,000	20,000	7,782	20,000	20,000
206-336-935.004 *	AUTO & TRUCK MAINT STATION 4	25,730	20,000	20,000	9,834	20,000	20,000
206-336-939.040 *	FIRE HYDRANT CHARGE	2,565	3,000	3,000		3,000	3,000
206-336-943.000 *	MOTORPOOL INTERNAL	59,522	59,522	59,522	44,642	59,522	59,522
206-336-955.001 *	INSURANCE & BOND FLEET	39,476	41,537	41,537	30,184	42,354	42,354
206-336-956.000 *	MISCELLANEOUS	481	500	500	51	500	500
206-336-956.010 *	TAX REFUND EXPENSE		500	500			
206-336-958.000 *	MEMBERSHIP AND DUES	2,070	5,000	5,000	1,075	8,000	8,000
206-336-960.000 *	EDUCATION AND TRAINING	13,093	30,000	30,000	10,265	40,000	40,000
TOTAL APPROPRIATIONS		4,358,527	4,615,430	4,615,430	3,062,333	4,953,928	4,818,020
NET OF REVENUES/APPROPRIATIONS - 336 - FIRE		(4,358,527)	(4,615,430)	(4,615,430)	(3,062,333)	(4,953,928)	(4,818,020)
* NOTES TO BUDGET: DEPARTMENT 336 FIRE							
705.000	SALARY - SUPERVISION						
	This line is for the Fire Chief's wages.					98,000	98,000
705.002	SALARIES OFFICERS						
	Salaries of the Fire Marshal, 3 Captains, & 3 Lieutenants. Contract expires in 2023. Negotiations will determine increases.					586,420	586,420
706.000	SALARY - PERMANENT WAGES						
	Salaries of 21 career firefighters. Increase of 3% per contract.					1,339,410	1,339,410
706.011	PERMANENT WAGES- FIRE CLERICA						
	Salary of TPOAM clerical staff. 3% increase plus longevity is budgeted for 2024.					58,808	58,808
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Cost for payouts of PTO or sick time to firefighters who have over 2400 hours at 75%. Figures supplied by HR.					33,656	33,656
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. No one eligible for DROP in 2024.					5,000	5,000
708.007	FIRE COMP TIME PAYOUT						

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Dept 336 - FIRE							
	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%. Provided by HR.					78,837	78,837
708.008	RETIREE TIME PAYOUTS						
	Cost of payout of retiree or long term leave to firefighters.					89,706	89,706
708.010	HEALTH INS BUYOUT						
	Health insurance buyout for employees who receive health insurance through another source.					9,000	9,000
708.200	FF CLOTHING ALLOWANCE						
	Annual clothing allowance for employees per union agreement. Provided by Human Resource.					17,000	17,000
708.206	FF FOOD ALLOWANCE						
	Annual cost of employee food allowance per union agreement. Provided by Human Resouce.					24,150	24,150
709.000	REG OVERTIME						
	Regular overtime costs for firefighters per union agreement.					92,250	92,250
709.001	HOLIDAY OVERTIME						
	Holiday overtime costs for employees per union agreement.					35,000	35,000
709.002	SALARY - CONTRACTUAL OVERTIME						
	Contractual Fair Labor Standards Act (FLSA) overtime to firefighters. Provided by Human Resource.					154,356	154,356
715.000	F.I.C.A./MEDICARE						
	Social Security and Medicare taxes provided by the Accounting Director.					212,570	212,570
717.000	SALARIES HOLIDAY PAY						
	Annual cost of holiday pay for firefighters. Provided by Human Resource					78,181	78,181
718.000	MERS RETIREMENT						
						35,313	35,313

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Dept 336 - FIRE	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 9.5%. This is for the one (1) clerical position.						
718.001	RETIREMENT HEALTH CARE SAVINGS					101,270	101,270
	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					8,400	8,400
	This is for TPOAM clerical staff. Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. The annual 2024 OPEB assumption decreased 16% from \$ \$200,000 to \$168,000, however the Accounting Director recommends budgeting \$8,400 for each of the 24 active employees in OPEB. This is due to the investment loss of 1.1M in 2022, which will be shown on the next Actuarial Report in 2023. The total contribution for 2024 will be \$201,600.						
719.000	HEALTH INSURANCE					740,786	593,243
	There was a 5.5% decrease in the health insurance premium for 2024. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA					(41,400)	(41,400)
	Amount employees pay toward their health care coverage.						
719.005	HOSPITAL PHYSICALS					21,000	32,000
	Annual cost for employees respiratory testing and physicals.						
719.010	HEALTH CARE TAX					200	200
	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					36,252	31,887
	There was a 4.6% increase in dental premium for 2024. Provided by HR						
719.016	VISION BENEFITS					6,692	6,692
	An actual increase of 7% for 2 year rate guarantee from 9/1/23 to 8/31/2025. Numbers provided by HR						
719.020	HEALTH CARE DEDUCTION					147,946	147,946
	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.						

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Dept 336 - FIRE							
719.021	ADMIN FEE - HEALTH DEDUCTIBLE					2,592	2,592
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE					297	297
	An estimated increase of 2% for 2024. Numbers provided by HR						
719.023	LIFE INSURANCE					14,509	14,509
	An estimated increase of 2% for 2024. Numbers provided by HR. Active firefighters \$6,979 and Retired firefighters \$6,450. Numbers provided by HR						
719.030	WORKERS COMPENSATION					106,770	106,770
	Workers Comp allocation based on type work performed and number of employees in the department. Budget was based on a percentage of the full 2024 workers comp estimate of \$173,069. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES					3,000	3,000
	Cost of office supplies for the department. No change for 2024.						
727.300	COVID-19 SUPPLIES & EQUIP					10,000	10,000
	Cost of supplies, equipment, and logistics to support safety measures for staff. Reduce from \$30,000 to \$10,000 for 2024.						
730.000	POSTAGE					500	500
	Cost of postage for the department. No change for FY-2024.						
741.000	UNIFORMS - LAUNDRY & CLEANING					19,000	19,000
	Cost of cleaning of employee uniforms, bedding, sheets and towels. No change for FY-2024.						
741.001	UNIFORMS-NEW AND BADGES					12,000	12,000
	Annual cost for purchasing dress uniforms, hats, badges, and accessories for employees. Request \$12,000 - no change for new hires in FY -2024.						
741.100	FIRE PROTECTIVE GEAR					30,000	35,000
	Cost for purchasing firefighting protective equipment and gear. Request \$30,000 no change for new hires in FY-2024.						

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Dept 336 - FIRE							
741.200	FIRE/RESCUE GEN OP EQUIP					15,000	15,000
	Cost of capital improvements made for confined rescue equipment and battery operated fans. Request \$15,000 an increase of 50% for FY-2024.						
742.000	FIRE PREVENTION MATERIALS					3,000	3,000
	Cost of fire prevention/demonstration materials. No change for 2024.						
757.000	OPERATING SUPPLIES					16,000	16,000
	Cost of departmental supplies. No change for 2024.						
757.004	MEDICAL SUPPLIES					12,000	12,000
	Cost to replenish EMS supplies on fire vehicles. No change for 2024						
757.005	FIRE INVESTIGATION					2,000	2,000
	Cost of fire investigative manuals, equipment, supplies, smoke alarms and drone surveillance unit for investigative and research purposes. No change for 2024.						
757.006	OPERATING SUPPLIES/TOOLS					1,000	1,000
	Cost of supplies and batteries necessary for firefighting equipment. No change for 2024.						
800.001	ADMINSTRATION FEES					90,081	90,081
	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					50,000	50,000
	Cost of legal, professional and administrative services provided to the Department. An additional \$35,000 is added for contract negotiations with IAFF Local 1830 in FY-2024.						
857.000	COMMUNICATIONS					8,000	8,000
	Cost of maintenance and service of department radios (portable, mobile). No change for 2024.						
857.001	COMMUNICATIONS - DISPATCH					141,500	141,500

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Dept 336 - FIRE							
	Cost of dispatching services contracted with Emergent Health (HVA). Request \$141,500 an increase of 35% due to increased calls for FY-2024.						
867.000	GAS & OIL					50,000	50,000
	Gas and oil for department vehicles. Increase due to price increases. No increase for 2024.						
900.000	PUBLISHING					500	500
	Cost of electronic and print publications for postings. No increase for 2024.						
920.004	UTILITIES HEAT					22,000	22,000
	Heating of all department stations/facilities. Request \$22,000 an increase of 10% estimated increase to heating cost for 2024.						
920.005	UTILITIES LIGHT					28,000	28,000
	Electricity for department stations/facilities. Request \$28,000 an increase of 8% estimated increase to electric cost for 2024.						
920.006	UTILITIES TELEPHONE					30,000	30,000
	Telephone/internet service to department facilities. No change for 2024.						
920.007	UTILITIES WATER AND SEWER					6,000	6,000
	Water/sewer services to department facilities. No change for 2024.						
931.005	BLDG MAINTENANCE STATION #1					10,000	10,000
	Cost of building maintenance and repairs for Station #1. No change for 2024.						
931.007	BLDG MAINTENANCE STATION #3					4,500	4,500
	Cost of building maintenance and repairs for Station #3. No change for 2024.						
931.008	BLDG MAINTENANCE STATION #4					4,500	4,500
	Cost of building maintenance and repairs for Station #4. No change for 2024.						
933.000	EQUIPMENT MAINTENANCE					3,000	3,000
	Maintenance/testing costs for SCBA, JAWS & fire extinguishers. No change for 2024.						

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Dept 336 - FIRE							
933.001	MAINTENANCE CONTRACTS					21,000	21,000
	Maintenance contracts for copiers, sirens, generators, etc. Request \$21,000 an increase of 110% due to additional contracting for hose/ladder testing for FY 2024.						
935.001	AUTO & TRUCK MAINT STATION 1					75,000	75,000
	Maintenance and repairs of autos and trucks at Station #1/Ford Blvd. Request \$75,000 no change for 2024.						
935.003	AUTO & TRUCK MAINT STATION 3					20,000	20,000
	Maintenance and repairs of autos and trucks at Station #3/Hewitt St. Request \$20,000 no change for 2024.						
935.004	AUTO & TRUCK MAINT STATION 4					20,000	20,000
	Maintenance and repairs of autos and trucks at Station #4/Textile Rd. Request \$20,000 no change for 2024.						
939.040	FIRE HYDRANT CHARGE					3,000	3,000
	YCUA charges for hydrant maintenance (\$1 X 2700 hydrants). No change for 2024.						
943.000	MOTORPOOL INTERNAL					59,522	59,522
	Debt payment to Motor Pool for fire/rescue engine purchase in 2015. Total purchase of fire truck \$595,220 to Motor Pool over a ten year period starting 2016 with an annual payment of \$59,522 for nine years and the final payment of \$59,492 in 2025. The balance as of 12/31/2023 will be \$119,014.						
955.001	INSURANCE & BOND FLEET					42,354	42,354
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
956.000	MISCELLANEOUS					500	500
	Miscellaneous items.						
956.010	TAX REFUND EXPENSE						
	Taxed refund expense for heathcare that is sometimes billed separately. 2024 No longer needed						
958.000	MEMBERSHIP AND DUES						

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 336 - FIRE							
	Firefighter membership fees and dues (IAFC, IAAI, NFPA, MFIS, etc). Request \$8,000 an increase of 60% anticipated WAMAA dues increase for 2024.					8,000	8,000
960.000	EDUCATION AND TRAINING						
	Education and training of department personnel. Request \$40,000 an increase of 33% for specialized vehicle fire training (CNG, ION), vehicle extrication training, IAAI & FDIC seminars, Officer development training, and EMS in-house continuous education program for FY-2024.					40,000	40,000
	DEPT '336' TOTAL					4,953,928	4,818,020

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 901 - CAPITAL OUTLAY APPROPRIATIONS							
206-901-971.008 *	CAPTL OUTLAY -IMPROVEMENT		74,000	74,000	20,822		
206-901-976.005 *	CAPITAL OUTLAY FIRE STATION					100,000	100,000
206-901-979.000 *	CAPITAL OUTLAY FIRE APPARATUS					75,000	75,000
206-901-980.001 *	COMPUTER/COMM/FURNISHING		30,000	30,000	6,927	17,000	12,000
TOTAL APPROPRIATIONS			104,000	104,000	27,749	192,000	187,000
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLA			(104,000)	(104,000)	(27,749)	(192,000)	(187,000)
* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY							
971.008	CAPTL OUTLAY -IMPROVEMENT						
	A carryover for the 2023 project may be needed. No new projects budgeted for 2024. Any new projects will be brought before the Board for approval.						
976.005	CAPITAL OUTLAY FIRE STATION					100,000	100,000
	Dormitory bathroom remodeling at Fire HQ - request \$75,000. Lighted front sign with electric conduit at Station #3 and refacing of sign at Station #4 - request \$15,000. One(1) zero turn replacement mower at Fire HQ - request \$10,000. Budgeting for capital in the Fire Fund 206 due to expiration of capital outlay millage in fund 217. All project will be brought before the Board for bids and approval following the Financial Procurement Policy.						
979.000	CAPITAL OUTLAY FIRE APPARATUS					75,000	75,000
	Purchase new mobile air tank refill Van/Vehicle to replace the 1999 Ford Econoline Unit - request \$75,000. This will be brought before the Board for bids and approval following the Financial Procurement Policy.						
980.001	COMPUTER/COMM/FURNISHING					17,000	12,000
	Purchase of elipical training unit at Fire HQ - requesting \$10,000, two (2) new tablets/ipads and hardware accessories for vehicles - requesting \$2,000.						
DEPT '901' TOTAL						192,000	187,000
ESTIMATED REVENUES - FUND 206		4,712,620	4,808,882	4,828,882	4,961,791	5,226,134	5,226,134
APPROPRIATIONS - FUND 206		4,368,352	4,733,910	4,753,910	3,100,759	5,170,778	5,029,870
NET OF REVENUES/APPROPRIATIONS - FUND 206		344,268	74,972	74,972	1,861,032	55,356	196,264

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Dept 000							
ESTIMATED REVENUES							
208-000-637.007 *	HANDBALL COURT FEES	3,432	4,000	4,000	4,075	5,000	5,000
208-000-665.000 *	INTEREST EARNED	349			708		
208-000-699.999 *	APPROPRIATED PRIOR YEAR BAL		4,823	4,823		4,220	4,220
	TOTAL ESTIMATED REVENUES	3,781	8,823	8,823	4,783	9,220	9,220
NET OF REVENUES/APPROPRIATIONS - 000 -		3,781	8,823	8,823	4,783	9,220	9,220
* 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.					5,000	5,000
665.000	INTEREST EARNED						
	Interest earned on funds deposited in the bank.						
699.999	APPROPRIATED PRIOR YEAR BAL						
	Amount needed from Fund Balance.					4,220	4,220
	DEPT '000' TOTAL					9,220	9,220

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Dept 751 - PARKS APPROPRIATIONS							
208-751-703.000 *	SALARIES - ELECTED OFFICIALS	4,725	8,100	8,100	3,600	8,100	8,100
208-751-715.000 *	F.I.C.A./MEDICARE	69	117	117	192	620	620
208-751-718.002 *	DEFERRED COMPENSATION	62	106	106	18		
208-751-958.000 *	MEMBERSHIP AND DUES		500	500		500	500
TOTAL APPROPRIATIONS		4,856	8,823	8,823	3,810	9,220	9,220
NET OF REVENUES/APPROPRIATIONS - 751 - PARKS		(4,856)	(8,823)	(8,823)	(3,810)	(9,220)	(9,220)
* NOTES TO BUDGET: DEPARTMENT 751 PARKS							
703.000	SALARIES - ELECTED OFFICIALS					8,100	8,100
	Per diem compensation for the seven elected Park Commissioners.						
715.000	F.I.C.A./MEDICARE					620	620
	Figures provided by the Accounting Director.						
718.002	DEFERRED COMPENSATION						
	No longer using deferred compensation - using FICA/Medicare completely						
958.000	MEMBERSHIP AND DUES					500	500
	This line item covers the annual membership with the Michigan Parks and Recreation Association.						
	DEPT '751' TOTAL					9,220	9,220
ESTIMATED REVENUES - FUND 208		3,781	8,823	8,823	4,783	9,220	9,220
APPROPRIATIONS - FUND 208		4,856	8,823	8,823	3,810	9,220	9,220
NET OF REVENUES/APPROPRIATIONS - FUND 208		(1,075)			973		

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Dept 000							
ESTIMATED REVENUES							
213-000-403.000 *	CURRENT PROPERTY TAXES	1,481,263	1,537,696	1,537,696	1,549,478	1,657,243	1,657,243
213-000-404.001 *	ESA REIMBURSEMENT OP	11,064	4,000	4,000	12,340	10,000	10,000
213-000-412.000	DELINQUENT PERS PROPERTY TAX	4,552					
213-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	1,939			164		
213-000-522.001 *	COMMUNITY DEV BLOCK GRANT		318,201	476,043			476,043
213-000-569.023	STATE GRANT - DNR	32,224			(61,874)		
213-000-569.026 *	ST GRANT - DNR - PARK COURTS		298,700	298,700			298,700
213-000-581.000	COUNTY GRANT	2,760					
213-000-581.004 *	CNTY GRANT - CONNECT HURON #1	150,000					
213-000-607.015 *	BICYCLE PATH FEE	25,128	10,000	10,000	4,789	10,000	10,000
213-000-665.000 *	INTEREST EARNED	17,008	1,000	8,400	50,450	20,000	24,885
213-000-676.012 *	INSURANCE REIMBURSEMENTS			100,000	110,220		
213-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	307,500	460,000	1,717,272	1,717,272	470,000	470,000
213-000-699.999 *	APPROPRIATED PRIOR YEAR BAL		217,277	698,864			76,033
TOTAL ESTIMATED REVENUES		2,033,438	2,846,874	4,850,975	3,382,839	2,167,243	3,022,904
NET OF REVENUES/APPROPRIATIONS - 000 -		2,033,438	2,846,874	4,850,975	3,382,839	2,167,243	3,022,904
* NOTES TO BUDGET: DEPARTMENT 000							
403.000	CURRENT PROPERTY TAXES					1,657,243	1,657,243
	BSRII Tax Revenue based on millage levy of .9930. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. Current TV used to project budget is 1,668,925,016 and prior year was 1,548,535,588 for percentage increase of 7.7% in the TV.						
404.001	ESA REIMBURSEMENT OP					10,000	10,000
	State calculated reimbursement for personal property loss due to small business exemptions.						
522.001	COMMUNITY DEV BLOCK GRANT						476,043
	CDBG grant funds currently in the initial execution phase at 10/26/22 and will be brought to the Board for approval. This is for Appleridge Park playground improvements. Part of the parks master plan.						
569.026	ST GRANT - DNR - PARK COURTS						298,700
	Budgeted for two grants awarded from the Michigan Department of Natural Resources. The first grant in the amount of \$147,500 is for the park improvements to Clubview Park, \$11,500 was budgeted in 2022 for the initial engineering work and \$136,000 will be budgeted for engineering and construction in 2023. The second grant in the amount of \$176,200 is for pickle ball/tennis courts for Community Center Park, \$13,500 was budgeted in 2022 for the initial engineering work and \$162,700 will be budgeted for engineering and construction in 2023. Budgeted for 2024 is carry forward.						
581.004	CNTY GRANT - CONNECT HURON #1						
	This was the connecting communities grant from Washtenaw County Parks and Recreation for Phase 1 of Huron Street pathway. Completed in 2023						
607.015	BICYCLE PATH FEE						

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		2022	2023	2023	2023	2024	2024
		ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED	RECOMMENDED
GL NUMBER	DESCRIPTION		BUDGET	BUDGET	THRU 09/30/23	BUDGET	BUDGET
Dept 000							
	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.					10,000	10,000
665.000	INTEREST EARNED						
	Interest earned on accounts. Figures provided by the Accounting Director.					20,000	24,885
676.012	INSURANCE REIMBURSEMENTS						
	Reimbursement in 2023 was for community center and golf course flooding that occurred in late 2023.						
699.101	TRANSFER IN: FROM GENERAL FUND						
	Funds transferred to BSRII for 2024 road improvements from the General Fund.					470,000	470,000
699.999	APPROPRIATED PRIOR YEAR BAL						
	Appropriated prior year fund balance.						76,033
	DEPT '000' TOTAL					2,167,243	3,022,904

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		2022	2023	2023	2023	2024	2024
GL NUMBER	DESCRIPTION	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/23	REQUESTED BUDGET	RECOMMENDED BUDGET
Dept 446 - HIGHWAYS AND STREETS							
APPROPRIATIONS							
213-446-982.000 *	HIGHWAY & ST-ROAD CONSTRUCTION		760,000	2,017,272	1,005,781	760,000	760,000
213-446-982.006 *	HIGHWAYS & STREETS & SIDEWALK		50,000	50,000	32,825	100,000	100,000
TOTAL APPROPRIATIONS			810,000	2,067,272	1,038,606	860,000	860,000
NET OF REVENUES/APPROPRIATIONS - 446 - HIGHWAYS AND			(810,000)	(2,067,272)	(1,038,606)	(860,000)	(860,000)
* NOTES TO BUDGET: DEPARTMENT 446 HIGHWAYS AND STREETS							

982.000	HIGHWAY & ST-ROAD CONSTRUCTION					760,000	760,000
	This is for Washtenaw County road projects annual agreements to be brought before the Board for approval. General Fund will contribute \$470,000 in funds and BSRII will contribute \$290,000.						
982.006	HIGHWAYS & STREETS & SIDEWALK					100,000	100,000
	This is for dust control, street sweeping, limestone lift on Township roads and sidewalk replacement.						
	DEPT '446' TOTAL					860,000	860,000

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Dept 753 - BIKE,SIDEWALK,ROAD,REC & GF APPROPRIATIONS							
213-753-757.775 *	OPERATING SUPP: FORD LAKE PAR	2,104	3,000	4,400	4,017	5,000	5,000
213-753-801.000 *	PROFESSIONAL SERVICES	15,071	100,000	137,900	80,825	140,000	140,000
213-753-801.500 *	PROF SERV - GRANT PRELIM STUDIES			73,963	20,297		51,906
213-753-818.775	MAINT-CONTR SVCS - FORD LK PR			16,000	16,000		
213-753-931.004 *	REPAIRS & MAINTENANCE - PARKS	26,174	20,000	20,000	17,188	20,000	20,000
213-753-931.775 *	REPAIRS - FORD LAKE PARKS	18,647	20,000	18,170	15,936	20,000	20,000
213-753-933.000 *	EQUIPMENT MAINTENANCE			39,278	39,277		
213-753-977.000 *	EQUIPMENT	92,534					
213-753-982.006 *	HIGHWAYS & STREETS & SIDEWALK	61,361					
213-753-995.230 *	TRANSFER TO: RECREATION FUND	300,000	405,354	405,354	350,000	399,750	384,860
213-753-995.584 *	TRANSFER TO: GOLF COURSE	80,000	233,151	233,151		274,229	257,838
TOTAL APPROPRIATIONS		595,891	781,505	948,216	543,540	858,979	879,604

NET OF REVENUES/APPROPRIATIONS - 753 - BIKE,SIDEWALK (595,891) (781,505) (948,216) (543,540) (858,979) (879,604)

* NOTES TO BUDGET: DEPARTMENT 753 BIKE,SIDEWALK,ROAD,REC & GF

757.775	OPERATING SUPP: FORD LAKE PAR					5,000	5,000
	Cost of supplies needed to operate parks (printing of daily & seasonal permits, shirts and ranger uniforms, office supplies, etc). The increase is to reflect needing more tickets next year and the increase in material costs for shirts. This was previously budgeted in Fund 230 - Recreation.						
801.000	PROFESSIONAL SERVICES					140,000	140,000
	This line is used for professional service for the parks such as engineering, design, grant assistance and reviews. Increased for master plan preparation carry forward.						
801.500	PROF SERV - GRANT PRELIM STUDIES						51,906
	For professional services needed prior to grant applications. Carry forward is for the Ford Lake Loop Survey approved in 2023.						
931.004	REPAIRS & MAINTENANCE - PARKS					20,000	20,000
	Repairs and maintenance in non-Ford Lake parks. No change for 2024.						
931.775	REPAIRS - FORD LAKE PARKS					20,000	20,000
	Repairs and maintenance in Ford Lake parks. No change for 2024.						
933.000	EQUIPMENT MAINTENANCE						
	This was used in 2023 for the major repairs or 5 mowers in 2023. No budget for 2024.						
977.000	EQUIPMENT						
	No budget for 2024.						

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		2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
GL NUMBER	DESCRIPTION						
Dept 753 - BIKE, SIDEWALK, ROAD, REC & GF							
982.006	HIGHWAYS & STREETS & SIDEWALK						
	Dust control, street sweeping, limestone lift on Township roads and sidewalk replacement. Moved to department 446 account 213-446-982.006 per State Chart of Accounts.						
995.230	TRANSFER TO: RECREATION FUND						
	Transfer made to Fund 230 - Recreation for operational expenses.					341,750	384,860
995.584	TRANSFER TO: GOLF COURSE						
	Transfer made to Fund 584 - Golf Course for operational expenses.					274,229	257,838
	DEPT '753' TOTAL					800,979	879,604

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Dept 901 - CAPITAL OUTLAY APPROPRIATIONS							
213-901-974.008 *	APPLERIDGE PARK IMPROVEMENTS		318,201	476,043			470,688
213-901-974.026 *	CAPITAL /CLUBVIEW PARK IMPROVE	4,593	272,000	272,000	16,435		254,327
213-901-974.034	CAP OUTLAY/SUGARBROOK PARK	1,460					
213-901-975.520 *	COMM CTR - PARK IMPROVEMENTS	3,600	325,400	325,400	15,949		308,214
213-901-975.587 *	LOONFEATHER PARK	62,516		102,276	87,930		
213-901-975.600	CAPITAL LANDSCAPE & TREES	3,937		20,000	19,979		
213-901-976.008 *	CAPITAL OUTLAY - COMMUNITY CT			300,000	42,598		250,071
213-901-986.009 *	CAPITAL - PATHWAY HURON #1	722,583	95,833	95,833	(28,978)		
213-901-986.010 *	HURON BRIDGE PATHWAY	187,345	243,935	243,935	151,032		
TOTAL APPROPRIATIONS		986,034	1,255,369	1,835,487	304,945		1,283,300
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLA		(986,034)	(1,255,369)	(1,835,487)	(304,945)		(1,283,300)
* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY							
974.008	APPLERIDGE PARK IMPROVEMENTS						470,688
	This is for improvements to the Apple Ridge Park Playground and will be funded by CDBG. This is part of the Parks Master Plan.						
974.026	CAPITAL /CLUBVIEW PARK IMPROVE						254,327
	This is a carry forward for pickle ball courts at Clubview Park. The project has an approved matching Michigan Department of Natural Resources Grant.						
975.520	COMM CTR - PARK IMPROVEMENTS						308,214
	This is a carry forward for pickle ball courts at Community Center Park. The project has an approved matching Michigan Department of Natural Resources Grant.						
975.587	LOONFEATHER PARK						
	Loonfeather Park was completed in 2023.						
976.008	CAPITAL OUTLAY - COMMUNITY CT						250,071
	Carry forward for Community Center water damage.						
986.009	CAPITAL - PATHWAY HURON #1						
	Expected to be completed in 2023.						
986.010	HURON BRIDGE PATHWAY						
	Expected to be completed in 2023.						
	DEPT '901' TOTAL						1,283,300

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Dept 906 - DEBT SERVICES							
APPROPRIATIONS							
213-906-991.001 *	DEBT SERVICE HIGHWAYS & STREE	600,000					
213-906-993.000 *	DEBT SERVC INTEREST HGHWYS/STS	15,250					
TOTAL APPROPRIATIONS		615,250					
NET OF REVENUES/APPROPRIATIONS - 906 - DEBT SERVICES		(615,250)					
* NOTES TO BUDGET: DEPARTMENT 906 DEBT SERVICES							
991.001	DEBT SERVICE HIGHWAYS & STREE						
Final principal payment for road bonds was in 2022. As interest rates drop we will evaluate bonding.							
993.000	DEBT SERVC INTEREST HGHWYS/STS						
Final interest payment due for road bonds was 2022							
ESTIMATED REVENUES - FUND 213		2,033,438	2,846,874	4,850,975	3,382,839	2,167,243	3,022,904
APPROPRIATIONS - FUND 213		2,197,175	2,846,874	4,850,975	1,887,091	1,718,979	3,022,904
NET OF REVENUES/APPROPRIATIONS - FUND 213		(163,737)			1,495,748	448,264	

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Dept 000							
ESTIMATED REVENUES							
216-000-403.001 *	CURRENT TAXES FIRE PENSION	1,618,154	1,254,314	1,254,314	1,262,900	1,468,654	1,468,654
216-000-404.000 *	ESA REIMBURSEMENT PEN	8,334	6,000	6,000	9,277	8,000	8,000
216-000-412.005	DELQUENT PERS PROP-FIRE PENSI	5,211					
216-000-414.001	CUR PROPERTY TAX ADJ PEN	3,234			176		
216-000-665.000 *	INTEREST EARNED	3,661	3,000	3,000	16,793	8,500	8,500
TOTAL ESTIMATED REVENUES		1,638,594	1,263,314	1,263,314	1,289,146	1,485,154	1,485,154
NET OF REVENUES/APPROPRIATIONS - 000 -		1,638,594	1,263,314	1,263,314	1,289,146	1,485,154	1,485,154
* NOTES TO BUDGET: DEPARTMENT 000							

403.001	CURRENT TAXES FIRE PENSION					1,468,654	1,468,654
This levy is for the Fire retiree pension and health care. The millage levy increased from prior year from .8100 to .8800 for 2024. The millage is calculated based on the annual required contribution (ARC) amount suggested by the actuary for both the pension and the OPEB (Other Post-Employment Benefits) health care. There was an increase in the ARC for pension and a decrease for OPEB in 2024.							
404.000	ESA REIMBURSEMENT PEN					8,000	8,000
State calculated reimbursement for personal property loss due to small business exemptions.							
665.000	INTEREST EARNED					8,500	8,500
Interest earned on cash funds.							
DEPT '000' TOTAL						1,485,154	1,485,154

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 336 - FIRE							
APPROPRIATIONS							
216-336-876.003 *	OPEB FUNDING- RETIREEE HEALTH	642,476	366,182	366,182	366,182	288,545	288,545
216-336-876.004 *	RETIREMENT-FIRE DEPT	984,011	876,661	876,661	876,661	1,180,082	1,180,082
TOTAL APPROPRIATIONS		1,626,487	1,242,843	1,242,843	1,242,843	1,468,627	1,468,627
NET OF REVENUES/APPROPRIATIONS - 336 - FIRE		(1,626,487)	(1,242,843)	(1,242,843)	(1,242,843)	(1,468,627)	(1,468,627)
* NOTES TO BUDGET: DEPARTMENT 336 FIRE							
876.003	OPEB FUNDING- RETIREEE HEALTH						
						288,545	288,545
This is for retiree OPEB (Other Post-Employment Benefits) health care obligations. The actuarially determined contribution (ADC) decreased from \$366,182 in 2023 to \$288,545 in 2024. The OPEB fund is closed to hires as of 1/1/2014. The 2022 OPEB actuarial report shows the funded percentage decreased from 85.1% for FY 2021 to 67.7% for FY 2022. The unfunded liability increased from \$1,649,365 FY 2021 to \$3,301,790 FY2022 due to investment losses of \$2.3M. Request for any revenues that exceed the expenditures will be divided and applied to the pension and OPEB liability fund balance.							
876.004	RETIREMENT-FIRE DEPT						
						1,180,082	1,180,082
This is for retiree pension. The actuarially determined contribution (ADC) increased from \$876,661 for FY 2023 to \$1,180,082 for FY 2024. The 2022t actuarial report for shows the funded percentage decreased from 83.57% to 79.11%. The unfunded liability increased from \$6,162,126 for FY 2023 to \$8,173,298 for FY 2024. Request for any revenues that exceed the expenditures will be divided and applied to the pension and OPEB liability fund balance.							
DEPT '336' TOTAL						1,468,627	1,468,627
ESTIMATED REVENUES - FUND 216		1,638,594	1,263,314	1,263,314	1,289,146	1,485,154	1,485,154
APPROPRIATIONS - FUND 216		1,626,487	1,242,843	1,242,843	1,242,843	1,468,627	1,468,627
NET OF REVENUES/APPROPRIATIONS - FUND 216		12,107	20,471	20,471	46,303	16,527	16,527

DRAFT 10-31-2023

2024 REVISED DRAFT BUDGET REQUEST
LESS 2021 ACTIVITY
THIS IS NOT A FINAL BUDGET COPY

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
217-000-403.002 *	CURRENT TAXES CAPITAL IMPROVEMENT	717,623	746,084	746,084	750,661		
217-000-404.002 *	ESA REIMBURSEMENT CAPITAL IMPROVE	2,254	2,000	2,000	3,730		
217-000-412.006	DELQUENT PPT-FIRE CAPITAL	2,169					
217-000-414.011	CUR PROPERTY TAX ADJ CAP IMP	972			79		
217-000-665.000 *	INTEREST EARNED	23,162	3,000	3,000	61,783	10,000	10,000
217-000-699.999 *	APPROPRIATED PRIOR YEAR BAL		1,378,456	1,448,456		1,534,869	1,534,869
TOTAL ESTIMATED REVENUES		746,180	2,129,540	2,199,540	816,253	1,544,869	1,544,869
NET OF REVENUES/APPROPRIATIONS - 000 -		746,180	2,129,540	2,199,540	816,253	1,544,869	1,544,869
* NOTES TO BUDGET: DEPARTMENT 000							
403.002	CURRENT TAXES CAPITAL IMPROVEMENT						
	The Fire Capital millage levy was completed in 2023. The remaining fund balance for capital will be used and any additional capital projects will now be budgeted in the Fire Fund #206.						
404.002	ESA REIMBURSEMENT CAPITAL IMPROVE						
	State calculated reimbursement for personal property loss due to small business exemptions.						
665.000	INTEREST EARNED						
						10,000	10,000
	Estimated interest earned on funds.						
699.999	APPROPRIATED PRIOR YEAR BAL						
						1,534,869	1,534,869
	This is the amount of funds needed from fund balance to pay for the fire trucks. The beginning Fund Balance for 2024 is estimated at \$1,679,937 as of 8/1/2023. The remaining fund balance of approximately \$145,086 may be budgeted for additional capital improvement projects.						
	DEPT '000' TOTAL					1,544,869	1,544,869

DRAFT 10-31-2023

		2024 REVISED DRAFT BUDGET REQUEST LESS 2021 ACTIVITY THIS IS NOT A FINAL BUDGET COPY					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	2023 ACTIVITY THRU 09/30/23	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
Dept 901 - CAPITAL OUTLAY							
APPROPRIATIONS							
217-901-971.008	CAPTL OUTLAY -IMPROVEMENT	13,115					
217-901-976.005 *	CAPITAL OUTLAY FIRE STATION	27,026	231,000	301,000	59,841		
217-901-979.000 *	CAPITAL OUTLAY FIRE APPARATUS		1,898,540	1,898,540	353,671	1,544,869	1,544,869
TOTAL APPROPRIATIONS		40,141	2,129,540	2,199,540	413,512	1,544,869	1,544,869
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLA		(40,141)	(2,129,540)	(2,199,540)	(413,512)	(1,544,869)	(1,544,869)
* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY							
976.005	CAPITAL OUTLAY FIRE STATION						
	Budgeted in this line was the Hewitt Station parking lot. This project is estimated to be completed by the end on 2023, no budget for 2024.						
979.000	CAPITAL OUTLAY FIRE APPARATUS						
						1,544,869	1,544,869
	2024 Carryforward of 2023 budget - Purchase of two (2) fire truck approved at the July 16, 2022 Board meeting. Trucks will be ordered and delivery date is set for August of 2023. Payment for the trucks will be completed in 2023 for \$1,898,540. As of August 2023 a payment of \$353,671 was made for equipment to outfit the trucks.						
	DEPT '901' TOTAL					1,544,869	1,544,869
ESTIMATED REVENUES - FUND 217		746,180	2,129,540	2,199,540	816,253	1,544,869	1,544,869
APPROPRIATIONS - FUND 217		40,141	2,129,540	2,199,540	413,512	1,544,869	1,544,869
NET OF REVENUES/APPROPRIATIONS - FUND 217		706,039			402,741		
ESTIMATED REVENUES - ALL FUNDS		20,210,519	23,444,742	27,804,922	18,592,118	23,373,424	33,076,044
APPROPRIATIONS - ALL FUNDS		18,835,057	23,349,299	27,709,479	16,767,238	22,853,277	32,602,323
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		1,375,462	95,443	95,443	1,824,880	520,147	473,721

CHARTER TOWNSHIP OF YPSILANTI

MINUTES OF THE NOVEMBER 1, 2023 SPECIAL BOARD MEETING

Supervisor Brenda Stumbo called the meeting to order at approximately 7:06pm 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 Brenda Stumbo, Clerk Heather Jarrell Roe
and Treasurer Stan Eldridge
Trustees: John Newman II, Gloria Peterson and Debbie Swanson

Members Absent: Trustee Ryan Hunter

Legal Counsel: Wm. Douglas Winters

SPECIAL BOARD MEETING AGENDA

1. REQUEST APPROVAL AND SIGNING OF THE MICHIGAN NATURAL RESOURCES TRUST FUND AGREEMENT AMENDMENT #3 FOR THE LOONFEATHER POINT PARK PROJECT

A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to approve and sign the Michigan Natural Resources Trust Fund Agreement Amendment #3 for the Loonfeather Point Park Project (see attached).

Supervisor Stumbo stated the first item is request approval and signing of the Michigan Natural Resources Trust Fund Agreement Amendment number three for the Loon Feather Point Park Project.

Supervisor Stumbo stated it just extends the project for about 30 days.

The motion passed unanimously.

2. REJECT SINGLE BID FOR COMMUNITY CENTER RENOVATIONS IN THE AMOUNT OF \$1,842,965.00

A motion was made by Trustee Peterson and seconded by Clerk Jarrell Roe to reject the single bid for Community Center Renovations in the amount of \$1,842,965.00.

The motion passed unanimously.

3. REQUEST TO AUTHORIZE THE AGREEMENT WITH ASSOCIATED FENCE FOR GAULT VILLAGE INSTALLATION OF 7 GUARDRAILS TO BLOCK ACCESS ENTRANCE WAY IN THE AMOUNT OF \$25,000.00, INSTALLATION DATE OF NOVEMBER 2, 2023 ACCOUNT 101-729-806-091 GAULT VILLAGE BLIGHT REMOVAL

A motion was made by Clerk Jarrell Roe and seconded by Trustee Peterson to authorize the agreement with Associated Fence for Gault Village installation of 7 guardrails to block access entrance way in the amount of \$25,000.00, installation date of November 2, 2023 account 101-729-806-091 (see attached).

Clerk Jarrell Roe apologized for missing the work session and asked about the possibility that we would need more than seven or if we needed to increase any time, would that have to come back to the board.

Supervisor Stumbo answered yes and stated that this is only at every entranceway and is not a fence all around and it is just like what we have at Liberty Square.

Clerk Roe asked if that included the McLaughlin property.

CHARTER TOWNSHIP OF YPSILANTI

MINUTES OF THE NOVEMBER 1, 2023 SPECIAL BOARD MEETING

PAGE 2

Supervisor Stumbo stated yes that McLaughlin gave their permission, and the other property owner gave permission. She added that something good came out of it that there was a very productive meeting with McLaughlin who owns the old Kmart section and he's very excited about the possibility of redeveloping it and looking at it as a whole property instead of a split. Supervisor Stumbo stated that hopefully this will do it and that it did in Liberty Square and that she thinks it will look better than a fence going around it.

The motion passed unanimously.

4. AWARD QUOTE FOR HELPFUL HANDBOOK AND RECREATION GUIDE TO COMMUNITY PUBLISHING IN THE AMOUNT OF \$59,000.00

- **HELPFUL HANDBOOK ALLOCATION: ENVIRONMENTAL SERVICES 226-528-900-000 \$22,000.00 GENERAL FUND SERVICES 101-267-900-000 \$10,000.00**
- **RECREATION GUIDE ACCOUNT, 230-754-880-000 IN THE AMOUNT OF \$9,000.00 PER EDITION**

A motion was made by Clerk Jarrell Roe and seconded by trustee Peterson to award the quote for the Helpful Handbook and Recreation Guide to Community Publishing in the amount of \$59,000.00.

John Hines stated this is the request to accept the low quote of \$59,000 per year with Community Publishing and Marketing for the Township Helpful Handbook and for the three recreation guides going out in the winter, spring, summer, and then the fall edition. He added we've worked with Community Publishing for the last few years, and they currently make our helpful handbook and our recreation guide so this would be restarting that agreement and looking to do a one plus one plus one just in case of paper volatility, that's what they requested. He added the idea would be to keep this contract for up to three years, they do a really good job and they're very communicative and frankly likes the look of their magazine and hopefully others agree. Mr. Hines added we went out to bid and did not get a bid, so we went out to get a quote and Community Publishing was the lowest of the quotes. He added the other quote received was from Allegra and the benefit to Community Publishing as well, is to have the magnet that a lot of the residents really like. They're going to polybag it and they'll be able to polybag the Helpful Handbook, the Recreation Guide and the Magnet for the winter and it'll save us almost \$5,000 in postage.

Supervisor Stumbo asked if this was based on feedback we received that residents wanted to separate the recreation guide from the Helpful Handbook because everyone keeps the helpful handbook with all the information for all the contacts and everything. She added that with recreation they're still going to get more and it's for the programs and things that we have so they're to separate them out and have the magnet again. She added people love the magnet and it tells you when your recycling day is.

John Hines stated this is also to order extra magnets because we like to give those to new residents when they come in and stop by the assessing department. He added the feedback for the Helpful Handbook was definitely wanting to be a magazine for the entire year and when we had it with the recreation guide it really made it dated and people I think threw it away thinking that it was just for that season. John Hines stated this will go back to the way it was before where they know that it's something they keep all year round and the recreation guide I think has been a big help to get information about our programs and what's going on in the parks and be in front of people every four months. He added though you all have not seen it, we're taking the draft for the park and rec master plan to the Parks Commission on Monday and when they did their poll to all the residents, the number one way they hear about recreation programming

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 1, 2023 SPECIAL BOARD MEETING
PAGE 3

is through the township rec guide just edging out the website. He added his happy to answer any other questions about this agreement and again, we've worked with them for the last three years and you know, they've been a good partner and I think do a very quality product.

Trustee Swanson asked did you say we put it up for bid and we didn't get bids so then we had to ask for a quote? Is that what I heard you say? Mr. Hines responded yes.

Trustee Swanson stated she feels like this has nothing to do with this particular thing, but she feels like so often we're putting things up for bid and we're not getting bids. We need to really be thinking about why that's happening or why we're getting such a limited one. She added she just has a hard time believing, there aren't people out there so there's got to be something about us in the way we're doing our bidding process that we need to look at because this is two things tonight. Trustee Swanson added so it's good that you were able to go get quotes and you were able to resolve that, but there's got to be something with the bid process that's not working to our benefit.

Mr. Hines responded we did have 21 companies download the RFP, so he's not sure what the disconnect was from the download to putting in a bid, but, he's happy to look at how they're going out.

Trustee Swanson stated it's not just recreation, it sounds like it's a township problem process itself. So, I mean, just something's not working. So maybe something shifted in the way people do business. Maybe something's shifted in the way we do it, but it just, we're a pretty big township for us to not have enough to be comparable is concerning. And it's not just one department. It seems to be in lots of ways we're not getting the bids that we need to be able to be, you know, as fiscally responsible as we can be looking at comparables and stuff.

Clerk Roe stated I'm again sorry I wasn't here earlier and if you guys talked about this, but I was even more surprised that for the community center that 15 people actually came, you know, like it takes a lot of time to come and see a walkthrough spending all your time there and then only to get one bid. I really was like, something's wrong. Like we got the date wrong, maybe, but we never received any late ones in the mail. And so, it was discouraging really to have that many people there and then only to get one bid.

Trustee Swanson asked do we collect any information from people that says if you decide not to bid, I mean they don't have to, they're not obligated to do it, but do we ever ask for any kind of feedback as it sounds like you had because you had some things that they told you tonight when we were talking about that, but it just, something's not working well, I don't know the answer to it. I'm just noticing a problem.

The motion passed unanimously.

5. BUDGET AMENDMENT #15

A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to approve Budget Amendment #15 (see attached).

Clerk Jarrell Roe stated I have a motion to amend the 2023 budget, budget amendment number 15. I'd move to increase the general fund budget by \$8,786,865 to \$23,599,606 and approve the department line item changes as outlined. I would move to increase the ARPA fund by \$192,667 to \$9,659,373 and approve the line item changes as outlined and move to increase the hydro fund budget by \$2,124.00 to \$1,073,454.00 and approve the line item changes as outlined and

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 1, 2023 SPECIAL BOARD MEETING
PAGE 4

move to increase the golf course fund to by \$21,380.00 to \$961,431.00 and approve the line item changes as outlined.

Supervisor Stumbo asked if there were any questions or comments and these were went over in the work session.

The motion passed unanimously.

The meeting was adjourned at approximately 7:11pm.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti



MICHIGAN DEPARTMENT OF NATURAL RESOURCES-GRANTS MANAGEMENT

MICHIGAN NATURAL RESOURCES TRUST FUND AGREEMENT AMENDMENT

Organization:	Ypsilanti Charter Township
Project Title:	Loonfeather Point Park Development
Project Location:	Washtenaw
Project Number:	TF19-0135
Amendment Number:	3

This is an amendment to the Agreement entered into between the Michigan Department of Natural Resources ("DEPARTMENT") and the Ypsilanti Charter Township in the county of Washtenaw County for the Michigan Natural Resources Trust Fund grant number TF19-0135.

The purpose of this amendment is to:

- extend the end date of the project period from 08/28/2023 to 11/28/2023 to allow more time to complete the project.

A. The DEPARTMENT and the GRANTEE mutually agree to amend the Agreement as follows:

- The time period allowed for project completion is 08/03/2020 through 11/28/2023, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be made in writing before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT. The project period may be extended only by an amendment to this Agreement.
- Submit a complete request for final reimbursement within 90 days of project completion and no later than 2/30/2024. If the GRANTEE fails to submit a complete final request for reimbursement by 2/30/2024, the DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE.

B. All other provisions of the Agreement shall be continued in full force and effect.

C. The amendment may be executed separately by the parties and is not effective until both the GRANTEE and the DEPARTMENT have signed it.



D. This amendment modifies an Agreement which was approved by resolution of the GRANTEE'S governing body as evidenced by the resolution attached to the Agreement. It is the sole responsibility of the GRANTEE to determine if its laws, policies, or procedures require approval by its governing body before execution of this amendment by the GRANTEE. By signature of this amendment, the GRANTEE certifies that:

1. Approval of the amendment by its governing body is not required, or
2. The amendment has been approved by resolution (true copy attached) of the

_____, _____ meeting of the _____
(date) (special or regular) (name of approving body)

GRANTEE

SIGNED

By: Brenda L. Stumbo
Title: Supervisor

By: Heather Jarrao Rex
Title: Clerk

WITNESSED

By: Jessal Stanfield 11-6-23
By: Jessal Stanfield 11-6-23

Date: Nov. 6, 2023

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED

By: _____

EFFECTIVE DATE: _____

WITNESSED

By: _____

By: _____

ASSOCIATED FENCE CO., LLC.

1500

Owner: David W. Rose

1019 N. Pasadena
Ypsilanti, MI 48198

Phone: (734) 485-8383
E-Mail: mrose1065@comcast.net

Name Ypsilanti Township Job Site Service Dr @ Grove
Address Gault Village City Ypsilanti Township
Phone No. 8734 Cell Phone No. 351-0947 Fax No. j.hines@ypsitownship.org
We propose to furnish, deliver, and erect the following, as per ground plan measurements herewith:

Fence Type:
Chain-link:

Wood:

Gates:

Height:	Type:	Gauge:	6' Cedar Dog-Ear	3' walk
4 ft.	Galvanized	9	6' Stockade	4' walk
5 ft.	Vinyl	11	Other	Double-Drive
6 ft.		Commercial		

Other: Guard rail - galvanized w-beam w/ steel I-beam posts

PROPERTY AND FENCE PLAN

<u>Asphalt</u>	<u>Concrete</u>
45' - \$5400	51' - \$6400
30' - \$4200	30' - \$4600
20' - \$3200	30' - \$4600
45' - \$5400	

* discount 25% for
in stock materials
\$25,000 AR

AGREEMENT

If proposal is accepted, please sign and return the white copy to Associated Fence Co. LLC at above address. The above proposal, when accepted by both parties hereto, becomes a Contract between the two parties and is not subject to Countermand. Owner is to establish lot lines, grade, and remove all obstructions from lot lines, unless otherwise provided for in writing. Contractor shall not be liable for delays caused by strikes, weather conditions, delay in obtaining materials, or any other causes beyond his control. Fence will be built to average general grade in disregard to unevenness of ground. If survey or building permit is necessary, the property owner is responsible for costs and will be responsible for obtaining the service. Owner agrees that in the event of cancellation of this Contract before work has started, owner shall pay Contractor, on demand, Twenty-five percent (25%) of the Contract price as stipulated damages for the breach. Verbal agreements other than expressed on this contract are not binding. The purchaser shall accept responsibility for loss or damage of materials on the job site in the absence of Contractor personnel.

ASSOCIATED FENCE CO., LLC

Salesman A. Rose

Date 10/24/23

Total Bid Price \$ 33,800
(One-half due when posts are set, balance due upon completion)

Accepted: Brenda L Stumbo | Heather Jarrell Rose
(owner (or other responsible party))
Date: 11-14-23 | 11-14-23

Brenda L Stumbo | Heather Jarrell Rose

**CHARTER TOWNSHIP OF YPSILANTI
2023 BUDGET AMENDMENT #15**

November 1, 2023

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND	Total Increase	\$8,786,685.00
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Request to increase the budget for PTO payout at 75%. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$2,594.00
		Net Revenues	\$2,594.00
Expenditures:	Salaries Pay Out	101-270-708.004	\$2,411.00
	FICA	101-270-715.000	\$183.00
		Net Expenditures	\$2,594.00

Request to transfer all "Loss Revenue" from the ARPA Fund and all projects approved in June 2023 into the General Fund for reporting purposes. This transfer is confirmed by our Auditor as the best accounting practice. The 2023 ARPA Fund will have the expenditures already incurred to date and the offsetting revenues to match. The ARPA Fund will be closed at year end 2023, as all funds have been reported to the U. S. Treasury as "loss revenue" and transferred to the General Fund.

Revenues:	Transfer in from ARPA Funds	101-000-699.282	\$8,784,091.00
		Net Revenues	\$8,784,091.00
Expenditures:	BARRIER BUSTERS 3 yr Agreement	101-602-810.000	\$300,000.00
	COVID-19 SUPPLIES	101-602-840.000	\$257,970.00
	BURNS PARK - IMPROVEMENTS	101-902-981.010	\$247,300.00
	CIVIC CENTER - PARKING LOT & WATER MAIN	101-902-981.020	\$714,887.75
	CIVIC CENTER - POND LINING	101-902-981.030	\$329,639.75
	COMMUNITY CENTER - BATHROOM & PIPING	101-902-981.040	\$705,891.73
	COMMUNITY CENTER - BUSES	101-902-981.045	\$225,000.00
	COMMUNITY PARK - BALL FIELD LIGHTS	101-902-981.050	\$354,000.00
	COMMUNITY RESOURCE CENTER - IMPROVE	101-902-981.060	\$40,000.00
	FORD LAKE PARK - SHELTER	101-902-981.070	\$271,650.00
	FORD HERITAGE PARK - BATHROOM	101-902-981.080	\$496,290.00
	FORD HERITAGE PARK - IMPROVEMENTS	101-902-981.090	\$165,000.00
	GREEN OAKS GOLF COURSE - BATHROOM	101-902-981.100	\$291,205.74
	HYDRO DAM - SAFETY PROJECT	101-902-981.110	\$680,000.00
	LAKESIDE PARK - SHELTER	101-902-981.120	\$296,035.00
	ROAD IMPROVEMENT & STORM WATER MGMT	101-902-981.130	\$2,800,392.00
	ROAD IMPROVEMENT & STORM WATER MGMT	101-902-981.130	\$192,667.00
	STREETLIGHTS - LED CONVERSION	101-902-981.140	\$73,162.03
	WEST WILLOW PARK - IMPROVEMENTS	101-902-981.150	\$343,000.00
		Net Expenditures	\$8,784,091.00

**CHARTER TOWNSHIP OF YPSILANTI
2023 BUDGET AMENDMENT #15**

November 1, 2023

252 - HYDRO STATION FUND

Total Increase \$2,124.00

Request to increase budget for PTO payout 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	\$2,124.00
		Net Revenues	<u><u>\$2,124.00</u></u>
Revenues:	Salaries Pay Out - PTO & Sick time	252-535-708.004	\$1,973.00
	FICA	252-535-715.000	\$151.00
		Net Expenditures	<u><u>\$2,124.00</u></u>

282 - AMERICAN RESCUE PLAN ACT FUND

Total Increase \$192,667.00

Request to increase the budget for interest and transfer out "LOSS REVENUE" to General Fund and decrease all remaining available funds from approved projects. This will complete and close the ARPA Fund in 2023.

Revenues:	INTEREST	282-000-665.000	\$192,667.00
		Net Revenues	<u><u>\$192,667.00</u></u>
Expenditures:	BARRIER BUSTERS 3 yr Agreement	282-693-995.101	(\$300,000.00)
	COVID-19 SUPPLIES	282-693-995.213	(\$257,970.00)
	BURNS PARK - IMPROVEMENTS	282-901-981.010	(\$247,300.00)
	CIVIC CENTER - PARKING LOT & WATER MAIN	282-901-981.020	(\$714,887.75)
	CIVIC CENTER - POND LINING	282-901-981.030	(\$329,639.75)
	COMMUNITY CENTER - BATHROOM & PIPING	282-901-981.040	(\$705,891.73)
	COMMUNITY CENTER - BUSES	282-901-981.045	(\$225,000.00)
	COMMUNITY PARK - BALL FIELD LIGHTS	282-901-981.050	(\$354,000.00)
	COMMUNITY RESOURCE CENTER - IMPROVE	282-901-981.060	(\$40,000.00)
	FORD LAKE PARK - SHELTER	282-901-981.070	(\$271,650.00)
	FORD HERITAGE PARK - BATHROOM	282-901-981.080	(\$496,290.00)
	FORD HERITAGE PARK - IMPROVEMENTS	282-901-981.090	(\$165,000.00)
	GREEN OAKS GOLF COURSE - BATHROOM	282-901-981.100	(\$291,205.74)
	HYDRO DAM - SAFETY PROJECT	282-901-981.110	(\$680,000.00)
	LAKESIDE PARK - SHELTER	282-901-981.120	(\$296,035.00)
	ROAD IMPROVEMENT & STORM WATER MGMT	282-901-981.130	(\$2,800,392.00)
	STREETLIGHTS - LED CONVERSION	282-901-981.140	(\$73,162.03)
	WEST WILLOW PARK - IMPROVEMENTS	282-901-981.150	(\$343,000.00)
	TRANSFER OUT TO GENERAL FUND	282-999-995-101	\$8,784,091.00
		Net Expenditures	<u><u>\$192,667.00</u></u>

CHARTER TOWNSHIP OF YPSILANTI
2023 BUDGET AMENDMENT #15

November 1, 2023

584 - GOLF COURSE FUND	Total Increase	<u>\$21,380.00</u>
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Request to increase the Cart Least line for personal property taxes due. The 2021 and 2022 taxes were sent to the Township to pay in 2023 causing the need for a budget amendment. This will be funded by an appropriation from prior year fund balance.

Revenues:	Prior Year Fund Balance	584-000-699.999	<u>\$12,000.00</u>
		Net Revenues	<u>\$12,000.00</u>
Expenditures:	Operating Supplies - Cart Lease	584-784-757.003	<u>\$12,000.00</u>
		Net Expenditures	<u>\$12,000.00</u>

Request to increase the budget for insurance to received for electrical damages to the Golf course and increase the expenditure for repairs. This will be funded by the receipt of the insurance check and a small amount appropriated from prior year fund balance for the insurance deductible.

Revenues:	Insurance Reimbursements	584-000-676.012	<u>\$9,130.00</u>
	Prior Year Fund Balance	584-000-699.999	<u>\$250.00</u>
		Net Revenues	<u>\$9,380.00</u>
Expenditures:	Operating Supplies Maintenance	584-784-757.001	<u>\$9,380.00</u>
		Net Expenditures	<u>\$9,380.00</u>

Motion to Amend the 2023 Budget (#15)

Move to increase the General Fund budget by \$8,786,685 to \$23,599,606 and approve the department line item changes as outlined.

Move to increase the ARPA Fund budget by \$192,667 to \$9,659,373 and approve the department line item changes as outlined.

Move to increase the Hydro Fund budget by \$2,124 to \$1,073,454 and approve the department line item changes as outlined.

Move to increase the Golf Course Fund by \$21,380 to \$961,431 and approve the department line item changes as outlined.

Supervisor
BRENDA L. STUMBO
Clerk
HEATHER JARRELL ROE
Treasurer
STAN ELDRIDGE
Trustees
RYAN HUNTER
JOHN P. NEWMAN II
GLORIA PETERSON
DEBBIE SWANSON



YPSILANTI TOWNSHIP

— WHERE YOUR FUTURE GROWS —

**Accounting
Department**

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 544-4000 Ext 5
Fax: (734) 484-5154

STATEMENTS AND CHECKS

NOVEMBER 7, 2023 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	1,209,909.13
HAND CHECKS -	\$	1,046,409.92
CREDIT CARDS PURCHASES -	\$	0.00
GRAND TOTAL -	\$	2,256,319.05

11/03/2023 12:55 PM
User: mharris
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI Page: 1/1
CHECK NUMBERS 194961 - 195010

Check Date	Check	Vendor Name	Amount
Bank AP AP			
10/13/2023	194961	COMCAST CABLE	174.08
10/13/2023	194962	COMCAST CABLE	50.18
10/13/2023	194963	SAND SALES COMPANY LLC	2,434.96
10/13/2023	194964	SPARTAN DISTRIBUTORS	1,070.25
10/13/2023	194965	VERIZON WIRELESS	2,963.82
10/24/2023	194966	DTE ENERGY	17,281.76
10/24/2023	194967	GUARDIAN ALARM	500.46
10/24/2023	194968	VERIZON WIRELESS	2,446.76
10/24/2023	194969	WASTE MANAGEMENT	585.71
10/24/2023	194970	WASTE MANAGEMENT	215,927.40
10/24/2023	194971	WASTE MANAGEMENT	215,659.50
10/24/2023	194972	WASTE MANAGEMENT	217,741.52
10/24/2023	194973	ACCUSHRED LLC	68.50
10/24/2023	194974	DTE ENERGY COMPANY -	290.00
10/25/2023	194975	CONSTELLATION NEW ENERGY	1,152.74
10/25/2023	194976	DTE ENERGY	89,408.34
10/25/2023	194977	JFR ARCHITECTS, PC	9,918.00
10/25/2023	194978	WASTE MANAGEMENT	6,418.52
10/26/2023	194979	ANDRE NARVAB	129.00
10/26/2023	194980	ANGELA KOJIRO	33.00
10/26/2023	194981	ANTHONY NORMAN	33.00
10/26/2023	194982	CARRIE SHAW-HILLMAN	33.00
10/26/2023	194983	CLYTON DASINE	81.00
10/26/2023	194984	GREGORY GREUBEL	81.00
10/26/2023	194985	HOSHAM JAWAD AL-UQAILI	129.00
10/26/2023	194986	JANE HENRY	81.00
10/26/2023	194987	KEVIN LYONS	81.00
10/26/2023	194988	LYNETTE ANN HACKETT	33.00
10/26/2023	194989	MICHAEL WARREN	81.00
10/26/2023	194990	MICHAEL WHITE	81.00
10/26/2023	194991	QUAVON WRIGHT-SMITH	33.00
10/26/2023	194992	RASHID HAMID ABDUR-RAHIM	33.00
10/26/2023	194993	RONALD EVANS	33.00
10/26/2023	194994	SANDRA BETTY WEINER	81.00
10/26/2023	194995	SARAH VICKERS	33.00
10/26/2023	194996	THELMA KINLAW	81.00
10/26/2023	194997	USMAN SYED HAMID	81.00
10/26/2023	194998	CLEAR RATE COMMUNICATIONS, INC	262.58
10/26/2023	194999	COMCAST BUSINESS	3,644.60
10/26/2023	195000	GUARDIAN ALARM	30.00
10/26/2023	195001	YPSILANTI TOWNSHIP PETTY CASH	423.04
10/31/2023	195002	BLUE CROSS BLUE SHIELD OF MI	201,932.73
10/31/2023	195003	BLUE CROSS BLUE SHIELD OF MI	29,798.91
10/31/2023	195004	DELTA DENTAL PLAN OF MICHIGAN	13,124.27
10/31/2023	195005	DTE ENERGY	3,625.48
10/31/2023	195006	STANDARD INSURANCE COMPANY	4,385.97
10/31/2023	195007	STANDARD INSURANCE COMPANY	3,176.88
11/02/2023	195008	CHARTER TOWNSHIP OF SUPERIOR	40.82
11/02/2023	195009	COMCAST CABLE	119.52
11/02/2023	195010	UNITED STATES POST OFFICE	501.62

AP TOTALS:

Total of 50 Checks:
Less 0 Void Checks:

Total of 50 Disbursements:

1,046,409.92

0.00

1,046,409.92

11/03/2023 12:54 PM
User: mharris
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI Page: 1/2
CHECK NUMBERS 195011 - 195130

Check Date	Check	Vendor Name	Amount
Bank AP AP			
11/07/2023	195011	A & R TOTAL CONSTRUCTION, INC.	6,250.00
11/07/2023	195012	AAATA	199.10
11/07/2023	195013	AAMCO TRANSMISSIONS AND	2,490.27
11/07/2023	195014	ACCUSHRED LLC	71.75
11/07/2023	195015	ALLIE BROTHERS, INC.	175.92
11/07/2023	195016	AMAZON CAPITAL SERVICES	3,842.49
11/07/2023	195017	ANN ARBOR CLEANING SUPPLY	989.27
11/07/2023	195018	ANNETTE GONTARSKI	101.59
11/07/2023	195019	ARI'YANNA WIMBERLY	25.00
11/07/2023	195020	ASCENTIS CORPORATION	3,957.15
11/07/2023	195021	ASSOCIATED FENCE	475.00
11/07/2023	195022	AUTO VALUE YPSILANTI	1,200.59
11/07/2023	195023	B-BALL SKILLS LLC	756.75
11/07/2023	195024	BACK TO NATURE LAWN CARE	390.00
11/07/2023	195025	BELFOR USA GROUP INC	2,400.00
11/07/2023	195026	CARLISLE WORTMAN ASSOCIATES, INC.	280.00
11/07/2023	195027	CARLISLE/WORTMAN ASSOCIATES	1,890.00
11/07/2023	195028	CARTER LUMBER COMPANY	219.64
11/07/2023	195029	CDW GOVERNMENT INC	1,344.66
11/07/2023	195030	CINTAS CORPORATION	227.56
11/07/2023	195031	CRYSTAL FLASH, INC.	814.09
11/07/2023	195032	CURACAO PROPERTIES, LLC	1,500.00
11/07/2023	195033	DAMRON INVESTIGATIONS, INC	2,400.00
11/07/2023	195034	DANCE WITH ELEGANCE	238.00
11/07/2023	195035	DANIELLE FIELHAUER	59.50
11/07/2023	195036	DISPUTE RESOLUTION CENTER	1,875.00
11/07/2023	195037	DOHYOUN LEE	40.00
11/07/2023	195038	EDWARD MICHOWSKI	160.00
11/07/2023	195039	ELIJAH FRANKS	75.00
11/07/2023	195040	ELIZABETH CUELLAR	30.90
11/07/2023	195041	EMERGENCY MEDICAL PRODUCTS	784.50
11/07/2023	195042	EMERGENT HEALTH PARTNERS	8,430.55
11/07/2023	195043	FIBER LINK	315.75
11/07/2023	195044	GOVERNMENTAL CONSULTANT SERVICES	3,401.79
11/07/2023	195045	GRAINGER	1,117.81
11/07/2023	195046	GRIFFIN PEST SOLUTIONS	301.00
11/07/2023	195047	HARMON GLASS DOCTOR	924.08
11/07/2023	195048	HOME DEPOT	4,667.82
11/07/2023	195049	HOMESTEAD BARNs LLC	7,201.00
11/07/2023	195050	HOMRICH, INC.	376,043.72
11/07/2023	195051	INTEGRITY BUSINESS SOLUTIONS LLC	141.08
11/07/2023	195052	J & T AGGREGATE, LLC	1,439.25
11/07/2023	195053	JASON IACOAGELI	35.83
11/07/2023	195054	JAVONNA NEEL	100.28
11/07/2023	195055	JOE HALL QUICK STOP INC	913.00
11/07/2023	195056	JOSEPH STOUT	40.00
11/07/2023	195057	JULIAN JACKSON	150.00
11/07/2023	195058	JUNGA'S ACE HARDWARE	771.96
11/07/2023	195059	KEMPF CONSTRUCTION AND LANDSCAPING	3,760.50
11/07/2023	195060	LANGUAGE LINE SERVICES	328.85
11/07/2023	195061	LAWRENCE HENDRICKS	35.00
11/07/2023	195062	LIAM LEITZINGER	35.00
11/07/2023	195063	LOOKING GOOD LAWNS	30,170.00
11/07/2023	195064	LOWE'S	57.54
11/07/2023	195065	MAC QUEEN EMERGENCY GROUP	70.05
11/07/2023	195066	MARC DUTTON IRRIGATION, INC.	4,374.25
11/07/2023	195067	MARIALANA BRANCH	80.00
11/07/2023	195068	MARK MEDOS	46.67
11/07/2023	195069	MATT GIFFORD	13,835.00
11/07/2023	195070	MICHIGAN LINEN SERVICE, INC.	1,843.02
11/07/2023	195071	MILTON ANDREWS	440.00
11/07/2023	195072	MINUTES SERVICES LLC	100.00
11/07/2023	195073	MLIVE MEDIA GROUP	714.50
11/07/2023	195074	NFPA INTERNATIONAL	175.00
11/07/2023	195075	OAKLAND COUNTY	2,097.25
11/07/2023	195076	ODP BUSINESS SOLUTIONS LLC	499.99
11/07/2023	195077	OFFICE EXPRESS	93.76
11/07/2023	195078	OOMA, INC.	248.44
11/07/2023	195079	ORCHARD, HILTZ & MCCLIMENT INC	9,317.50
11/07/2023	195080	ORKIN LLC	2,699.00
11/07/2023	195081	PARKWAY SERVICES, INC.	480.00
11/07/2023	195082	PAUL WARD	136.53
11/07/2023	195083	PEPSI BEVERAGES COMPANY	405.25
11/07/2023	195084	PET WASTE ELIMINATOR	186.99
11/07/2023	195085	PRIORITY ONE EMERGENCY	1,502.80
11/07/2023	195086	RANDALL MASCHARKA	750.00
11/07/2023	195087	REDFORD LOCK COMPANY	396.00
11/07/2023	195088	RHETT REYES	4,570.22

User: mharris

CHECK NUMBERS 195011 - 195130

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
11/07/2023	195089	ROBERT ACTON	1,100.00
11/07/2023	195090	ROBERT KELCH	219.37
11/07/2023	195091	ROGER JAUSSE	320.00
11/07/2023	195092	ROY KRONEMAN	600.00
11/07/2023	195093	SAM'S CLUB DIRECT	447.82
11/07/2023	195094	SAXON INC.	85.00
11/07/2023	195095	SHERWIN WILLIAMS COMPANY	342.17
11/07/2023	195096	SHIRLEY DUPREY	130.20
11/07/2023	195097	SHRADER TIRE & OIL	317.90
11/07/2023	195098	SITEONE LANDSCAPE SUPPLY, LLC	31.37
11/07/2023	195099	SME	20,889.50
11/07/2023	195100	SPARTAN DISTRIBUTORS	2,174.47
11/07/2023	195101	SPICER GROUP	16,560.00
11/07/2023	195102	STADIUM TROPHY	131.98
11/07/2023	195103	STANTEC	49,470.60
11/07/2023	195104	STATE OF MICHIGAN - MDOT	2,504.86
11/07/2023	195105	STATE OF MICHIGAN##	525.00
11/07/2023	195106	STEPHEN BROWN	1,700.00
11/07/2023	195107	TERMINIX PROCESSING CENTER	77.00
11/07/2023	195108	THERESE FOOTE	276.50
11/07/2023	195109	ULINE	100.92
11/07/2023	195110	ULLIANCE	1,084.80
11/07/2023	195111	UNITED STATES POSTAL SERVICE	5,000.00
11/07/2023	195112	VICTORY LANE	105.63
11/07/2023	195113	W.J. O'NEIL COMPANY	2,236.13
11/07/2023	195114	WASHTENAW COMMUNITY COLLEGE#	977.96
11/07/2023	195115	WASHTENAW COUNTY LEGAL NEWS	115.00
11/07/2023	195116	WASHTENAW COUNTY TREASURER	7,037.50
11/07/2023	195117	WASHTENAW COUNTY TREASURER	3,788.48
11/07/2023	195118	WASHTENAW COUNTY TREASURER#	45,000.00
11/07/2023	195119	WASHTENAW COUNTY TREASURER#	497,207.20
11/07/2023	195120	WASHTENAW COUNTY WATER RESOURCES	8,641.46
11/07/2023	195121	WASHTENAW INTERMEDIATE	1,637.85
11/07/2023	195122	WASTE MANAGEMENT	78.40
11/07/2023	195123	WASTE MANAGEMENT	182.24
11/07/2023	195124	WASTE MANAGEMENT	5,597.05
11/07/2023	195125	YAMAHA GOLF CARS PLUS	49.08
11/07/2023	195126	YPSILANTI ACE HARDWARE	122.42
11/07/2023	195127	YPSILANTI COMMUNITY	6,423.59
11/07/2023	195128	YPSILANTI COMMUNITY SCHOOLS - WR	2,063.18
11/07/2023	195129	YPSILANTI COMMUNITY SCHOOLS - YP	3,137.13
11/07/2023	195130	YPSILANTI DISTRICT LIBRARY	711.61

AP TOTALS:

Total of 120 Checks:

1,209,909.13

Less 0 Void Checks:

0.00

Total of 120 Disbursements:

1,209,909.13

Supervisor
BRENDA L. STUMBO
Clerk
HEATHER JARRELL ROE
Treasurer
STAN ELDRIDGE
Trustees
RYAN HUNTER
JOHN P. NEWMAN II
GLORIA PETERSON
DEBBIE SWANSON



YPSILANTI TOWNSHIP

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**Accounting
Department**

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 544-4000 Ext 5
Fax: (734) 484-5154

STATEMENTS AND CHECKS

NOVEMBER 21, 2023 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	1,148,095.48
HAND CHECKS -	\$	38,805.78
CREDIT CARD PURCHASES-	\$	<u>20,482.48</u>
GRAND TOTAL -	\$	1,207,383.74

Clarity Health Care Deductible –

ACH EFT -	\$31,037.40 (OCT)
ADMIN FEE -	\$1,467.00 (OCT)

User: mharris

CHECK NUMBERS 195131 - 195141

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
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HAND CHECKS

Bank AP AP

11/08/2023	195131	COMCAST CABLE	139.95
11/08/2023	195132	COMCAST CABLE	8,922.75
11/08/2023	195133	DTE ENERGY COMPANY -	23,535.50
11/08/2023	195134	POSTMASTER	310.00
11/08/2023	195135	VERIZON WIRELESS	2,108.72
11/08/2023	195136	VERIZON WIRELESS	346.66
11/08/2023	195137	WASTE MANAGEMENT	438.20
11/08/2023	195138	WASTE MANAGEMENT	987.58
11/08/2023	195139	WASTE MANAGEMENT	423.57
11/09/2023	195140	PRIORITY ONE EMERGENCY	1,492.85
11/13/2023	195141	MISERY IS OPTIONAL	100.00

AP TOTALS:

Total of 11 Checks:	38,805.78
Less 0 Void Checks:	0.00
Total of 11 Disbursements:	38,805.78

User: mharris

CHECK NUMBERS 195142 - 195227

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
Bank AP AP			
11/21/2023	195142	A & R TOTAL CONSTRUCTION, INC.	5,550.00
11/21/2023	195143	ACCUSHRED LLC	129.75
11/21/2023	195144	AMAZON CAPITAL SERVICES	8,168.17
11/21/2023	195145	ANGELA KOJIRO	19.06
11/21/2023	195146	ANN ARBOR CLEANING SUPPLY	230.31
11/21/2023	195147	APEX SOFTWARE	2,030.00
11/21/2023	195148	ASCENTIS CORPORATION	375.60
11/21/2023	195149	ASSOCIATED FENCE	21,800.00
11/21/2023	195150	AUTO VALUE YPSILANTI	599.98
11/21/2023	195151	BARR ENGINEERING COMPANY	5,773.00
11/21/2023	195152	BIANCO TOURS	4,456.25
11/21/2023	195153	BRANDON SLAVEN	597.14
11/21/2023	195154	BS & A SOFTWARE	990.00
11/21/2023	195155	CANTON TOWNSHIP	720.00
11/21/2023	195156	CARLISLE WORTMAN ASSOCIATES, INC.	910.00
11/21/2023	195157	CDW GOVERNMENT INC	8,954.96
11/21/2023	195158	CLI CONCRETE LEVELING INC.	3,920.00
11/21/2023	195159	COFFEE TREE GROUP	28,600.00
11/21/2023	195160	COMERICA BANK	282.28
11/21/2023	195161	CRAWFORD DOOR SALES	235.00
11/21/2023	195162	CRYSTAL FLASH, INC.	7,817.35
11/21/2023	195163	CSI EMERGENCY APPARATUS, LLC	13,215.52
11/21/2023	195164	CUMMINS SALES AND SERVICE	1,921.90
11/21/2023	195165	DAWN FARM	5,069.00
11/21/2023	195166	DC HYDRAULICS INC.	237.67
11/21/2023	195167	DOAN CONSTRUCTION COMPANY	194,536.00
11/21/2023	195168	EMERGENCY MEDICAL PRODUCTS	847.41
11/21/2023	195169	GOOSE BUSTERS OF MICHIGAN, LLC	455.00
11/21/2023	195170	GRAINGER	308.44
11/21/2023	195171	GRIFFIN PEST SOLUTIONS	93.00
11/21/2023	195172	HABITAT FOR HUMANITY - HURON VALLEY	60,000.00
11/21/2023	195173	HARTFORD STEAM BOILER INSPECTION	105.00
11/21/2023	195174	HERITAGE FIRE EQUIPMENT LLC	283.35
11/21/2023	195175	HERITAGE-CRYSTAL CLEAN, LLC	341.24
11/21/2023	195176	HOME DEPOT	695.81
11/21/2023	195177	HOWLETT LOCK & DOOR	3,795.20
11/21/2023	195178	INNOVATIVE OFFICE TECHNOLOGY GROUP	192.40
11/21/2023	195179	JOSHUA MILLER	100.00
11/21/2023	195180	LANGUAGE LINE SERVICES	463.05
11/21/2023	195181	LANSING SANITARY SUPPLY, INC	225.37
11/21/2023	195182	LAW ENFORCEMENT OFFICERS	1,250.00
11/21/2023	195183	LINCOLN SCHOOL DISTRICT	2,829.01
11/21/2023	195184	LINDE GAS & EQUIPMENT INC	280.20
11/21/2023	195185	LOOKING GOOD LAWNS	1,500.00
11/21/2023	195186	LOWE'S	158.06
11/21/2023	195187	MAC QUEEN EMERGENCY GROUP	70.05
11/21/2023	195188	MCLAIN AND WINTERS	159,128.46
11/21/2023	195189	MENARDS, INC.	28.36
11/21/2023	195190	MICHAEL A. CROMER	381.54
11/21/2023	195191	MICHIGAN LINEN SERVICE, INC.	1,458.11
11/21/2023	195192	MICHIGAN STATE FIREMEN'S ASSOC	75.00
11/21/2023	195193	MOBILE BLASTMAN	350.00
11/21/2023	195194	OFFICE EXPRESS	40.00
11/21/2023	195195	ORCHARD, HILTZ & MCCLIMENT INC	23,838.75
11/21/2023	195196	ORKIN LLC	297.00
11/21/2023	195197	PAIGE ROWLAND	64.00
11/21/2023	195198	PARKWAY SERVICES, INC.	130.00
11/21/2023	195199	PIRTEK	655.96
11/21/2023	195200	PRIORITY ONE EMERGENCY	229.99
11/21/2023	195201	RANDALL MASCHARKA	900.00
11/21/2023	195202	RHETT REYES	2,524.73
11/21/2023	195203	RICOH USA, INC.	569.37
11/21/2023	195204	ROBERT ACTON	1,000.00
11/21/2023	195205	SALADINO CONSTRUCTION COMPANY	9,180.00
11/21/2023	195206	SAM'S CLUB DIRECT	695.42
11/21/2023	195207	SHERWIN WILLIAMS COMPANY	44.14
11/21/2023	195208	SHRADER TIRE & OIL	817.81
11/21/2023	195209	SIGNS BY TOMORROW	797.50
11/21/2023	195210	SITEONE LANDSCAPE SUPPLY, LLC	45.14
11/21/2023	195211	SMART BUSINESS SOURCE LLC	78.40
11/21/2023	195212	SME	30,967.50
11/21/2023	195213	STEPHEN BROWN	1,750.00
11/21/2023	195214	STERICYCLE INC	256.29
11/21/2023	195215	TARGET INFORMATION	229.89
11/21/2023	195216	TERRENCE WILSON	60.00
11/21/2023	195217	TRENDSET COMMUNICATIONS GROUP	1,293.09
11/21/2023	195218	UNIVERSITY TRANSLATORS	355.00
11/21/2023	195219	UTILITIES INSTRUMENTATION SERV	2,894.00

A/P CHECKS

User: mharris

CHECK NUMBERS 195142 - 195227

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
11/21/2023	195220	VAN BUREN SCHOOL DISTRICT	570.49
11/21/2023	195221	WASHTENAW COUNTY TREASURER#	497,207.20
11/21/2023	195222	WEINGARTZ	134.94
11/21/2023	195223	YAMAHA MOTOR FINANCE CORPORATION	4,469.72
11/21/2023	195224	YPSILANTI ACE HARDWARE	190.95
11/21/2023	195225	YPSILANTI COMMUNITY	2,565.00
11/21/2023	195226	YPSILANTI COMMUNITY SCHOOLS - WR	7,374.12
11/21/2023	195227	YPSILANTI COMMUNITY SCHOOLS - YP	3,316.08

AP TOTALS:

Total of 86 Checks:

1,148,095.48

Less 0 Void Checks:

0.00

Total of 86 Disbursements:

1,148,095.48

11/16/2023 01:38 PM
User: mharris
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI
CHECK NUMBERS 100 - 101

Page: 1/1

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank CARDS COMERICA COMMERCIAL CARD					

11/21/2023	100 (E)	COMERICA BANK	FAST SIGNS	FEATHER FLAG WELCOME - PARKS	344.66
			GORDON FOOD SERVICE INC.	OPERATING SUPPLIES AND FOOD AN	406.23
			MICHIGAN ASSOCIATION OF FIRE	MEMBERSHIP XMAS LUNCHEON	50.00
			UNITED STATES POST OFFICE	PASSPORT POSTAGE WEEK OF 9-25-	105.55
			UNITED STATES POST OFFICE	PASSPORT POSTAGE WEEK OF 9-18-	96.30
			UNITED STATES POST OFFICE	PASSPORT POSTAGE WEEK OF 10-2-	28.95
			UNITED STATES POST OFFICE	PASSPORT POSTAGE WEEK OF 10-9-	28.95
			THOMSON REUTERS - WEST PAYMEN	FIXED ASSETS CS - RENEWAL	514.10
			MIAM	ANNUAL MEMBERSHIP DUES FOR MAR	100.00
			WASHTENAW COUNTY DEPARTMENT	WELL PERMIT APPLICATION FEE	519.00
			WASHTENAW COUNTY DEPARTMENT	BACTERIA TESTING KITS APPLERID	131.00
			LOWE'S	REFRIGERATOR - HOLMES ROAD	658.00
			LOWE'S	ICE MAKER KIT - P&G	147.14
			HARBOR FREIGHT	WHEEL DOLLIES	94.98
			WALMART	MICROWAVE AND SOUND MACHINES -	159.51
			ADVANCED COMMUNICATIONS & DAT	INTERNET UTILITY SERVICE	2,787.07
			ACTIVE911, INC	ADDITIONAL ACTIVE 911 LICENSES	10.86
			B & H FOTO & ELECTRONICS CORP	CAMERAS - ORDINANCE	598.00
			BRAINTREE PAYMENT	VOIPMONITOR	1,500.00
			DEVOLUTIONS	REMOTE DESKTOP MANAGE	1,700.97
			GENITTI'S	DINNER THEATER TICKETS FOR 50	966.00
			KROGER	DISTILLED WATER	5.96
			KROGER	RODENT TRAPS	8.03
			NORTH STOCK INC	FAN & MOTOR BLOWER - GOLF	166.50
			PHP POINT OF SALE, LLC	PHPPPOS RENEWAL	149.00
			QUICKEN	BOOKEEPING SOFTWARE 8/2023 TO	63.47
			TRANSUNION RISK & ALTERNATIVE	MONTHLY SUBSCRIPTION FEES FOR	75.00
			TWINKLE TOES SOFTWARE LLC	SCHEDULING SOFTWARE FOR HOLMES	144.00
			VIZOCOM ICT LLC	COVID 19 TEST KITS FOR COMMUNI	7,560.00
			THE WEBSTARUANT STORE, INC	TRAINING TABLES - FLP	566.81
			THE WEBSTARUANT STORE, INC	TABLES - HOLMES ROAD	796.44
					20,482.48

CARDS TOTALS:

Total of 1 Checks:
Less 0 Void Checks:

Total of 1 Disbursements:

20,482.48
0.00
20,482.48



**YPSILANTI
TOWNSHIP**
— OFFICE OF THE TREASURER —

**MONTHLY TREASURER'S REPORT
STAN ELDRIDGE
OCTOBER 1, 2023 - OCTOBER 31, 2023**

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	5,277,635.49	3,255,989.07	2,932,850.81	5,600,773.75
101 - Payroll	284,748.82	728,941.49	737,583.17	276,107.14
101 - Willow Run Escrow	146,100.88	49.63	0.00	146,150.51
206 - Fire Department	3,505,028.29	15,042.81	325,773.66	3,194,297.44
208 - Parks Fund	19,085.95	82.32	565.16	18,603.11
213 - Roads/Bike Path/Rec/General Fund	2,234,967.16	9,944.75	84,824.82	2,160,087.09
216 - Fire Pension & OPEB Millage Fund	72,849.64	320.87	0.00	73,170.51
217 - Fire Special Millage Capital Fund	1,968,587.97	8,534.02	29,429.50	1,947,692.49
226 - Environmental Services	2,833,816.94	25,932.34	749,155.10	2,110,594.18
230 - Recreation	176,538.40	179,511.85	206,231.32	149,818.93
236 - 14-B District Court	60,923.90	154,547.20	117,443.52	98,027.58
244 - Economic Development	74,076.81	325.91	0.00	74,402.72
249 - Building Department Fund	1,693,817.62	62,572.11	101,436.59	1,654,953.14
250 - LDFA Tax	21,038.77	92.40	0.00	21,131.17
252 - Hydro Station Fund	988,317.03	43,971.96	17,150.09	1,015,138.90
266 - Law Enforcement Fund	11,483,441.66	68,536.01	643,390.21	10,908,587.46
282 - Cares Act Fund	8,851,235.20	0.00	59,800.44	8,791,434.76
284 - Opioid Settlement Fund	23,233.88	102.48	0.00	23,336.36
287 - Nuisance Abatement Fund	65,336.91	1,757.58	4,810.78	62,283.71
398 - LDFA 2006 Bonds	18,246.51	16.80	15,600.00	2,663.31
584 - Green Oaks Golf Course	344,462.69	396,260.80	424,346.60	316,376.89
597 - Compost Site	781,037.75	31,042.76	38,818.85	773,261.66
661 - Motor Pool	346,161.07	1,529.69	11,761.07	335,929.69
702 - General Tax Collection	44,566.82	6,193.16	6,275.36	44,484.62
703 - Current Tax Collections	2,801,261.03	982,842.66	2,086,953.83	1,697,149.86
707 - Bonds & Escrow/GreenTop	2,019,220.37	16,970.35	14,279.00	2,021,911.72
708 - Fire Withholding Bonds	150,640.64	12,943.71	26,732.00	136,852.35
GRAND TOTAL	46,286,378.20	6,004,054.73	8,635,211.88	43,655,221.05

ATTORNEY REPORT

GENERAL LEGAL UPDATE

OLD BUSINESS

Charter Township of Ypsilanti

RESOLUTION NO. 2023-15

A Resolution Amending the Ypsilanti Township Zoning Ordinance

(In Reference to Proposed Ordinance 2023-506)

Whereas, the Township Planning Department Staff completed a detailed review of the Township's Zoning Code; and

Whereas, at its regularly scheduled Planning Commission meeting held September 26, 2023, the Planning Commission held a public hearing.

Whereas, the Planning Commission for Ypsilanti Township recommended approval of the proposed zoning amendments to the Township's Zoning Code to the Township Board of Trustees at its regular meeting of September 26, 2023 which changes can be summarized as follows:

1. Article 2, Section 201. – Definitions
 - a. Defining "adaptive reuse" to the list of definitions in the Township Zoning Ordinance.
2. Article 4, Section 420. – Use Table
 - a. Add adaptive reuse to the land use table for the GB – General Business District, NB – Neighborhood Business District, and all the One-Family Residential Zoning Districts.
3. Article 5, Section 504. Neighborhood Corridors
 - a. Add adaptive reuse to Use Group 5.
4. Article 5, Section 505. – Regional Corridors.
 - a. Add adaptive reuse to use Group 5.
5. Article 5, Section 507. – Design Standards.
 - a. Add alternative design standards for developers.
6. Article 6, Section 1155. – State-Licensed Residential Child and Adult Care Facilities
 - a. Removing specific reference to state-licensing rules and simply referencing "State of Michigan licensing rules" to avoid amending the ordinance when law changes.
7. Article 11, Section 1167. – Adaptive Reuse
 - a. Adding a new ordinance to facilitate the conversion of older, economically distressed buildings to a viable new use.

Now Therefore,

Be it resolved, that the Charter Township of Ypsilanti Board of Trustees does hereby approve Ordinance No. 2023-506 as attached, by amending Articles of the Township's Zoning Ordinance as noted, replacing it with proposed Ordinance No. 2023-506.

CHARTER TOWNSHIP OF YPSILANTI
PROPOSED ORDINANCE NO. 2023-506

An Ordinance to Amend Articles 2, 5 and 11 of the
Ypsilanti Township Zoning Ordinance

Article 2, Section 201. – Definitions

Adaptive Reuse: The development of a new use for an older building or for a building originally designed for a special or specific purpose.

Article 4, Section 420. – Use Table

Residential Districts Use Table	R-1 to R-3	R-4 to R-5	RM-LD to RM-MD	RM-HDS	AG	MHP	Notes
P = Permitted Use SL-PC = Special Use Planning Commission Approval SL-TB = Special Use Township Board Approval A = Accessory Use — = Not permitted							
Storage of recreation vehicles	—	—	—	—	—	p	Subject to conditions in Section 1147.
Incidental Sales and Services	—	—	A	A	—	—	Subject to conditions in Section 1132.
Keeping of more than four (4) dogs in one-family residential districts	P	P	—	—	P	—	Subject to conditions in Section 1113.
Adaptive Reuse	SL-PC	SL-PC	—	—	—	—	Subject to conditions in Section 1167.
Wireless communication towers and antennas	See Section 1144.						

Business Districts Use Table	NB	GB	Notes
P = Permitted Use SL-PC = Special Use Planning Commission Approval SL-TB = Special Use Township Board Approval A = Accessory Use — = Not permitted			
Retail and Services			
Adaptive Reuse	SL-PC	SL-PC	Subject to conditions in Section 1167.

Article 5, Section 504. – Neighborhood Corridors

Neighborhood Corridors
Use Group 5
Misc. Uses:
Adaptive Reuse, subject to regulations in Section 1167.

Article 5, Section 505. – Regional Corridors

Regional Corridors
Use Group 5
Misc. Uses:
Adaptive Reuse, subject to regulations in Section 1167.

Article 5, Section 507. – Design Standards

The location of buildings on corner lots is buried in the parking placement, orientation, and screening section, making it a regulation easy to miss. The requirement that *for a corner lot, the building shall be located in the corner of the lot adjacent to the intersection* should be moved out of the parking section and to the *building placement orientation* paragraph.

Additionally, Carlisle Wortman Associates has asked that the following transparency standards be included in the design standards:

Transparency alternatives. The following alternatives may be used singularly or in combination for any side or rear facing facade which requires transparency. If used in combination, they may count toward no more than 50% of the transparency requirement. Transparency alternatives may be used but cannot be counted towards the transparency requirements for facades that face on a right-of-way.

- a. Wall design. Wall designs must provide a minimum of three of the following elements, occurring at intervals no greater than 25 feet horizontally and 10 feet vertically:
 - a. Expression of structural system and infill panels through change in plane not less than three inches.
 - b. System of horizontal and vertical scaling elements, such as: belt course, string courses, cornice, pilasters.
 - c. System of horizontal and vertical reveals not less than one inch in width/depth.
 - d. Variations in material module, pattern, and/or color.
 - e. System of integrated architectural ornamentation.
- b. Outdoor dining/seating: inclusion of outdoor dining/seating located between the building and the primary street lot line.
- c. Permanent art: noncommercial art or graphic design of sufficient scale and orientation to be perceived from the public right-of-way and rendered in materials or media appropriate to an exterior, urban environment and permanently integrated into the building wall.

Article 11, Sec. 1155. - State-licensed residential child and adult care facilities:

Staff recommends that two amendments be made to Section 1155, State-licensed residential child, and adult care facilities. First, under paragraph 1.B., the current zoning ordinance references State Licensing Rules R400.1131 to R400.1135 that presumably applied to building and fire code regulations for state-licensed child and adult care facilities. Staff cannot find these rules in the State of Michigan Administrative Code and believe these rules have been amended since the language was originally inserted into the

township's zoning ordinance. A more efficient way to reference a state law or rule in the zoning ordinance is to simply reference "State of Michigan" law or rule and not referencing a specific rule or law that is likely to change, necessitating a change to the zoning ordinance. "State of Michigan" is currently used throughout the remainder of this section.

Second, paragraph 1.C. references the previous sign ordinance. This paragraph should be amended to reflect the current sign ordinance article.

Sec. 1155. - State-licensed residential child and adult care facilities:

1. State-licensed child and adult care facilities, as defined in Section 201, Definitions, shall meet the following regulations:
 - A. These facilities, except for adult/child family day care homes, shall be registered with Ypsilanti Township and shall continually have on file with the Township documentation of a valid license as required by the state.
 - B. Since the state law preempts in this area, these facilities shall be brought into compliance with all state building and fire codes pursuant to ~~State Licensing Rules R400.1131 – R400.1135~~ [State of Michigan licensing rules](#). Documentation of such compliance with state requirements shall be provided.
 - C. The site shall comply with the sign provisions of [Section 2109 Article 15](#).
 - D. Off-street parking shall be provided for the number of employees on site at any one time.

Site Development Regulations:

- A. Adult foster care family homes serving six (6) persons or less. A state-licensed adult foster care home, foster family home, or foster family group home serving six (6) persons or less shall be considered a residential use of property and a permitted use in all residential districts.
- B. Adult foster care small group homes serving between seven (7) and twelve (12) persons.
 - (1) A site plan, prepared in accordance with Article 9 shall be required to be submitted.
 - (2) The subject parcel shall meet the minimum lot area requirements for the zoning district in which it is located, provided there is a minimum site area of two thousand (2,000) square feet per adult, excluding employees and/or caregivers.
 - (3) The property is maintained in a manner that is consistent with the character of the neighborhood.
 - (4) One (1) off-street parking space per employee and/or caregiver shall be provided.
 - (5) Appropriate licenses with the State of Michigan shall be maintained.
- C. Adult foster care large group homes serving between thirteen (13) and twenty (20) persons.
 - (1) A separate drop-off and pickup area shall be required adjacent to the main building entrance, located off of a public street and the parking access lane, and shall be of sufficient size so as to not create congestion on the site or within a public roadway.
 - (2) A site plan, prepared in accordance with Article 9 shall be required to be submitted.
 - (3) The subject parcel shall meet the minimum lot area requirements for the zoning district in which it is located, provided there is a minimum site area of two thousand (2,000) square feet per adult, excluding employees and/or caregivers.
 - (4) The property is maintained in a manner that is consistent with the character of the neighborhood.
 - (5) One (1) off-street parking space per employee and/or caregiver and one (1) visitor be provided.
 - (6) Appropriate licenses with the State of Michigan shall be maintained.
- D. Adult foster care congregate facilities serving more than twenty (20) persons.
 - (1) A separate drop-off and pickup area shall be required adjacent to the main building entrance, located off of a public street and the parking access lane, and shall be of sufficient size so as to not create congestion on the site or within a public roadway.

- (2) A site plan, prepared in accordance with Article 9 shall be required.
- (3) The subject parcel shall meet the minimum lot area requirements for the zoning in which it is located, provided there is a minimum site area of two thousand (2,000) square feet per adult, excluding employees and/or caregivers.
- (4) The property is maintained in a manner that is consistent with the character of the neighborhood.
- (5) One (1) off-street parking space per employee and/or caregiver and one (1) visitor shall be provided.
- (6) Appropriate licenses with the State of Michigan shall be maintained.
- (7) The maximum length of an uninterrupted building façade facing public streets and residentially zoned or used property shall be thirty (30) feet. Façade articulation or architectural design variations for building walls facing the street are required to ensure that the building is not monotonous in appearance. Building wall offsets (projections and recesses), cornices, varying building materials, or pilasters shall be used to break up the mass of a single building.
- (8) Such facilities may include multi-purpose recreational rooms, kitchens, and meeting rooms. Such facilities may also include medical examination rooms and limited space for ancillary services for the residents of the facility, such as barber and beauty facilities.

Article 11, Section 1167. – Adaptive Reuse

1. Intent

The intent of this is to facilitate the retention and conversion of older, economically distressed, existing, underutilized, or historically significant buildings to viable uses. Reuse of existing buildings will help to reduce vacant space, create opportunities for new development, and reduce property degradation and blight. Encouraging the reuse of buildings is a sustainable practice to retain much of the energy that went into their initial construction and reduce greenhouse gas emissions. Specifically, the intent of this section is to:

- a. Provide regulations specifically tailored to encourage and promote the rehabilitation of older used and underutilized buildings.
 - b. Provide for a mix of uses within said adaptive reuse developments which promote the economic revitalization of Ypsilanti Township.
 - c. Promote the retention of older buildings and lands which enhance the image and preserve the heritage of Ypsilanti Township.
 - d. Provide reasonable standards for the blending of new construction with existing buildings, so as to allow quality development of older structures within contemporary development and building standards.
2. Qualifying Criteria. To encourage and incentivize the adaptive reuse of buildings, this section permits a greater allowance of land uses and allows specific zoning relaxations than the underlying zoning district. The provisions of this section are intended to modify the standards otherwise applied to the site by its underlying zoning district. Unless specifically modified by this chapter, all other standards adopted shall apply.

Projects must meet the following criteria to be an eligible adaptive reuse project:

- a. Project site shall be located in a NB, Neighborhood Commercial, GB, General Commercial, Regional Commercial Form-Based district, Neighborhood Corridor Form-Based district, or the adaptive reuse of a civic building or public-school building in any district.
 - b. Applies to any building that is at least 20 years old and that was constructed in accordance with building and zoning codes in effect at the time of construction.
 - c. The project results in a change of use in all or a portion of the existing building.
 - d. Existing building may not be destroyed by any means to the extent of more than fifty (50) percent of its replacement cost.
3. Allowances
- a. Setbacks. Existing building setbacks may remain and shall be considered legally nonconforming, but no further encroachments shall be permitted into any nonconforming setback.
 - b. Height. The height of the structure, if it exceeds the maximum height of the zoning district, may remain and shall be considered legally nonconforming. Any rooftop construction needed for building circulation, drainage, ventilation, utilities, or passive

recreation shall be included within the height exemption. This height exemption does not include new residential or commercial floor area.

- c. Loading Zone. A new loading zone shall not be required if the existing building does not have an existing loading zone.
- d. Parking. New parking spaces shall not be required for any converted use within the existing footprint of the building, but expansions to floor area shall be required to provide parking in accordance with section 610.

4. Uses

- i. Permitted Uses: Any use that is a permitted use in the in the underlying zoning district.
- ii. Assembly Uses, Clubs, Banquet Halls and other such uses are not permitted.
- iii. The following uses shall be allowed as a Special Use- Planning Commission approval if they are within an adaptive reuse development:
 - 1. Any use that is a Special-Use Planning Commission in the in the underlying zoning district
 - 2. Indoor Climate Controlled Self-Storage for reuse of buildings greater than 50,000 square feet.
 - 3. Retail greater than 20,000 sq/ft
 - 4. Commercial kennel/Pet Day Care
 - 5. Veterinary clinic/veterinary hospital
 - 6. Fitness, gymnastics, exercise centers, and indoor recreational facility
 - 7. Theatres
 - 8. Art Studios
 - 9. Trade Schools and other educational uses.
 - 10. Offices and Flex Office Space
 - 11. Daycare
 - 12. Craft trades such as breweries, coffee roasters, bakeries, or culinary businesses.
- iv. Unless listed in this section, other uses are not permitted.

5. Specific conditions:

- a. The provisions of this zoning overlay are intended to modify the standards otherwise applied to the site by its underlying district. Unless specifically modified by this chapter, all other standards adopted for this site shall apply.
- b. All adaptive reuse projects require site plan review as provided for in Article 9.
- c. Adaptive Reuse Projects require a Development Agreement approved by the Township Board of Trustees.
- d. Expansions to the floor area of an eligible building and new construction on the lot must comply with the dimensional requirements provided in the district in which it is located.
- e. The following site elements must be brought into compliance:
 - i. Parking lot pavement/repairs
 - ii. Lighting as set forth in Section 1303.
 - iii. Landscaping as set forth in Section 1301.
- f. Application shall make necessary façade improvements as required by ordinance.
- g. The adaptive reuse project may include both additions and new construction.
- h. Application shall include security camera and license plate readers.
- i. The Planning Commission has the authority to require traffic, environmental, and other reports that aid the site plan review.

I, Heather Jarrell Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify approval of the first reading of Proposed Ordinance No. 2023-506 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on October 17, 2023. The second reading is scheduled to be heard on November 21, 2023.



Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti

NEW BUSINESS

CHARTER TOWNSHIP OF YPSILANTI, WASHTENAW COUNTY, MICHIGAN

RESOLUTION NO. 2023-17

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 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.

Township Supervisor
Brenda L. Stumbo
Township Clerk
Heather Jarrell Roe
Township Treasurer
Stan Eldridge



YPSILANTI TOWNSHIP

—ASSESSMENT DEPARTMENT—

Trustees
John Newman II
Gloria Peterson
Debbie Swanson
Ryan Hunter

TO: Ypsilanti Township Board of Trustees

FROM: Linda Gosselin
Assessor

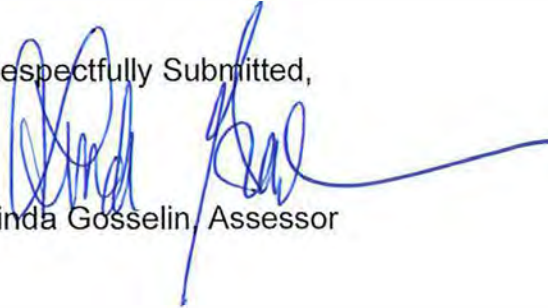
DATE: November 1, 2023

RE: Request Approval of Resolution 2023-17
2024 Poverty Exemption Guidelines and Application

Attached is Resolution 2023-17 for the approval of the 2024 Poverty Exemption Guidelines and Application. Also, attached are the proposed 2024 Poverty Exemption Guidelines and Application.

For the 2024 Poverty Exemption, I recommend the Board approve the above Resolution 2023-17 Poverty Exemption Guidelines and Application.

Respectfully Submitted,



Linda Gosselin, Assessor

CHARTER TOWNSHIP OF YPSILANTI, WASHTENAW COUNTY, MICHIGAN

RESOLUTION NO. 2023-17

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

Township Supervisor
Brenda L. Stumbo
Township Clerk
Heather Jarrell Roe
Township Treasurer
Stan Eldridge



**YPSILANTI
TOWNSHIP**
—ASSESSMENT DEPARTMENT—

Trustees
John Newman II
Gloria Peterson
Debbie Swanson
Ryan Hunter

Income Thresholds

2024

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons
\$26,050	\$29,800	\$33,500	\$37,200	\$40,200	\$43,200	\$46,150

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 06/15/2023

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

Contact: Brian McCleery, MAAO - Deputy Assessor
734.544.4000 or assessing@ypsitownship.org

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	
☐ 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.					
☐ 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	

Continue on Page 2

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		

Continue on Page 3

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)	

Continue and sign on Page 4

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

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.

PART 1: OWNER INFORMATION — Enter information for the person owning and occupying the residence.			
Owner Name		Owner Telephone Number	
Mailing Address	City	State	ZIP Code
PART 2: LEGAL DESIGNEE INFORMATION (Complete if applicable.)			
Legal Designee Name		Daytime Telephone Number	
Mailing Address	City	State	ZIP Code
PART 3: HOMESTEAD PROPERTY INFORMATION — Enter information for property in which the exemption is being claimed.			
City or Township (check the appropriate box and enter name) ☐ City ☐ Township ☐ 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
PART 4: AFFIRMATION OF OWNERSHIP, OCCUPANCY, AND INCOME STATUS (Check all boxes that apply.)			
☐ I own the property in which the exemption is being claimed.			
☐ 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.			
☐ 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.			
PART 5: CERTIFICATION			
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
Designee must attach a letter of authority.			
LOCAL GOVERNMENT USE ONLY (DO NOT WRITE BELOW THIS LINE)			
☐ Approved ☐ Denied (Attach appeal instructions and provide to owner.)		Tax Year(s) exemption will be posted to tax roll	
CERTIFICATION — 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

Township Supervisor
Brenda L. Stumbo
Township Clerk
Heather Jarrell Roe
Township Treasurer
Stan Eldridge



**YPSILANTI
TOWNSHIP**
—ASSESSMENT DEPARTMENT—

Trustees
John Newman II
Gloria Peterson
Debbie Swanson
Ryan Hunter

TO: Ypsilanti Township Board of Trustees

FROM: Linda Gosselin Brian McCleery
Assessor Deputy Assessor

DATE: November 1, 2023

RE: Adoption of 2024 Board of Review Schedule

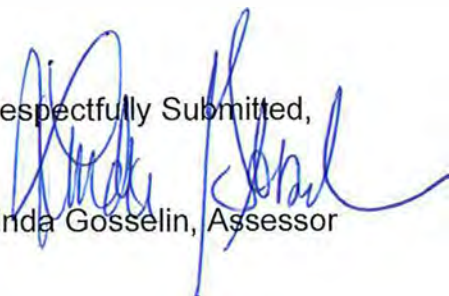
Attached please find a recommended schedule of dates and compensation of the 2024 meetings, which complies with the requirements of the State of Michigan statute, MCL 211.30

The Ypsilanti Township Board has previously determined the daily rate of compensation paid to the members of the Board to be \$125. Please approve these rates as this year's maximum daily rates.

For the 2024 meetings, I recommend the Board:

- 1.) Designate the place as the First Floor Conference room,
Tilden R. Stumbo Civic Center
7200 S. Huron River Dr.
Ypsilanti, MI 48197
- 2.) Approve the attached schedule of dates and times.
- 3.) Approve the daily rate of compensation as follow: \$125 per member

Respectfully Submitted,


Linda Gosselin, Assessor

Township Supervisor
Brenda L. Stumbo
Township Clerk
Heather Jarrell Roe
Township Treasurer
Stan Eldridge



**YPSILANTI
TOWNSHIP**
—ASSESSMENT DEPARTMENT—

Trustees
John Newman II
Gloria Peterson
Debbie Swanson
Ryan Hunter

Below is the tentative schedule set by Linda Gosselin for the March 2024 Board of Review Hearings.

ORGANIZATIONAL MEETING –All Board Members Must Attend

No Public Appeals – Roll Presented to Board for Review

Tuesday	March 5	9:00 AM – 10:00 AM
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PUBLIC HEARINGS

Monday	March 11	9:00 AM - 4:00 PM
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Tuesday	March 12	9:00 AM - 4:00 PM
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Wednesday	March 13	5:00 PM - 9:00 PM
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Assessment Notices Mailed

Assessment notices will be compiled and mailed in mid-January.



To: Heather Jarrell Roe, Township Clerk
Ypsilanti Township Board of Trustees

From: Jason Iacoangeli AICP, Planning Director

Re: **2nd Amendment to the Purchase Agreement – ALDI Inc.**

Date: November 13, 2023

Summary:

At this time, it is requested by ALDI Inc. that the purchase agreement with the Township for the purchase of 2.53 acres of property at the corner of Huron Street and Brinker Way be amended. The amendment includes the Township entering into a Road Improvement Agreement with the Washtenaw County Road Commission for the installation of a traffic signal at the corner of Huron Street and Brinker Way, a copy of which is attached to this memo. The traffic signal is a condition of the WCRC permit that is required by ALDI to construct the new grocery store and entrance drive. Further, the 2nd Amendment would require the Township to send a letter to the Washtenaw County Water Resources Commission as a formal acknowledgment that stormwater detention Pond A will be at maximum capacity with regard to stormwater volume once the new ALDI store begins using the basin as an outlet. The letter is a required condition for ALDI to obtain the required WCWRC permit that will be needed to construct the new ALDI store. A copy of the letter that will be sent to WCWRC is attached to this memo for consideration.

Road Improvement Agreement (RIA) - Traffic Signal at Huron and Brinker Way

Review:

In January of 2023 a Traffic Impact Study was submitted by ALDI Inc for the development of a new grocery store at the corner of Huron Street and Brinker Way at the request of Ypsilanti Township and the Washtenaw County Road Commission (WCRC). This traffic impact study was required in order to evaluate the new traffic that would be added to Huron Street with the development of a new grocery store. The Traffic Impact Study is reviewed against the backdrop of existing and future traffic demand for Huron Street based on proposed developments. Based on the Traffic Impact Study the WCRC required the installation of a new traffic signal at the intersection of Huron Street and Brinker Way. This traffic signal to accommodate the traffic from the new ALDI store and the new private drive located across the street the includes the new

Childrens Healing Center. The Traffic Impact Study also includes background traffic data for the development of a new hotel on James L. Hart Parkway. The evaluation that was done as a part of the Traffic Impact Study takes into account that the light is needed to handle not just the ALDI store traffic but many of the other new developments that are either under construction along Huron Street or are moving through the Township entitlement process. It will also benefit those existing businesses such a Underground Printing and South Huron Urgent Care Plaza. Also, the Post Office and Sheriff Substation will see the benefit of providing signalization which creates better traffic timing for Huron Street.

The new ALDI store will be constructed within the Seaver Farm development which is property owned by the Township. ALDI has also demonstrated to the Township that the costs involved in the construction of the store are placing a financial strain on the project. The costs stem from the development of a new entrance to the Seaver Farm property and meeting the requirements of the Townships Form Based Code. The current engineers estimate of probable cost for the ALDI store is approximately 2.1 million dollars inclusive of all the site work and underground utilities.

The Township has historically supported the development of the Seaver Farm property by providing underground utilities, stormwater infrastructure, and the current road systems. The installation of the traffic control system will not only benefit the new ALDI store but the entire Township and the motoring public. This intersection has been a matter of growing concern for both residents and commuters due to its increasing traffic volume and safety issues for the last several years. The installation of a traffic signal is essential to enhance safety, improve traffic flow, and benefit the overall safety of the Huron Street Corridor.

Seaver Farm Regional Stormwater System

Review: As a part of the development of the Seaver Farm Property the Township installed a regional stormwater system to handle the stormwater from the vacant property and what was at the time the new Bosal industrial development. Since the time the stormwater system was designed the Washtenaw County standards have changed and now require additional detention / retention based on soil types and the size of storms during weather events. After investigation of what is referred to as Pond A it has been determined that this pond will not be able to accept anymore stormwater once ALDI begins sending its stormwater to this pond. Washtenaw County Water Resources is asking the Township to formally acknowledge this fact with a letter prior to the release of the stormwater permit for ALDI. The letter that is attached to this memo is what will be sent to WCWR to achieve this end.

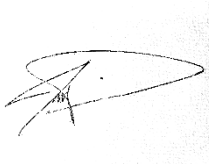
Recommendation:

The Planning Department is recommending that the Township Board of Trustees approve the 2nd Amendment to the Purchase Agreement for ALDI Inc. This amended agreement will require the approval of the Road Improvement Agreement (RIA) with Washtenaw County which will require a separate action by the Board. Further the approval of the 2nd Amendment will include the authorization to release the executed stormwater letter to the title company to be held in escrow.

Included with this memo you will find a copy of the Road Improvement Agreement that has been presented to the Township by the Washtenaw County Road Commission for the installation of a traffic signal at Huron Street and Brinker Way for the cost of \$420,000.00. That cost includes the design for the intersection done by WCRC along with the hardware and installation of the equipment. Also included is Exhibit A which is the site plan for the new ALDI store. Exhibit B is the full Traffic Impact Study for ALDI. This document can be made available upon request. The letter addressed to Water Resources Commissioner Mr. Evan Pratt is included along with this memo.

The Road Improvement Agreement and the Water Resources letter will be held in escrow by the title company until the closing of the property is completed. At the time of closing the agreement will be given to the County to begin the process of installing the traffic signal and the stormwater letter will be released to the WCWR for the fulfillment of the stormwater permit requirement.

Staff will be available the night of the Board of Trustees meeting to answer any specific questions that you might have regarding the Road Improvement Agreement and the installation of a traffic signal at Huron and Brinker Way.



Jason Iacoangeli, AICP
Planning Director
Ypsilanti Township

SECOND AMENDMENT TO REAL ESTATE PURCHASE AGREEMENT

This SECOND AMENDMENT TO REAL ESTATE PURCHASE AGREEMENT (this "**Amendment**") is entered into, effective on the date that both parties hereto have executed this Amendment (the "**Effective Date of this Amendment**"), by and between **The Charter Township of Ypsilanti**, a Michigan charter township ("**Seller**"), and **Aldi Inc. (Michigan)**, a Michigan corporation ("**Buyer**"; Seller and Buyer are, collectively, sometimes referred to herein as the "**Parties**").

RECITALS

WHEREAS, Seller and Buyer entered into that certain Real Estate Purchase Agreement dated December 28, 2022, as amended by that certain First Amendment to Real Estate Purchase Agreement dated September 11, 2023 (collectively, as amended, the "**Agreement**"), with regards to that certain real property containing approximately 2.524 acres located on the northwest corner of the intersection of Huron Street and Brinker Way in Ypsilanti Charter Township, Michigan (the "**Property**"), as more particularly described in the Agreement;

WHEREAS, the Parties desire to amend the Agreement, as more particularly described herein; and

WHEREAS, the capitalized terms used but not defined herein shall have the same meanings ascribed to them in the Agreement.

STATEMENT OF AGREEMENT

NOW, THEREFORE, in consideration of mutual promises and agreements herein contained and for other good and valuable consideration, the receipt whereof is hereby acknowledged, Seller and Buyer do hereby agree as follows:

1. Recitals. The foregoing recitals are true and correct and are hereby incorporated as a part of this Amendment.

2. Effect. The Agreement is hereby amended to the extent necessary to give effect to this Amendment, and the terms of this Amendment shall supersede any contrary terms in the Agreement. All references in the Agreement to "this Agreement" shall be deemed to refer to the Agreement, as amended. In all other respects, the terms and conditions of the Agreement shall remain unmodified and are hereby ratified by the Parties.

3. Conditions Precedent to Buyer's Obligation to Close.

(a) Obligations: Buyer's obligation to proceed to Closing is subject to satisfaction on or before the Closing Date (as such date may be extended as provided herein) of the following conditions, which may be waived by Buyer, in Buyer's sole and absolute discretion (each a "**Condition Precedent**" and collectively, the "**Conditions Precedent**"):

(i) Seller, along with the Washtenaw County Road Commission (the "**WCRC**"), has delivered, to Escrow Agent and Buyer at or prior to Closing, a fully and properly executed agreement wherein Seller has

agreed, at its sole cost and expense, to fulfill all obligations set forth in item #6 of the letter set forth in Exhibit A attached hereto;

- (ii) Seller has delivered evidence to Buyer that Seller has submitted to the Washtenaw County Water Resources Commission (the "**WCWRC**") a letter confirming that Buyer may utilize the full detention pond capacity of the detention pond located on referred to herein and depicted as the "**Detention Pond**" on Exhibit B, attached hereto, to support Buyer's proposed development and use of the Property, with Buyer in possession of a copy of the same; and
 - (iii) Seller has delivered to Buyer reasonable evidence that Seller has entered into a fully binding additional agreement with the WCWRC on all additional outstanding conditions that the WCWRC has deemed a requirement for approval of Buyer's proposed development and use of the Property.
- (b) Failure of a Condition. In the event that any Condition Precedent to Closing has not been satisfied on or before the date that is 30 days after the Contingency Date, then Buyer shall then have the option (at its sole discretion) to:
- (i) Extend the Closing by such time as is necessary, at Buyer's sole and absolute discretion, for all Conditions Precedent to Closing to be satisfied; and/or
 - (ii) Declare Seller to be in default of the Agreement.

Seller acknowledges and agrees that if Buyer elects under item (i) above, the same shall not constitute a waiver of Buyer's right to elect under item (ii) above at a later date and that Buyer shall be entitled to subsequently elect under item (ii) above.

4. Counterparts. This Amendment may be executed by each of the parties hereto in separate counterparts with the same effect as if all parties hereto executed the same counterpart. Each such counterpart shall be deemed an original and all of such counterparts together shall constitute one and the same instrument. Facsimile and/or electronic mail transmissions of signed copies of this Amendment shall be deemed to be as valid and effective as original signatures.

5. Governing Law. This Amendment shall be construed and interpreted in accordance with the laws of the State of Michigan.

6. Entire Agreement. The Agreement, including without limitation, this Amendment, constitutes the entire agreement between Seller and Buyer with respect to the subject matter hereof. This Amendment shall not be effective until execution and delivery by both Seller and Buyer.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]
[Signature Page Follows]

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed on the dates set forth below, respectively.

SELLER:

The Charter Township of Ypsilanti,
a Michigan charter township

By: _____
Name: _____
Title: _____
Date: _____

By: _____
Name: _____
Title: _____
Date: _____

BUYER:

ALDI INC. (MICHIGAN),
a Michigan corporation

By: _____
Steve Bowman, Group Director of Real Estate

Date Signed: October ____, 2023

Reviewed By: _____
Andrew Shaw, Director of Real Estate

EXHIBIT A
WCRC Road Improvement Agreement

EXHIBIT B
Washtenaw County Water Resources Letter for Pond A

ROAD IMPROVEMENT AGREEMENT

THIS ROAD IMPROVEMENT AGREEMENT ("**Agreement**"), is entered into as of the ____ day of _____, 2023, and memorializes and confirms certain verbal commitments and understandings previously made by the Board of County Road Commissioners of the County of Washtenaw, a Michigan Municipal body corporate, with offices located at 555 N. Zeeb Road in Ann Arbor, Michigan, 48103 ("**WCRC**"), the Charter Township of Ypsilanti, a Michigan Municipal corporation, with offices at 7200 South Huron River Drive, Ypsilanti, Michigan 48197 ("**Township**").

STATEMENT OF FACTS

A. Township is the fee simple owner of certain real property (Tax Identification No. K-11-38-150-002) located on the northwest corner of Brinker Way and Huron Street in Ypsilanti Township, Washtenaw County, Michigan (the "**Property**"). Aldi is purchasing the Property from the Township and developing said Property as a commercial grocery store per the attached "**Site Plans**". The Site Plans are hereby incorporated in this Agreement by reference as **Exhibit A**.

B. Both Brinker Way and Huron Street are public roads under the jurisdiction of WCRC. Access to the Property is dependent upon Brinker Way and will impact traffic operations on Huron Street.

C. As set forth in the technical traffic study ("**Study**") prepared by Fleis & Vanderbrink dated January 26, 2023, the use and development of the Property will require improvements to the intersection of Brinker Way and Huron Street. The Study is hereby incorporated in this Agreement by reference as **Exhibit B**.

D. In connection with the use and development of the Property and its proposed driveway access to Brinker Way ("**Driveway**") upon compliance with permit requirements, Aldi shall be granted the necessary access permit(s) pursuant to the terms of this Agreement:

E. In connection with the use and development of the Property and its impact on traffic operations on the public roads, Township has agreed and desires to contribute to the cost of design and construction of a mast arm traffic signal at the intersection of Brinker Way and Huron Street ("**Traffic Signal Contributions**") pursuant to the terms of this Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

ARTICLE 1 TRAFFIC SIGNAL CONTRIBUTION

1.1 Contribution. Township shall pay to WCRC the sum of four hundred twenty thousand dollars (\$420,000.00). The timing and details of the design and construction of the of the traffic signal shall at all times remain within the sole discretion of WCRC.

1.2 Payment. WCRC shall submit an invoice to the Township for the contribution described in Section 1.1. The Township shall pay the invoice in full to WCRC within thirty (30) days of receipt of the invoice.

ARTICLE 2 MISCELLANEOUS

2.1 Permits and Authorizations. WCRC shall issue to Aldi all WCRC permits necessary to develop and access the Property in accordance with the Site Plans, provided that Aldi has made all required filings and submissions. WCRC shall not unreasonably withhold or delay the issuance of any permits, authorizations or inspections required in connection with the Property, including but not limited to the Driveway construction. Upon Aldi's submission of an application for any such permit or authorization with respect to the Property, WCRC shall confer with Aldi to identify any permits that will be required for the project and the requirements for the issuance of such permits.

2.2 Binding Agreement. This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective successors and assigns when fully executed by an authorized representative of each party.

2.3 Amendment. This Agreement may not be modified, replaced, amended, or terminated without the prior written consent of both parties.

2.4 Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Michigan. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability shall not affect any other provisions of this Agreement, and this Agreement shall be construed as if the invalid, illegal or unenforceable provisions had never been contained within the body of this Agreement.

2.7 Execution in Counterparts/Fax Signature. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which shall constitute one agreement. In addition, facsimile signatures shall have the same force and effect as an original signature.

IN WITNESS WHEREOF, the parties hereto have executed this Road Improvement Agreement by affixing the signatures below effective as of the date set in the caption.

By: Charter Township of Ypsilanti
a Michigan Municipal Corporation

By: _____
Name: Brenda Stumbo
Title: Supervisor

By: _____
Name: Heather Jarrell Roe
Title: Clerk

BOARD OF COUNTY ROAD COMMISSIONERS OF WASHTENAW
COUNTY, a Michigan Municipal Corporation

By: _____
Name: Sheryl Soderholm Siddall
Its: Managing Director

Exhibit 'A' – ALDI DEVELOPMENT



Township Supervisor
Brenda L. Stumbo
Township Clerk
Heather Jarrell Roe
Township Treasurer
Stan Eldridge



**YPSILANTI
TOWNSHIP**
— OFFICE OF THE SUPERVISOR —

Trustees
Ryan Hunter
John Newman II
Gloria Peterson
Debbie Swanson

November 9, 2023

Evan Pratt, P.E.

Water Resources Commissioner's Office
705 N Zeeb Rd
Ann Arbor MI 48103

Regarding: **Aldi – 1420 S Huron Rd**
Seaver Farms – Pond A Volume Allocation

Dear Mr. Pratt,

It is noted that the anticipated stormwater runoff volume for the proposed Aldi project, to be located at the northwest corner of S Huron Street and Brinker Way, exceeds the volume that was previously earmarked for this area in the nearby regional detention basin (Pond A). For the purposes of moving forward with the plans as recently submitted, the Township is agreeable to the applicant utilizing the remaining capacity of Pond A within the Seaver Farms District for their stormwater discharge. Further development within this District will not be allowed to outlet to Pond A and must utilize and enhance Pond B.

Please let us know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Brenda L. Stumbo".

Brenda L. Stumbo, Township Supervisor



To: Heather Jarrell Roe, Township Clerk
Ypsilanti Township Board of Trustees

From: Jason Iacoangeli AICP, Planning Director

Re: **Washtenaw County Road Commission – Road Improvement Agreement
Huron Street and Brinker Way Traffic Signal**

Date: November 13, 2023

Review:

In January of 2023 a Traffic Impact Study was submitted by ALDI Inc for the development of a new grocery store at the corner of Huron Street and Brinker Way at the request of Ypsilanti Township and the Washtenaw County Road Commission (WCRC). This traffic impact study was required in order to evaluate the new traffic that would be added to Huron Street with the development of a new grocery store. The Traffic Impact Study is reviewed against the backdrop of existing and future traffic demand for Huron Street based on proposed developments. Based on the Traffic Impact Study the WCRC required the installation of a new traffic signal at the intersection of Huron Street and Brinker Way. This traffic signal to accommodate the traffic from the new ALDI store and the new private drive located across the street the includes the new Childrens Healing Center. The Traffic Impact Study also includes background traffic data for the development of a new hotel on James L. Hart Parkway. The evaluation that was done as a part of the Traffic Impact Study takes into account that the light is needed to handle not just the ALDI store traffic but many of the other new developments that are either under construction along Huron Street or are moving through the Township entitlement process. It will also benefit those existing businesses such as Underground Printing and South Huron Urgent Care Plaza. Also, the Post Office and Sheriff Substation will see the benefit of providing signalization which creates better traffic timing for Huron Street.

The new ALDI store will be constructed within the Seaver Farm development which is property owned by the Township. ALDI has also demonstrated to the Township that the costs involved in the construction of the store are placing a financial strain on the project. The costs stem from the development of a new entrance to the Seaver Farm property and meeting the requirements of the Townships Form Based Code. The current engineers estimate of probable cost for the ALDI store received on November 10, 2023, is approximately 2.1 million dollars inclusive of all the site work and underground utilities.

The Township has historically supported the development of the Seaver Farm property by providing underground utilities, stormwater infrastructure, and the current road systems. The installation of the traffic control system will not only benefit the new ALDI store but the entire Township and the motoring public. This intersection has been a matter of growing concern for both residents and commuters due to its increasing traffic volume and safety issues for the last several years. The installation of a traffic signal is essential to enhance safety, improve traffic flow, and benefit the overall safety of the Huron Street Corridor.

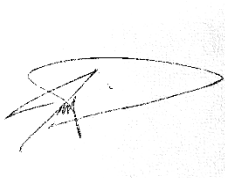
Recommendation:

The Planning Department is recommending that the Township Board of Trustees approve the Road Improvement Agreement with the Washtenaw County Road Commission.

Included with this memo you will find a copy of the Road Improvement Agreement that has been presented to the Township by the Washtenaw County Road Commission for the installation of a traffic signal at Huron Street and Brinker Way for the cost of \$420,000.00. That cost includes the design for the intersection done by WCRC along with the hardware and installation of the equipment. Also included is Exhibit A which is the site plan for the new ALDI store. Exhibit B is the full Traffic Impact Study for ALDI. This document can be made available upon request. The letter addressed to Water Resources Commissioner Mr. Evan Pratt is included along with this memo.

The Road Improvement Agreement will be held in escrow by the title company until the closing of the property is completed. At the time of closing the agreement will be given to the County to begin the process of installing the traffic signal. The financial expenses incurred for the traffic signal pursuant to the agreement will be budgeted for in fiscal year 2024.

Staff will be available the night of the Board of Trustees meeting to answer any specific questions that you might have regarding the Road Improvement Agreement and the installation of a traffic signal at Huron and Brinker Way.



Jason Iacoangeli, AICP
Planning Director
Ypsilanti Township

ROAD IMPROVEMENT AGREEMENT

THIS ROAD IMPROVEMENT AGREEMENT ("**Agreement**"), is entered into as of the ____ day of _____, 2023, and memorializes and confirms certain verbal commitments and understandings previously made by the Board of County Road Commissioners of the County of Washtenaw, a Michigan Municipal body corporate, with offices located at 555 N. Zeeb Road in Ann Arbor, Michigan, 48103 ("**WCRC**"), the Charter Township of Ypsilanti, a Michigan Municipal corporation, with offices at 7200 South Huron River Drive, Ypsilanti, Michigan 48197 ("**Township**").

STATEMENT OF FACTS

A. Township is the fee simple owner of certain real property (Tax Identification No. K-11-38-150-002) located on the northwest corner of Brinker Way and Huron Street in Ypsilanti Township, Washtenaw County, Michigan (the "**Property**"). Aldi is purchasing the Property from the Township and developing said Property as a commercial grocery store per the attached "**Site Plans**". The Site Plans are hereby incorporated in this Agreement by reference as **Exhibit A**.

B. Both Brinker Way and Huron Street are public roads under the jurisdiction of WCRC. Access to the Property is dependent upon Brinker Way and will impact traffic operations on Huron Street.

C. As set forth in the technical traffic study ("**Study**") prepared by Fleis & Vanderbrink dated January 26, 2023, the use and development of the Property will require improvements to the intersection of Brinker Way and Huron Street. The Study is hereby incorporated in this Agreement by reference as **Exhibit B**.

D. In connection with the use and development of the Property and its proposed driveway access to Brinker Way ("**Driveway**") upon compliance with permit requirements, Aldi shall be granted the necessary access permit(s) pursuant to the terms of this Agreement:

E. In connection with the use and development of the Property and its impact on traffic operations on the public roads, Township has agreed and desires to contribute to the cost of design and construction of a mast arm traffic signal at the intersection of Brinker Way and Huron Street ("**Traffic Signal Contributions**") pursuant to the terms of this Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

ARTICLE 1 TRAFFIC SIGNAL CONTRIBUTION

1.1 Contribution. Township shall pay to WCRC the sum of four hundred twenty thousand dollars (\$420,000.00). The timing and details of the design and construction of the of the traffic signal shall at all times remain within the sole discretion of WCRC.

1.2 Payment. WCRC shall submit an invoice to the Township for the contribution described in Section 1.1. The Township shall pay the invoice in full to WCRC within thirty (30) days of receipt of the invoice.

ARTICLE 2 MISCELLANEOUS

2.1 Permits and Authorizations. WCRC shall issue to Aldi all WCRC permits necessary to develop and access the Property in accordance with the Site Plans, provided that Aldi has made all required filings and submissions. WCRC shall not unreasonably withhold or delay the issuance of any permits, authorizations or inspections required in connection with the Property, including but not limited to the Driveway construction. Upon Aldi's submission of an application for any such permit or authorization with respect to the Property, WCRC shall confer with Aldi to identify any permits that will be required for the project and the requirements for the issuance of such permits.

2.2 Binding Agreement. This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective successors and assigns when fully executed by an authorized representative of each party.

2.3 Amendment. This Agreement may not be modified, replaced, amended, or terminated without the prior written consent of both parties.

2.4 Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Michigan. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability shall not affect any other provisions of this Agreement, and this Agreement shall be construed as if the invalid, illegal or unenforceable provisions had never been contained within the body of this Agreement.

2.7 Execution in Counterparts/Fax Signature. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which shall constitute one agreement. In addition, facsimile signatures shall have the same force and effect as an original signature.

IN WITNESS WHEREOF, the parties hereto have executed this Road Improvement Agreement by affixing the signatures below effective as of the date set in the caption.

By: Charter Township of Ypsilanti
a Michigan Municipal Corporation

By: _____
Name: Brenda Stumbo
Title: Supervisor

By: _____
Name: Heather Jarrell Roe
Title: Clerk

BOARD OF COUNTY ROAD COMMISSIONERS OF WASHTENAW
COUNTY, a Michigan Municipal Corporation

By: _____
Name: Sheryl Soderholm Siddall
Its: Managing Director

Exhibit 'A' – ALDI DEVELOPMENT



Charter Township of Ypsilanti

RESOLUTION NO. 2023-18

APPROVAL OF EARLY VOTING LOCATIONS

Whereas, early voting must be available to every voter for at least eight hours per day during the mandatory nine-day period;

Whereas, Michigan Election Law, MCL 168.662(1) requires the approval of the location of

early voting locations,

Now therefore be it RESOLVED, that the Ypsilanti Township Board of Trustees approves the following locations for early voting;

7200 S. Huron River Dr. Ypsilanti MI 48197, and

2025 E. Clark Rd, Ypsilanti MI 48198.

Be it further RESOLVED, that pursuant to Statute, the Township Clerk will notify all voters of their right to vote early including the exact locations available to each vote.



MEMORANDUM

To: Charter Township Board of Trustees

From: 14B Court / Civic Center Security Working Group (Treasurer Eldridge, Clerk Jarrell Roe, Magistrate Nelson, Information Technology Manager McDugald)

CC: Javonna Neal, Accounting Director

Date: November 14, 2023

RE: **Request authorization to approve the design for the security renovations at the 14B District Court.**

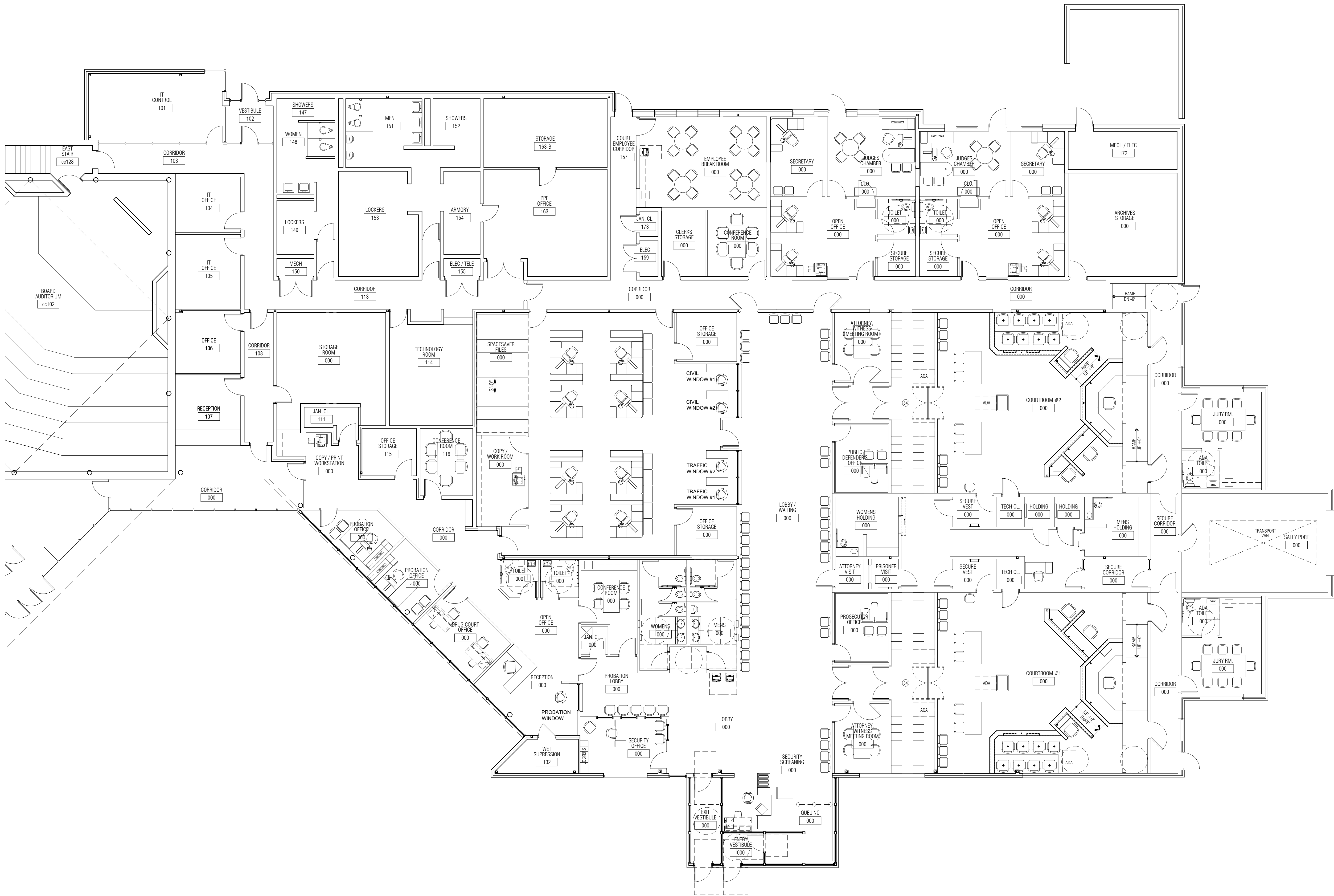
The Charter Township of Ypsilanti 14B Court / Civic Center Security Working Group is requesting the Board of Trustees to approve the design submitted by JFR Architects, PC for upgrades and renovations to the 14-B District Court.

The approval will allow for the start of designing the RFP for the project, which will lay out the “Scope of Work” for the company eventually selected. The overall budget for the project has already been set based on a \$5,000,000.00 grant from the State of Michigan, via a request made by State Representative Jimmie Wilson, Jr., that has been included in the current State of Michigan 2024 Budget, as approved earlier this year in October 2023.

Again, this agenda item is only to approve the design of the project, and no request for, or approval of, any financially allocated funds is being made as a part of this project, at this time.

Respectfully submitted,

14B Court / Civic Center Security Working Group



First Floor Composite Plan - Scheme "E"
1/8" = 1'-0"
November 21, 2023

SAFETY and SECURITY IMPROVEMENTS FOR:
YPSILANTI TOWNSHIP
14-B DISTRICT COURT
and CIVIC CENTER
7200 S. HURON RIVER DR., YPSILANTI, MI 48197

PRELIMINARY	●
DESIGN DEVELOPMENT	○
CONSTRUCTION DOC'S	○
BIDS	○
PERMIT & PLAN REVIEW	○
CONSTRUCTION	○
DRAWN BY:	Jr
CHECKED BY:	JFR
REVISIONS:	
PRELIMINARY	06/21/22
SCHEMATIC DESIGN	11/21/22
SCHEMATIC DESIGN	08/01/23
SCHEMATIC DESIGN	08/21/23
SCHEMATIC DESIGN	09/08/23
SCHEMATIC DESIGN	09/19/23
SCHEMATIC DESIGN	10/06/23
BOARD MEETING	11/21/23
PROGRESS REVIEW	
DESIGN DEVELOPMENT	

DATE:
24 JANUARY 2022
PROJECT NO.:
22-105
DRAWING NAME:

FIRST FLOOR
COURT PLAN

SHEET NO.:

A-1



14-B DISTRICT COURT

7200 SOUTH HURON RIVER DRIVE
YPSILANTI, MICHIGAN 48197-7099

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



HON. ERANE C. WASHINGTON
DISTRICT COURT JUDGE

MARK W. NELSON
MAGISTRATE

To: Heather Jarell Roe, Clerk
From: Mark Nelson, Magistrate / Court Administrator
Re: Request to authorize renewal of drug court grant and accept grant funds in the amount of \$90,000.
Date: November 9, 2023

Budget Line Items

Revenue:	236-000-542.000 OHSP Hybrid Court Grant
	236-000-540.000 Court Innovation Grant
Expenditure	236-286.802.150 OHSP Hybrid Court Grant
	236-286.802.100 Court Innovation Grant

The 14B Court is requesting renewal approval of the attached contracts to accept grant funds from State Court Administrative Office under Michigan Drug Court Grant Program and State Court Administrative Office under Office of Highway Safety Planning for the Court's Drug Court Docket. The contracts is for one year grants in the amount of in the amounts of \$21,000.00 and \$69,000.00 respectively and totaling \$90,000.00 to allow continued operation of the drug court docket at the 14B District Court. This is a fiscal year grant operating from October 1, 2023 through September 30, 2024. Under Michigan Statute, drug courts can place defendants for non-violent drug related offenses on probation with more intensive and directed supervision and treatment. Unlike previous years, this year's funding is divided between two separate grants.

In addition to approval of the contracts, line-item amendments are needed for the remainder of 2023. For revenue line item 236-000-542.000 OHSP Hybrid Court Grant \$20,000.00 and expenditure line item 236-286.802.150 OHSP Hybrid Court Grant \$20,000.00. For revenue line item 236-000-540.000 Court Innovation Grant \$5,000.00 and for expenditure line item 236-286.802.100 Court Innovation Grant \$5,000.00.

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

**Michigan Supreme Court
State Court Administrative Office
Michigan Drug Court Grant Program
Fiscal Year 2024 Contract**

Grantee Name: 14B District Court — Hybrid DWI/Drug Court
Unique Identifier: U10065
Federal ID Number: 38-6007433
Contract Number: 32576
Grant Amount: \$21,000

1. DEFINITIONS GOVERNING CONTRACT

The definitions below govern the terms used in this Contract.

1.01 The term “Contract” as used in this document means the Contract between the State Court Administrative Office (the “SCAO”) and Grantee, and includes any subsequent amendments thereto.

1.02 The term “Confidential Information” means confidential and/or proprietary information belonging to the SCAO which is disclosed to the Grantee or which the Grantee otherwise learns of during the course of or as the direct or indirect result of rendering its Services for the SCAO.

Confidential or Proprietary Information is information not generally known to third parties or to others who could obtain economic value from their disclosure or use of the information. This includes all proprietary technical, financial, or other information owned by SCAO or any of its vendors, including by way of illustration, but not limitation, computerized data, codes, programs and software, written material, inventions, whether or not patented or patentable, designs, works of authorship, works subject to or under copyright protection, trade secrets or trademark – protected material, performance standards, concepts, formulae, charts, statistics, financial records and reports of the SCAO or any entity otherwise affiliated with the SCAO. Confidential or Proprietary Information also includes all confidential and proprietary material that the Grantee may design, author, create, distribute, or produce during the term of this Contract when rendering Services thereunder. “Confidential Information” also includes all individualized, nonaggregated data relating to individuals, including, but not limited to, personally identifiable information (“PII”) and information protected by the Health Insurance Portability and Accountability Act. All information gained during the course of Grantee’s retention should be presumed confidential unless the information is clearly identified otherwise or the circumstances of disclosure demonstrate it not to be confidential.

1.03 The term “Effective Date” means the date upon which this Contract becomes effective, which is the date the Contract is signed by both Parties. If the Parties do not sign the Contract on the same date, the latest specified date will become the Contract’s effective date.

1.04 The term “Employee Benefits” means any and all employee benefits the SCAO provides to its employees, including, but not limited to, workers’ compensation, retirement, pension, insurance,

fringe, educational training, holiday/sick/vacation pay benefits, or any other similar benefits.

1.05 The term "Grant Amount" is the amount specified as "Grant Amount" on the first page of this Contract and includes any increases or reductions under Section 17.

1.06 The term "Grantee" as used in this Contract includes the Grantee(s)/party(ies) with which the SCAO is contracting and the employees with which the SCAO is contracting.

1.07 The term "Grantee's agents" as used in this Contract includes the Grantee's agents, subcontractors, vendors, and subrecipients.

1.08 The term "Liabilities" means any and all liabilities, obligations, damages, penalties, claims, costs, fees, charges, and expenses, including, but not limited to, fees and expenses of attorneys and litigation related to the Services provided.

1.09 The term "Parties" includes the SCAO, Grantee, and all of their employees.

1.10 The term "Pre-existing Inventions, Patented and/or Copyrighted Materials" means such writings, inventions, improvements, or discoveries whether or not under an existing copyright, patent or copyright/patent application or any other third party intellectual property right that were written, invented, made, or discovered by the Grantee, including its employees, and/or subcontractors while engaged in Services under this Contract.

1.11 The terms "Program Expenses" and "Expenses" mean all expenses including, but not limited to, license fees and all other types of fees, memberships and dues, automobile and fuel expenses, insurance premiums, copying costs, telephone costs and all other types of costs, and all salary and expenses incurred by the Grantee, and all other compensation paid to the Grantee's employees or subcontractors that the Grantee hires, retains or utilizes for the Grantee's performance under this Contract. This term includes allowable program costs as articulated in WebGrants, which are contained on the "allowable expense" list and in the program budget. This term also includes Travel Expenses as defined below.

1.12 The term "Services" refers to the goods, services, program activities, projects, and initiatives that the Grantee provides under this Contract, as described in the Scope of Services, Scope of Work, and all descriptions of services in any attachments and amendments to the Contract.

1.13 The term "Taxes" refers to any and all federal, state, and local taxes, including, but not limited to, income taxes, social security taxes, unemployment insurance taxes, and any other taxes or fees for which Grantee is responsible.

1.14 The term "Travel Expenses" means expenses Grantee incurs for travel including lodging, mileage, and meals that the Grantee incurs in the reasonable fulfillment of the terms of this Contract. Reimbursable Travel Expenses must be approved by SCAO before they are incurred.

1.15 The term "WebGrants" refers to the web-based grant management system used by SCAO.

1.16 The term "Work Product" refers to reports, programs, manuals, tapes, and videos, including training materials, power point presentations or any other written or electronic materials prepared under this Contract and amendments thereto. It also includes computer data such as programs and software in various stages of development and source codes and object codes, and any other work product prepared by the Provider under this Contract and amendments thereto.

2. PARTIES

2.01 This Contract is between the SCAO and the 14B District Court — Hybrid DWI/Drug

Court (Grantee).

3. AMOUNT AND GRANT PROGRAM

3.01 The SCAO will reimburse the Grantee up to \$21,000 for the Grantee's expenses under this Contract.

3.02 The grant funding is from the Michigan Drug Court Grant Program (MDCGP).

4. DURATION

4.01 This Contract covers Services rendered beginning on October 1, 2023, and ending on September 30, 2024, at 11:59 p.m.

5. TERMS

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

- A. Reporting requirements (see Attachment 1),
- B. Assurances,
- C. Allowable/disallowable expense list,
- D. Conditions on Expenses, and
- E. Approved grant budget.

6. RELATIONSHIP AND DUTIES

6.01 No employer/employee relationship exists between the Parties. Further, no employee or subrecipient of the Grantee is an employee of the SCAO. The Grantee is an independent contractor, not an employee of the SCAO.

6.02 The SCAO is not obligated either under this Contract or by implication to provide and is not liable to the Grantee for failure to provide the Grantee with Employee Benefits. The Grantee is not eligible for and will not receive any Employee Benefits from the SCAO.

6.03 The Grantee is responsible for payment of all Taxes arising out of the Grantee's Services in accordance with this Contract.

6.04 The Grantee does not, and shall not, have the authority to enter into contracts on the SCAO's behalf.

6.05 Except for the Grant Amount, the SCAO and the Michigan Supreme Court (MSC) have no financial obligation to the Grantee.

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

7. REIMBURSEMENT AND BUDGET

7.01 This is a reimbursement-based grant.

7.02 The Grantee's Expenses are eligible for reimbursement only if the Grantee incurred the Expenses during the time period that this Contract is effective. Further, the Grantee's Expenses are eligible for reimbursement only after the Grantee has paid the Expenses. Consumable expenses, such

as drug tests, are eligible for reimbursement only if the item can reasonably be consumed (and the Grantee incurred the expense) during the time period that this Contract is effective.

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

7.04 The Grantee's Expenses are eligible for reimbursement only after the Grantee has exhausted all other available funding options that were designated for the project. Examples of potential other available funding options include local court or county funding, federal funding, participant fees, and funding from nonprofit organizations. The Grantee is not required to first spend funds that were not designated for the project. Once the Grantee has exhausted all other available funding options that were designated for the project, then the grant funds under this Contract can be used. If the Grantee has other available funding options that were designated for the project but relies on the grant funding under this Contract before exhausting the other options, the SCAO may reduce the reimbursement amount by an amount that is equal to the other available funding options.

7.05 Reimbursements for Travel Expenses (such as mileage) may not exceed the lesser of the Grantee's published travel rates or allowable State of Michigan travel rates and must be approved by the SCAO prior to incurring the expense.

7.06 The Grantee must request Expense reimbursement on a quarterly basis (see Attachment 1). The request to reimburse each Expense must include the hourly rate or cost per unit, amount of hours worked or number of units, a description of Services provided, the date of the Expense, the amount requested, and proof that the Grantee has paid the Expense.

7.07 All Expense reimbursement is subject to the SCAO's approval.

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

8. RELIGIOUS PROGRAMMING

8.01 The Grantee will not spend grant funds on a program that has a religious component.

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

9. ASSIGNMENT

9.01 The Grantee may not assign any portion of this Contract except with prior written approval of the SCAO. If performance is so assigned, all requirements in this Contract shall apply to such performance and the Grantee shall be responsible for the performance of such Services.

10. PROCUREMENT CONTRACTS AND SUBRECIPIENT SUBCONTRACTS

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

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

10.03 The Grantee must provide the SCAO with copies of any subrecipient subcontracts prior to requesting reimbursement for subrecipient work. The subrecipient subcontracts must be uploaded in WebGrants.

10.04 The Grantee must provide a copy of this Contract to all subrecipients and subcontractors.

11. CONFIDENTIAL INFORMATION

11.01 The parties do not expect that medical and treatment information will be obtained, shared or utilized in this Contract. However, to the extent that it is, all medical and treatment information of participants served under this Contract is confidential. The SCAO and the Grantee agree that this information will not be disclosed except as allowed by law.

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

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

11.03 During Contract performance, the SCAO may disclose Confidential Information to the Grantee. The Grantee shall not disclose Confidential Information to any third party without prior approval from the SCAO. If disclosure of Confidential Information is required by law or court order, the Grantee must notify the SCAO within five business days as provided in Section 27 of this Contract before disclosure and shall reasonably cooperate with the SCAO to (1) narrowly tailor disclosure and (2) support SCAO's efforts to obtain protective orders or other relief as appropriate.

11.04 When Grantee is no longer operating a certified problem-solving court and/or when Grantee loses its problem-solving court certification or sooner if requested by SCAO, the Grantee agrees to return all Confidential Information to the SCAO and permanently delete any electronic copies of the data stored by the Grantee within 30 calendar days thereafter. If requested by the SCAO, the Grantee will provide written confirmation that deletion has been completed.

11.05 This section survives termination or expiration of this Contract.

12. RIGHTS TO WORK PRODUCT, PRE-EXISTING INVENTIONS, AND IMPROVEMENTS

12.01 All Work Product shall belong to and is owned by the SCAO and is subject to copyright or patent only by the SCAO. The SCAO shall have the right to obtain from the Grantee original materials

produced under this Contract and shall have the right to distribute those materials.

12.02 The SCAO shall have copyright, property, and publication rights in all Work Product developed in connection with this Contract.

12.03 The SCAO grants the Grantee a royalty-free, nonexclusive license to use any Work Product developed in the course of executing this Contract that is not Confidential and Proprietary Information as defined in this Contract. However, the Grantee shall not publish or distribute any Work Product relating to the Services provided under this Contract.

12.04 The Grantee shall safeguard the Grantee's property, materials and Work Product. The SCAO is not responsible and will not be subject to any Liabilities for any claims related to the loss, damage, or impairment of Provider's property, materials and/or Work Product.

12.05 The Grantee shall promptly disclose in writing to SCAO all Pre-existing Inventions, Patented and/or Copyrighted Materials used to provide Services under this Contract.

12.06 The Grantee shall assist the SCAO in determining and acquiring copyrights, patents, or other such intellectual property protection for any Work Product for which the SCAO desires to obtain such protection.

12.07 The Grantee warrants that as of the Effective Date of the Contract, there are no Pre-existing Inventions, Patented and/or Copyrighted Materials for which the Grantee seeks protection or which the Grantee desires to remove from the Contract provisions before entering into this Contract. Further, the Grantee warrants that its performance under this Contract will not infringe upon or misappropriate any third party's patents, copyrights or other intellectual property rights.

12.08 The Grantee further warrants that as of the Effective Date of the Contract, the Grantee has obtained all material licenses, authorizations, approvals and/or permits required by law to conduct its business generally and to perform its obligations under this Contract.

13. INSURANCE

13.01 The Grantee must procure commercial liability insurance or ensure that an adequate amount of money is set aside in its local budget to cover all reasonable claims related to the Grantee's and Grantee's agents' Services under this Contract.

14. LIABILITY

14.01 The Grantee is responsible for Liabilities and Expenses that result from the Grantee's performance or nonperformance under this Contract. This subsection does not waive governmental immunity as provided by law.

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

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

14.04 If Grantee contracts with a private third party to carry out the Grantee's responsibilities under this Contract, then in that contract Grantee will require the private third parties to indemnify SCAO and the MSC, including their officers, and employees (the "SCAO, MSC and related entities") from any Liabilities that may be imposed upon, incurred by, or asserted against the SCAO, MSC and related entities arising from the acts or omissions of the private third party under such contract. Any private third

party who will not agree to such provisions may not be utilized by Grantee to perform services under this Contract. This subsection does not waive governmental immunity as provided by law.

15. FINANCIAL RECORDS, RETENTION, AND INSPECTION

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

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

15.03 The Grantee must maintain an accounting system with grant financial records that are kept separately from the Grantee's other financial records.

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

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

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

16. GRANT REPORTING

16.01 The Grantee agrees to timely provide all applicable performance measurement data, including complete and accurate reports as identified in Attachment 1 related to this Contract so that the SCAO can meet its reporting requirements. Further, the Grantee agrees to follow the grant reporting requirements in Attachment 1.

16.02 Further, for each participant who is screened for or accepted into the grant program, the Grantee must timely enter data in compliance with the minimum standards established by the SCAO into the Drug Court Case Management Information System.

16.03 When any required report is 30 calendar days past due, a delinquency notice will be sent notifying the Grantee that it has 15 calendar days to comply with the reporting requirement. When any required report is 45 calendar days past due, the Grantee's funding award will be rescinded and the SCAO will send a forfeiture notice to the Grantee. Notices will be sent as provided in Section 27 of this Contract.

17. INCREASES AND REDUCTIONS IN GRANT AMOUNT

17.01 When Grantee cannot spend some or all allocated grant funds, these funds should be reallocated to other problem-solving courts who can spend them. This ensures that the problem-solving courts can address as many of the communities' needs as possible. The Grantee acknowledges that its failure to spend, provide proof of expenditures, or request reimbursement of Grant Award expenditures by the financial claims report due dates may trigger the reallocation process outlined in Section 17.05. Therefore, the Grantee agrees to provide all financial claims on the schedule outlined in Attachment 1.

Failure of the Grantee to submit all financial claims by their due dates will jeopardize Grantee's grant funding and subject the Grantee to the procedures set forth in Section 17.05 below.

17.02 Further, for each participant who is screened for or accepted into the grant program, the Grantee must enter data in compliance with the minimum standards established by the SCAO into the Drug Court Case Management Information System.

17.03 The SCAO will monitor Grantee's progress and expenditure of its Grant Amount. Grantee must use its best efforts to utilize the full amount of funds awarded.

17.04 If Grantee has made satisfactory progress towards utilization of its Grant Amount and SCAO or Grantee determines at any time during the Contract Term that Grantee could benefit from additional grant funds such that its Grant Amount should be increased, Grantee must submit a reallocation amendment request through Webgrants, stating the amount of additional grant funds needed, explaining how the additional amount was determined, and outlining the court's plan to utilize the additional amount, if awarded.

17.05 If at any time during the Contract term Grantee fails to demonstrate satisfactory progress towards utilization of its Grant Amount, as determined by SCAO in its sole discretion, SCAO will implement the following Grant review process:

- A. SCAO will notify Grantee that it appears that Grantee is not making satisfactory progress toward spending its Grant Amount and will request an explanation from Grantee as to its lack of progress.
- B. Grantee must, within 10 business days from the date of the notice, provide an explanation to SCAO for its lack of satisfactory progress and outline its plan for fully spending the Grant Amount during the Contract term, or if Grantee cannot fully spend the Grant Amount, Grantee must request a reduction in the Grant Amount which aligns with its plan. This information must be submitted by emailing a letter to Andrew Smith at smitha@courts.mi.gov. Failure to provide this information within the time specified by SCAO will result in a reduction in the Grant Amount based on the claims information already submitted by Grantee and using any other criteria SCAO determines to be relevant.
- C. SCAO will determine whether the Grant Amount should remain as initially awarded, or be reduced and notify Grantee of the decision. Should the Grant Amount be reduced, Grantee will submit a budget revision in Webgrants by the date specified by SCAO showing how the reduced Grant Amount will be allocated for the remaining Contract Term.
- D. For communications other than those made through Webgrants and as mentioned in Subsection 17.05(B), all notices will be sent as provided in Section 27 of this Contract.

17.06 If at any time during the Contract Term Grantee determines on its own that it will not fully spend the entire Grant Amount during the Contract Term, the Grantee must submit a reallocation request to SCAO in Webgrants identifying how much of the Grant Amount the Grantee intends to spend during the Contract term, and how much the Grantee would like to return to SCAO.

17.07 Whether or not SCAO changes the Grant Amount through reduction or increase, the Grantee must fully comply with the reporting requirements found in Attachment 1, and the Grantee's

obligations under the Contract will remain in effect until Grantee fully complies.

17.08 Section 17 survives termination of this Contract.

18. SUSPENSION OR TERMINATION OF CONTRACT

18.01 In addition to the provisions set forth in Section 17, the SCAO and/or the Grantee may immediately reduce the project budget, or suspend or terminate this Contract without further liability or penalty to the SCAO under any of the following circumstances:

- A. If any of the terms of this Contract are not adhered to by the Grantee/subrecipients.
- B. If the Grantee proposes or implements substantial changes to the Scope of Services/Work such that, if originally submitted, the application would not have been selected for funding.
- C. If the Grantee is not certified or submits false certification or falsifies any other report or document required hereunder. Grantees that are funded with Swift and Sure Sanctions Probation Program funds are exempt from certification requirements in Section 24.
- D. If the Grantee is charged with or convicted of any criminal activity or offenses during the term of this Contract or any extension thereof.
- E. If funding for this Contract becomes unavailable to the SCAO due to appropriation or budget shortfalls.
- F. If the Grantee does not comply with a contract term, including the reporting requirements, assurances, allowable/disallowable expense list, conditions on expenses, and approved grant budget.
- G. If any report from Section 16 is at least 45 days late.

18.02 Each Party has the right to terminate this Contract without cause subject to the conditions below. If the Grantee is the party attempting to terminate the Contract, the Chief Judge of the Grantee must notify the SCAO in writing of such termination. The Grantee's obligations under the Contract cannot be terminated, however, until Grantee fulfills all of the grant reporting requirements under Attachment 1 as required by the terms of the grant and as otherwise directed by the SCAO. Grantee's obligations under this Contract will not be terminated until Grantee has met all grant reporting requirements as determined by the SCAO.

18.03 If the SCAO terminates this Contract under Section 18, with the exception of termination stated in Section 18.01(E), the Grantee is not eligible for SCAO grant funding for two years. After the two-year period, the Grantee must verify in writing with SCAO that the Grantee has corrected the issues.

19. COMPLIANCE WITH LAWS

19.01 The Grantee must comply with all federal, state, and local laws and applicable ethics, rules, and canons.

20. MICHIGAN LAW

20.01 This Contract shall be subject to, and shall be enforced and construed under, the laws of the state of Michigan. Further, the parties agree to litigate any disputes arising directly or indirectly from the Contract in the Court of Claims in the state of Michigan or if the Court of Claims cannot take jurisdiction over the dispute then by the Michigan circuit court determined appropriate by the SCAO.

21. CONFLICT OF INTEREST

21.01 Because this Contract involves federal grant funds and contracts with governmental entities, the SCAO and the Grantee are subject to the provisions of the federal Freedom of Information Act, found in 5 U.S.C. 552 *et seq.*, the Contracts of Public Servants with Public Entities Act, found in MCL 15.321 *et seq.*, and the Standards of Conduct for Public Officers and Employees Act, found in MCL 15.341 *et seq.* Further, the Grantee certifies that the Grantee presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, that would conflict in any manner or degree with the performance of this Contract.

22. DEBT TO STATE OF MICHIGAN

22.01 The Grantee covenants that it is not, and will not become, in arrears to the state of Michigan or any of its subdivisions upon contract, debt, or any other obligation to the state of Michigan or its subdivisions, including real property, personal property, and income taxes.

23. CONTRACT DISPUTE

23.01 The Grantee shall notify the SCAO in writing of the Grantee's intent to pursue a claim against the SCAO for breach of any term of this Contract within 10 business days of discovery of the alleged breach as provided in Section 27 of this Contract.

24. PROGRAM CERTIFICATION

24.01 Under Michigan law, approval and certification by the SCAO is required to begin or to continue the operation of a drug court, sobriety court, hybrid drug/DWI court, family dependency treatment court, veteran's treatment court or mental health court. Any of these programs that are not certified by Grantee shall not perform any of the functions of that program type, including, but not limited to, receiving grant funding under the law and shall not be covered by this Contract.

25. PROGRAM REVIEW OR CERTIFICATION SITE VISIT

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

26. AMENDMENT

26.01 Except as provided in Subsections 17.05 and 26.02, the parties may amend this Contract only in writing signed by both parties.

26.02 The SCAO and the Grantee must submit a budget/project amendment through WebGrants. An example of a budget amendment is the Grantee requesting to move money from one approved line item in the budget to another approved line item in the budget, and the SCAO approving the requested budget amendment. The SCAO and the Grantee must also notify the other party in WebGrants of any changes in project directors, program judges, agency contacts, financial officers, or authorizing officials, including changes in names, mailing addresses, e-mail addresses, and telephone

numbers.

27. DELIVERY OF NOTICE

27.01 Unless otherwise specified in this Agreement, written notices and communications required under this Contract shall be delivered in one of two forms: (1) by electronic mail; or 2) by overnight delivery sent by a nationally recognized overnight delivery service to the following:

27.02 The Grantee's contact person is:

Mark Nelson
14B District Court
7200 S. Huron River Drive
Ypsilanti, MI 48197
nelsonm@washtenaw.org

27.03 The SCAO's contacts are:

Andrew Smith
State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, MI 48909
Smitha@courts.mi.gov

and

Ryan Gamby
State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, MI 48909
Gambyr@courts.mi.gov

28. NONDISCRIMINATION

28.01 During the performance of this Agreement, the Grantee agrees—

- a. To comply with all state and federal nondiscrimination laws and regulations, as may be amended from time to time.
- b. Not to participate directly or indirectly in the discrimination prohibited by any state or federal nondiscrimination law or regulation, such as federal laws or regulations as set forth in Appendix B of 49 CFR part 2.
- c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the SCAO.
- d. That, in the event a Grantee fails to comply with any nondiscrimination provisions in this Agreement, the SCAO will have the right to impose such Agreement sanctions as it determines are appropriate, including but not limited to withholding payments to the Grantee under the Agreement until the Grantee complies; and/or cancelling, terminating, or suspending this Agreement or a contract or funding agreement, in whole or in part.

29. GRANTEE'S AUTHORIZING OFFICIAL

29.01 The Grantee's "Authorizing Official" is the individual who signs this Contract. The "Authorizing Official" is an official of the Grantee who has the legal authority to, is authorized to, and can legally sign contracts on behalf of the Grantee and bind the Grantee to the terms of the contracts, including this Contract. The Authorizing Official may not be a judge or other state employee. By signing below, the Grantee and Grantee's Authorizing Official warrant that the Authorizing Official has the actual authority to sign the Contract on behalf of the Grantee.

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

The remainder of this page is intentionally left blank.

SIGNATURES OF PARTIES
Michigan Drug Court Grant Program
CONTRACT NUMBER: 32576

30. SIGNATURE OF PARTIES

30.01 This Contract is not effective unless signed by both Parties.

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

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

30.04 The DocuSign system requires an agent of the SCAO to send this Contract to the Deputy State Court Administrator for review and signature. Selecting the dropdown below confirms that the Contract can be sent to the Deputy State Court Administrator for signature.

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

State Court Administrative Office

Authorizing Official's Signature

SCAO Official's Signature

Authorizing Official's Name

SCAO Official's Name

Authorizing Official's Title

SCAO Official's Title

Date Signed by Authorizing Official

Date Signed by SCAO Official

ATTACHMENT 1
FY 2024 REPORTING REQUIREMENTS
October 1, 2023, through September 30, 2024

DCCMIS DATA EXCEPTION REPORT	
DUE DATE	NOTE
February 15, 2024*	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of October 1, 2023, through December 31, 2023.
May 15, 2024*	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of January 1, 2024, through March 31, 2024.
August 15, 2024*	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of April 1, 2024, through June 30, 2024.
November 15, 2024*	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of July 1, 2024, through September 30, 2024.

DCCMIS USER AUDIT	
DUE DATE	NOTE
January 31, 2024*	Courts will be confirming user access to DCCMIS.

WEBGRANTS USER AUDIT REPORT	
DUE DATE	NOTE
January 31, 2024	Courts will be confirming user access to WebGrants.

CLAIMS	
DUE DATE	NOTE
January 10, 2024	Courts will be reporting on expenditures from October 1, 2023, through December 31, 2023.
April 10, 2024	Courts will be reporting on expenditures from January 1, 2024, through March 31, 2024.
July 10, 2024	Courts will be reporting expenditures from April 1, 2024, through June 30, 2024.
October 10, 2024	Courts will be reporting expenditures from July 1, 2024, through September 30, 2024.

PROGRESS REPORT	
DUE DATE	NOTE
April 30, 2024*	

*Planning Grants – If your court is receiving a FY 2024 planning grant, you are only required to complete this report if the program becomes operational during this fiscal year.

**STATE COURT ADMINISTRATIVE OFFICE
OFFICE OF HIGHWAY SAFETY PLANNING GRANT**

**Subcontract Agreement
Between**

SCAO

Federal I.D. Number: 38-6000134

and

GRANTEE: 14B District Court - Hybrid DWI/Drug Court

Federal I.D. Number: 38-6007433

Contract Number: 32576

Grant Amount: \$69,000

SCAO Unique Identifier: U10065

Project Title: SCAO OHSP Grant Program

**Assistance Listing Number Title: Alcohol Traffic Safety and Drunk Driving Prevention
Incentive Grant**

Assistance Listing Number: 20.616

Unique Entity Identifier (UEI): LM28LDVM4MB5

**Federal Agency Name: U.S. Department of Transportation, National Highway Traffic
Safety Administration (NHTSA)**

Federal Grant Administered by: Michigan Office of Highway Safety Planning ("OHSP")

Federal Grant Award Number: 2024-ID-05-IG

1. DEFINITIONS GOVERNING AGREEMENT

The definitions below govern the terms used in this Agreement.

1.01 The term "Agreement" as used in this document means the Agreement between the State Court Administrative Office (the "SCAO") and Grantee, and includes any subsequent amendments thereto.

1.02 The term "OHSP" refers to the Office of Highway Safety Planning, which is the subject of this Agreement.

1.03 The term "Confidential Information" means confidential and/or Proprietary Information belonging to the SCAO which is disclosed to the Grantee or which the Grantee otherwise learns of during the course of or as the direct or indirect result of rendering its Services for the SCAO. Confidential or Proprietary Information is information not generally known to third parties or to others who could obtain economic value from their disclosure or use of the information. This includes all proprietary technical, financial, or other information owned by SCAO or any of its vendors, including by way of illustration, but not limitation, computerized

data, codes, programs and software, written material, inventions, whether or not patented or patentable, designs, works of authorship, works subject to or under copyright protection, trade secrets or trademark, protected material, performance standards concepts, formulae, charts, statistics, financial records, and reports of the SCAO or any entity otherwise affiliated with the SCAO. Confidential or Proprietary Information also includes all confidential and proprietary material that the Grantee may design, author, create, distribute, or produce during the term of this Agreement when rendering Services thereunder. "Confidential Information" also includes all individualized, nonaggregated data relating to individuals, including, but not limited to, personally identifiable information ("PII") and information protected by the Health Insurance Portability and Accountability Act. All information gained during the course of Grantee's retention should be presumed confidential unless the information is clearly identified otherwise or the circumstances of disclosure demonstrate it not to be confidential.

1.04 The term "Effective Date" means the date upon which this Agreement becomes effective, which is the date the Agreement is signed by both Parties. If the Parties do not sign the Agreement on the same date, the latest specified date will become the Agreement's effective date.

1.05 The term "Employee Benefits" means any and all employee benefits the SCAO provides to its employees, including, but not limited to, workers' compensation, retirement, pension, insurance, fringe, educational training, holiday/sick/vacation pay benefits, or any other similar benefits.

1.06 The term "Grant Amount" is the amount specified as "Grant Amount" on the first page of this Agreement and includes any increases or reductions under Section 24.

1.07 The term "Grantee" as used in this Agreement includes the Grantee(s)/party(ies) with which the SCAO is contracting and the employees with which the SCAO is contracting.

1.08 The term "Liabilities" means any and all liabilities, obligations, damages, penalties, claims, costs, fees, charges, and expenses, including, but not limited to, fees and expenses of attorneys and litigation related to the Services provided.

1.09 The term "Parties" includes the SCAO, Grantee, and all of their employees.

1.10 The term "Pre-existing Inventions, Patented and/or Copyrighted Materials" means such writings, inventions, improvements, or discoveries whether or not under an existing copyright, patent or copyright/patent application or any other third party intellectual property right that were written, invented, made, or discovered by the Grantee, including its employees, and/or subcontractors while engaged in Services under this Agreement.

1.11 The term "Program Expenses" means all expenses including, but not limited to, license fees and all other types of fees, memberships and dues, automobile and fuel expenses, insurance premiums, copying costs, telephone costs and all other types of costs, and all salary and expenses incurred by the Grantee, and all other compensation paid to the Grantee's employees or subcontractors that the Grantee hires, retains, or utilizes for the Grantee's performance under this Agreement. This term includes allowable program costs as articulated in WebGrants. This term also includes Travel Expenses as defined below.

1.12 The term "Services" refers to the goods, services, activities, projects and initiatives that the Grantee agrees to provide to the SCAO under this Agreement, as described in the Scope

of Services, Scope of Work, and all descriptions of services in any attachments and amendments to the Agreement.

1.13 The term "Taxes" refers to any and all federal, state, and local taxes, including, but not limited to, income taxes, social security taxes, unemployment insurance taxes, and any other taxes or fees for which Provider is responsible.

1.14 The term "Travel Expenses" means expenses Grantee incurs for travel including lodging, mileage, and meals that the Grantee incurs in the reasonable fulfillment of the terms of this Agreement. Reimbursable Travel Expenses must be approved by SCAO before they are incurred.

1.15 The term "WebGrants" refers to the web-based grant management system used by the SCAO.

1.16 The term "Work Product" refers to reports, programs, manuals, tapes and videos including training materials, power point presentations or any other written or electronic materials prepared under this Agreement and amendments thereto. It also includes computer data such as programs and software in various stages of development and source codes and object codes, and any other work product prepared by the Provider under this Agreement and amendments thereto.

2. PERIOD OF AGREEMENT

2.01 This Agreement covers Services rendered beginning on October 1, 2023, and ending on September 30, 2024, unless an exception is explicitly granted by the SCAO.

3. GRANT AMOUNT CONTINGENCIES

3.01 The SCAO agrees to provide reimbursement-based funding in an amount not to exceed the Grant Amount, conditioned upon the SCAO's actual receipt of the award. If the Grant Amount is reduced or eliminated, or if the SCAO does not receive sufficient funding, the SCAO has no obligation to the Grantee to fulfill the terms of this Agreement, and the Grantee has no recourse therefrom. In no event does this Agreement create for the Grantee's benefit a lien against or entitlement to any other funds of the SCAO or the Michigan Supreme Court.

4. RISK EVALUATION REQUIREMENT

4.01 The SCAO is responsible to evaluate risk of Grantee's noncompliance with federal statutes, regulations, and terms, 2 CFR 200.332. Additional reporting requirements to mitigate noncompliance may be required by Grantee based on the court's risk level, and the SCAO will notify the Grantee if additional reporting requirements are needed.

5. RELATIONSHIP

5.01 No employer/employee relationship exists between the Parties. Further, no employee or subrecipient of the Grantee is an employee of the SCAO. The Grantee is an independent contractor, not an employee of the SCAO.

5.02 The SCAO is not obligated either under this Agreement or by implication to provide and is not liable to the Grantee for failure to provide the Grantee with Employee Benefits. The Grantee is not eligible for and will not receive any Employee Benefits from the SCAO.

5.03 The Grantee is responsible for payment of all Taxes arising out of the Grantee's Services in accordance with this Agreement.

5.04 The Grantee does not, and shall not, have the authority to enter into contracts on the SCAO's behalf.

6. SYSTEM FOR AWARD MANAGEMENT

6.01 The Grantee (and all subrecipients and contractors) must register or update in the System for Award Management (SAM) annually to be eligible for federal and state grants administered by the SCAO.

7. CHANGE IN GRANTEE CONTACT

7.01 The Grantee must submit a Contract Amendment through WebGrants notifying the SCAO of any changes in project directors, program judge, agency contacts, financial officers, or Authorizing Officials, including changes in names, mailing addresses, e-mail addresses, and telephone numbers.

8. SCOPE OF SERVICES

8.01 The Grantee shall use its best efforts and devote such time, attention, skill, knowledge, and professional ability as necessary to most effectively and efficiently carry out and perform the Services. Commitment of the state resources for the acquisition of goods and services, and execution of purchase orders, contracts, and similar agreements shall remain the sole responsibility of the SCAO.

9. STATEMENT OF WORK

9.01 The Grantee agrees to undertake, perform, and complete the Services described in their approved grant application. The Grantee may not assign the performance of Services under this Agreement to any other entity or person who is not an employee of the Grantee except with prior written approval of the SCAO. If performance is so assigned, all requirements in this Agreement shall apply to such performance and the Grantee shall be responsible for the performance of such Services.

10. RIGHTS TO WORK PRODUCT

10.01 All written or visual Work Product created solely by the SCAO is exclusively owned by SCAO and is subject to copyright or patent only by the SCAO.

10.02 All written or visual Work Product created solely by the Provider is exclusively owned by the Provider and is subject to copyright or patent only by the Provider.

10.03 All written or visual Work Product produced under this Agreement with funds provided by the grant from SCAO shall belong to and will be owned by SCAO and SCAO shall

have the right to obtain from the Provider original materials produced under this Agreement and shall have the right to distribute those materials.

10.04 The SCAO grants the Provider a royalty-free, nonexclusive license to use any Work Product that is not Confidential or Proprietary as defined in this Agreement. However, the Provider shall not publish or distribute any Work Product without the prior written permission of the SCAO.

10.05 The Provider shall safeguard the Provider's property, materials and Work Product. The SCAO is not responsible and will not be subject to any Liabilities for any claims related to the loss, damage, or impairment of Provider's property, materials and/or Work Product.

11. WRITTEN DISCLOSURE

11.01 The Grantee shall promptly disclose in writing to the SCAO all Pre-existing Inventions, Patented and/or Copyrighted Materials used to provide Services under this Agreement. Further, upon the SCAO's request, the Grantee shall assist the SCAO in determining and acquiring copyrights, patents, or other such intellectual property protection for any Work Product for which the SCAO desires to obtain such protection.

11.02 The Grantee warrants that as of the effective date of this Agreement there are no such Pre-existing Inventions, Patented and/or Copyrighted Materials for which the Grantee seeks protection or which the Grantee desires to remove from this Agreement. Further, the Grantee warrants that its performance under this Agreement will not infringe upon or misappropriate any third party's Inventions, Patented and/or Copyrighted Materials.

12. INSURANCE

12.01 Grantee is self-insured/has procured insurance in an amount sufficient to cover all claims related to the Grantee's Service and as required by law.

13. PERFORMANCE MEASUREMENT DATA AND REPORTING REQUIREMENTS

13.01 The Grantee agrees to timely provide all applicable performance measurement data, including complete and accurate reports as identified in Attachment 1 related to this Agreement so that the SCAO can meet its reporting requirements with the OHSP.

13.02 Further, for each participant who is screened or accepted into the OHSP program, the Grantee must timely enter data in compliance with the minimum standards established by the SCAO into the Drug Court Case Management Information System (DCCMIS). When any required report is 30 calendar days past due, a delinquency notice will be sent notifying the Grantee that it has 15 calendar days to comply with the reporting requirement.

13.03 When any required report is 45 calendar days past due, the Grantee's funding award will be rescinded and the SCAO will send a forfeiture notice to the Grantee. Notices will be sent as provided in Section 38 of this Agreement.

14. PAYMENT PROCESSING

14.01 The Grantee must submit all payment requests along with all required reports, records, and source documentation. Payment requests must be timely submitted to ensure that the

SCAO can request reimbursement from OHSP within the required reimbursement period. If required support for payment is provided, the Grantee will be paid within 30 calendar days after submission. The Grantee must sign up through the online vendor system to receive reimbursement payments via electronic funds transfers or direct deposit. To register, go to the Department of Technology, Management, and Budget's website.

14.02 The Grantee shall make reasonable efforts to bill and collect first- and third-party fees, where applicable, and report them as outlined above. The Grantee will not be reimbursed for any items for which Grantee fails to bill and/or fails to attempt to collect.

14.03 The Grantee agrees to lawfully use the grant funds for the purposes and under the conditions specified in this Agreement.

14.04 Only program Services and program Expenses detailed in the approved budget incurred during the grant period are eligible for reimbursement. Program Expenses incurred that are not detailed in the approved budget or are incurred outside the grant period will not be reimbursed. Costs cannot exceed the approved grant award.

14.05 Any program income received shall be used exclusively to further traffic safety project activities. Program income is defined as gross income earned by the Grantee during the Agreement period as a direct result of the grant project's Services. Some examples are proceeds from the sale of items purchased or developed with grant funds, or revenue received from attendees at trainings or conferences paid for with grant funds. Program income must be netted against costs incurred within the grant or returned to the SCAO, unless prior permission is obtained from the SCAO to use the funds for other traffic safety projects.

14.06 Reimbursement for Travel Expenses cannot exceed the lesser of the Grantee's published travel rates or allowable State of Michigan travel rates and must be approved by the SCAO prior to incurring the expense.

14.07 Failure to submit cost statements with adequate supporting documentation prior to the fiscal year close out deadline will also result in nonreimbursement of those costs. Costs from one fiscal year cannot be paid in a subsequent fiscal year.

14.08 Any unobligated balance of funds held by the Grantee at the end of the Agreement period will be returned to the SCAO or treated in accordance with instructions provided by the OHSP.

14.09 To assure that expenditures are proper and in accordance with the terms and conditions of the federal award and approved project budgets, the Grantee's annual and final fiscal reports or vouchers requesting payment under this Agreement must include a certification, signed by an official who is authorized to legally bind the Grantee. The Grantee must certify that to the best of its knowledge reports are true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes set forth in the federal award's terms and conditions, and have been incurred by the Grantee's program or court. The Grantee is aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject the Grantee to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Section 3729-3730 and 3801-3812).

14.10 The Grantee is aware that this is a reimbursement-based grant.

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

15. EMPLOYEE TIME CERTIFICATION

15.01 All Agreement-funded employees will timely complete and submit to the SCAO an executed Employee Time Certification form supplied in WebGrants.

15.02 The Grantee shall notify the SCAO immediately as set forth in Section 7 of this Agreement when a grant-funded employee (including employees of subrecipients):

- becomes disabled or deceased while assigned to a grant-funded position,
- is removed or reassigned from a grant-funded position; and/or,
- is unable to report to work due to injury or illness not related to job performance (and is not replaced within 30 calendar days by another employee)

16. AUTHORIZED ACCESS

16.01 The Grantee must permit, upon reasonable notification and at reasonable times, access by authorized representatives of the SCAO, Federal Grantor Agency, Comptroller General of the United States and State Auditor General, or any of their duly authorized representatives, to records and documentation related to this Agreement, as authorized by law. The SCAO and/or the OHSP and/or an outside team hired by either, may conduct on-site monitoring visit(s), evaluations and/or grant audit(s) any time during the grant period. All grant records and personnel must be made available during any visit, (including subrecipients), if requested. The Grantee shall work cooperatively with the monitoring, audit and/or evaluation team to permit full review of the program. 2 CFR 200.332(5) requires that the subrecipient permit the pass-through entity and auditors to have access to the subrecipient's records and financial statements as necessary for the pass-through entity to meet the requirements of 2 CFR 200.332, and the Grantee agrees to require its subrecipients to abide by these regulations.

17. CONFIDENTIAL INFORMATION

17.01 To ensure the Grantee effectively performs the Services, the SCAO may disclose Confidential Information to the Grantee. The Grantee shall not disclose Confidential Information to any third party without prior approval from the SCAO. If disclosure of Confidential Information is required by law or court order, the Grantee must notify the SCAO within five business days as provided in Section 38 of this Agreement before disclosure and shall reasonably cooperate with the SCAO to narrowly tailor disclosure and obtain protective orders or other relief as appropriate.

17.02 When Grantee is no longer operating a certified problem-solving court and/or when Grantee loses its problem-solving court certification or sooner if requested by SCAO, the Grantee agrees to return all Confidential Information to the SCAO and permanently delete any electronic

copies of the data stored by the Grantee within 30 calendar days thereafter. If requested by the SCAO, the Grantee will provide written confirmation that deletion has been completed.

18. MEDICAL INFORMATION

18.01 The parties do not expect that medical and treatment information will be obtained, shared or utilized in this Agreement. However, to the extent that it is, both the SCAO and the Grantee shall assure that medical services to, and information contained in the medical records of, persons served under this Agreement or other such recorded information required to be kept confidential by law, in connection with the Services provided under this Agreement, shall be held confidential, and shall not be divulged without the written consent of either the patient or a person responsible for the patient, except as may otherwise be required by law. Such information may be disclosed in summary, statistical, or other form if the disclosure does not directly or indirectly identify particular individuals. This section survives termination or expiration of this Agreement.

19. HUMAN SUBJECTS

19.01 The Grantee agrees that prior to the initiation of research, the Grantee will submit to the SCAO's Institutional Review Board (IRB) application material for all research involving human subjects conducted in programs sponsored by the SCAO or in programs which receive funding from or through the State of Michigan, to a federally assured IRB, as well as to SCAO, for review and approval.

20. AUDITS

20.01 The Grantee must comply with the following requirements:

A. Single Audit

The Grantee that expends \$750,000 or more in federal awards during their fiscal year must submit a Single Audit prepared in accordance with the Single Audit Act as amended, 31 USC Section 7501 *et seq.*, the audit requirements found in 2 CFR 200.501, and the Uniform Administrative Requirements in 2 CFR Part 200. Grantee must also timely submit a Corrective Action Plan for any audit findings that impact SCAO-funded programs and a management letter with a response if applicable.

B. Audited Financial Statements

Grantees that expend less than \$750,000 in federal awards during their fiscal year must submit audited financial statements to the SCAO within nine months after the end of the Grantee's fiscal year.

C. Due Date and Submission Information

The required audit and any other required submissions must be timely submitted to the required federal and state agencies. Unless the audit submission has been uploaded to the Michigan Department of Treasury website, the submissions must also be submitted to the SCAO within nine months after the end of the Grantee's fiscal year to:

Michigan Supreme Court Finance Department
925 W. Ottawa Street.
Lansing, Michigan 48909-0634

D. Penalty

i. Delinquent Single Audit or Financial Statement Audit

If the Grantee does not submit the required Single Audit reporting package, management letter (if issued) with a response, and Corrective Action Plan; or the audited financial statement and management letter (if issued) with a response within nine months after the end of the Grantee's fiscal year and an extension has not been approved by the cognizant or oversight agency for audit, the SCAO may withhold from the current funding an amount equal to five percent of the audit year's grant funding (not to exceed \$200,000) until the required filing is received by the SCAO. The SCAO may retain the amount withheld if the Grantee is more than 120 calendar days delinquent in meeting the filing requirements, and may terminate this Agreement if the Grantee is more than 20 calendar days delinquent, if an extension has not been approved by the cognizant or oversight agency for audit.

ii. Delinquent Audit Status Notification Letter

Failure to submit the Audit Status Notification Letter when required may result in withholding from the current funding an amount equal to one percent of the audit year's grant funding until the Audit Status Notification Letter is received.

E. Other Audits

The SCAO or federal agencies may also conduct or arrange for "agreed upon procedures" or additional audits to meet their needs.

F. Other Requirements

To the extent that additional requirements are adopted by law during the terms of this Agreement that impact the Agreement's terms, the Grantee agrees to abide by them.

21. SUBRECIPIENT MONITORING

21.01 The Grantee is solely responsible for monitoring its subrecipients and will submit copies of all executed subcontracts from subrecipients through WebGrants within 60 calendar days of the execution of this Agreement. Subcontracts should cover all personnel contained in the "contractual" line item within the grant budget. Each listed agency shall have its own subcontract signed by the Grantee and an employee of the subrecipient agency that is authorized to enter into legally binding contracts for the entity receiving funds. Failure to submit these documents to the SCAO within 60 calendar days may result in withholding future payment or other penalties, as determined by the SCAO.

21.02 Before any Services are rendered by subrecipients, the Grantee must obtain a written subcontract executed by all affected Parties.

21.03 The Grantee's subcontracts with subrecipients shall require the subrecipients to comply with all applicable terms of this Agreement, including all OHSP Grant Management Requirements (Attachment 2) incorporated into this Agreement. The Grantee shall provide all subcontractors with a copy of this Agreement and a copy of OHSP Grant Management Requirements (Attachment 2).

21.04 In the event of a conflict between provisions in this Agreement and subrecipients' subcontract provisions, this Agreement shall prevail, and this term shall be included by the Grantee in all subrecipient subcontracts. A conflict between this Agreement and the subrecipient's subcontract, however, shall not be deemed to exist where the subcontract requires the subrecipient to perform Services in less time than this Agreement affords the Grantee. The Grantee is solely responsible to the SCAO for any and all subcontracted Services and for any breaches caused by subrecipients.

21.05 Expenses must be reasonable and necessary. If detailed Expense information is not included as part of the application process, the Grantee must submit a request seeking approval once sufficient detail has been supplied.

22. SOFTWARE COMPLIANCE

22.01 The Grantee must ensure software compliance and compatibility with the SCAO's data system for Services provided including, but not limited to: stored data, databases and interfaces for the production of work products and reports. All required data under this Agreement shall be provided in an accurate and timely manner without interruption, failure, or errors due to the inaccuracy of the Grantee's business operations for processing date/time data.

23. NOTIFICATION OF CRIMINAL OR ADMINISTRATIVE INVESTIGATIONS

23.01 If the Grantee becomes aware of a criminal or administrative investigation or charge that directly or indirectly involves grant funds referenced in this Agreement, the Grantee shall immediately notify the SCAO that of the investigation or charge as provided in Section 38 of this Agreement.

24. INCREASES AND REDUCTIONS IN GRANT AMOUNT

24.01 When Grantee cannot spend some or all allocated grant funds, the funds should be reallocated to other courts who can spend them. This ensures that the courts can address as many of the communities' needs as possible. The Grantee acknowledges that its failure to spend, provide proof of expenditures, or request reimbursement of Grant Amount expenditures by the financial claims report due dates may trigger the reallocation process outlined in Section 24.05. Therefore, the Grantee agrees to provide all financial claims on the schedule outlined in Attachment 1. Failure of the Grantee to submit all financial claims by their due dates will jeopardize Grantee's grant funding and subject the Grantee to the procedures set forth in Section 24.05 below.

24.02 Further, for each participant who is screened for or accepted into the grant program, the Grantee must enter data in compliance with the minimum standards established by the SCAO into the Drug Court Case Management Information System.

24.03 The SCAO will monitor Grantee's progress and expenditure of its Grant Amount. Grantee must use its best efforts to utilize the full amount of funds awarded.

24.04 If Grantee has made satisfactory progress towards utilization of its Grant Amount and SCAO or Grantee determines at any time during the Contract Term that Grantee could benefit from additional grant funds such that its Grant Amount should be increased, Grantee must submit a reallocation amendment request through Webgrants, stating the amount of additional grant funds needed, explaining how the additional amount was determined, and outlining the court's plan to utilize the additional amount, if awarded.

24.05 If at any time during the Contract term Grantee fails to demonstrate satisfactory progress towards utilization of its Grant Amount, as determined by SCAO in its sole discretion, SCAO will implement the following Grant review process:

- A. SCAO will notify Grantee that it appears that Grantee is not making satisfactory progress toward spending its Grant Amount and will request an explanation from Grantee as to its lack of progress.
- B. Grantee must, within 10 business days from the date of the notice, provide an explanation to SCAO for its lack of satisfactory progress and outline its plan for fully spending the Grant Amount during the Contract term, or if Grantee cannot fully spend the Grant Amount, Grantee must request a reduction in the Grant Amount which aligns with its plan. This information must be submitted by emailing a letter to Andrew Smith at smitha@courts.mi.gov. Failure to provide this information within the time specified by SCAO will result in a reduction in the Grant Amount based on the claims information already submitted by Grantee and using any other criteria SCAO determines to be relevant.
- C. SCAO will determine whether the Grant Amount should remain as initially awarded, or be reduced and notify Grantee of the decision. Should the Grant Amount be reduced, Grantee will submit a budget revision in Webgrants by the date specified by SCAO showing how the reduced Grant Amount will be allocated for the remaining Contract Term.
- D. For communications other than those made through Webgrants and as mentioned in Subsection 24.05(B), all notices will be sent as provided in Section 38 of this Agreement.

24.06 If at any time during the Contract Term Grantee determines on its own that it will not fully spend the entire Grant Amount during the Contract Term, the Grantee must submit a reallocation request to SCAO in Webgrants identifying how much of the Grant Amount the Grantee intends to spend during the Contract term, and how much the Grantee would like to return to SCAO.

24.07 Whether or not SCAO changes the Grant Amount through reduction or increase, the Grantee must fully comply with the reporting requirements found in Attachment 1, and the Grantee's obligations under the Agreement will remain in effect until Grantee fully complies.

24.08 Section 24 survives termination of this Agreement.

25. SUSPENSION OR TERMINATION OF CONTRACT

25.01 In addition to the provisions set forth in Section 24, the SCAO and/or the Grantee may immediately reduce the project budget, or suspend or terminate this Agreement without further liability or penalty to the SCAO under any of the following circumstances:

- A. If any of the terms of this Agreement are not adhered to by the Grantee/subrecipients.
- B. If the Grantee proposes or implements substantial changes to the Scope of Services/Work such that, if originally submitted, the application would not have been selected for funding.
- C. If the Grantee submits false certification or falsifies any other report or document required hereunder.
- D. If the Grantee is charged with or convicted of any activity referenced in Section 23 of this Agreement during the term of this Agreement or any extension thereof.
- E. If funding for this Agreement becomes unavailable to the SCAO due to appropriation, award, or budget shortfalls.
- F. If the Grantee does not comply with a contract term, including the reporting requirements, assurances, allowable/disallowable expense list, conditions on expenses, and approved grant budget.
- G. If any report from Section 13 is at least 45 days late.

25.02 If the SCAO terminates this Agreement under Section 25, with the exception of termination stated in Section 25.01(E), the Grantee is not eligible for SCAO grant funding for two years. After the two-year period, the Grantee must verify in writing with SCAO that the Grantee has corrected the issues.

26. FINAL REPORTING UPON TERMINATION

26.01 Each party has the right to terminate this Agreement with or without cause subject to the conditions below. If the Grantee is the party attempting to terminate the Agreement, the Grantee must notify the SCAO in writing of such termination as provided in the notice provisions of this Agreement. The Grantee's obligations under the Agreement cannot be terminated by Grantee, however, until Grantee fulfills all of the grant reporting requirements under Attachment 1 as required by the terms of the grant and as otherwise directed by the SCAO. Grantee's obligations under the Agreement will not be terminated until Grantee has met all grant reporting requirements as determined by the SCAO.

26.02 If this Agreement is terminated, the SCAO will make payments to the Grantee for allowable reimbursable expenses not covered by previous payments or other state or federal programs if the costs are adequately documented and appropriately authorized. The Grantee shall immediately refund to the SCAO any funds not authorized for use and any payments or funds advanced to the Grantee in excess of allowable reimbursable expenditures.

27. SEVERABILITY

27.01 If any provision of this Agreement or of any document attached to or incorporated by reference is waived or held to be invalid, such waiver or invalidity shall not affect other provisions of this Agreement.

28. LIABILITY

28.01 The Grantee is responsible for Liabilities and Expenses that result from the Grantee's performance or nonperformance under this Agreement. This subsection does not waive governmental immunity as provided by law.

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

28.03 The SCAO is not responsible for Liabilities and Expenses that result from the Grantee's or Grantees' agents' performance, nonperformance, or property.

28.04 If Grantee contracts with a private third party to carry out the Grantee's responsibilities under this Agreement, then in that contract Grantee will require the private third parties to indemnify SCAO and the Michigan Supreme Court ("MSC"), including their officers, and employees (the "SCAO, MSC and related entities") from any Liabilities that may be imposed upon, incurred by, or asserted against the SCAO, MSC and related entities arising from the acts or omissions of the private third-party under such contact. Any private third party who will not agree to such provisions may not be utilized by Grantee to perform services under this Agreement. This subsection does not waive governmental immunity as provided by law.

29. MICHIGAN LAW

29.01 This Agreement shall be subject to, and shall be enforced and construed under, the laws of Michigan.

30. DEBT TO STATE OF MICHIGAN

30.01 The Grantee covenants that it is not, and will not become, in arrears to the State of Michigan or any of its subdivisions upon contract, debt, or any other obligation to the State of Michigan or its subdivisions, including real property, personal property, and income taxes.

31. DISPUTES

31.01 The Grantee shall notify the SCAO in writing of the Grantee's intent to pursue a claim against the SCAO for breach of any term of this Agreement within 10 business days of discovery of the alleged breach as provided in Section 38 of this Agreement.

32. CONFLICT OF INTEREST

32.01 Because this Agreement involves federal grant funds and contracts with governmental entities, the SCAO and the Grantee are subject to the provisions of the federal Freedom of Information Act, found in 5 U.S.C. 552 *et seq.*, the Contracts of Public Servants with Public Entities Act, found in MCL 15.331 *et seq.*, and the Standards of Conduct for Public Officers and Employees Act, found in MCL 15.341 *et seq.* Further, the Grantee certifies that the Grantee presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, that would conflict in any manner or degree with the performance of this Agreement.

33. COMPLIANCE WITH APPLICABLE LAWS AND AGREEMENTS

33.01 The Grantee will comply with applicable federal and state laws, guidelines, rules, and regulations in carrying out the terms of this Agreement. The Grantee will also comply with all applicable general administrative requirements such as Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 CFR Part 200 covering cost principles, grant/agreement principles, and audits in carrying out the terms of this Agreement, as well as the terms of the Agreement between the OHSP and the SCAO. The SCAO shall supply the Grantee with a copy of said Agreement.

34. AMENDMENTS

34.01 Except as provided in Subsections 24.05 and 34.02, the parties may amend this Agreement only in writing signed by both parties.

34.02 The SCAO and the Grantee must submit a budget/project amendment through WebGrants. An example of a budget amendment is the Grantee requesting to move money from one approved line item in the budget to another approved line item in the budget, and the SCAO approving the requested budget amendment. The SCAO and the Grantee must also notify the other party in WebGrants of any changes in project directors, program judges, agency contacts, financial officers, or authorizing officials, including changes in names, mailing addresses, e-mail addresses, and telephone numbers.

35. ENTIRE AGREEMENT

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

- A. Reporting requirements (see Attachment 1),
- B. SCAO Grant Assurances (in WebGrants),
- C. Allowable/disallowable expense list (in WebGrants),
- D. Conditions on Expenses (in WebGrants),
- E. Approved grant budget (in WebGrants), and
- F. The OHSP Grant Management Requirements (see Attachment 2).

36. PROGRAM CERTIFICATION

36.01 Under Michigan law, approval and certification by the SCAO is required to begin or to continue the operation of an adult drug court, DWI sobriety court, hybrid DWI/drug court, veterans treatment court, or family dependency treatment court. Any of these programs that are not certified shall not perform any of the functions of that program type, including, but not limited to, receiving grant funding under the law and shall not be covered by this Agreement.

37. PROGRAM REVIEW OR CERTIFICATION SITE VISIT

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

38. DELIVERY OF NOTICE

38.01 Unless otherwise specified in this Agreement, written notices and communications required under this Agreement shall be delivered in one of two forms to all individuals listed below: 1) by electronic mail or 2) by overnight delivery sent by a nationally recognized overnight delivery service to the following:

38.02 The Grantee's contact person is:

Mark Nelson
14B District Court
7200 S. Huron River Drive
Ypsilanti, MI 48197
nelsonm@washtenaw.org

38.03 The SCAO's contacts are:

Andrew Smith
State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, MI 48909
SmithA@courts.mi.gov

and

Ryan Gamby
State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, MI 48909
GambyR@courts.mi.gov

39. NONDISCRIMINATION

39.01 During the performance of this Agreement, the Grantee agrees:

- a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time.
- b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR part 2 herein.
- c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the OHSP, US DOT, or NHTSA.
- d. That, in the event a Grantee fails to comply with any nondiscrimination provisions in this Agreement, the OHSP will have the right to impose such Agreement sanctions as it or the NHTSA determine are appropriate, including but not limited to withholding payments to the Grantee under the

Agreement until the Grantee complies; and/or cancelling, terminating, or suspending this Agreement or a contract or funding agreement, in whole or in part.

40. GRANTEE'S AUTHORIZING OFFICIAL

40.01 The Grantee's "Authorizing Official" is the individual who signs this Agreement. The "Authorizing Official" is an official of the Grantee who has the legal authority to, is authorized to, and can legally sign contracts on behalf of the Grantee and bind the Grantee to the terms of the contracts, including this Agreement. The Authorizing Official may not be a judge or other state employee. By signing below, the Grantee and Grantee's Authorizing Official warrant that the Authorizing Official has the actual authority to sign the Agreement on behalf of the Grantee.

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

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SIGNATURES OF PARTIES
OFFICE OF HIGHWAY SAFETY PLANNING GRANT
CONTRACT NUMBER: 32576

41. SIGNATURE OF PARTIES

41.01 This Agreement is not effective unless signed by both Parties.

41.02 The signatures on this Agreement are electronic through the DocuSign system.

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

Contract is ready for Authorizing official's signature.

41.04 The DocuSign system requires an agent of the SCAO to send this Agreement to the Deputy State Court Administrator for review and signature. Selecting the dropdown below confirms that the Agreement can be sent to the Deputy State Court Administrator for signature.

14B District Court
Hybrid DWI/Drug Court

State Court Administrative Office

Authorizing Official's Signature

SCAO Official's Signature

Authorizing Official's Name

SCAO's Official Name

Authorizing Official's Title

SCAO Official's Title

Date Signed by Authorizing Official

Date Signed by SCAO Official

Attachment 1

**OFFICE OF HIGHWAY SAFETY PLANNING (OHSP) GRANT
FY 2024 REPORTING REQUIREMENTS
October 1, 2023, through September 30, 2024**

PROGRAM REPORT DUE DATES	
January 10, 2024	Courts will be reporting on progress made during October 1, 2023, through December 31, 2023.
April 10, 2024	Courts will be reporting on progress made during January 1, 2024, through March 31, 2024.
July 10, 2024	Courts will be reporting on progress made during April 1, 2024, through June 30, 2024.
October 10, 2024	Courts will be reporting on progress made during July 1, 2024, through September 30, 2024.

PROGRAM INCOME REPORT DUE DATES	
January 10, 2024	Courts will be reporting on income collected October 1, 2023, through December 31, 2023.
April 10, 2024	Courts will be reporting on income collected January 1, 2024, through March 31, 2024.
July 10, 2024	Courts will be reporting on income collected April 1, 2024, through June 30, 2024.
October 10, 2024	Courts will be reporting on income collected July 1, 2024, through September 30, 2024.

FINANCIAL CLAIM REPORTS DUE DATES	
January 10, 2024	Courts will be reporting on expenditures from October 1, 2023, through December 31, 2023.
April 10, 2024	Courts will be reporting on expenditures from January 1, 2024, through March 31, 2024.
July 10, 2024	Courts will be reporting on expenditures from April 1, 2024, through June 30, 2024.
October 10, 2024*	Courts will be reporting on expenditures from July 1, 2024, through September 30, 2024.

PROGRAM INCOME VERIFICATION DUE DATE	
January 10, 2024	Courts will be verifying whether program income is collected.

EMPLOYEE TIME CERTIFICATION DUE DATES	
April 10, 2024	Courts will be reporting on employee time paid by the grant during the time period of October 1, 2023, through March 31, 2024.
October 10, 2024	Courts will be reporting on employee time paid by the grant during the time period of July 1, 2024, through September 30, 2024.

DCCMIS USER AUDIT DUE DATE	
January 31, 2024	Courts will be confirming user access to DCCMIS.

WEBGRANTS USER AUDIT DUE DATE	
January 31, 2024	Courts will be confirming user access to WebGrants.

DCCMIS DATA EXCEPTION REPORT DUE DATES	
February 15, 2024	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of October 1, 2023, through December 31, 2023.
May 15, 2024	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of January 1, 2024, through March 31, 2024.
August 15, 2024	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of April 1, 2024, through June 30, 2024.
November 15, 2024	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of July 1, 2024, through September 30, 2024.

*When the due date of the fourth-quarter claim is on a weekend, the new due date will be the Thursday before that weekend.

Federal General Management Requirements (GMR)

1. All correspondence to the Office of Highway Safety Planning (OHSP) regarding this project shall include the project number, example: 2024-PT-09-00.
2. Each grant is required to have, at a minimum, three separate individuals responsible for grant management: one serving as an authorizing official, one as a project director, and one as a financial officer. A change in project director, agency contact, financial officer, authorizing official, addresses, email, or telephone numbers requires written notification to the OHSP. The project director will be responsible for also making these changes in the online grant management system.
3. The OHSP is required by the National Highway Traffic Safety Administration (NHTSA) to evaluate and document the risk for each entity applying for federal grant funds prior to making an award. The project director must register or annually update the registration in the online System for Award Management (SAM) to be eligible for federal and state grants. The OHSP will verify, within the SAM, there are no outstanding issues or concerns. Project directors must update their FY2024 online grant application with the new Unique Entity Identifier (UEI).
4. The OHSP may conduct a monitoring review of highway safety grants in accordance with Title 2 CFR 200, NHTSA regulations, and these GMRs to determine adherence to project objectives, to review financial procedures, and to ensure compliance with grant requirements. All grantees are expected to cooperate with all reasonable requests for information as part of the monitoring review process.
5. The grantees must take reasonable measures to safeguard protected, personally identifiable information. This information is based on what the NHTSA or the OHSP designate as sensitive or that the sub-recipient considers sensitive consistent with applicable federal, state, and local laws regarding privacy and obligations of confidentiality as prescribed under 2 CFR Part 200.303.
6. All project proposals, applications, and amendments are required to be entered in the online grant management system (Michigan Grants System — MGX). "Grantees" includes all sub-recipients, contractors, sub-grantees, or participants throughout this document.
7. The published information generated from this project must include the following disclosure statement:

This was prepared in cooperation with, and funding from, the Michigan Office of Highway Safety Planning and U.S. Department of Transportation, National Highway Traffic Safety Administration. The opinions, findings, and conclusions expressed are those of the author(s) and are not necessarily those of the Michigan Office of Highway Safety Planning or the U.S. Department of Transportation, National Highway Traffic Safety Administration.

NONDISCRIMINATION

The State highway safety agency will comply with all Federal statutes and implement regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

1. Title VI of the Civil Rights Act of 1964
2. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970
3. Federal-Aid Highway Act of 1973, and Title IX of the Education Amendments of 1972
4. Section 504 of the Rehabilitation Act of 1973 and 49 CFR part 27.
5. The Age Discrimination Act of 1975
6. The Civil Rights Restoration Act of 1987
7. Titles II and III of the Americans with Disabilities Act and 49 CFR parts 37 and 38
8. Executive Order 12896, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations
9. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency and 70 FR at 74067 to 74100

The State highway safety agency—

- a. Will take all measures necessary to ensure that all persons in the United States shall, comply with the above classes protected by Federal Nondiscrimination Authorities.
- b. Will administer the program in a manner that reasonably ensures that any of its grantees receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance.
- c. Agrees to comply with all applicable provisions of law governing the US DOT's or NHTSA's access to any documents conducted by any Federal Nondiscrimination Authority.
- d. Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance.
- e. Insert in all contracts and funding agreements with other State grantee agrees —(insert this clause, including paragraphs a through d, in every subcontract and in every solicitation which receives Federal funds under this program).
- f. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time.
- g. Not to participate directly or indirectly in the discrimination prohibited by any Federal nondiscrimination law, as set forth in Appendix B of 49 CFR part 21 herein.
- h. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT, or NHTSA.
- i. That, in the event a grantee fails to comply with any nondiscrimination provisions in this funding agreement, the State highway safety agency will have the right to impose

sanctions including withholding payments to the grantee until they comply; and/or cancel, terminate, or suspend a funding agreement.

POLITICAL ACTIVITY (HATCH ACT)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No Federal funds have been paid to any person for influencing/attempting to influence an employee of any agency, a Member or employee of Congress, in connection with the awarding/continuation of any Federal grant.
2. If any funds other than Federal appropriated funds have been paid/will be paid to any person for influencing/attempting to influence employee of any agency, a Member/employee of Congress, in connection with this grant the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying".
3. The undersigned shall require that the language of this certification be included in the award documents that person shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite into this transaction imposed by Section 1352, Title 31, U.S. Code.

RESTRICTION ON STATE LOBBYING

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception: This does not preclude a State official whose salary is supported with the NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

1. By signing and submitting this proposal, the prospective primary grantee is providing the certification set out below and agrees to comply with the requirements of 2 CFR Parts 180 and 1300.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The grantee shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter this transaction. However, failure of the primary grantee to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the primary grantee knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The primary grantee shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the primary grantee learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *debarment*, *suspension*, *ineligible*, *lower tier*, *participant*, *person*, *primary tier*, *principal*, and *voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and coverage sections of 2 CFR Part 180. You may contact the department or the OHSP to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The primary grantee agrees by submitting this proposal that, should the proposed project be entered into, it shall not be debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the NHTSA.
7. The primary grantee further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR Parts 180 and 1300.
8. A participant in a covered transaction may rely upon a certification of a grantee in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to check the list of Parties Excluded from Federal Procurement and Non-Procurement Programs.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. If a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend participants or take other remedies as appropriate.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS-PRIMARY COVERED TRANSACTIONS

1. The primary grantee certifies to the best of its knowledge and belief, that its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

- b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
2. Where the prospective primary grantee is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

INSTRUCTIONS FOR LOWER PARTICIPANT CERTIFICATION (SUCH AS A SUPPLIER)

1. By signing and submitting this proposal, the lower tier grantee participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR Parts 180 and 1300.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was established. If it is later determined that the lower tier grantee knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The lower tier grantee shall provide immediate written notice to the person to which this proposal is submitted if at any time, the lower tier grantee learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR Parts 180 and 1300. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The lower tier grantee agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, Subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The lower tier grantee further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR Parts 180 and 1300.
7. A grantee in a covered transaction may rely upon a certification of a grantee in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, Subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A grantee is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier grantees, each participant may but is not required to check the System for Award Management Exclusion's website.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a grantee in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER COVERED TRANSACTIONS

1. The lower tier grantee certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier grantee is unable to certify to any of the statements in this certification, such grantee shall attach an explanation to this proposal.

BUY AMERICA ACT

The State and each sub-recipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or sub-recipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification to and approved by the Secretary of Transportation.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

The State and each sub-recipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

POLICY ON SEAT BELT USE

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information and resources on traffic safety programs and policies for employers, please contact the Network of Employers for Traffic Safety (NETS), a public-private partnership dedicated to improving the traffic safety practices of employers and employees. You can download information on seat belt programs, costs of motor vehicle crashes to employers, and other traffic safety initiatives on www.trafficsafety.org. The NHTSA website also provides information on statistics, campaigns, and program evaluations and references. All grantees are required to use a seat belt. See MCL 257.710e.

POLICY ON BANNING TEXT MESSAGING WHILE DRIVING

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or -rented vehicles, government-owned, leased or rented vehicles, or privately-owned when on official government business or when performing any work on or behalf of the government. States are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving. All grantees are not allowed to text while driving, except for an emergency. See MCL 257.602b.

PUBLIC INFORMATION AND EDUCATION REQUIREMENTS

1. All original electronic files including designs, concepts, photographs, video, and audio financed with grant funds shall be delivered to the OHSP by an agreed-upon due date between the OHSP and the grantee (and all sub-recipients and contractors). The items will remain the property of the OHSP and shall not be subject to copyright protection by the vendor or their agents. Items will be submitted to the OHSP immediately after production of the item. The OHSP will hold the final grant reimbursement until all the above items have been submitted. The grantee (and all sub-recipients and contractors) shall not enter into an agreement that includes any time limits on rights for music, talent, artwork, or photographs. The grantee (and all sub-recipients and contractors) shall inform all vendors, subcontractors, or their agents of this requirement before authorizing work to be performed.
2. All printed public information and education materials and videos are required to contain logos as designated by the OHSP, which are available in electronic formats upon request. See printing requirements below for more details. Audio materials must include an OHSP tag line, (see State of Michigan Printing Requirements #3 below). All materials, including audio and video materials and scripts must be submitted for review and approval by the OHSP prior to production.
3. All businesses performing printing services must meet one of the following conditions: (a) bear the label of the branch of the allied printing trades council of the locality in which it is printed; (b) have on file 48 CFR Part 9, Subpart 9.4 with the secretary of state, a sworn statement indicating that work is performed; or (c) have a collective bargaining agreement in effect formed by an organization that is not in any way influenced or controlled by management. (Per State of Michigan Procurement Policy Manual Revised 6/12/18-Section: 1.3.13-State Printing Act.)
4. All videos, print photography, or graphics shall depict drivers and passengers to be properly restrained by seat belts or child passenger safety devices unless the lack of restraints is for demonstration or educational purposes. Helmets and other protective equipment shall be depicted for motorcyclists, motorcycle passengers, and bicyclists.
5. Messaging costs which are of a public relations nature and designed in-whole or in-part to promote either an individual or an agency is prohibited and not eligible for reimbursement.
6. Closed Captioning: All DVDs must be closed captioned. This includes online videos.
 - a. Printed publications must be available in audio files via the Michigan Braille and Talking Book Library. See ADA Guidance from the Department of Justice published March 2022.
7. Social Media Use and Approval: The creation of social media accounts such as Instagram, Snapchat, Tik Tok, and Twitter, etc. with federally funded grants and projects require prior approval from the OHSP before release to the public.
8. The purchase of program advertising space on TV, radio, magazines, newspapers, billboards, etc., may be approved on a case-by-case basis.
9. The following items require the prior approval of the OHSP program coordinator:
 - a. flyers, posters, brochures
 - b. training curriculum, excluding those developed by nationally approved agencies (i.e., the NHTSA, International Association of Chiefs of Police (IACP), etc.)
 - c. annual reports
 - d. newsletters
10. Funding requirement statement: The following byline shall be placed on all printed public information and education materials:

"This material was prepared in cooperation with, and funding from, the Michigan Office of Highway Safety Planning and U.S. Department of Transportation, National Highway Traffic Safety Administration. The opinions, findings, and conclusions expressed are those of the author(s) and are not necessarily those of the Michigan Office of Highway Safety Planning or the U.S. Department of Transportation, National Highway Traffic Safety Administration."
11. The State of Michigan (SOM) prohibits use of the OHSP and/or MSP logos on non-SOM websites.

COPIES

1. The OHSP will require one electronic copy of any publication produced with traffic safety grant funds if print copies are not available or if the items are not distributed statewide, and it is not available online. The copy can be submitted via email, CD, or flash drive.
2. The OHSP will require one copy of any of the following produced with traffic safety grant funds if they are distributed statewide and are not available online. This copy is distributed throughout the SOM's library system:
 - a. annual reports
 - b. manuals, handbooks, and training materials
 - c. news releases
 - d. statistics
3. The OHSP will require two of any of the following produced with traffic safety grant funds if they are distributed statewide and are not available online. These copies are housed as part of the SOM's library system:
 - a. posters
 - b. brochures
 - c. flyers
4. If the publication is available on a publicly accessible website, no printed copy is required. However, an email that includes a link to the document must be provided to the OHSP. The SOM's library system will then include it in its digital archive.

PROGRAM REQUIREMENTS

1. Progress reports are required to be submitted throughout the grant period. The due dates for progress reports are specified in the grant approval letter and must be submitted in the online

grant management system. Reports shall describe activities undertaken to accomplish each project goal, reason for non-activity if necessary, activities planned for the next quarter, and obstacles encountered or anticipated. Progress reports must be submitted and approved by the OHSP program coordinator for the OHSP to process financial reimbursement. For traffic safety enforcement projects, enforcement reports must also be submitted in the online grant management system for the OHSP to process and approve financial reimbursement.

2. The final progress report is due on the date stated in the grant approval letter and shall include a summary of all activities and accomplishments for the entire grant period. Include the following information in the project summary:

- a. A list of significant accomplishments or activities of this project that addressed the project objectives.
- b. If no activity took place, a report must be submitted stating as such and reasons why.
- c. If goals were not met, a statement must be provided on why the goal was not achieved.
- d. Explanation of impact that the project has had in the grantee's community or jurisdiction.

3. Out-of-state travel requires prior written approval by the OHSP Division Director. The OHSP Grantee Out-of-State Travel Request form, and appropriate support documentation, shall be submitted at least 30 days in advance of anticipated travel. Financial commitment (i.e., travel arrangements, conference fees, hotel reservations, etc.) shall not be made prior to the OHSP approval.

4. If a project amendment is required, the grantee shall contact the OHSP Program Coordinator for prior approval.

5. Grantees must have written, and established policies and procedures listed below, where applicable, as required by Title 2 Code of Federal Regulations 200 and were outlined elsewhere in these requirements. Shall meet the standards outlined in:

- a. Procurement 2 CFR 200.318 and 2 CFR 200.320
- b. Salary and Wages – 2 CFR 200.430
- c. Fringe Benefits – 2 CFR 200.431
- d. Travel – 2 CFR 200.474
- e. Internal Controls – 2 CFR 200.303
- f. Contracting 2 CFR 200.320 and 2 CFR 200.323
- g. Indirect Costs 2 CFR 200.414
- h. Conflict of Interest 2 CFR 200.112
- i. Accounting/Finance 2 CFR 200.302 and 2 CFR 200.400

6. For Overtime Traffic Enforcement Grants Only:

- a. The grantee shall verify all officers working the OHSP federally funded overtime have completed the Standardized Field Sobriety Testing (SFST) refresher course every three years. This does not apply to administrative staff hours billed to the grant.
- b. All law enforcement officers participating in an OHSP grant-funded traffic enforcement detail shall wear a properly fastened seat belt in accordance with state law. Officers found in violation of this requirement while working a grant-funded detail may be ineligible for funding reimbursement from the OHSP.
- c. Law enforcement agencies are encouraged to have a written vehicle pursuit policy in place.
- d. Traffic enforcement activity data shall be submitted to the OHSP within five days of the conclusion of the enforcement period if requested by the OHSP. Agencies shall use the enforcement report in the online grant management system, or a form provided by the OHSP.
- e. Only Michigan Commission on Law Enforcement Standards certified police officers shall be used on enforcement projects, unless it is for commercial motor vehicle enforcement which must be commercial motor vehicle enforcement officers.
- f. Grant funds **CANNOT** be used for activities such as response to calls for service, traffic control, property inspections, motorcades, or dignitary protection. The OHSP grant funds can only be used for activities approved in the grant.
- g. Emergency response: A law enforcement emergency is defined as an imminent threat to life or property. If a law enforcement emergency occurs during a grant-funded detail and response is required by an officer(s) working that detail:
 - The officer is allowed up to one hour of grant time to respond and return to the traffic enforcement patrol.
 - The agency must incur the costs (i.e. the grant cannot be charged) beyond an hour or for additional emergencies that arise during the detail.
 - Response to non-emergency calls while on grant time must be charged to the agency.
 - All emergency responses must be documented with a brief description on the officer daily.
- h. Traffic enforcement shifts shall be scheduled for a minimum of two consecutive hours.
- i. Traffic enforcement efforts shall be promoted to the community:
 - As applicable, the grantee shall assist the OHSP with media events that will be conducted locally.
 - Banners or other signage provided by the OHSP shall be displayed during the enforcement period.
 - Traffic safety messages provided by the OHSP shall be posted on social media.
- j. The grantee and the chief or sheriff or post commander from each participating agency will sign the OHSP GMRs Acknowledgement and Agreement form signifying receipt of the GMRs and their agreement to comply with them as part of the online grant application process.
- k. The grantee must keep track of funds spent. In some cases, multiple funding sources are assigned to law enforcement grants. In these situations, the grantee must assign, document, and monitor expenditures to each designated funding source separately. Separate accounts must be established for each funding source. Each grant and federal funding sources may not be used interchangeably. In the event the grantee overspends, the difference will need to be covered by the grantee. Additional funding will not be provided to support overspending of any federal program.

- l. Law enforcement agencies receiving funding for overtime traffic enforcement cannot offer comp time in lieu of overtime pay.
- m. A daily activity log with a listing of activities performed must be completed for all time requested for reimbursement. It must include the following information in the body of the document to be acceptable documentation: The start time of the grant-funded enforcement detail, A brief description of every stop, and the end time of the grant-funded detail. All grant time must be accounted for and documented at a minimum of every hour, regardless of whether a traffic stop is made. This includes time spent on traffic stops, arrest, transporting and lodging of arrested subjects, report writing, serving as "zone spotters."
- n. Total personnel hours billed to the grant reported on the enforcement reports must match the hours requested for reimbursement on the financial report.
- o. The time on the daily must match the hours requested for reimbursement and supervisor approval must be documented electronically or in writing; If supervisor approval is given by means other than a signature on the daily, explanation of the approval process must be provided at the OHSP's request and kept as grant documentation records.

GENERAL FINANCIAL REQUIREMENTS

Compliance with the Federal Funding Accountability and Transparency Act (FFATA) of 2006 is required. Signed into law on September 26, 2006, the Federal Funding Accountability Act provides the public with a single, searchable database of federal awards. The OHSP is responsible for reporting data into the FFATA database for each NHTSA award that equals or exceeds \$25,000. The FFATA reporting procedure also requires each grantee agency is to maintain current registration in the federal SAM at <https://www.sam.gov/> and obtain their Unique Entity Identifier (UEI) in FY2024.

The following are financial requirements for the grantees.

1. Only program activities and expenses detailed in the approved grant budget and incurred during the grant period are eligible for reimbursement. Expenses incurred that are not detailed in the approved grant budget or outside of the grant period will not be reimbursed. **Costs cannot EXCEED the approved grant award.**
2. Goods purchased through the grant shall be received in acceptable condition. If goods are not received in acceptable condition within 30 days prior to the grant ending date, the grantee shall contact the OHSP program coordinator.
3. The grantee shall use generally accepted accounting principles.
4. Costs charged to this grant cannot be charged to any other program.
5. All costs shall be actual and supported by source documentation. Financial reimbursement will be delayed until all backup documentation is received by the OHSP. A document entitled "Acceptable Backup Documentation for Federal Cost Claims" is available from the OHSP to assist with identifying adequate backup documentation.
6. A separate account or fund must be established for this project. A separate account is required to be maintained by all agencies receiving grant funds from the OHSP regardless of the dollar amount. In addition, the grantee receiving funds from the OHSP for multiple grant projects must have a separate account for each grant project and funding type. It is the responsibility of the lead agency to ensure all sub-agencies meet this requirement. The general ledgers of the sub-agencies are not required to be submitted with requests for payment unless specifically requested by the OHSP.
7. Costs reported on the final Financial Status Report (FSR) must match the agency's separate account or fund that has been established for this project inside the agency's accounting system:
 - Financial documents must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the Federal statutes, regulations, and the terms and conditions of the Federal award.
8. Comingling of funds on either a program-by-program or project-by-project basis is prohibited. The grantee's accounting system must maintain a clear audit trail for each source of funding for each fiscal budget period and include the following:
 - a. Separate accountability of receipts, expenditures, disbursements and balances.
 - b. Itemized records supporting all grant receipts, expenditures, and match contributions in sufficient detail to show exact nature of activity.
 - c. Data and information for each expenditure and match contribution with proper reference to be a supporting voucher or bill properly approved.
 - d. Maintenance of payroll authorization and vouchers.
 - e. Maintenance of records supporting charges of fringe benefits.
 - f. Maintenance of inventory records for equipment purchased, rented, and donated.
 - g. Maintenance of billing records for consumable supplies (i.e., paper, printing) purchased.
 - h. Provisions for payment by check.
 - i. Maintenance of travel records (i.e., mileage logs, parking, hotels, meal receipts).
 - j. Lease agreements, contracted services, and equipment purchases that adhere to established procurement processes.
9. Costs must be net of all applicable credits such as purchase discounts, rebates or adjustments of overpayments, or erroneous charges.
10. The following deviations from the approved budget require PRIOR approval from the OHSP. Once approved, appropriate amendments will need to be made to the grant agreement in the MGX.
 - a. A specific item of cost not included in the approved budget.
 - b. An increase in the number of a specific item over and above the total authorized.
 - c. A transfer between major budget categories in excess of 10 percent of the budget category title being increased. (Personnel Costs, Contractual Services, Supplies & Operating Costs, Equipment, and Indirect – not the individual budget line-item titles.)
11. **Procurement Methods**
 - a. **Competition:** The grantee shall conduct all procurement and contractual transactions, without regard to dollar value, to provide maximum, open, and free competition. Maximum, open, and free competition shall be assured through the distribution of an adequate number of proposal solicitations.
 - b. **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 \$25,000 in total. If small purchase procedures are used, price or rate quotations must be obtained from at least three (3) Buy America Act qualified sources.
 - c. The grantees shall follow their competitive bid process providing it is at least as restrictive as the process required by the Title 2, Code of Federal Regulations 209.320, the State of Michigan and complies with the Buy America Act. (A copy of the State of Michigan procurement policy is available upon request.) The grantee agrees to ensure that minority business enterprises, as defined in 49 CFR Part 23, have the maximum opportunity to participate in the performance of contracts and subcontracts financed, in whole or in part, with funds provided under this agreement. The grantee must document that multiple bid were sought in a competitive bidding process. When two or more responses were not received, the grantee shall indicate the selected bid was the only response.
 - d. No employee or agent of the grantee shall participate supported by Federal funds if a conflict of interest, real or apparent, would be involved.
 - e. A copy of the sub-recipient's established procurement procedures must be readily available for audit purposes upon request from the OHSP. Records must sufficiently detail the procurement history for all purchases and should detail the rationale for the method of procurement and selection of contract type, written selection procedures, documented reasons

for rejections, and the basis for the contract price.

12. Documentation for costs shall be maintained for three years following final reimbursement.
13. Any program income received shall be used exclusively to further traffic safety project activities. Program income is defined as gross income earned by the prospective primary participant from grant supported activities. Some examples are proceeds from the sale of items purchased or developed with grant funds, or revenue received from attendees at trainings or conferences paid for with grant funds. Program income must be netted against costs incurred within the grant or returned to the OHSP, unless prior permission is obtained from the OHSP to use the funds for other traffic safety projects. Contact the OHSP for further information.
14. Local Match: non-federal, in-kind costs that the grantee contributes to the grant project. The FAST Act 405(h) Nonmotorized Safety grant funds and the 2024 BIL 405(g) Nonmotorized Safety grant funds require a minimum 20 percent local match for the entire grant project cost. Local match costs must be supported with documentation. With prior approval from the OHSP, program income may be used to meet the cost sharing or matching requirement of the Federal award. For additional information on local match or "cost sharing" please reference 2 CFR 200.306.
15. General Cost of Business (formerly referred to as Supplanting): The replacement of routine and/or existing expenditures with the use of state or federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of a state or local agency or other grantee is general cost of business and is not allowable.

The grantees shall not use grant funds to replace state or local funds, or other resources that would otherwise have been made available for this program. Further, if a position created by a grant is filled from within, the vacancy created by this action must be filled within 30 days. If the vacancy is not filled within 30 days, the grantee must stop charging the grant for the new position. Upon filling the vacancy, the grantee may resume charging the grant position.

The Financial Officer or Authorizing Officials straight time costs may not be funded under this grant.

16. All other financial management requirements as listed in Title 2 Code of Federal Regulations 200.302 (Financial Management).

COST REIMBURSEMENT

1. All OHSP projects are based on the cost reimbursement concept; i.e., state, local, or private funds shall be expended before reimbursement is provided.
2. Reimbursement is based on submission and approval of progress, enforcement, and financial reports. All requested information should be submitted electronically through the online grant management system MGX. Otherwise backup information may be submitted via US mail, by fax, or by email. A financial report submitted to the OHSP by the grantee shall contain the following to be considered complete:
 - a. Electronic signatures for the agency's Financial Officer, Project Director, Authorizing Official, or employee(s).
 - b. A copy of a report for the current period generated by the grantee's official accounting system which shows a description of the item and the actual amount spent. Some examples of acceptable reports include a detailed general ledger, a transaction ledger, a payroll journal, or a detailed budget/expenditure report. The report must match the amount being requested for reimbursement.
 - c. For enforcement grants: Officer names, dates, and amounts paid for each agency participating in grant funded patrols.
 - d. For non-enforcement grants with personnel costs: Activity logs as described in "Personnel Costs" under "Budget Cost Category Requirements."
 - e. Copies of invoices must be included.
 - f. Additional documentation as requested by the OHSP.
3. Financial reports are due, at a minimum, on a quarterly basis. Financial report due dates are specified in the grant approval letter. Financial reports must be submitted even when the project experiences no costs. In this case, a "zero" financial report shall be submitted. The submission of financial reports is mandatory, and non-compliance can result in termination of the grant. Financial reports will be considered delinquent if not submitted by the due dates specified in the grant approval letter.
4. The Project Director shall ensure that financial reports are submitted in compliance with reporting deadlines. If the financial report is submitted electronically without backup documentation, the financial report is not considered submitted and the grantee will receive a delinquent letter stating the same.
5. A delay in submitting support documentation may result in the suspension of all grant activity.
6. Failure to submit cost statements with adequate supporting documentation prior to the fiscal year close out deadline will result in non-reimbursement of those costs. Costs from one fiscal year cannot be paid in a subsequent fiscal year.

AUDIT REQUIREMENTS

This section applies to grantees designated as sub-recipients by the OHSP.

1. Required Audit or Audit Exemption Notice. Grantees must submit to the OHSP either a Single Audit, Financial Related Audit, or Audit Exemption Notice as described below. A Financial Related Audit is applicable to for-profit and not for profit grantees that are designated as sub-recipients. If submitting a Single Audit or Financial Related Audit, grantees must provide explanations in writing for any audit findings that impact the OHSP-funded programs submit a Corrective Action Plan to address each finding on how they will correct the issues.
 - a. Single Audit. Grantees, sub-recipients, and contractors that are a state, county/local government, or non-profit or not for profit organization that expend \$750,000 or more in federal awards during the grantee's, sub-recipient's, and contractors fiscal year, must submit a Single Audit to the OHSP, regardless of the amount of funding received from the OHSP. The Single Audit must comply with the requirements of Title 2 Code of Federal Regulations, Subpart F. The Single Audit reporting package must include all components described in Title 2 Code of Federal Regulations, Section 200.512(c).
 - b. Financial Related Aid. Grantees that are for-profit organizations that expend \$750,000 or more in federal awards during the grantee's fiscal year must submit either a financial related audit prepared in accordance with Government Auditing Standards relating to all federal awards; or an audit that meets the requirements contained in Title 2 Code of Federal Regulations, Subpart F, if required by the federal awarding agency.
 - c. Audit Exemption Notice. Grantees exempt from the Single Audit and Financial Related Audit requirements (a. and b. above) must submit an Audit Exemption Notice that certified these exemptions.

2. Financial Statement Audit

Grantees exempt from the Single Audit and Financial Related Audit requirements (that are required to submit an Audit Exemption Notice as described above) must also submit to the OHSP a Financial Statement Audit prepared in accordance with generally accepted auditing standards if the audit includes disclosures that may negatively impact the OHSP-funded programs including, but not limited to fraud, ongoing concern uncertainties, financial statement misstatements, and violations of contract and grant provisions. If submitting a Financial Statement Audit, grantees must also submit a corrective action plan for any audit findings that impact the OHSP-funded programs.

3. Other Audits. The OHSP or federal agencies may also conduct or arrange for "agreed upon procedures" or additional audits to meet their needs.**BUDGET COST CATEGORY REQUIREMENTS**

(Refer to the following for specific requirements of budget cost categories. Only requirements for cost categories contained within your approved grant budget apply.)

PERSONNEL COSTS

1. Includes itemized monthly or hourly salary rate. Fringe benefits are included under personnel costs.
2. Payments for salaries and wages shall be supported by a time and attendance report, based on an after-the-fact distribution of time, which shows details of the activities performed. All time and attendance reports must be signed by the employee and supervisor. Electronic signatures are accepted.
3. Federal guidelines prohibit using federal grant funds to pay for routine and/or existing state or local expenditures.
4. If the grant contains personnel services as part of the award, a job description for each position listed in the budget must be available to the OHSP upon request.

For enforcement grants (grantee) – See program requirements Section 5.

For non-enforcement grants – The grantees must maintain activity logs which document the actual amount of time spent on the grant project and describe the nature of the activities performed. If the grant is funded from multiple sources, the logs must show the activity by fund source. This documentation must be submitted with the financial reimbursement request.

5. Reimbursement for wages and fringe benefits shall be based on actual costs NOT budgeted rates. Only those fringe benefit costs that increase because of hours worked on this project can be claimed for reimbursement. For overtime wages, those costs typically include FICA, workers comp, and retirement, but if any of these costs are structured so that they do not increase with overtime, they cannot be reimbursed. For straight-time grant-funded positions, all fringe benefits associated with the position may be claimed to the extent that the position has been approved for reimbursement (e.g., if 50 percent of the position is grant funded, 50 percent of the fringes benefits can be claimed). Fringe benefit rates must be reasonable and in accordance with federal cost principles.
6. The rate of pay for grant-funded enforcement shall be determined according to the grantee's contract or employment agreement. Overtime rates must be applied consistently to all activities of an agency – higher rates may not be established just for federal grants.
7. Agencies shall comply with all state labor laws.

CONTRACTUAL SERVICES

The grantee must have a written and established contracting policy that it will utilize when engaging in contracting services. At a minimum this policy should include cost or price analysis, bid vs buy decision process, bid acquisition methods, and contractor monitoring. The contracting policy should follow Title 2 Code of Federal Regulations part 200.318, 200.321, 200.323, 200.326, 200.330, and Appendix II to Part 200.

Contractual services are services of individual consultants or consulting firms engaged in performing special services pertinent to highway safety. Contracts are allowable when necessary, to achieve the goals of the grant agreement. Costs are allowable for products, highway safety consultants, personal services, and/or individuals for support services, provided applicable state and local procurement procedures are followed and documentation is available that describes the official contract and procurement practices. Contracts and procurements must include "special provisions" as provided by the OHSP. The grantee is responsible for verifying contractor eligibility by checking the national List of Parties Excluded from Federal Procurement and Non-Procurement Programs list available at www.govinfo.gov or adding a self-certification clause or condition to the contract.

All grantees awarding contracts or sub-contracts shall comply with the terms and conditions of Title 49 Code of Federal Regulations, Part 18-Uniform Administrative Requirements for Grant and Cooperative Agreements to State and Local Governments, §18.36 Procurement. A signed copy of the contract, including the fully listed federal certifications and assurances, shall be submitted to the OHSP upon completion and is required for processing and approval of financial reimbursement requests.

The grantee awarding is responsible for managing all contracts issued using the OHSP grant funds including:

- a. Ensuring the contractor complies with all contract provisions.
- b. Ensuring services are performed according to the quality, quantity, objectives, timeframes, and manner specified in the contract.
- c. Ensuring that all work is completed and accepted before the contract expires.
- d. Assessing and requesting amendments, renewals or new contracts as required allowing sufficient time to process and execute these changes before the contract expires to prevent lapse in service.
- e. Ensuring that contracts are amended after any grant agreement amendment that affects the contract terms.
- f. Reviewing and approving invoices for payment, ensuring payments are made in accordance with contract terms, all costs are budgeted and allowable, and work has been performed.
- g. Monitoring contract expenditures to ensure there are sufficient funds to pay for all services rendered as required by the contract.
- h. Verifying all requirements of the contract are fulfilled before submitting the final invoice.
- i. Ensuring that all Personnel Activity log requirements are met.

SPECIAL PROVISIONS

The grantee awarding must insert in all contracts and funding agreements the following clause:

During the performance of this contract/funding agreement, the contractor/funding recipient agrees—

(Insert this clause, including paragraphs a through d in every subcontract and sub-agreement and in every solicitation for a subcontract or sub-agreement, which receives Federal funds under this program.)

- a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time.

- b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR part 2 herein.
- c. To permit access to its books, records, accounts, other sources of information, and its facilities, as required by the OHSP, US DOT, or NHTSA.
- d. That, in the event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the OHSP will have the right to impose such contract/agreement sanctions as it or the NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part.

OPERATING COSTS

1. Only eligible operating costs specifically listed in the approved grant budget will be reimbursed. These are costs not covered under other budget categories, including services not requiring contractual agreements and minor equipment such as office supplies, printing, and educational materials.
2. Automotive expenses submitted shall be based on actual costs incurred. In most cases, this will be calculated by multiplying actual miles driven times a mileage rate. The rate will be determined when the grant is approved but will generally be the Internal Revenue Service (IRS) business mileage rate. With prior approval, reimbursement may be allowed based on the actual costs incurred for gasoline, maintenance, insurance, and other vehicle expenses.
3. Postage, telephone, and grant-related travel costs shall be documented by log or meter and submitted with the reimbursement request.

TRAVEL COSTS

Out-of-state travel funded by federal grant funds requires prior written approval by the OHSP Division Director. A written request shall be submitted on the form provided. Requests shall be submitted at least 30 days in advance of anticipated travel. Financial commitment (i.e., travel arrangements, conference fees, hotel reservations, etc.) shall not be made prior to the OHSP approval.

REIMBURSEMENT

The grantee will be reimbursed for travel cost (including mileage, meals, and lodging) budgeted and incurred related to services provided under this agreement. The grantee will have established and follow documented Travel Policies.

1. Reimbursements for travel (meals, lodging, mileage, etc.) cannot exceed the lesser of the grantee's published travel rates or the allowable State of Michigan travel rates. Exceptions require the OHSP approval during the grant application process. Grantees requesting an exception will attach their organization's travel policy when the first grant draft is submitted. The policy must be applicable to all organization travel. Policies will be reviewed by the OHSP fiscal manager for approval and cannot exceed the current federal travel reimbursement rates.
2. SOM travel rates may be found at the following website: <https://www.michigan.gov/dmb/services/travel>

EQUIPMENT (INCLUDES SOFTWARE)

Items purchased for direct use by an agency or contractor (rather than for public distribution) are categorized as equipment. Please reference the federal law definition at 23 CFR 1300.31. Equipment is closely tracked pertaining to both federal and state regulations based on value and usable life.

In 2016, the NHTSA released a memorandum clarifying equipment purchases for federal highway safety grant projects. Equipment is eligible for reimbursement as a direct expense chargeable to a specific project agreement, provided the equipment is needed to perform that project. A project for which equipment is needed must be based on identification of a specific safety problem in Michigan.

In other words, a project must first be established based on problem identification. If that project requires the use of equipment for its performance, the cost of that equipment may be reimbursed under the grant. No project may be created solely to purchase equipment. Fundamentally, the NHTSA-funded highway safety grants are for safety activities, and equipment serves a supporting role in accomplishing those activities through defined projects.

The OHSP maintains an equipment log to track equipment purchased with federal funds based on use and value. When an agency needs to dispose of equipment, the OHSP must be contacted immediately, and appropriate disposal policy must be followed. Specific attention must be given to disposal of equipment that is still within its useful life. Department of Technology, Management, and Budget's policy indicates a maximum useful life of 10 years and is valued at over \$5,000.

1. Only eligible equipment specifically listed in the equipment section of the approved grant budget will be reimbursed. Equipment costs shall be reimbursed according to the match requirements as specified in the approved grant budget.
2. Equipment purchases shall be initiated within the time period specified in the approved grant. "Initiated" means bids were solicited, accepted, and items have been ordered. If there is a reason a grantee is unable to meet this requirement, the OHSP program coordinator shall be contacted immediately.
3. Equipment purchased through this grant shall be used only for highway safety activities throughout its useful life, whether the project or program continues to be supported by the Federal award.
4. Equipment with a cost of \$5,000 or more shall be tracked by the grantee for inventory control purposes. In addition, the OHSP Equipment Record System Form with all applicable information completed shall be submitted with the prospective participant's or sub-recipient's reimbursement request. The grantee shall make the item available for physical review by the OHSP staff when requested.
5. All equipment purchases with the NHTSA funds shall comply with the Buy America Act requirements before costs will be reimbursed. Please refer to section eleven under the heading Grant Management Requirements for specific terms of the Buy America Act.

DIRECT COST ALLOCATION PRINCIPLES

If a cost benefits two or more projects or activities in proportions that can be determined without undue effort or cost, the cost must be allocated to the projects based on the proportional benefit. If a cost benefits two or more projects or activities in proportions that cannot be determined because of the interrelationship of the work involved, the costs may be allocated or transferred to benefited projects on any reasonable documented basis. Where the purchase of equipment or other capital asset is specifically authorized under a Federal award, the costs are assignable to the Federal award regardless of the use that may be made of the equipment or other capital asset involved when no longer needed for the purpose for which it was originally required.

DISPOSITION OF EQUIPMENT

1. If the equipment is to be disposed of or ceases to be used for highway safety activities the grantee is required to contact the OHSP prior to such disposition action. The OHSP reserves the right to follow 2 CFR 200.331(e) Disposition. This section gives the awarding agency the right to transfer the property to another grantee who could utilize the equipment for their grant related project. If no grantee can be found, the OHSP will contact the NHTSA for disposition instruction as the NHTSA could transfer the property to another state for utilization of the equipment. If the equipment is determined to have a Current Fair Market Value of \$5,000 or more, the OHSP must contact the NHTSA for disposition instructions. If no response is provided within 120 days, the OHSP reserves the right to retain or transfer title of all items.

If the equipment is then sold, the OHSP will deduct \$500 or ten percent of the proceeds, whichever is less, for the selling and handling expenses. The OHSP will decide whether to share those proceeds with the grantee.

2. The OHSP may allow the holder of the equipment to retain title of the equipment and reimburse the federal or State share of the fair market value of such equipment. The Current Fair Market Value shall be determined as follows:
 - a. Appraisal by an independent source with expertise in valuation of similar items is the preferred method of valuation for equipment.
 - b. For vehicles, Kelley Blue Book, National Automobile Dealer Association (NADA) Guides, or a similar third-party vehicle valuation service, may be used when valuing the condition of the vehicle.
 - c. If a fair market value based on appraisal or a third-party valuation service cannot be determined, the value may be based on IRS depreciation schedules. Only straight-line depreciation may be used.

COLLECTION OF UNALLOWABLE COSTS

Payments made for costs determined to be unallowable by either the Federal awarding agency, cognizant agency for indirect costs, or pass-through entity, either as direct or indirect costs, must be refunded (including interest) to the Federal Government in accordance with instructions from the Federal agency that determined the costs are unallowable unless Federal statute or regulation directs otherwise. See also Subpart D—Post Federal Award Requirements of this part, and Part 200.300 Statutory and National Policy Requirements through 200.309 Period of Performance.

INDIRECT COSTS

Title 2 CFR 200 provides guidance on indirect cost as follows:

Section 200.414 Indirect (F&A) Cost - (F): In addition to the procedures outlined in the appendices in paragraph (e) of this section, any non-Federal entity that has not negotiated an indirect cost rate, except for those non-Federal entities described in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals, paragraph D.1.b, paragraph D.1.b, may elect to charge a de minimis rate of 10 percent of modified total direct costs (MTDC) which may be used indefinitely. As described in §200.403 factors affecting allowability of costs, costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate for a rate, which the non-Federal entity may apply to do at any time.

CONFLICT OF INTEREST AND CODE OF CONDUCT STANDARDS

1. The grantee is subject to the provisions of 1968 PA 317, as amended, 1973 PA 196, as amended, and Title 2 Code of Federal Regulations Section 200.318 (c) (1) and (2), 2 CFR 1201.112.
2. The grantee must have established conflict of interest policies, in accordance with Title 2 Code of Federal Regulations Section 200.112.
3. The grantee will uphold high ethical standards and is prohibited from:
 - a. Holding or acquiring an interest that would conflict with this agreement.
 - b. Doing anything that creates an appearance of impropriety with respect to the award or performance of this agreement.
 - c. Attempting to influence or appearing to influence any state employee by the direct or indirect offer of anything of value; or,
 - d. Paying or agreeing to pay any person, other than employees and consultants upon the award of this agreement.

TERMINATION

The OHSP retains the right to terminate a grant for failure to meet the grant management requirements or for not satisfying project goals or objects, which is to be decided by an OHSP management review. When a grant is terminated by the OHSP, the grantee shall not be eligible to seek grant funding for a period of two years. To obtain a grant after the two-year period, the grantee will be required to submit written assurance that the identified deficiencies have been corrected. Additionally, the agency may be required to submit monthly financial reports to allow for increased financial monitoring.

MANDATORY DISCLOSURES

1. Disclose to the Department in writing within 14 days of receiving notice of any litigation, investigation, arbitration, or other proceeding (collectively, "proceeding") involving grantee, a subcontractor, or an officer or director of grantee or subcontract, or that arises during the term of this agreement including:
 - a. All violations of federal and state criminal law involving fraud, bribery, or gratuity violations potentially affecting the agreement.
 - b. A criminal proceeding;
 - c. A proceeding under the Sarbanes-Oxley Act;
 - d. A civil proceeding involving a claim that might reasonably be expected to adversely affect grantee's viability or financial stability; or
 - e. A governmental or public entity's claim or written allegation of fraud;
2. Notify the OHSP, at least 90 calendar days before the effective date, of a change in grantee's ownership and/or executive management.

REFERENCES

Statutes

Highway Safety Act of 1996: U.S.C. Chapter 4

Rules

The rules which govern the Highway Safety Grant Programs is available at:

Part 1300 - Uniform procedures for state highway safety grant programs

Title 2: Grants and agreements Part 200 (2 CFR 200) Uniform administrative requirements, cost principles, and audit requirements for federal awards

Federal Electronic Code of Regulations

NHTSA allowable and unallowable costs

NHTSA Highway Safety Grants Program Resource Guide

Draft Application Signature Approval

Project Director Agreement

[Click here to affirm that you have read and agree to comply with the Grant Management Requirements.](#)

Final Application Signature Approval

Authorized Official Agreement

[Click here to affirm that you have read and agree to comply with the Grant Management Requirements.](#)



14-B DISTRICT COURT

7200 SOUTH HURON RIVER DRIVE
YPSILANTI, MICHIGAN 48197-7099

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



HON. ERANE C. WASHINGTON
DISTRICT COURT JUDGE

MARK W. NELSON
MAGISTRATE

From: Mark Nelson, Magistrate/Court Administrator

Re: Request to authorize renewal of Michigan Indigent Defense Commission compliant criminal defense services with the Washtenaw County Public Defender's office/ Washtenaw County for fiscal years 2024 in the amount of \$41,434.85. The amount is in line item 101 287 801.007 for each of the year requested.

Date: 11/15/2023

This request is to meet the required standards set forth by the Michigan Legislature when it established the Michigan Indigent Defense Commission. The services provided are no cost legal representation for indigent defendants charged with misdemeanors in the 14B District Court. This a renewal of this service contracts. Prior year contracts have been reviewed by the Township Attorney.

The contract is attached. If any additional information is needed, please do not hesitate to contact me.

PROFESSIONAL SERVICE CONTRACT

AGREEMENT is made this 9th day of November 2023 by the **COUNTY OF WASHTENAW**, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan ("County") and the **CHARTER TOWNSHIP OF YPSILANTI**, with offices located at 7200 S. Huron River Dr. Ypsilanti, MI 48197, hereinafter identified as "**TOWNSHIP**". In consideration of the promises below, the parties mutually agree as follows:

The parties desire to enter a contract for the purposes of providing public defense services in compliance with Michigan Indigent Defense Commission standards and as identified in the Compliance Plan accepted and approved by MIDC for grant fiscal year 2023-2024 and to set forth the terms, conditions, and obligations of the parties.

ARTICLE I - SCOPE

Section 1 - That the **COUNTY** will provide indigent public services to the **TOWNSHIP** as described by the Michigan Indigent Defense Commission hereinafter identified as "MIDC" through the approved Washtenaw County Compliance Plan. Specifically, MIDC Standards 1-4. See attached Minimum Standards for Indigent Criminal Defense Services.

Section 2 - The terms, of this Agreement will consist of the **COUNTY** providing public defense services for all indigent and partially indigent defendants in the 14B District Court located in Ypsilanti Township.

Section 3 - The **COUNTY** as stated in the Compliance Plan, will be responsible for the administration of the MIDC grant.

Section 4 - The **TOWNSHIP** shall collaborate with and act in conformance with the **COUNTY** in submitting and complying with the standard, conditions, requirements, and statutes promulgated by MIDC Standards. The collaboration and oversight of compliance with these standards for the **TOWNSHIP** will be performed by the 14B District Court Administrator or designee of the 14B District Court Chief Judge.

Section 5 - The **COUNTY** will be responsible for providing public defense service to all indigent criminal defendants that appear in the 14B District Court with new criminal matters and matters that are in bench warrant status.

Section 6 - Due to MIDC Standard 5, the Washtenaw County Public Defender Office's Managed Assigned Counsel shall be responsible for assigning attorneys to cases where the County Public Defender has determined there to be a conflict of interests. The **COUNTY** will be responsible for payment to the assigned attorney once the Managed Assigned Counsel verifies that the services have been provided in accordance with the MIDC standards.

Section 7 - In the performance of this Agreement, all parties agree to abide by the approved MIDC Standards and MIDC approved Compliance Plan for Washtenaw County. Breach of this covenant may be regarded as material breach of contract.

Section - As part of the MIDC Compliance Plan the **TOWNSHIP** will continue to provide confidential office space for the Washtenaw County Public Defender Office.

ARTICLE II - COMPENSATION

Section 1 - The **TOWNSHIP** will contribute their 2023-2024 certified local share to the County Indigent Defense Fund in the amount of \$ \$40,577.79.

Section 2 - The parties shall be obligated to contribute only their MIDC certified local share toward the expense for said services under this Agreement, as stated in the MIDC Compliance Plan and the MIDC statute.

ARTICLE III – TERM

The terms of this Agreement will consist of the **COUNTY** providing public defense services for all indigent and partially indigent defendants in the 14B District Court located in Ypsilanti Township. This Agreement begins on October 1, 2023, and ends on September 30, 2024. The terms of this Agreement shall apply from October 1, 2024, through any extension, unless otherwise terminated or extended as provided therein.

ARTICLE V - INDEMNIFICATION AGREEMENT

The parties understand and agree that the County's Chief Public Defender and the Assistant Public Defenders, staff, or interns shall not be, nor be deemed to be, employees or agents of the Township for any purpose whatsoever.

ARTICLE VI - COMPLIANCE WITH LAWS AND REGULATIONS

The Contractor will comply with all federal, state, and local regulations, including but not limited to all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.

ARTICLE VII - EQUAL EMPLOYMENT OPPORTUNITY

In the performance of this Agreement, all parties agree not to discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment except as a bona fide occupational qualification because of race, sex, sexual preference, color, religion, national origin, ancestry, handicap, age, marital status, height, weight, or other criteria made illegal by the State, Federal, or local law. Breach of this covenant may be regarded as material breach of contract.

ARTICLE VIII - TERMINATION OF CONTRACT

Section 1 – This contract may be terminated without cause by any of the parties here to upon sixty (60) calendar days written notice to all parties to this contract.

Section 2 – At the time of said notice, the **COUNTY** will continue representation of the cases for the sixty (60) calendar days in which the County Public Defender's Appearance has been entered and the **TOWNSHIP** will begin representation on all new matters.

Section 3 – If the MIDC grant does not provide funding for the **COUNTY's** representation during the sixty (60) calendar day termination period, the **TOWNSHIP** will reimburse the **COUNTY** for the services provided.

ARTICLE IX – SURVIVAL CLAUSE

All rights, duties, and responsibilities of the **COUNTY** and the **TOWNSHIP** under this Agreement that either expressly or by their nature, extend into the future, and shall extend beyond and survive the end of the term or termination of this Agreement.

ARTICLE X- CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Modifications, amendments, or waivers of any provision of this Agreement may be made only by the written mutual consent of the parties hereto.

ARTICLE XI - CHOICE OF LAW AND FORUM

This Agreement will be governed and controlled in all respects by the laws of the State of Michigan, including interpretation, enforceability, validity, and construction, excepting the principles of conflicts of law. The parties submit to the jurisdiction and venue of the Circuit Court for Washtenaw County, State of Michigan, or if original jurisdiction can be established, the United States District Court for the Eastern District of Michigan, Southern Division, with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient and waive any claim of non-convenience. This contract is governed by the laws of the State of Michigan.

ARTICLE XII - EXTENT OF CONTRACT

This contract represents the entire Agreement between the parties and supersedes all prior representations, negotiations, or agreements whether written or oral.

ARTICLE XIII – ELECTRONIC SIGNATURES

The parties agree that signatures on this Agreement may be delivered electronically in lieu of an original signature and agree to treat electronic signatures as original signatures that bind them to the Agreement. This Agreement may be executed and delivered by facsimile and upon such delivery, the facsimile signature will be deemed to have the same effect as if the original signature had been delivered to the other parties.

ARTICLE XIV – EFFECTIVE DATE

This Agreement will become effective when all parties have signed it. The Effective Date of this Agreement will be the date this Agreement is signed by the last party to sign it.

[REMAINDER OF PAGE LEFT BLANK; SIGNATURE PAGE AS FOLLOWS]

ATTESTED TO:

By: Lawrence Kestenbaum (DATE)
County Clerk/Register

By: Gregory Dill (DATE)
County Administrator

By: Heather Jarrell Roe (DATE)
Ypsilanti Township Clerk

By: Brenda L. Stumbo (DATE)
Ypsilanti Township Supervisor

APPROVED AS TO CONTENT:

By:  11-16-23
Delphia T. Simpson (DATE)
Chief Public Defender

BY: Magistrate Mark Nelson (DATE)
14B District Court Administrator

APPROVED AS TO FORM:

By: Michelle K. Billard (DATE)
Office of Corporation Counsel

BY: Wm. Douglas Winters (DATE)
Ypsilanti Township Attorney

Township Supervisor
Brenda L. Stumbo
Township Clerk
Heather Jarrell Roe
Township Treasurer
Stan Eldridge



**YPSILANTI
TOWNSHIP**
— WHERE YOUR FUTURE GROWS —

Trustees
John Newman II
Gloria Peterson
Debbie Swanson
Ryan Hunter

To: Charter Township of Ypsilanti Board of Trustees

From: Belinda Kingsley, Community Compliance Director

Re: **Request to receive authorization for Circuit Court litigation to abate a public nuisance at a property identified as 1584 Wismer St; funded in account 101-729-801.023.**

Date: November 15, 2023

The Ypsilanti Township Ordinance Department has investigated a public nuisance, at 1584 Wismer St., for which authorization is requested to engage legal services to abate said nuisance.

1584 Wismer St.



The property identified as 1584 Wismer St. is located north of Grove Road, between Harry St. and S. Harris Road, in a R-5 One-Family Residential zone. The current owner of the property is Keybank National Association Bank, following a foreclosure transfer on January 26, 2023.

Prior to the January 2023 foreclosure, the house sat vacant since late 2020. A vacant registration was filed by the deceased family member's family in 2020 and by Safeguard, the property management company for Keybank, in 2021. Keybank was in the process of foreclosing on the property prior to the pandemic, but their ability to finalize the foreclosure was delayed due to the Federal Foreclosure Moratorium that was in effect until July 31, 2021.

The initial inspection report, as provided to Safeguard following an inspection on October 27, 2021, indicates that "the house is not weather tight, permitting excessive moisture intrusion, and that the tarp on the roof needs to be removed, pull a roof permit and repair/replace shingles on the roof." Also, the inspection report notes that "the house is not habitable and cannot remain in the current condition." Emails from Safeguard indicated that they would perform the required repairs.

Keybank failed to maintain an annual Vacant Property Registration, did not respond to requests to register, and in 2023 actually denied ownership of the property until the Township provided documentation of a deed recorded in January 2023. They also did not maintain the grass, causing the Township to have the property mowed numerous times in 2021, 2022 and 2023.

After not receiving a Vacant Property Registration, failure to maintain the property, and failure to resolve violations previously identified, on August 18, 2023, Ordinance Officers Gooden and Kelch executed an Administrative Search Warrant at the property and issued a NOV requiring Keybank to register the property as vacant and make the required repairs. The response received from Safeguard on October 10, 2023, was that they would secure the garage, request approval from Keybank to replace the side door, and proposed that they replace the tarp on the roof instead of replacing the roof. The answer was obviously no, and that they would need to replace the roof. The Township does not permit roofs to have tarps on a long term basis.

An exterior re-inspection was performed November 14, 2023, and none of the required repairs have been completed, or even started. No building permits have been applied for or issued. The neighbors, neighborhood and Township cannot continue to wait for Keybank and Safeguard to make the necessary repairs, and have the house continue to deteriorate further. Steps need to be taken to require the bank to take responsibility for this property and return it to habitable housing. Authorization to initiate legal action in Circuit Court to address the public nuisance this house represents is requested.

Thank you for your consideration and your continued support for our blight abatement efforts.









MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: John Hines, Municipal Services Director

Date: November 15, 2023

RE: **Request to approve three year agreement with Ypsilanti National Little League for use of Harris Park.**

The Municipal Services Department is looking to approve the agreement with Ypsilanti National Little League (YNLL) for use of Harris Park for a three year period beginning April 1, 2024 and ending October 30, 2026.

Ypsilanti Township and YNLL were under an agreement for use of Harris Park for their spring and fall baseball leagues for the past three years that ended October 30, 2023. The proposed agreement follows the same terms as the prior agreement with only 1 addition for either side to update in their conditions. The additional item for Ypsilanti Township is to include the parking lot wood fence maintenance on the YNLL side of the parking lot. The wood fence is constructed like the adjacent Township fence and will create uniformity in repairs and optics of the parking lot. The additional item for YNLL is to add the summer off season maintenance of the inside the ballpark field maintenance to their terms. This will keep the park in better condition throughout the field and allow further collaboration with the Recreation department to offer potential leagues and clinics in their summer offseason.

Attached is the proposed agreement with YNLL.

John Hines
Municipal Services Director
jhines@ypsitownship.org
734-351-8947

**FACILITY USAGE AGREEMENT FOR
YPSILANTI NATIONAL LITTLE LEAGUE**

This Agreement is made by and between the **YPSILANTI NATIONAL LITTLE LEAGUE**, herein referred to as (**YNLL**), and the **CHARTER TOWNSHIP OF YPSILANTI**, herein referred to as (**TWP.**).

WHEREAS, the **YNLL** is a Michigan non-profit organization organized to promote youth sports activities through the operation of its youth baseball and softball program; and

WHEREAS, the **TWP.** is the administrator of certain public amenities; and

WHEREAS, the **YNLL** and the **TWP.** desire to enter into this agreement with regard to the use of the Harris Park and the facilities contained therein by the **YNLL** and respective obligations of the parties regarding the use and maintenance of the facilities;

NOW, THEREFORE in consideration of the promises and the mutual covenants and obligations contained herein; the parties agree as follows:

I. TERM

This agreement shall be for a term of three years (3), beginning on the date of the execution hereof; provided that the proper paperwork in regard to yearly insurance documentation is provided by the **YNLL** to the **TWP.** by April 1 of each year of the term of this agreement.

II. OPTION TO RENEW

This agreement may be renewed at the option, but not the obligation, of the parties for an additional term, conditioned upon the following:

1. If not in violation of any obligation hereunder, the **YNLL** shall be given the option to renew this agreement for a like term upon conditions set forth by the **TWP.** If the **YNLL** should desire to renew this agreement it shall do so by giving written notice to the **TWP.** prior to September 1 of the year prior for which the extension is requested.

III. USE OF FACILITIES

1. During the period of April 1, 2024 through October 30, 2026, the **YNLL** shall have the preferred use of the **TWP.** ball fields #1 and #2 along with the concession stand at Harris Park, as assigned by the **TWP.**, for regular season play, league playoffs, make-up games, and practices. At any time the ball fields are not being used by the **YNLL**, the **TWP.** may assign such facilities for its own baseball and softball programs. It is understood that the **TWP.** programs and certain community events may be scheduled in advance of the release of the facilities to the **YNLL**.

2. **YNLL** understands that the **TWP.** staff has the authority to deny use of the fields if they are deemed unsafe to play on
3. The **TWP.** shall at all times have the right to inspect its facilities being used by the **YNLL** and all **YNLL** sponsored activities related to the use of such facilities.
4. If the **YNLL** should desire to use the **TWP.** fields, outside of the contracted use dates, for additional tournaments, tryouts or for special events, clinics or programs, the **YNLL** shall make a written request to the **TWP.** a minimum of fourteen days prior to the start of the event. Any and all additions, tournaments or special programs shall not be included in this agreement, but shall require a separate written agreement, as mentioned above, between both parties.

IV. OBLIGATIONS OF THE YNLL

The **YNLL** shall:

1. Provide to the **TWP.** the following information two weeks prior to the start of each season (when practices commence).
 - A. Proof of insurance and indemnification naming the **CHARTER TOWNSHIP OF YPSILANTI** as an additional insured per the **TWP.** required language.
 - B. A financial report of all expenditures and revenues from the previous year, including a balance sheet. This information shall be provided to the **TWP. CLERK'S OFFICE** by September 1 of each year.
 - C. A list of current **YNLL** Officers and Board members, including home addresses, current phone numbers and email addresses (if applicable). The **TWP.** is to be notified of any and all changes within two weeks of appointments or changes.
 - D. A listing of the total number of participants in the **YNLL** program, including the number of Ypsilanti Township residents who participate and the number of participants who reside outside of Ypsilanti Township.
 - E. Execution of this agreement: The **YNLL** shall provide a copy of the official corporate resolution authorizing the **YNLL** President, or authorized designee, to execute this agreement on behalf of the **YNLL.**
2. Provide the following maintenance and repairs in a manner generally equal to the normal **YTRD** maintenance and repair of similar **TWP.** recreational facilities:
 - A. Maintain all dugouts, backstops, fences and gates in a safe and secure condition.
 - B. Maintain all turf areas on the fields and maintain turf areas outside the fields.
 - C. Prepare diamonds for each game, including the lining and base placement.
 - D. Maintain the batting cages.
 - E. Operate and maintain any field irrigation system as well as the watering schedules of turf areas.
 - F. Maintain the stocking of all paper towels and toilet tissue in the restroom facilities.
 - G. Report any damages and/or vandalism found, or observed, on any structure or facility to the **TWP.** immediately (including graffiti). The safety of the park users must always remain the top priority.
3. Schedule an organizational meeting with the **TWP.** representatives in October of each year, prior to the upcoming season, so as to go over the plans for the upcoming season.

4. Pay all utility costs (water and electric) for the use of the associated facilities (field lights, concession stand, field irrigation system) during their use of the facilities.
5. Inclement weather: The **YNLL** will follow, at a minimum, the **TWP.** established policy for postponing or cancelling practices and games due to inclement weather or threat thereof.
6. The **YNLL** will not discriminate against any person or persons because of race, color, religion, sex, height, weight, marital status, disability or national origin.
7. Prior to the start of each season, the **YNLL** shall provide documentation that a criminal history background investigation was performed on each **YNLL** coach and assistant coach (that have been reviewed and accepted in accordance with their National Little League Charter) before being assigned to coach a team. Proof of background checks shall be provided to the **TWP.** three weeks prior to the start of each season (when practices commence).
8. No persons affiliated with the **YNLL** shall engage in any business at **TWP.** facilities or perform any activity that shall be in violation of any existing state or federal law or municipal ordinance. The **TWP.** reserves the right to exclude any individual or group from its facilities based on conduct, which it determines in its discretion to be objectionable or contrary to community interests. The **YNLL** hereby consents to the exercise of such authority by the **TWP.** over its members, officials and agents.
9. The **YNLL** shall comply with all rules, regulations and township ordinances as they pertain to the use of township parks and facilities.
10. Promote **TWP.** Recreation activities and scholarship through web, email, social media, flyers, and signage at fields.
11. Allow **TWP.** to have a booth at opening day.
12. Maintain all fields during the **YNLL** summer offseason.

V. OBLIGATIONS OF THE TWP.

The **TWP.** shall:

1. Provide the use of rooms at the community center for **YNLL** registration and **YNLL** Executive Board meetings. Room requests must be made a minimum of three weeks in advance by the designated, and approved, **YNLL** representative.
2. Help promote the **YNLL** through resources mutually agreed upon between the **YNLL** and the **TWP.**
3. Maintenance:
 - A. Maintain all bleachers in a safe and secure condition.
 - B. Remove all trash that has been deposited in trash receptacles as warranted (those receptacles that are located outside of the field of play).
 - C. Maintain the structural integrity of the concession stand, restrooms, storage buildings, including the repair or replacement of damaged roofs, doors and windows.
 - D. Maintain all common areas, including the parking lot, playground equipment, field lights and the turf areas outside of the ball field areas.
 - E. Rent a dumpster and maintain it during the course of the season (contracted time period).
4. The **TWP.** Shall not offer competing leagues during the spring/fall seasons.

5. Maintain parking lot fencing on both sides of the parking area.

It is understood and agreed upon, that the **TWP.** obligations under this Agreement will be performed as soon as, and to the extent that, budgeted funds are available for performance of its obligations. If the **TWP.** is unable to fulfill its obligations due to budget restraints, it will not be obligated to the **YNLL** for any monetary damages.

VI. ASSIGNABILITY AND EXCLUSIVITY

This Agreement is a privilege for the benefit of the **YNLL** only, and may not be assigned in whole or in part by the **YNLL** to any other person or organization. Both parties understand that the **YNLL** use of the facilities is non-exclusive.

VII. INSURANCE AND INDEMNIFICATION

The **YNLL** shall at all times during the term of this Agreement maintain in effect general public liability insurance covering the **CHARTER TOWNSHIP OF YPSILANTI**. The Charter Township of Ypsilanti **STRICTLY** adheres to the insurance requirements. These insurance requirements shall not be waived for any reason. The minimum amount of the policy shall be \$1,000,000 general liability per occurrence. Please read carefully the required insurance that must be obtained. The Charter Township of Ypsilanti shall be named as an additional insured on such policy and shall be entitled to at least a thirty day (30) day notice of cancellation or changes of any kind.

The wording on the policy **MUST** read:

“...The Charter Township of Ypsilanti and its past, present and future elected officials, trustees, appointed commissions and board, agents and employees shall be named as **“additional insured”** on the General Liability policy with respect to (event, dates, times and location).

This may require an addition to your current policy or an additional policy, either of which could result in extra cost from your insurance carrier.

The **YNLL** shall indemnify and hold harmless the Charter Township of Ypsilanti and its officers, agents and employees from and against any and all suits, actions or claims of any character, type or description, including all expenses of litigation, court costs and attorney’s fees, brought or made for on account of any injuries or damages received or sustained by any person or persons or property, arising out of, or occasioned by, the act or failure to act of the **YNLL** or its agents, volunteers or employees in the use of the facilities arising out of obligations of the **YNLL** as set forth in this Agreement.

VIII. PARK AND FACILITY IMPROVEMENTS

1. All improvements to Harris Park and the facilities therein that the **YNLL** would like to make must have prior approval from the **TWP.** and the Ypsilanti Township Park Commission.
2. All improvements must adhere to all requirements set forth by the Ypsilanti Township Park Commission and the Community and Economic Development Department.

IX. SEVERANCE OF AGREEMENT

1. This agreement may be terminated by the **YNLL** upon a sixty (60) day written notification to the **TWP**.
The **YNLL** agrees to complete any and all outstanding obligations due to the **TWP**.
2. In the event that the **YNLL** fails to fulfill the obligations of this Agreement and/or violates the terms of this Agreement, the **TWP** may terminate the remainder of the Agreement upon a sixty (60) written notification to the **YNLL**. If the violation of this Agreement results in a health and safety issue to the users of the park and facilities, the **TWP** reserves the right to sever this Agreement immediately without written notice.
3. In the event the **YNLL** dissolves or no longer desires to use Harris Park, including all facilities therein, all permanent park and facility improvements made by the **YNLL** shall remain in Harris Park and shall become the property of the Charter Township of Ypsilanti.

X. NOTICES

Unless otherwise provided herein, any notice, tender or delivery to be given hereunder by either party to the other may be effected by personal delivery in writing or registered or certified mail, postage prepaid, return receipt requested. Mailed notices shall be addressed as set forth, but each party may change its address by written notice in accordance with this section.

IN WITNESS THEREOF, the parties have executed this Agreement on the day and year set forth below,

YPSILANTI NATIONAL LITTLE LEAGUE

AUTHORIZED YNLL REPRESENTATIVE

DATE

WITNESS

DATE

CHARTER TOWNSHIP OF YPSILANTI

BRENDA STUMBO, TOWNSHIP SUPERVISOR

DATE

HEATHER JARRELL ROE, TOWNSHIP CLERK

DATE



MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Director of Golf, Kirk Sherwood II, PGA

CC: John Hines, Municipal Services Director

Date: November 13th, 2023

Subject: Request authorization to increase golf car rates for the 2024 golf season at Green Oaks Golf Course.

After much consideration and reviewing the rates of other local golf courses, the Green Oaks Golf Course staff are proposing the below changes for 2024 golf car rates:

1. Recommendation to increase the rate by \$1.00 per player for 9 holes to \$6.00, and \$2.00 per player for 18 holes to \$12.00 for all golf car rates. The league rate per player per week is also included in these rates and would change from \$20 to \$21 per player per week including cart. This change will only be incurred by those choosing to ride when they play and will not affect green fees for players that choose to walk.

These price changes at Green Oaks Golf Course are being made in an effort to stay competitive with other local courses, and continue to combat increasing gas prices, damages, and wear to the golf car fleet.

Thank you for your time in consideration of these matters. If you have any questions in regard to this matter please feel free to contact me by email at ksherwood@ypsitownship.org or by phone at 734-890-6287 prior to the board meeting.

Township Supervisor
Brenda L. Stumbo
Township Clerk
Heather Jarrell Roe
Township Treasurer
Stan Eldridge



**YPSILANTI
TOWNSHIP**
— OFFICE OF THE SUPERVISOR —

Trustees
Ryan Hunter
John Newman II
Gloria Peterson
Debbie Swanson

MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Brenda Stumbo, Township Supervisor

Date: November 14, 2023

RE: Request authorization to sign contract with Huron River Watershed Council for the Middle Huron Partnership in an amount totaling \$98,551 from 2024-2028, budgeted in line 101-445-801.000

The Supervisor's Office is requesting to renew our contract for the Middle Huron Partnership with the Huron River Watershed Council for 2024-2028. This 5-year contract will total \$98,551, paying yearly an amount of \$19,710.26, budgeted in line 101-445-801.000.

Attached please find the Middle Huron Partnership contract, an outline of budget and costs, and a fact sheet.

Thank you for your consideration.

PROFESSIONAL SERVICES CONTRACT

Project: Middle Huron Partnership

Agreement is made this sixth of November, 2023 by Ypsilanti Charter Township (Partner), whose address is 7200 S. Huron River Dr., Ypsilanti, MI 48197, and the Huron River Watershed Council (HRWC), whose address is 117 North First Street, Suite 100, Ann Arbor, Michigan, 48104.

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE I – SCOPE OF SERVICES

HRWC will provide services as described in the Statement of Work (Middle Huron Partners Work Plan).

ARTICLE II – COMPENSATION

From January 1, 2024 through December 31, 2028, the Partner will pay HRWC an amount not to exceed \$98,551 over the five-year life of the contract, payable in five annual installments. Each installment shall be payable within 30 days from the date of the invoice.

ARTICLE III – REPORTING OF CONSULTANT

Section 1 - HRWC is to coordinate activities with the Partner and will cooperate and confer with individuals as necessary to ensure satisfactory work.

Section 2 – When applicable, HRWC will submit quarterly reports to the Partner.

ARTICLE IV – TERM

This contract begins on January 1, 2024 and ends on December 31, 2028. Either party may, with or without cause, terminate this Agreement by giving the other party at least ninety (90) days advance written notice. The parties may, by written agreement, extend this Agreement for additional time periods.

ARTICLE V – PERSONNEL

The parties agree that HRWC is neither an employee nor an agent of the Partner for any purposes. It is the express intention of the parties that HRWC is an independent consultant and not an employee, agent, joint venture, or partner of the Partner. Nothing in this agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between HRWC and the Partner. Both parties acknowledge that HRWC is not an employee under the laws or regulations of any government or governmental agency, including but not limited to, any federal, state, or local taxing authority.

ARTICLE VI – INSURANCE REQUIREMENTS

HRWC will maintain at its own expense during the term of this contract, the following insurance, proof of which will be submitted to the Partner upon request:

1. Worker's Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of \$100,000 each accident for any employee.

PROFESSIONAL SERVICES CONTRACT

Project: Middle Huron Partnership

2. Comprehensive/Commercial General Liability/Professional Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage.
3. HRWC will indemnify the Partner and its officers, employees and agents from all liability of any sort that may result from injury or death to any person or loss or damage to any property in the performance of any services funded in whole or in part under this Agreement.

ARTICLE VII – COMPLIANCE WITH LAWS AND REGULATIONS

HRWC will comply with all applicable federal, state, and local regulations, including but not limited to all applicable OSHA/MIOSHA requirements and the American Disabilities Act.

ARTICLE VIII EQUAL EMPLOYMENT OPPORTUNITY

If HRWC hires one or more employees, as regular employees or through subcontract, HRWC will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of business).

HRWC will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

HRWC agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of HRWC, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion or political belief.

ARTICLE IX – ASSIGNS AND SUCCESSORS

This contract is binding on HRWC and the Partner, their successors and assigns. Neither HRWC nor the Partner will assign or transfer its interest in this contract without the written consent of the other.

ARTICLE X – EQUAL ACCESS

HRWC shall provide the services set forth in the Statement of Work without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

PROFESSIONAL SERVICES CONTRACT

Project: Middle Huron Partnership

ARTICLE XI – OWNERSHIP OF DOCUMENTS AND PUBLICATION

All documents developed as a result of this contract will be freely available to the public, other than those for which confidentiality is required, as jointly determined by HRWC and the Partner.

ARTICLE XII – CHANGES IN SCOPE OR SCHEDULE OR SERVICES

Changes mutually agreed upon by HRWC and the Partner will be incorporated into this contract by written amendments signed by both parties.

Ypsilanti Charter Township

Huron River Watershed Council

By: _____
Brenda Stumbo, (date)
Supervisor

By: Rebecca Esselman 11/6/2023
Rebecca Esselman, (date)
Executive Director

By: _____
Heather Jarrell Roe, (date)
Clerk

Township Supervisor
Brenda L. Stumbo
Township Clerk
Heather Jarrell Roe
Township Treasurer
Stan Eldridge



**YPSILANTI
TOWNSHIP**
— OFFICE OF THE SUPERVISOR —

Trustees
Ryan Hunter
John Newman II
Gloria Peterson
Debbie Swanson

MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Brenda Stumbo, Township Supervisor

Date: November 15, 2023

RE: Recommend appointment of John Hines to Washtenaw Regional Resource Management Authority (WRRMA) at the pleasure of the board

I would like to recommend the appointment of John Hines to the Washtenaw Regional Resource Management Authority in his capacity as the Municipal Services Director.

Thank you for your consideration.



MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Brenda Stumbo, Township Supervisor

Date: November 15, 2023

RE: Request to authorize procedure to approve organizations applying for office sharing in the Community Network Center at 1405 Homes Road

The Supervisor's Office is requesting approval to use the attached documents to establish eligibility to use shared space at the new Community Network Center, opening at the former Police substation located at 1405 Holmes Road.

The new Community Network Center will connect needed services to Township residents in the community where they live. These services will include financial and credit counseling, employment assistance, individualized case management and tax services for seniors, completing paperwork to sign up for government benefits (social security, Medicare), group meetings (Hoarding Task Force, Clutter Busters, etc). Interested service providers include Friends In Deed, Jewish Family Services, Washtenaw County Community Mental Health, A Brighter Way, Home of New Vision, Pathlight Community Services and more.

Currently, many residents need to travel to agencies located outside their neighborhood, which presents a significant barrier to many individuals, and prevents them from utilizing services available. This Center also increases collaborations with non-profit and governmental agencies and the Township, which connects the needs of residents with services. It is our hope that easing access to needed services will allow our residents to Thrive in their community.

With these goals in mind, we are excited to get the Center ready to serve our residents. We are requesting permission to pilot the Building Agreement, Code of Conduct and Use Application the attached forms and procedure for use as a way for the Township to perform due diligence in vetting the services offered from the space to help ensure they align with services requested and used by residents.

In addition, I respectfully request the Boards approval to designate Laurie Lutomski and/or Juliann Trudell to vet the applicants, ensure all guidelines are met, approve the issuance of magnetic key cards and sign as the Township Official on the Office Share Agreement.

Thank you for your consideration.

cc: Laurie Lutomski, Community Resource Coordinator
Juliann Trudell, Community Engagement Coordinator

Building Code of Conduct – 1405 Holmes Rd. Ypsilanti Township Community Network Center

The Code of Conduct for the Community Network Center facility in Ypsilanti Township represents a significant commitment of financial and human resources. The benefit a party sharing the facility derives from this investment depends very much on the participant's attitude towards the facility and the parties adherence to accept standards of behavior.

The Code of Conduct that follows is a guideline to define misconduct that could lead to destruction of property or personal injury to individuals utilizing the space. These definitions provide information and directions to individuals regarding standards of behavior as well as consequences of misconduct.

Each **agency representative utilizing the facility is expected** to do the following:

- Demonstrate courtesy even when others do not.
- Ensure the safety and security of the facility and report any maintenance issues immediately to the Township representative.
- Hold secure the magnetic key to the building and report if it is lost or stolen immediately to the Township representative.
- Behave in a responsible manner, always exercising self-discipline.
- Respect the rights and privileges of other parties and township staff. This includes cleaning up after oneself and remaining responsible for the conduct of the individuals being served.
- Respect the property of others, including township property and facilities.
- Cooperate with or assist the township staff in maintaining safety, order and discipline.
- Protect and maintain the confidentiality of all parties utilizing the facility.

Unacceptable behaviors include the following:

- Being involved in an instance of any form of insubordination.
- Failure to conform to the laws and rules of Ypsilanti Township.
- Use of profanity, vulgar language or obscene gestures.
- Defacing / Damaging Ypsilanti Township property or the property of others.
- Engaging in inappropriate physical or verbal contact.
- Running, pushing, shoving, littering or throwing objects (which are not part of a supervised activity.)
- Producing loud, rude or unnecessary noises that disturb the other parties sharing the space.
- Illegal involvement with drugs, alcohol or weapons.

Persons **behaving in unacceptable manners** as listed above may face the following discipline options:

- Conference with staff and person involved with misbehavior.
- If the person remains disruptive, the person may be trespassed from the property.
- Restitution when appropriate.
- Notification of the Ypsilanti Township Board and /or the Washtenaw County Sheriff's Dept. when appropriate.
- **Acts of misbehavior of a violent or illegal nature will result in an automatic one (1) year suspension for the agency from use of the facility.**

This Code of Conduct applies to all persons participating in any program, service or facility managed and operated by Ypsilanti Township. Repeated refusal to obey these codes will result in the notification of law enforcement and other appropriate agencies.

Signatures:

Agency Representative

Date

Contact Phone #

Contact email

Township Official

Date



Community Network Center Use Application

Ypsilanti Township Community Network Center - 1405 Holmes Rd - Ypsilanti, MI 48198 - Phone: 734-544-3903

Please Note: The form must be completed in full before a decision regarding use can be made. You will be notified within ten (10) business days regarding approval of your request. If your request is approved, you will receive a magnetic key to the building and a password which allows access to the calendar to schedule space.

Purpose of Use _____ Name of Organization (if applicable): _____

Briefly describe how this use benefits the residents of Ypsilanti Twp.:

Organization Representative: _____ Email Address: _____

Address: _____ City: _____ Zip: _____

Primary Phone #: _____ Secondary Phone #: _____

Alternate Contact: _____ Email Address: _____

Primary Phone #: _____ Secondary Phone #: _____

Anticipated Date(s): _____ or Day(s) of the Week (*circle one*): MO TU WE TH FR ST

*Time In: _____ am/pm *Time Out: _____ am/pm ****Estimates of use times****

Anticipated number of users per individual time used (staff and individuals served): _____

List any special accommodations needed:

List equipment items you plan to bring:

Please Read Waiver Carefully Before Signing Form

The undersigned hereby verifies that he/she (1) has authority to sign this application for the above named organization, (2) has read the rules and regulations of the Charter Township of Ypsilanti relative to use of rooms and agrees to all arrangements therein stated, (3) agrees each individual who will be utilizing space in the building will complete a Code of Conduct form and adhere to the standards outlined therein, (4) agrees to indemnify defend and save harmless the Charter Township of Ypsilanti, its officers, agents, and employees from and against all loss and expense by reason of liability imposed by law of bodily injury, including death at any time resulting therefrom, sustained loss of use thereof, arising out of or in consequence of the performance of this contract, whether such injuries to persons or damage to property is due or claimed to be due to the negligence of the contractor, the Charter Township of Ypsilanti, its officers, agents and employees, excepting only such injury or damage as shall have been occasioned by the sole negligence of the Charter Township of Ypsilanti, its officers, agents and employees. The undersigned further understands that failure to comply with all arrangements herein stated or falsification of any information called for in this application will be grounds for denial of this or any future use requests.

Signature of Applicant: _____ Date: _____

Agency Tax ID #: _____

GENERAL USE POLICY

The Charter Township of Ypsilanti, in a better effort to serve its residents, allows the Community Network Center to be reserved on a first come, first serve basis regardless of race, sex, creed or color in conjunction with the following usage policy, rules and regulations.

Reservations may be made in the cloud based calendar for up to six (6) months at a time.

A. The Charter Township of Ypsilanti will provide reasonable accommodation for persons with disabilities.

B. Community Network Center use will be determined on a first come first served basis and subject to availability.

1. The Township reserves the right to cancel any agreement if it finds that the signer of the usage agreement has misrepresented the group or has not met the requirements of the agreement.
2. Groups are required to cancel the space reservation on the cloud based calendar if they will not be using a room that has been reserved by them.

RULES & REGULATIONS

Applicants must sign and date the bottom of this form.

1. Groups are responsible for any and all damage, interior or exterior, caused by persons in their group during their occupancy of the building. The applicant group must provide proper supervision. Damage to or losses of Township property will be billed directly to the agency responsible. Any additional charges levied by management for use or misuse of the facility are final.
2. Individuals will adhere and follow the reserved times.
3. Ypsilanti Township Community Network Center shall not be reserved for religious service/promotions or for any activity, which may be deemed in conflict with the Township or improper or unsuitable to be held in a public/government facility.
4. Groups shall be restricted to the room(s) assigned, except for use of restrooms and common areas. Use of facilities outside the Building is restricted to the parking facilities only and the applicant shall be responsible for control of the parking area.
5. Normal clean up shall be performed by the applicant following use. Normal clean up shall include removal of all materials brought in, removal of all decorations, disposal of all trash in proper receptacles and cleaning of all counters, cabinets, sinks, appliances, walls, tables and chairs. The Charter Township of Ypsilanti shall provide refuse bags.
6. No animals – Unless proper service documentation provided.
7. Smoking or the use of any alcoholic beverage and/or drug is strictly prohibited.
8. The use of open flames, such as lighted candles, are strictly prohibited.
9. Electrical extensions and decorations must be without exposed wire and UL approved.
10. Property of the Community Network Center shall not be removed from the facility at any time.
11. Groups shall not use, remove or disturb any supplies, bulletin boards or any other items in the Community Network Center. Some items may be moved or placed out of sight with advance Department approval and must be returned to their original location at completion of use.

12. The Community Network Center is not responsible for equipment or supplies brought in by agencies. Items delivered to the Community Network Center, for use, will be stored only if advance arrangements are made and space is available. The Community Network Center is not responsible for the condition or quantity of delivered items or items left overnight.
13. The Charter Township of Ypsilanti assumes no responsibility, financial or otherwise, for accidents or injuries sustained by individuals or groups of individuals while using the facilities.
14. The Charter Township of Ypsilanti is not responsible for damage or theft of personal items.
15. A certificate of insurance naming the Charter Township of Ypsilanti, its officers and representatives as additional insured is required for use. Information on insurance requirements is available upon request.

Organization Representative Signature_____

Date_____

FOR TOWNSHIP USE ONLY:

Received By/Date/Time: _____

Approved By/Date/Time: _____

Processed By/Date/Time: _____

#s for Key Cards Provided: _____

Date calendar password given: _____

Charter Township of Ypsilanti Office Share Agreement

1405 Holmes Rd., Ypsilanti, Michigan 48198

This office sharing agreement is made between The Charter Township of Ypsilanti and _____, a not for profit or community service provider, who intends to utilize office space in and the common areas of the building located at 1405 Holmes Rd., Ypsilanti, Michigan 48198. To Meet with and provide services to residents of the Township.

1. The parties agree to share the use of the office space and common areas with the purpose of bringing services and resources that benefit the residents of the Township to a location that provides easier access to the residents of Ypsilanti Township.
2. The Agency agrees to provide a signed "Code of Conduct" form for each agency representative who will be given access to the building or a magnetic key card prior to them entering or using the space.
3. The parties will adhere to all confidentiality, security and courtesy provisions as outlined in the building code of conduct.
4. If a party misplaces or loses a magnetic key, they will notify the Township Representative immediately, so the key can be deactivated for the safety of all parties who utilize the workspace.
5. The administrative space will contain WiFi and a printer that everyone can share, and a work counter for common use.
6. Each agency will provide their own computers, copy paper and office supplies.
7. All parties agree to keep the common areas tidy and The Township is providing toilet paper, paper towels, hand soap and cleaning service once a week.
8. All parties agree to utilize a cloud based calendar for scheduling the available office spaces and agree to use it on a first-come, first-served basis.
9. If any of the parties has a conflict that they are not able to resolve through direct discussion, they agree to sit down together and try to reach a resolution. If one can't be reached, the parties agree to abide by the decision of the Township representative.
10. The parties agree to hold, and provide proof of, Liability Insurance with the Township listed as an additional insured that holds the Township harmless. Proof of insurance must be submitted prior to receipt of a magnetic key card and password to access the online calendar to schedule is given.
11. If any party violates the terms of this agreement or the code of conduct, that party will be asked to leave the premises and their building privileges will be revoked and the magnetic key and calendar access will be deactivated.

Please Read Waiver Carefully Before Signing Form:

The undersigned hereby verifies that he/she (1) has authority to sign this application for the above named organization, (2) has read the code of conduct of the Charter Township of Ypsilanti relative to use of rooms and agrees to all arrangements therein stated, (3) agrees to indemnify defend and save harmless the Charter Township of Ypsilanti, its officers, agents, and employees from and against all loss and expense by reason of liability imposed by law of bodily injury, including death at any time resulting therefrom, sustained loss of use thereof, arising out of or in consequence of the performance of this agreement, whether such injuries to persons or damage to property is due or claimed to be due to the negligence of the contractor, the Charter Township of Ypsilanti, its officers, agents and employees, excepting only such injury or damage as shall have been occasioned by the sole negligence of the Charter Township of Ypsilanti, its officers, agents and employees. The undersigned further understands that failure to comply with all

arrangements herein stated or falsification of any information called for in this application will be grounds for denial of this or any future use of space requests.

Signatures:

Agency Representative	Date
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Township Official	Date
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Building Code of Conduct – 1405 Holmes Rd. Ypsilanti Township Community Network Center

The Code of Conduct for the Community Network Center facility in Ypsilanti Township represents a significant commitment of financial and human resources. The benefit a party sharing the facility derives from this investment depends very much on the participant's attitude towards the facility and the parties adherence to accept standards of behavior.

The Code of Conduct that follows is a guideline to define misconduct that could lead to destruction of property or personal injury to individuals utilizing the space. These definitions provide information and directions to individuals regarding standards of behavior as well as consequences of misconduct.

Each **agency representative utilizing the facility is expected** to do the following:

- Demonstrate courtesy even when others do not.
- Ensure the safety and security of the facility and report any maintenance issues immediately to the Township representative.
- Hold secure the magnetic key to the building and report if it is lost or stolen immediately to the Township representative.
- Behave in a responsible manner, always exercising self-discipline.
- Respect the rights and privileges of other parties and township staff. This includes cleaning up after oneself and remaining responsible for the conduct of the individuals being served.
- Respect the property of others, including township property and facilities.
- Cooperate with or assist the township staff in maintaining safety, order and discipline.
- Protect and maintain the confidentiality of all parties utilizing the facility.

Unacceptable behaviors include the following:

- Being involved in an instance of any form of insubordination.
- Failure to conform to the laws and rules of Ypsilanti Township.
- Use of profanity, vulgar language or obscene gestures.
- Defacing / Damaging Ypsilanti Township property or the property of others.
- Engaging in inappropriate physical or verbal contact.
- Running, pushing, shoving, littering or throwing objects (which are not part of a supervised activity.)
- Producing loud, rude or unnecessary noises that disturb the other parties sharing the space.
- Illegal involvement with drugs, alcohol or weapons.

Persons **behaving in unacceptable manners** as listed above may face the following discipline options:

- Conference with staff and person involved with misbehavior.
- If the person remains disruptive, the person may be trespassed from the property.
- Restitution when appropriate.
- Notification of the Ypsilanti Township Board and /or the Washtenaw County Sheriff's Dept. when appropriate.
- **Acts of misbehavior of a violent or illegal nature will result in an automatic one (1) year suspension for the agency from use of the facility.**

This Code of Conduct applies to all persons participating in any program, service or facility managed and operated by Ypsilanti Township. Repeated refusal to obey these codes will result in the notification of law enforcement and other appropriate agencies.

Signatures:

Agency Representative

Date

Contact Phone #

Contact email

Township Official

Date

Township Supervisor
Brenda L. Stumbo
Township Clerk
Heather Jarrell Roe
Township Treasurer
Stan Eldridge



**YPSILANTI
TOWNSHIP**
— OFFICE OF THE SUPERVISOR —

Trustees
Ryan Hunter
John Newman II
Gloria Peterson
Debbie Swanson

MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Brenda Stumbo, Township Supervisor

Date: November 15, 2023

RE: Request award of bid obtained by Ypsilanti Community Utilities Authority for Ford Lake Park Pump Station improvements in the amount of \$154,000, budgeted for 2024 in line 101-446-982.004

Ypsilanti Community Utilities Authority (YCUA) has agreed to oversee the removal and replacement of the original Ford Lake Park sewer pump station. YCUA went out to bid for necessary improvements including removing and replacing gate valves, swing check valves, piping, and submersible pumps and motors. This pump station is maintained by YCUA and owned by the Township.

One bid was received:

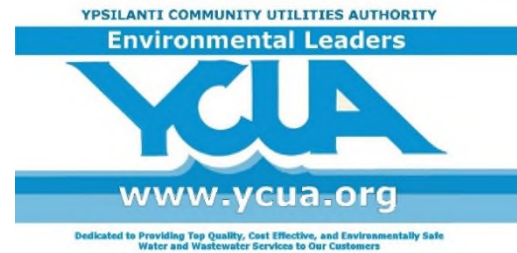
Midwest Power Systems, Inc. - \$154,000

YCUA has successfully worked with this company in the past.

Attached please find the memo and bid tabulation for the October 25, 2023 YCUA Board Meeting, where the bid was awarded contingent on the Ypsilanti Township Board of Trustees approval.

We greatly appreciate YCUA overseeing this project and thank you for your consideration.

Memo



Date: October 9, 2023

**2777 STATE ROAD
YPSILANTI, MI 48198-9112
Telephone No.: 734.484.4600**

TO: LUKE BLACKBURN, Executive Director
FROM: SCOTT WESTOVER, P.E., Engineering Manager
CC: RYAN STETLER, Director of Maintenance Operations
REFERENCE: 2023 Ford Lake Park Pump Station Improvements
Bid Opening Results

Sealed bids for the 2023 Ford Lake Park Pump Station Improvements project were received and publicly read aloud at 2:00 p.m. on September 14, 2023, in the Engineering Department at the Eldon P. Ahles Administration Building. One of four selected bidders submitted a proposal. The Tabulation of Bids is attached to this memorandum. The lone bid was received from Midwest Power Systems, Inc., of Milford, Michigan in the amount of \$154,000.00.

The project consists of removal and replacement gate valves, swing check valves, piping, and submersible pumps and motors at the Ford Lake Park Pump Station in the Charter Township of Ypsilanti. The pump station is operated by the Authority on behalf of the Township, who owns the facility. All work performed by Authority staff is invoiced by the Authority to the Township. The pumps and related equipment are all original, installed during the mid 1970s, are past their design lives, and experiencing an increasing number of failures.

The project was initiated during early 2023 when Authority staff contacted a group of both pump suppliers and contractors who provided proposals with varying scopes of work to upgrade the facility. A more formal bidding document was subsequently prepared and openly posted on the Michigan Intergovernmental Trade Network (MITN) website. The open bid process was terminated as it was felt to be too risky based on the limited information available such as plans for the pump station and information related to the existing equipment. Further communication with Township staff resulted in the Authority revising the bidding documents and providing them to a select set of contractors that had successfully completed similar projects for the Authority in the past.

It is recommended that 2023 Ford Lake Park Pump Station Improvements contract be awarded to Midwest Power Systems, Inc., of Milford, Michigan in the amount of \$154,000.00 based on their lump sum bid. It is further recommended that the award be contingent upon approval of the award by the Township. Midwest Power Systems, Inc., has successfully completed previous road repairs contracts for YCUA, and it is felt they are capable of performing the work. Please contact me if you have any questions or need additional information.

Tabulation of Bids received September 14, 2023
Ypsilanti Community Utilities Authority
2023 Ford Lake Park Pump Station Improvements

Midwest Power Systems, Inc.
2401 Hickory Oak
Milford, MI 48380
T: (248) 676-0565

J.F. Cavanaugh Copmany
20750 Sunnysdale Avenue
Farmington Hills, MI 48836
T: (248) 476-9366

Verdeterre Contracting, Inc.
2618 Hannah Road
Canton, MI 48188
T: (734) 697-4166

Checked: September 14, 2023

<u>Item</u>	<u>Description</u>	<u>Bid Quantity</u>	<u>Unit</u>	<u>Add/Deduct</u>	<u>Bid Cost</u>	<u>Add/Deduct</u>	<u>Bid Cost</u>	<u>Add/Deduct</u>	<u>Bid Cost</u>
1	Pump Station Improvements, Base Bid Complete	1	l.sum		\$154,000.00		No bid		No bid
2	Alternate No. 1, Remove and Relace Top Section	1	l.sum	Add	\$6,200.00		No bid		No bid
3	Alternate No. 2, Furnish and Install RTU in new Control Panel	1	l.sum	Add	\$27,500.00		No bid		No bid
Other Bidders									
	Process Piping & Equipment, Inc.	No bid							

**CHARTER TOWNSHIP OF YPSILANTI
2023 BUDGET AMENDMENT #16**

November 21, 2023

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND	Total Increase	<u>\$25,000.00</u>
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Request to increase the budget for Looking Good's additional mowing services for US 12, Glenwood field and Huron Street through year end. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699-999	\$25,000.00
		Net Revenues	<u>\$25,000.00</u>
Expenditures:	Mowing Properties	101-729-961.001	\$25,000.00
		Net Expenditures	<u>\$25,000.00</u>

236- 14B DISTRICT COURT FUND	Total Increase	<u>\$25,000.00</u>
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Request to increase the 2024 Michigan Drug Court Grant revenue and expenditure lines for the first quarter period of the grant from October 1, 2023 to December 31, 2023.

Revenues:	State Grant Revenue -Court Drug Grant	236-000-540.000	\$5,000.00
		Net Revenues	<u>\$5,000.00</u>
Expenditures:	Court Innovation Grant	236-286-802.100	\$5,000.00
		Net Expenditures	<u>\$5,000.00</u>

Request to create new revenue and expenditure lines and budget for the 2024 OHSP Hybrid Court Grant to cover the first quarter period of the grant from October 1, 2023 to December 31, 2023.

Revenues:	OHSP Hybrid Court Grant	236-000-542.000	\$20,000.00
		Net Revenues	<u>\$20,000.00</u>
Expenditures:	OHSP Hybrid Court Grant	236-286-802.150	\$20,000.00
		Net Expenditures	<u>\$20,000.00</u>

Motion to Amend the 2023 Budget (#16)

Move to increase the General Fund budget by \$25,000 to \$23,624,606 and approve the department line item changes as outlined.

Move to increase the 14B District Court Fund budget by \$25,000 to \$1,753,473 and approve the department line item changes as outlined.

OTHER BUSINESS

BOARD MEMBER UPDATES
