

**CHARTER TOWNSHIP OF  
YPSILANTI BOARD OF TRUSTEES**

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*Supervisor*

**BRENDA L. STUMBO**

*Clerk*

**HEATHER JARRELL ROE**

*Treasurer*

**STAN ELDRIDGE**

*Trustees*

**RYAN HUNTER**

**JOHN P. NEWMAN II**

**GLORIA PETERSON**

**DEBBIE SWANSON**

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**November 19, 2024**

**Regular Meeting – 6:00 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  
Phone 734-544-4225 Fax 734-544-4195



## MONTHLY REPORT FOR OCTOBER 2024

Fire Department staffing levels are as follows:

1 Fire Chief	1 Fire Marshall	3 Shift Captains
21 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 **448** requests for assistance. Of those requests, **265** were medical emergency service calls, with the remaining **183** incidents classified as non-medical and/or fire related.

Department activities for the month of October 2024:

- 1) Smoke Alarms
  - a) 1255 Gault Drive
  - b) 1052 Zephyr
  - c) 5540 New Meadow Drive
  - d) 2041 Chevrolet
  
- 2) Fire fighters received training in the following areas:
  - a) ICS 300
  - b) BlueCard computer
  
- 3) Pub Education
  - a) Divot Dash @Ypsilanti Township Community Center
  - b) Wiard's Orchard Community Days
  - c) Craft Show @North Bay Park
  - d) Arbor Autism – 850 S Hewitt
  - e) Fall Festival – Whittaker Road
  - f) East Arbor Charter Academy – 6885 Merrit Road
  - g) Trunk or Treat @SJMh
  - h) Trunk or Treat @Commniyt Center

The Fire Marshal had these activities / events for the month of October 2024:

1. Fire Investigations: 1
2. Fire Investigations interview: 2
3. Fire Investigations follow up: 1
4. Food Truck Development Program: 2
5. Food Truck Inspections:
6. Flow Text: 3
7. Building Inspections: 8
8. Building Re-inspections: 3
9. Memo/Letter writing: 6
10. Liquor Inspections:
11. Junk Yard Inspections:
12. Business Tour:
13. Plan Reviews: 9
14. Site Plan Reviews: 2
15. Hood/ Fire Suppression Inspections:
16. Occupant Load Certificate: 1
17. Pre-Application Meeting: 1
18. Meetings: 9
19. Fire Alarm Inspections: 3
20. Burn Permits: 1
21. Chief Meetings I attended: 2
22. Zoom Meeting:
23. Burn Complaints: 1
24. Knox Box: 3
25. Fire Drills:
26. Blue Card Training: 3
27. Training: 6
28. Business/Community Engagement: 9
29. Citizen Engagement: 5
30. New Construction Site Visit: 3
31. Addressing:
32. Code Research: Weekly

The Fire Chief attended these meetings / events for the month of October 2024:

1. In house fire computer-based training, going well
2. 911 Responses
3. Fuel Reports
4. Attending Township Board Meeting
5. Station 3 repair, working with BMS Catt, Station 3 repair, getting measurements that are needed, project expected to start soon.
6. Blue Card schooling going well.
7. Tracking HVA response times currently
8. Current fire engines being rotated in for service
9. New Firefighters French, LaChance, Stephens, and Wisniewski progressing towards permanent shift revies are positive.
10. Washtenaw County Hazmat directors meeting funds increase 2025 dispatch.
11. Green Oaks Gold 5k run stand by EMS
12. MSP EM Zoom call
13. Ladder testing held on 9-28-2024, all passed
14. iPads ordered for fire prevention
15. Awaiting on installment of cameras for Headquarters
16. Staffing engines to keep stations open
17. State Fire Safety Board meeting
18. Working with Brindlee Mountain to sell two fire apparatus, posted, no bids yet
19. Sending firefighters out to different trainings in the county
20. Attended the Washtenaw County Fire Chiefs meeting
21. Monthly YTFD officers meeting, discussion on response activities
22. Annual Truck & Treat at the Ypsilanti Township Community Center
23. Closing out the month of fire prevention for October with many churches, businesses, and civic organization fire engine visit
24. Attended the Fall MFIS conference for certification points

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 **\$65,500.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
10/03/2024	2840 International	\$ 0.00 (Cooking fire)
10/04/2024	7231 Bunton Road	\$ 0.00 (Fire, other)
10/08/2024	8100 Geddes	\$ 0.00 (Building Fire/Superior)
10/08/2024	86 Wiard Road	\$ 6,000.00 (Building Fire)
10/12/2024	2891 Bynan Drive	\$ 0.00 (Dumpster Fire)
10/12/2024	2851 Bynan Drive	\$ 0.00 (Dumpster Fire)
10/15/2024	817 E Michigan Ave	\$ 2,000.00 (Vehicle Fire)
10/18/2024	N. River/E Michigan	\$ .00 (Outside Rubbish Fire)
10/23/2024	I-94 & 186	\$ 57,500.00 (Vehicle Fire)

Respectfully submitted

Maria Batianis  
Charter Township of Ypsilanti Fire Department

Attachment: Image Trend Incident Type Report for 10/1/2024 – 10/31/2024

## Monthly Incident Report's 2024

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
<b>Incident Type Category (FD1.21): 1 - Fire</b>						
100 - Fire, other	1	0.22%				
111 - Building fire	2	0.45%	5,000.00	1,000.00	6,000.00	9.16%
113 - Cooking fire, confined to container	1	0.22%	0.00	0.00	0.00	0.00%
131 - Passenger vehicle fire	2	0.45%	56,700.00	2,800.00	59,500.00	90.84%
150 - Outside rubbish fire, other	4	0.89%	0.00	0.00	0.00	0.00%
151 - Outside rubbish, trash or waste fire	1	0.22%				
154 - Dumpster or other outside trash receptacle fire	2	0.45%	0.00	0.00	0.00	0.00%
160 - Special outside fire, other	1	0.22%				
	<b>Total: 14</b>	<b>Total: 3.12%</b>	<b>Total: 61,700.00</b>	<b>Total: 3,800.00</b>	<b>Total: 65,500.00</b>	<b>Total: 100.00%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
300 - Rescue, EMS incident, other	15	3.35%				
311 - Medical assist, assist EMS crew	104	23.21%				
320 - Emergency medical service, other	38	8.48%				
321 - EMS call, excluding vehicle accident with injury	83	18.53%				
322 - Motor vehicle accident with injuries	12	2.68%				
323 - Motor vehicle/pedestrian accident (MV Ped)	2	0.45%				
324 - Motor vehicle accident with no injuries.	11	2.46%				
	<b>Total: 265</b>	<b>Total: 59.15%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)</b>						
412 - Gas leak (natural gas or LPG)	6	1.34%				
424 - Carbon monoxide incident	3	0.67%				
440 - Electrical wiring/equipment problem, other	4	0.89%				
444 - Power line down	3	0.67%				
445 - Arcing, shorted electrical equipment	2	0.45%				
463 - Vehicle accident, general cleanup	3	0.67%				
	<b>Total: 21</b>	<b>Total: 4.69%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 5 - Service Call</b>						
500 - Service call, other	2	0.45%				
511 - Lock-out	2	0.45%				
531 - Smoke or odor removal	1	0.22%				
550 - Public service assistance, other	9	2.01%				
551 - Assist police or other governmental agency	2	0.45%				
552 - Police matter	2	0.45%				
553 - Public service	1	0.22%				
554 - Assist invalid	1	0.22%				
561 - Unauthorized burning	4	0.89%				
	<b>Total: 24</b>	<b>Total: 5.36%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 6 - Good Intent Call</b>						
600 - Good intent call, other	5	1.12%				
611 - Dispatched and cancelled en route	72	16.07%				
622 - No incident found on arrival at dispatch address	6	1.34%				
	<b>Total: 83</b>	<b>Total: 18.53%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 7 - False Alarm &amp; False Call</b>						
700 - False alarm or false call, other	15	3.35%				
733 - Smoke detector activation due to malfunction	4	0.89%				

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
735 - Alarm system sounded due to malfunction	2	0.45%				
736 - CO detector activation due to malfunction	1	0.22%				
743 - Smoke detector activation, no fire - unintentional	5	1.12%				
744 - Detector activation, no fire - unintentional	1	0.22%				
745 - Alarm system activation, no fire - unintentional	4	0.89%				
746 - Carbon monoxide detector activation, no CO	9	2.01%				
	<b>Total: 41</b>	<b>Total: 9.15%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
	<b>Total: 448</b>	<b>Total: 100.00%</b>	<b>Total: 61,700.00</b>	<b>Total: 3,800.00</b>	<b>Total: 65,500.00</b>	<b>Total: 100.00%</b>



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON  
SHERIFF

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

MARK A. PTASZEK  
UNDERSHERIFF

**To:** Brenda Stumbo, Ypsilanti Township Supervisor  
**From:** Chad Teets, Police Services Lieutenant  
**Cc:** Ypsilanti Township Board  
Keith Flores, WCSO Police Services Commander  
Nancy Hansen, WCSO Police Services Captain  
**Date:** November 12, 2024  
**Re:** October 2024 Police Services Monthly Report

## SUMMARY:

During the month of October 2024, there were 3,426 calls for service in Ypsilanti Township. In October 2023, there were 3,529 calls for service in Ypsilanti Township.

## OPERATIONS

During October 2024, 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 2024 there were 8 home invasions, which is a 33% increase as compared to October 2023 (6 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 2024 there was 1 breaking and entering. In the month of October 2023, we saw 6 breaking and entering's (83% decrease).

In October 2024 there were 8 reported UDAA's. This is a 33% decrease compared to October 2023 where there were 12 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. Many vehicles that are being targeted are Hyundai and Kia makes due to well-known theft practices. 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 2024 to 2023, our juvenile offenses and complaints are up 37.63% (from 271 to 373) and our runaway complaints are up 44.4% (from 54 to 786).

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



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

MARK A. PTASZEK  
UNDERSHERIFF

## COMMUNITY ACTION TEAM

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

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

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

## 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](http://www.washtenaw.org/alerts)

## HOUSE WATCH

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

## NEW FACES

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

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

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

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# YPSILANTI TOWNSHIP MONTHLY POLICE SERVICES DATA

## October 2024

JERRY L. CLAYTON  
SHERIFF

Incidents	Month 2024	Month 2023	% Change	YTD 2024	YTD 2023	% Change
Traffic Stops	742	915	-19%	8845	9586	-8%
Citations	259	158	64%	1661	2367	-30%
Drunk Driving (OWI)	4	14	-71%	79	102	-23%
Drugged Driving (OUID)	2	2	0%	29	18	61%
Calls for Service Total	3426	3529	-3%	35252	36003	-2%
Calls for Service <i>(Traffic stops and non-response medicals removed)</i>	2222	2126	5%	21821	21505	1%
Robberies	1	4	-75%	16	25	-36%
Assaultive Crimes	56	66	-15%	585	633	-8%
Home Invasions	8	6	33%	77	82	-6%
Breaking and Entering's	1	6	-83%	17	23	-26%
Larcenies	31	42	-26%	301	399	-25%
Vehicle Thefts	8	12	-33%	143	114	25%
Traffic Crashes	87	85	2%	686	786	-13%
Medical Assists	70	55	27%	540	493	10%
Animal Complaints <i>(ACO Response)</i>	52	31	68%	536	501	7%
<b>In/Out of Area Time</b>	<b>Month</b> <i>(minutes)</i>	<b>YTD</b> <i>(minutes)</i>	+ = Positive Change - = Negative Change			
Into Area Time	691	13646				
Out of Area Time	585	11027				
Investigative Ops (DB)	32045	344675				
Secondary Road Patrol	1390	9248				
County Wide	4550	20931				
	<b>Hours Accum.</b>	<b>Hours Used</b>				
Banked Hours	990	TBD	2451.5			



# Out of Area Time Ypsilanti TWP

For: 10/01/2024 thru 10/31/2024



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
YPSILANTI TWP	SCIO TOWNSHIP	WDTRASKOSR	US23/TERRITORIAL - LIVINGSTON ME	FOLLOW-UP		24-75033 / COLLECTED MISSING ENDANGERED FROM LIVINGSTON COUNTY / TOT PES / APPROVED SGT. HOUK	18:05:00	75	10/2/2024
YPSILANTI TWP	SUPERIOR TWP	WDTROWBRIDGEM	GOLFSIDE RD/PACKARD RD	BACK-UP TRAFFIC STOP	240076344	BACKUP TS FOR SUT UNIT SGT BYNUM APPROVAL	22:50:00	5	10/3/2024
YPSILANTI TWP	SUPERIOR TWP	WDTROWBRIDGEM	KNOLLWOOD BND	BACKUP DISPATCHED CALLS	240076351	BACKUP SUT TWP FOR SUICIDAL SGT BYNUM APPROVAL	00:30:00	10	10/4/2024
YPSILANTI TWP	SUPERIOR TWP	WDTRIPPB	W PLYMOUTH RD/MARIO CT	BACKUP DISPATCHED CALLS	240076797	ASSIST SUPERIOR TWP UNITS WITH TRAFFIC WHILE ON CRASH SCENE; PER SGT ARTS	17:00:00	35	10/5/2024
YPSILANTI TWP	SUPERIOR TWP	WDCAMPAGIORNIM	FORD RD/PROSPECT RD	BACKUP DISPATCHED CALLS	240076925	ASSIST OIC WITH EDP, SGT, ARTS	07:30:00	30	10/6/2024
YPSILANTI TWP	SUPERIOR TWP	WDVANDERROESTB	SHEFFIELD DR	BACKUP DISPATCHED CALLS	240077364	BU SUT TWP UNITS REQUESTING MORE UNITS FOR DOMESTIC / SGT WILLIAMS	22:40:00	15	10/7/2024
YPSILANTI TWP	SUPERIOR TWP	WDSINGERA	MACARTHUR BLVD/STAMFORD RD	BACKUP DISPATCHED CALLS	240077639	BACK UP UNIT FOR SHOTS HEARD/COMMAND APPROVAL SGT.WILLIAMS	22:40:00	25	10/8/2024
YPSILANTI TWP	ANN ARBOR TWP	WDCUSOJ	HOGBACK RD	DISPATCHED CALLS	240077868	THREATS AGAINST WCSO, OK PER SGT, PENNINGTON	21:00:00	10	10/9/2024
YPSILANTI TWP	SUPERIOR TWP	WDCCLARKJ	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	240077997	Gebauer/ DISPATCHED TO A BRAWL OF MANY PEOPLE	11:55:00	5	10/10/2024
YPSILANTI TWP	SUPERIOR TWP	WDEARLEYJ	E HURON RIVER DR	BACKUP DISPATCHED CALLS	240078222	Assist Supior at St Joes for runaway patient-UTL Approved by Sgt Erbes	05:00:00	30	10/11/2024
YPSILANTI TWP	SUPERIOR TWP	WDTROWBRIDGEM	EDGEWOOD CT	BACKUP DISPATCHED CALLS	240079832	BACKUP ONLY SUT CAR ON DISORDERLY SGT WILLIAMS APPROVAL	06:55:00	35	10/17/2024
YPSILANTI TWP	SUPERIOR TWP	WDRUSSELLT	KNOLLWOOD BND	BACKUP DISPATCHED CALLS	240080141	SGT ARTS / BACK ONLY SUPERIOR UNIT ON DV / UNIT SECURE	07:00:00	20	10/18/2024
YPSILANTI TWP	ANN ARBOR TWP	WDPHILLIPSA	N MAPLE RD/W HURON RIVER DR	BACKUP DISPATCHED CALLS	240080251	NO ANT CAR AVAILABLE. UNKNOWN INJURY ACCIDENT. CLEARED WITH SGT, ARTS	15:35:00	25	10/18/2024
YPSILANTI TWP	SUPERIOR TWP	WDVANCAMPT	MCAULEY DR	BACKUP DISPATCHED CALLS	240080902	SUSPICIOUS/BOL FOR SUBJECT/PER 628 SGT ERBES GAVE THE OKAY TO BACK SUPERIOR UNITS	23:30:00	30	10/20/2024
YPSILANTI TWP	SUPERIOR TWP	WDCUSOJ	EDGEWOOD CT	BACKUP DISPATCHED CALLS	240080922	BACKUP LONE SUT UNIT ON A SUSPICIOUS; OK PER SGT, ERBES	02:30:00	15	10/21/2024
YPSILANTI TWP	SALEM TOWNSHIP	WDTRASKOSR	BLOOMSBURY CIR	BACKUP DISPATCHED CALLS	240081045	ASSISTED SALEM TWP WITH SUICIDAL / APPRVED SGT, HOUK	15:40:00	80	10/21/2024
YPSILANTI TWP	SUPERIOR TWP	WDTRASKOSR	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	240081309	ASSISTED DEPUTY MCGRADY WITH EDP CALL / APPROVED SGT. HOUK	14:40:00	45	10/22/2024
YPSILANTI TWP	SALEM TOWNSHIP	WDTRASKOSR	S HOMESTEAD LN	BACKUP DISPATCHED CALLS	240081314	ASSISTED DEPUTY MIZER WITH EDP CALL / APPROVED SGT. HOGAN	15:25:00	45	10/22/2024
YPSILANTI TWP	SUPERIOR TWP	WDSINGERA	MEADHURST DR	BACKUP DISPATCHED CALLS	240084008	command approval Sgt. Williams/ Female said that the male put hands on her.	04:15:00	50	11/1/2024
							<b>Sum:</b>	<b>585</b>	



# Into Area Time Ypsilanti TWP

For: 10/01/2024 thru 10/31/2024



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	WDCARNEYK	E MICHIGAN AVE/CAMPBELL AVE	DISPATCHED CALLS	240076816	BACKED YPSI TWP UNITS FOR FATAL CRASH. APPROVED BY SGT, ARTS,	18:15:00	20	10/5/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	E MICHIGAN AVE/CAMPBELL AVE	DISPATCHED CALLS	240076816	SGT ARTS ASSIST WITH FATAL PDC	18:15:00	40	10/5/2024
MANCHESTER-LODI COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	E MICHIGAN AVE/CAMPBELL AVE	BACKUP DISPATCHED CALLS	240076816	BU YPSI UNITS OF DEATH NOTIFICATION IN SPANISH APPROVED BY SGT ARTS	20:00:00	150	10/5/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHILLJ	LAMAY AVE/HOLMES RD	BACKUP DISPATCHED CALLS	240076893	Assist YPT units with subject fleeing from TS on foot - scene security - ID of occupants - Approving SGT Pennington	00:30:00	30	10/6/2024
SALEM TWP	YPSILANTI TWP	WDPACHECOGARCIA	GILL ST	DETAIL		ASSIST VICTIM ADVOCATE WITH SPANISH TRANSLATION APPROVED BY SGT RUSH	11:59:00	121	10/6/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	BROWNING CT	BACKUP DISPATCHED CALLS	240078099	SGT RUSH APPROVAL EDP Familiar with the subject calling and have had positive interactions with her. YPT cars were on Report writing	17:05:00	30	10/10/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLYONSW	MEDFORD DR	BACKUP DISPATCHED CALLS	240078663	ASSIST YPSI TWP UNITS W/ FIGHT APPROVED BY SGT PENNINGTON	17:45:00	15	10/12/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	MEDFORD DR	BACKUP DISPATCHED CALLS	240078663	SGT Pennington for active fight	17:45:00	15	10/12/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	LEFORGE RD	BACKUP DISPATCHED CALLS	240078681	SGT Williams for active fight	18:45:00	15	10/12/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	BROWNING CT	BACKUP DISPATCHED CALLS	240078855	ASSIST WITH EDP DUE TO YPT UNITS BEING TIED UP AND HAVING POSITIVE INTERACTIONS WITH THIS SUBJECT IN THE PAST SGT PENNINGTON	17:50:00	20	10/13/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	E CLARK RD	BACKUP DISPATCHED CALLS	240080621	Back up SGT Erbes for an Open Door Alarm	21:15:00	15	10/19/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSAMAHAD	E CLARK RD	BACKUP DISPATCHED CALLS	240080621	ASSISTED SGT ERBES WITH SEARCHING THE HOME AFTER FINDING AN OPEN DOOR // SGT ERBES REQUESTED ADDITIONAL UNITS	21:15:00	10	10/19/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCLARKA	HARRY ST	BACKUP DISPATCHED CALLS	240081733	BU Flee and Elude mdp Sgl, Erbes approval	03:50:00	10	10/24/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCLARKA	BEDFORD DR	BACKUP DISPATCHED CALLS	240081746	BU Family trouble where the arguing was escalating Sgl, Erbes Approval	06:30:00	10	10/24/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLEWISN	DOVER DR	BACKUP DISPATCHED CALLS	240082068	PER SGT, HOUK, ASSIST TO YPT DV IN PROG	09:45:00	50	10/25/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCLARKA	RIDGE RD/ E MICHIGAN AVE	TRAFFIC STOP	240082384	RFS: CARELESS DRIVING AND FIGHTING IN THE CAR. WARRANT ARREST FOR MALE. CITATION FOR CARELESS DRIVING. NO SGT APPROVAL DUE TO MAKING THE TRAFFIC STOP. UNAVOIDABLE STOP	11:00:00	65	10/26/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCLARKA	UPON W MICHIGAN AVE AND AT/NEAR PROSPECT RD	CITATIONS	240082384	Citation for careless driving	11:14:00	0	10/26/2024
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCLARKA	ECORSE RD/US12	BACKUP DISPATCHED CALLS	240083160	AOD Flee and elude. Suspect believed to have firearms and multiple felony warrants. Due to emergency traffic, responded due to officer safety concerns. Sgl, Houk and Sgt, Arts on scene.	09:00:00	65	10/29/2024
SCIO TWP	YPSILANTI TWP	WDWARDB	ECORSE RD/US12	BACKUP DISPATCHED CALLS	240083160	PURSUIT/ ATTEMPT TO DEPLOY STOP STICKS/ PER SGT, ARTS	09:30:00	10	10/29/2024
						<b>Sum:</b>		<b>691</b>	

# October 2024 Monthly Summary of Offenses (WD)

City:Ypsilanti Twp-YPT



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

Month:	November
Year:	2024
City:	Ypsilanti Twp-YPT

# October 2024 Monthly Summary of Offenses (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Nov/2024	Nov/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Nov/2024	YTD	Nov/2023	YTD	Nov	YTD
09001	MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%	6	4	50%	0	6	0	0	0	6
09002	NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	1	-100%	4	2	100%	0	0	0	0	0	0
10001	KIDNAPPING/ABDUCTION	0	1	-100%	11	9	22.22%	0	0	0	0	0	0
10002	PARENTAL KIDNAPPING	0	0	0%	1	2	-50%	0	1	0	0	0	1
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	1	2	-50%	29	14	107.1%	0	2	0	0	0	2
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%	9	10	-10%	0	2	0	0	0	2
11003	SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	0%	5	3	66.66%	0	1	0	0	0	1
11004	SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	0%	3	2	50%	0	0	0	0	0	0
11005	SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%	1	1	0%	0	0	0	0	0	0
11006	SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	1	-100%	0	1	-100%	0	0	0	0	0	0
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	2	-100%	11	11	0%	0	1	0	0	0	1
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1	1	0%	11	15	-26.6%	0	2	0	0	0	2
12000	ROBBERY	1	3	-66.6%	18	24	-25%	1	5	0	1	1	6
12001	ROBBERY	0	0	0%	1	4	-75%	0	0	0	0	0	0
13001	NONAGGRAVATED ASSAULT	14	31	-54.8%	341	393	-13.2%	6	111	0	5	6	116
13002	AGGRAVATED/FELONIOUS ASSAULT	10	20	-50%	264	275	-4%	4	117	0	6	4	123
13003	INTIMIDATION/STALKING	3	8	-62.5%	99	73	35.61%	0	20	0	1	0	21
13004	NON-FATAL SHOOTING	0	0	0%	1	1	0%	0	0	0	0	0	0
20000	ARSON	0	0	0%	7	2	250%	0	3	0	0	0	3
21000	EXTORTION	0	0	0%	15	18	-16.6%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	5	6	-16.6%	79	89	-11.2%	0	14	0	0	0	14
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	4	-100%	24	28	-14.2%	0	1	0	1	0	2

# October 2024 Monthly Summary of Offenses (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Nov/2024	Nov/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Nov/2024	YTD	Nov/2023	YTD	Nov	YTD
23001	LARCENY -POCKETPICKING	0	0	0%	1	0	0%	0	0	0	0	0	0
23002	LARCENY -PURSESNAATCHING	0	1	-100%	2	3	-33.3%	0	0	0	0	0	0
23003	LARCENY -THEFT FROM BUILDING	0	6	-100%	75	86	-12.7%	0	6	0	0	0	6
23004	LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	1	0	0%	1	0	0%	0	0	0	0	0	0
23005	LARCENY -THEFT FROM MOTOR VEHICLE	7	10	-30%	136	189	-28.0%	0	2	0	4	0	6
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	1	3	-66.6%	19	36	-47.2%	0	1	0	0	0	1
23007	LARCENY -OTHER	1	6	-83.3%	87	112	-22.3%	0	5	0	1	0	6
24001	MOTOR VEHICLE THEFT	8	19	-57.8%	150	137	9.489%	0	3	0	2	0	5
24002	MOTOR VEHICLE, AS STOLEN PROPERTY	1	2	-50%	19	16	18.75%	0	8	0	5	0	13
24002	MOTOR VEHICLE THEFT	0	0	0%	0	1	-100%	0	0	0	0	0	0
25000	FORGERY/COUNTERFEITING	0	3	-100%	19	20	-5%	0	1	0	0	0	1
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	2	4	-50%	67	62	8.064%	0	3	0	0	0	3
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	2	4	-50%	30	54	-44.4%	0	0	0	0	0	0
26005	FRAUD -WIRE FRAUD	1	2	-50%	16	10	60%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	1	5	-80%	31	70	-55.7%	0	0	0	0	0	0
26008	FRAUD - HACKING/COMPUTER INVASION	0	0	0%	1	0	0%	0	0	0	0	0	0
27000	EMBEZZLEMENT	0	0	0%	5	10	-50%	0	0	0	0	0	0
28000	STOLEN PROPERTY	0	1	-100%	22	24	-8.33%	0	4	0	1	0	5
29000	DAMAGE TO PROPERTY	5	41	-87.8%	264	305	-13.4%	0	7	0	1	0	8
30001	RETAIL FRAUD -MISREPRESENTATION	0	0	0%	2	6	-66.6%	0	0	0	0	0	0
30002	RETAIL FRAUD -THEFT	3	7	-57.1%	47	66	-28.7%	0	2	0	1	0	3
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%	1	0	0%	0	0	0	0	0	0
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	1	4	-75%	64	90	-28.8%	0	23	0	0	0	23
35002	NARCOTIC EQUIPMENT VIOLATIONS	1	0	0%	16	12	33.33%	0	3	0	0	0	3
37000	OBSCENITY	0	1	-100%	6	7	-14.2%	0	0	0	0	0	0

# October 2024 Monthly Summary of Offenses (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Nov/2024	Nov/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Nov/2024	YTD	Nov/2023	YTD	Nov	YTD
51000	BRIBERY	0	0	0%	1	0	0%	0	0	0	0	0	0
52001	WEAPONS OFFENSE- CONCEALED	2	1	100%	83	96	-13.5%	1	33	0	7	1	40
52003	WEAPONS OFFENSE -OTHER	1	3	-66.6%	22	36	-38.8%	0	1	0	0	0	1
72000	ANIMAL CRUELTY	0	0	0%	12	6	100%	0	0	0	0	0	0
<b>Group A Totals</b>		<b>73</b>	<b>203</b>	<b>-64.0%</b>	<b>2139</b>	<b>2435</b>	<b>-12.1%</b>	<b>12</b>	<b>388</b>	<b>0</b>	<b>36</b>	<b>12</b>	<b>424</b>
09003	NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	0%	1	1	0%	0	0	0	0	0	0
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%	4	2	100%	0	2	0	0	0	2
22004	POSSESSION OF BURGLARY TOOLS	0	0	0%	1	0	0%	0	0	0	0	0	0
26006	FRAUD -BAD CHECKS	0	0	0%	9	10	-10%	0	2	0	0	0	2
36004	SEX OFFENSE -OTHER	1	1	0%	10	8	25%	1	2	0	0	1	2
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	0	6	-100%	56	45	24.44%	0	7	0	0	0	7
38002	FAMILY -NONSUPPORT	0	0	0%	1	1	0%	0	0	0	0	0	0
38003	FAMILY -OTHER	0	0	0%	2	3	-33.3%	0	0	0	0	0	0
41002	LIQUOR VIOLATIONS -OTHER	0	1	-100%	12	12	0%	0	3	0	0	0	3
48000	OBSTRUCTING POLICE	5	9	-44.4%	175	160	9.375%	1	34	0	6	1	40
49000	ESCAPE/FLIGHT	0	0	0%	0	1	-100%	0	0	0	0	0	0
50000	OBSTRUCTING JUSTICE	5	9	-44.4%	173	175	-1.14%	0	57	0	2	0	59
53001	DISORDERLY CONDUCT	0	0	0%	11	9	22.22%	0	3	0	1	0	4
53002	PUBLIC PEACE -OTHER	2	2	0%	11	8	37.5%	0	1	0	0	0	1
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	0%	4	0	0%	0	0	0	0	0	0
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	1	13	-92.3%	132	144	-8.33%	0	97	0	1	0	98
55000	HEALTH AND SAFETY	1	5	-80%	34	42	-19.0%	0	0	0	0	0	0
57001	TRESPASS	0	2	-100%	16	22	-27.2%	0	2	0	0	0	2
58000	SMUGGLING	1	0	0%	2	1	100%	0	0	0	0	0	0
62000	CONSERVATION	0	1	-100%	0	1	-100%	0	0	0	0	0	0
63000	VAGRANCY	0	0	0%	4	2	100%	0	0	0	0	0	0
70000	JUVENILE RUNAWAY	6	5	20%	78	54	44.44%	0	0	0	0	0	0

# October 2024 Monthly Summary of Offenses (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Nov/2024	Nov/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Nov/2024	YTD	Nov/2023	YTD	Nov	YTD
73000	MISCELLANEOUS CRIMINAL OFFENSE	2	3	-33.3%	48	27	77.77%	0	0	0	0	0	0
75000	SOLICITATION	0	0	0%	1	0	0%	0	0	0	0	0	0
<b>Group B Totals</b>		<b>24</b>	<b>57</b>	<b>-57.8%</b>	<b>785</b>	<b>728</b>	<b>7.829%</b>	<b>2</b>	<b>210</b>	<b>0</b>	<b>10</b>	<b>2</b>	<b>220</b>
2800	JUVENILE OFFENSES AND COMPLAINTS	9	20	-55%	373	271	37.63%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	7	13	-46.1%	162	191	-15.1%	0	1	0	0	0	1
3000	WARRANTS	12	29	-58.6%	329	395	-16.7%	8	184	0	5	8	189
3100	TRAFFIC CRASHES	39	110	-64.5%	1008	1192	-15.4%	0	2	0	0	0	2
3200	SICK / INJURY COMPLAINT	76	213	-64.3%	2270	2327	-2.44%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	314	742	-57.6%	8388	8415	-0.32%	0	2	0	0	0	2
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%	2	15	-86.6%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	244	849	-71.2%	9629	9988	-3.59%	0	0	0	6	0	6
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	301	1134	-73.4%	10157	11940	-14.9%	0	0	0	0	0	0
3800	ANIMAL COMPLAINTS	30	56	-46.4%	898	816	10.04%	0	0	0	0	0	0
3900	ALARMS	42	106	-60.3%	1137	1160	-1.98%	0	0	0	0	0	0
<b>Group C Totals</b>		<b>1074</b>	<b>3272</b>	<b>-67.1%</b>	<b>34353</b>	<b>36710</b>	<b>-6.42%</b>	<b>8</b>	<b>189</b>	<b>0</b>	<b>11</b>	<b>8</b>	<b>200</b>
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	2	-100%	14	9	55.55%	0	0	0	0	0	0
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	3	4	-25%	0	0	0	0	0	0
4200	PARKING CITATIONS	0	0	0%	4	8	-50%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	0	0	0%	4	3	33.33%	0	0	0	0	0	0
4500	MISCELLANEOUS A THROUGH UUUU	9	35	-74.2%	344	249	38.15%	0	0	0	0	0	0
4600	LIQUOR CITATIONS / SUMMONS	0	0	0%	0	1	-100%	0	0	0	0	0	0
<b>Group D Totals</b>		<b>9</b>	<b>37</b>	<b>-75.6%</b>	<b>369</b>	<b>274</b>	<b>34.67%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5000	FIRE CLASSIFICATIONS	0	0	0%	1	0	0%	0	0	0	0	0	0
<b>Group E Totals</b>		<b>0</b>	<b>0</b>	<b>0%</b>	<b>1</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6000	MISCELLANEOUS ACTIVITIES (6000)	13	48	-72.9%	524	471	11.25%	0	0	0	0	0	0
6100	MISCELLANEOUS ACTIVITIES (6100)	16	88	-81.8%	959	980	-2.14%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	0	1	-100%	13	46	-71.7%	0	0	0	0	0	0
6500	CRIME PREVENTION ACTIVITIES	2	5	-60%	53	60	-11.6%	0	0	0	0	0	0



# October 2024 Monthly Summary of Offenses (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Nov/2024	Nov/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Nov/2024	YTD	Nov/2023	YTD	Nov	YTD
6600	COURT / WARRANT ACTIVITIES	0	0	0%	4	15	-73.3%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	16	35	-54.2%	499	453	10.15%	0	0	0	0	0	0
<b>Group F Totals</b>		<b>47</b>	<b>177</b>	<b>-73.4%</b>	<b>2052</b>	<b>2025</b>	<b>1.333%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>City : Ypsilanti Twp Totals</b>		<b>1227</b>	<b>3746</b>	<b>-67.2%</b>	<b>39699</b>	<b>42172</b>	<b>-5.86%</b>	<b>22</b>	<b>787</b>	<b>0</b>	<b>57</b>	<b>22</b>	<b>844</b>



**Date:** November 8, 2024  
**To:** Clerk's Office  
**CC:** Brenda Stumbo, Supervisor  
**From:** Michael Saranen, Operation Manager

**Subject:** Department Report (activities in October 2024)

## Activities:

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### Ford Lake Dam (Hydro Station)

#### General Operation Summary:

The Hydro Station is operating safely and continues to get routine safety inspections and preventive maintenance. Operators had 1 after-hour call-in for the month. The river flow was below average for the month.

Average precipitation for the month of is around 2.53", for this month NOAA recorded it to be 1.44".

#### Regulatory Status:

##### ***For 2024-***

- DSSMR- **Complete, Filed with FERC**
- Owners Dam Safety Program Review - **Complete**
- EAP annual update and test -
- EAP First Responder Training - **Complete**
- WQ Report – **Draft Report out for Comment**
- Nuisance Plant Plan Report – **Draft Report out for Comment**
- Wildlife Plan Report - **Draft Report out for Comment**
- Historical Activity Report – **Complete, Filed with FERC**
- Gate Certification -
- Security Review - **Started**
- FERC Security Inspection - 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 - **Installing new safety signs in 2024**
- Fish & Sediment Analysis - Not required until 2033
- Part 12 Comprehensive Analysis Inspection – **Started, Reviewing Proposals**

### Future Items:

- Shoreline Restoration, Ford Lake Park
- PMF Study for watershed – Discussing
- Shoreline Erosion Survey – 2025
- Protective Relay testing – Complete, due again 2031
- Emergency Gen Testing – 2025
- Concrete repairs – On Hold
- Windows/additional concrete repairs (powerhouse and dam) - TBD
- EAP Tabletop and Functional Exercise – **Complete, Filed with FERC**
- 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- 2024**, 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. **Start in July, Gates 1 and 2 were inspected and found to have some missing adjustment wedges. Gate 2-cylinder rod was found to have some damaged threads and was repaired. During August the project wrapped up, we are now waiting for the engineering's report.**

**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 1<sup>st</sup> quarter of the year. **Delayed**

#### **Sluice Gate System – Oil Change**

Routine oil analysis has flagged the oil as dirty with elevated moisture levels. The current oil in the system is from 2015, the oil has been changed, the project went smoothly.

## Operation Summary

2024	October	YTD	5 Year Ave.
Precipitation total (inches) <sup>1</sup>	1.44	21.46	38.0
Days Online	31.0	305.6	359.4
Generation MWH (estimated)	391.473	8,971.602	10,469.1
Generation MWH <b>lost</b> (estimated)*	1.529	540.102	515.6

### After Hour Call In

Water levels	1	18	38
Mechanical/Electrical	0	6	4
Other	0	0	2
Totals	1	24	43

Recent History	2019	2020	2021	2022	2023
Precipitation total (inches)	45.4	41.4	40.0	26.37	36.65
Days Online	350.6	359.7	360.0	363.5	363.4
Generation MWH (estimated)	12,576.7	10,722.7	10,524.5	9,185.151	9,336.397
Generation MWH <b>lost</b> (estimated)*	1,005.8	570.2	423.2	362.5	216.076

### After Hour Call In

Water levels	30	69	33	36	22
Mechanical/Electrical	3	4	9	0	3
Other	0	2	0	4	2
Totals	33	75	42	40	27

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

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

### *Water Quality Summary:*

#### **MOU with City of Ann Arbor**

The Parties share a common interest in eliminating and preventing nuisance blue green algae blooms in Ford and Belleville Lakes, and they acknowledge that information about water quality and conditions in the lakes is important to advancing their common interest. THEREFORE, the Parties enter into this Memorandum of Understanding to memorialize their understanding as to their efforts to cooperate and work together to monitor, collect, and share water quality information regarding Ford and Belleville Lakes.

#### **Work Plan**

- MOU has been signed, for 2024 the current plan is to gather WQ data for future use.
- Additional activities may be identified in the coming months.

#### **Current Activities**

- WQ lake buoy data is being reviewed
- Holding meeting to discuss 2025 activities.

#### **Sluice Gate Usage 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 several factors) at the bottom of the lake.

The water quality monitoring begins on June 1<sup>st</sup> and will end on September 30<sup>th</sup>; operators monitor the water quality conditions and take readings as outline in the WQ Plan. The dam releases water from the bottom gates to maintain run of river and/or help with water quality in Ford Lake. The Federal License requires 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.

	Current Year <b>2024</b>	Current Year Days Spilled	Current Year Lost KWh *	Current Year Lost KW \$*	Prior Yr. Lost KW \$*
January		7.6	0	0	0
February		11.4	0	0	0
March		.4	0	0	0
April		8.75	0	0	0
May		9.1	39,205	\$ 1,628	\$ 1,597
June		21.7	152,112	\$ 9,386	\$ 8,241
July		24.0	52,550	\$ 1,742	\$ 373
August		11.5	42,248	\$ 1,973	\$ 268
September		2.4	11,069	\$ 618	\$ 86
October		2.4	0	0	0
November					0
December					0
<b>Totals</b>		<b>94.25</b>	<b>297,184</b>	<b>\$ 15,347</b>	<b>\$ 10,565</b>

\*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, the dam was inspected by the state. In their report the dam is in satisfactory condition, the report listed some maintenance recommendations to help maintain a safe dam. Staff are reviewing the report for follow-up actions.

# PUBLIC HEARING

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A. 6:00PM – 2025 FISCAL YEAR BUDGET

# Resolution No. 2024-15

## Charter Township of Ypsilanti 2025 Fiscal Year Budget

**WHEREAS** the Township Supervisor has prepared and submitted to the Township Board the proposed budgets for calendar year 2025; and

**WHEREAS** the Township Board has advertised the tentative millage rates in the Washtenaw Legal News and held the public hearing on November 19, 2024 on the budget and the tentative millage rates pursuant to Section 16 of the Uniform Budgeting Accounting Act (Truth in Budgeting); and

**WHEREAS** the Township Board has reviewed the proposed tax rates and budgeted; and

**NOW THEREFORE BE IT RESOLVED** that the Charter Township of Ypsilanti Board of Trustees adopts the 2025 Fiscal Year Budget by cost center, as follows:

### Expenditures:

#### General Fund - Fund 101

101	TOWNSHIP BOARD	141,256
171	TOWNSHIP SUPERVISOR	337,862
191	ACCOUNTING	502,990
215	TOWNSHIP CLERK	442,655
223	INDEPENDENT AUDITING	35,900
228	COMPUTER SUPPORT	863,977
247	BOARD OF REVIEW	3,230
253	TREASURER	486,140
257	ASSESSING DEPARTMENT	657,469
262	ELECTION DEPARTMENT	190,891
265	RESIDENT SVCS: BLDG OPERATIONS	792,309
266	LEGAL SERVICES	350,000
267	GENERAL SERVICES	157,700
270	HUMAN RESOURCES	467,613
271	COMMUNICATION & PUBLIC RELATIONS	142,981
272	OTHER FUNCTIONS	607,771
287	COURT DUE PROCESS	525,000
445	STORMWATER & DRAINS AT LARGE	583,225
446	HIGHWAYS AND STREETS	674,000
602	PUBLIC HEALTH	170,000
701	PLANNING COMMISSION	10,648
702	ZONING BOARD OF APPEALS	5,095
703	COMMUNITY DEVELOPMENT	307,399
729	COMMUNITY STABILIZATION	1,085,000
752	RESIDENT SVCS: ADMINISTRATION	74,134
770	RESIDENT SVCS: PARKS & GROUNDS	1,097,445
901	CAPITAL OUTLAY	5,573,149
902	CAPITAL OUTLAY - ARPA	3,338,578
999	OTHER FINANCING USES	1,288,012
<b>Total General Fund Expenditure by Department:</b>		<b>\$ 20,912,429</b>

#### Fire Department - Fund 206

269	Civil Service Commission	145,744
336	Fire	5,242,646
901	Capital Outlay	188,500
<b>Total Fire Department Fund by Department</b>		<b>\$ 5,576,890</b>



<b>Parks - Fund 208</b>	<b>Total:</b>	<u>\$</u>	<u>9,220</u>
<b>Bike, Sidewalk, Rec, Roads, GF - Fund 213</b>			
<b>Bike Path, Sidewalk, Recreation, Roads, Operations - Fund 213</b>			
446 Highways and Streets		\$	745,550
753 Bike, Sidewalk, Rec, Roads, GF			785,138
901 Capital Outlay			464,509
906 Debt Services			-
<b>Total BSR II Fund by Department</b>	<b>Total:</b>	<u>\$</u>	<u>1,995,197</u>
<b>Fire Pension and OPEB - Fund 216</b>	<b>Total:</b>	<u>\$</u>	<u>1,306,795</u>
<b>Fire Special Millage Capital - Fund 217</b>	<b>Total:</b>	<u>\$</u>	<u>85,000</u>
<b>Environmental Services - Fund 226</b>	<b>Total:</b>	<u>\$</u>	<u>3,957,053</u>
<b>Recreation - Fund 230</b>	<b>Total:</b>	<u>\$</u>	<u>976,434</u>
<b>14B Court - Fund 236</b>	<b>Total:</b>	<u>\$</u>	<u>1,865,411</u>
<b>Building Department - Fund 249</b>	<b>Total:</b>	<u>\$</u>	<u>949,947</u>
<b>Local Development Finance Authority - Fund 250</b>	<b>Total:</b>	<u>\$</u>	<u>78,485</u>
<b>Hydro Station - Fund 252</b>	<b>Total:</b>	<u>\$</u>	<u>814,263</u>
<b>Law Enforcement - Fund 266</b>			
301 Sheriff Services		\$	7,797,984
303 Community Engagement			340,213
304 Ordinance			912,358
<b>Total Law Enforcement Fund by Department</b>	<b>Total:</b>	<u>\$</u>	<u>9,050,555</u>
<b>Opioid Settlement - Fund 284</b>	<b>Total:</b>	<u>\$</u>	<u>24,000</u>
<b>Nuisance Abatement - Fund 287</b>	<b>Total:</b>	<u>\$</u>	<u>51,077</u>
<b>Debt 2006 Bond - Fund 398</b>	<b>Total:</b>	<u>\$</u>	<u>234,310</u>
<b>Golf Course - Fund 584</b>	<b>Total:</b>	<u>\$</u>	<u>991,954</u>
<b>Compost - Fund 597</b>	<b>Total:</b>	<u>\$</u>	<u>802,097</u>
<b>Motor Pool - Fund 661</b>	<b>Total:</b>	<u>\$</u>	<u>419,799</u>
	<b>Grand Total:</b>	<u>\$</u>	<u>50,100,916</u>
<b>Revenues:</b>			
Revenues		\$	20,032,999
Transfer-in			-
Appropriation of prior year fund balance			879,430
<b>General Fund - 101</b>	<b>Total:</b>	<u>\$</u>	<u>20,912,429</u>
Revenues		\$	5,576,890
Transfer-in			-
Appropriation of prior year fund balance			-
<b>Fire Department Fund - 206</b>	<b>Total:</b>	<u>\$</u>	<u>5,576,890</u>

Revenues	\$	5,000	
Transfer-in		-	
Appropriation of prior year fund balance		4,220	
<b>Parks Commission Fund - 208</b>	<b>Total:</b>	<b>\$</b>	<b>9,220</b>
Revenues	\$	2,290,102	
Transfer-in		-	
Appropriation of prior year fund balance		-	
<b>Bike Path, Sidewalk, Recreation, Roads, Operations - 213</b>	<b>Total:</b>	<b>\$</b>	<b>2,290,102</b>
Revenues	\$	1,323,818	
Transfer-in		-	
Appropriation of prior year fund balance		-	
<b>Fire Pension &amp; OPEB Millage Fund - 216</b>	<b>Total:</b>	<b>\$</b>	<b>1,323,818</b>
Revenues	\$	-	
Transfer-in		-	
Appropriation of prior year fund balance		85,000	
<b>Fire Special Millage Capital Fund - 217</b>	<b>Total:</b>	<b>\$</b>	<b>85,000</b>
Revenues	\$	4,258,671	
Transfer-in		-	
Appropriation of prior year fund balance		-	
<b>Environmental Services Fund - 226</b>	<b>Total:</b>	<b>\$</b>	<b>4,258,671</b>
Revenues	\$	490,700	
Transfer-in		485,734	
Appropriation of prior year fund balance		-	
<b>Recreation Fund - 230</b>	<b>Total:</b>	<b>\$</b>	<b>976,434</b>
Revenues	\$	816,224	
Transfer-in		1,049,187	
Appropriation of prior year fund balance		-	
<b>14B Court - 236</b>	<b>Total:</b>	<b>\$</b>	<b>1,865,411</b>
Revenues	\$	610,550	
Transfer-in		-	
Appropriation of prior year fund balance		340,431	
<b>Building Department Fund - 249</b>	<b>Total:</b>	<b>\$</b>	<b>950,981</b>
Revenues	\$	78,485	
Transfer-in		-	
Appropriation of prior year fund balance		-	
<b>Local Development Finance Authority Fund - 250</b>	<b>Total:</b>	<b>\$</b>	<b>78,485</b>
Revenues	\$	485,000	
Transfer-in		83,000	
Appropriation of prior year fund balance		246,263	
<b>Hydro Station Fund - 252</b>	<b>Total:</b>	<b>\$</b>	<b>814,263</b>
Revenues	\$	10,141,827	
Transfer-in		-	
Appropriation of prior year fund balance		-	
<b>Law Enforcement Fund- 266</b>	<b>Total:</b>	<b>\$</b>	<b>10,141,827</b>

	Revenues	\$	2,000
	Transfer-in		-
	Appropriation of prior year fund balance		22,000
<b>Opioid Settlement Fund - 284</b>	<b>Total:</b>	<b>\$</b>	<b>24,000</b>
	Revenues	\$	30,800
	Transfer-in		-
	Appropriation of prior year fund balance		20,277
<b>Nuisance Abatement Fund - 287</b>	<b>Total:</b>	<b>\$</b>	<b>51,077</b>
	Revenues	\$	-
	Transfer-in		234,310
	Appropriation of prior year fund balance		-
<b>Debt 2006 Bond Fund - 398</b>	<b>Total:</b>	<b>\$</b>	<b>234,310</b>
	Revenues	\$	798,550
	Transfer-in		193,404
	Appropriation of prior year fund balance		-
<b>Golf Course Fund - 584</b>	<b>Total:</b>	<b>\$</b>	<b>991,954</b>
	Revenues	\$	596,200
	Transfer-in		-
	Appropriation of prior year fund balance		205,897
<b>Compost Fund - 597</b>	<b>Total:</b>	<b>\$</b>	<b>802,097</b>
	Revenues	\$	232,750
	Transfer-in		-
	Appropriation of prior year fund balance		187,049
<b>Motorpool Fund - 661</b>	<b>Total:</b>	<b>\$</b>	<b>419,799</b>
	<b>Grand Total:</b>	<b>\$</b>	<b>51,806,768</b>

**Levied Property Tax Revenues and Rates:**

<u>Operating</u>	<u>Rate</u>	<u>Revenue</u>
General	0.9726	\$ 1,737,018 *
Fire Department	3.0627	\$ 5,469,840 *
Solid Waste	2.3571	\$ 4,209,671 *
Law Enforcement	5.5169	\$ 9,852,927 *
Bike Path, Sidewalk, Recreation, Roads, Operations	0.9858	\$ 1,760,593 *
<b>Operating Total:</b>	<b>12.8951</b>	<b>\$ 23,030,049</b>
<u>Debt</u>		
Fire Pension	0.7320	\$ 1,307,318 *
<b>Debt Total:</b>	<b>0.7320</b>	<b>\$ 1,307,318</b>
<b>Grand Total:</b>	<b>13.6271</b>	<b>\$ 24,337,366</b>

\*Amount calculated using 2024 taxable value minus Renaissance Zone totaling 1,802,161,046. This figure does not include any adjustments.

The Township will levy the 1% Tax Administration fee on property taxes collected by the Township Treasurer on behalf of other governmental units, as permitted by State law.

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



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

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**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, 2024

**RE:** 2025 Fiscal Year Budget Resolution

Please place the following on the November 19, 2024 agenda:

1. Request to place Resolution No. 2024-15 for the 2025 Fiscal Year Budget on the agenda for Board consideration.

There has been one change from the Public Hearing newspaper ad was run:

- Fund 284 – Opioid Settlement Fund. Expenditure was increased from \$19,984 to \$24,000 due to a youth and community opioid prevention project, to be brought before the board at the December 3, 2024 meeting. Appropriated prior year fund balance increased from \$17,784 to \$22,000, and the expected revenue stayed at \$2,000.

Attached please find a copy of the proposed 2025 Fiscal Year Budget, and a list of changes that have been made since the August 2024 Draft Budget.

cc: Javonna Neel, Accounting Director

# FUND BALANCE INFORMATION

**2023 AUDITED, 2024 ORIGINAL BUDGET, 2024 AMENDED BUDGETS THROUGH 10/31/2024, 2025 RECOMMENDED BUDGET**

Prepared by Accounting Director Neel 12/13/23

	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 Amended @ 10/2024 BUDGET	2025 RECOMMENDED BUDGET
<b>General Fund - 101</b>				
ESTIMATED REVENUES (Does not include Grants)	11,891,800	13,749,662	14,373,231	12,800,001
APPROPRIATIONS - (Does not include Grants)	14,019,668	13,749,662	14,373,231	12,800,001
Grant Revenues - 100% (no match)		13,145,517	13,145,517	8,112,428
Grant Appropriations - 100% (no match)		13,145,517	13,145,517	8,112,428
NET OF REVENUES/APPROPRIATIONS	(2,127,868)	0	0	0
BEGINNING FUND BALANCE	8,454,131	6,326,263	6,326,263	3,056,055
Less Appropriated Prior Year Fund Balance	0	(2,697,139)	(3,270,208)	(879,430)
ENDING FUND BALANCE	6,326,263	3,629,124	3,056,055	2,176,625
Fund balance to Estimated Revenue Ratio	53%	26%	21%	17%

	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 Amended @ 10/2024 BUDGET	2025 RECOMMENDED BUDGET
<b>Fire Fund - 206</b>				
ESTIMATED REVENUES	5,007,928	5,226,134	5,319,952	5,576,890
APPROPRIATIONS	4,184,145	5,099,870	5,193,688	5,576,890
NET OF REVENUES/APPROPRIATIONS	823,783	126,264	126,264	0
BEGINNING FUND BALANCE	2,104,945	2,928,728	2,928,728	2,976,992
Less Appropriated Prior Year Fund Balance	0	0	(78,000)	0
ENDING FUND BALANCE	2,928,728	3,054,992	2,976,992	2,976,992
Fund balance to Revenue Ratio	58%	58%	56%	53%

	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 Amended @ 10/2024 BUDGET	2025 RECOMMENDED BUDGET
<b>Parks Fund - 208</b>				
ESTIMATED REVENUES	6,157	5,000	5,000	5,000
APPROPRIATIONS	5,182	9,220	9,220	9,220
NET OF REVENUES/APPROPRIATIONS	975	(4,220)	(4,220)	(4,220)
BEGINNING FUND BALANCE	29,366	30,341	30,341	21,901
Less Appropriated Prior Year Fund Balance	0	(4,220)	(4,220)	(4,220)
ENDING FUND BALANCE	30,341	21,901	21,901	13,461
Fund balance to Revenue Ratio	493%	438%	438%	269%

	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 Amended @ 10/2024 BUDGET	2025 RECOMMENDED BUDGET
<b>BSRII Fund - 213</b>				
ESTIMATED REVENUES	3,521,759	3,588,615	4,406,036	2,290,102
APPROPRIATIONS	2,772,141	3,588,615	4,406,036	1,995,197
NET OF REVENUES/APPROPRIATIONS	749,618	0	0	294,905
BEGINNING FUND BALANCE	705,031	1,454,649	1,454,649	105,484
Less Appropriated Prior Year Fund Balance	0	(641,744)	(1,349,165)	0
ENDING FUND BALANCE	1,454,649	812,905	105,484	400,389
Fund balance to Revenue Ratio	41%	23%	2%	17%

## FUND BALANCE INFORMATION

2023 AUDITED, 2024 ORIGINAL BUDGET, 2024 AMENDED BUDGETS THROUGH 10/31/2024, 2025 RECOMMENDED BUDGET

	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 Amended @ 10/2024 BUDGET	2025 RECOMMENDED BUDGET
<b>Fire Pension &amp; OPEB Fund - 216</b>				
ESTIMATED REVENUES	1,292,129	1,485,154	1,557,154	1,323,818
APPROPRIATIONS	1,242,843	1,468,627	1,540,627	1,306,795
NET OF REVENUES/APPROPRIATIONS	49,286	16,527	16,527	17,023
BEGINNING FUND BALANCE	24,356	73,642	73,642	18,169
<b>Less Appropriated Prior Year Fund Balance</b>	<b>0</b>	<b>0</b>	<b>(72,000)</b>	<b>0</b>
ENDING FUND BALANCE	73,642	90,169	18,169	35,192
Fund balance to Revenue Ratio	6%	6%	1%	3%

	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 Amended @ 10/2024 BUDGET	2025 RECOMMENDED BUDGET
<b>Fire Special Millage Capital Fund - 217</b>				
ESTIMATED REVENUES	841,245	1,544,869	1,614,869	85,000
APPROPRIATIONS	637,049	1,544,869	1,614,869	85,000
NET OF REVENUES/APPROPRIATIONS	204,196	0	0	0
BEGINNING FUND BALANCE	1,535,137	1,739,333	1,739,333	134,464
<b>Less Appropriated Prior Year Fund Balance</b>	<b>0</b>	<b>(1,534,869)</b>	<b>(1,604,869)</b>	<b>(85,000)</b>
ENDING FUND BALANCE	1,739,333	204,464	134,464	49,464
Fund balance to Revenue Ratio	207%	13%	8%	58%

	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 Amended @ 10/2024 BUDGET	2025 RECOMMENDED BUDGET
<b>Environmental Services Fund - 226</b>				
ESTIMATED REVENUES	3,828,334	4,021,362	4,021,362	4,258,671
APPROPRIATIONS	3,579,928	3,880,266	3,880,266	3,957,053
NET OF REVENUES/APPROPRIATIONS	248,406	141,096	141,096	301,618
BEGINNING FUND BALANCE	896,199	1,144,605	1,144,605	1,285,701
<b>Less Appropriated Prior Year Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
ENDING FUND BALANCE	1,144,605	1,285,701	1,285,701	1,587,319
Fund balance to Revenue Ratio	30%	32%	32%	37%

	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 Amended @ 10/2024 BUDGET	2025 RECOMMENDED BUDGET
<b>Recreation Fund - 230</b>				
ESTIMATED REVENUES	414,824	413,900	428,064	490,700
TRANSFERRED IN FROM BSRII FUND	350,000	402,542	402,542	485,734
TRANSFERRED IN FROM GENERAL FUND	0	104,453	104,453	0
APPROPRIATIONS	748,198	920,895	935,059	976,434
NET OF REVENUES/APPROPRIATIONS	16,626	0	0	0
BEGINNING FUND BALANCE	34,489	51,115	51,115	51,115
<b>Less Appropriated Prior Year Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
ENDING FUND BALANCE	51,115	51,115	51,115	51,115
Fund balance to Revenue Ratio	7%	6%	5%	5%

## FUND BALANCE INFORMATION

2023 AUDITED, 2024 ORIGINAL BUDGET, 2024 AMENDED BUDGETS THROUGH 10/31/2024, 2025 RECOMMENDED BUDGET

	2023	2024	2024	2025
	ACTIVITY	ORIGINAL BUDGET	Amended @ 10/2024 BUDGET	RECOMMENDED BUDGET
<b>14B District Court Fund - 236</b>				
ESTIMATED REVENUES	806,275	786,224	830,882	816,224
TRANSFERRED IN FROM GENERAL FUND	936,960	1,001,462	1,001,462	1,049,187
APPROPRIATIONS	1,693,957	1,787,686	1,832,344	1,865,411
NET OF REVENUES/APPROPRIATIONS	49,278	0	0	0
BEGINNING FUND BALANCE	17,621	66,899	66,899	64,711
Less Appropriated Prior Year Fund Balance	0	0	(2,188)	0
ENDING FUND BALANCE	66,899	66,899	64,711	64,711
Fund balance to Revenue Ratio	3.8%	3.7%	3.5%	3.5%

	2023	2024	2024	2025
	ACTIVITY	ORIGINAL BUDGET	Amended @ 10/2024 BUDGET	RECOMMENDED BUDGET
<b>Building Fund - 249</b>				
ESTIMATED REVENUES	778,490	991,899	991,899	950,981
APPROPRIATIONS	876,611	991,899	991,899	949,947
NET OF REVENUES/APPROPRIATIONS	(98,121)	0	0	1,034
BEGINNING FUND BALANCE	1,692,187	1,594,066	1,594,066	1,278,917
Less Appropriated Prior Year Fund Balance	0	(315,149)	(315,149)	(340,431)
ENDING FUND BALANCE	1,594,066	1,278,917	1,278,917	939,520
Fund balance to Revenue Ratio	205%	129%	129%	99%

	2023	2024	2024	2025
	ACTIVITY	ORIGINAL BUDGET	Amended @ 10/2024 BUDGET	RECOMMENDED BUDGET
<b>Local Development Finance Authority - 250</b>				
ESTIMATED REVENUES	72,093	74,588	74,588	78,485
APPROPRIATIONS	71,083	74,313	74,313	78,485
NET OF REVENUES/APPROPRIATIONS	1,010	275	275	0
BEGINNING FUND BALANCE	1,622	2,632	2,632	2,907
ENDING FUND BALANCE	2,632	2,907	2,907	2,907
Fund balance to Revenue Ratio	3.7%	3.9%	3.9%	3.7%

	2023	2024	2024	2025
	ACTIVITY	ORIGINAL BUDGET	Amended @ 10/2024 BUDGET	RECOMMENDED BUDGET
<b>Hydro Fund - 252</b>				
ESTIMATED REVENUES	656,938	1,184,811	1,190,280	814,263
APPROPRIATIONS	453,597	1,184,811	1,190,280	814,263
NET OF REVENUES/APPROPRIATIONS	203,341	0	0	0
BEGINNING FUND BALANCE	739,943	943,284	943,284	275,964
Less Appropriated Prior Year Fund Balance	0	(661,851)	(667,320)	(246,263)
ENDING FUND BALANCE	943,284	281,433	275,964	29,701
Fund balance to Revenue Ratio	144%	24%	23%	4%

## FUND BALANCE INFORMATION

2023 AUDITED, 2024 ORIGINAL BUDGET, 2024 AMENDED BUDGETS THROUGH 10/31/2024, 2025 RECOMMENDED BUDGET

	2023	2024	2024	2025
	ACTIVITY	ORIGINAL BUDGET	Amended @ 10/2024 BUDGET	RECOMMENDED BUDGET
<b>Law Enforcement Fund - 266</b>				
ESTIMATED REVENUES	9,548,797	9,606,116	9,636,116	10,141,827
APPROPRIATIONS	7,288,995	8,628,634	8,658,634	9,050,555
NET OF REVENUES/APPROPRIATIONS	2,259,802	977,482	977,482	1,091,272
BEGINNING FUND BALANCE	7,005,618	9,265,420	9,265,420	10,212,902
Less Appropriated Prior Year Fund Balance	0	0	(30,000)	0
ENDING FUND BALANCE	9,265,420	10,242,902	10,212,902	11,304,174
Fund balance to Revenue Ratio	97%	107%	106%	111%

	2023	2024	2024	2025
	ACTIVITY	ORIGINAL BUDGET	Amended @ 10/2024 BUDGET	RECOMMENDED BUDGET
<b>American Rescue Plan Act Fund - 282</b>				
ESTIMATED REVENUES	583,225			
APPROPRIATIONS	717,938			
NET OF REVENUES/APPROPRIATIONS	(134,713)			
BEGINNING FUND BALANCE	134,713			
Less Appropriated Prior Year Fund Balance	0			
ENDING FUND BALANCE	0			
<b>Funds recognized as "lost revenue in 2024 transferred to General Fund as Deferred Revenue"</b>				

	2023	2024	2024	2025
	ACTIVITY	ORIGINAL BUDGET	Amended @ 10/2024 BUDGET	RECOMMENDED BUDGET
<b>Opioid Settlement Fund - 284</b>				
ESTIMATED REVENUES	25,926	21,984	21,984	24,000
APPROPRIATIONS	0	21,984	21,984	24,000
No appropriations anticipated used in 2024	0	0	(21,984)	0
NET OF REVENUES/APPROPRIATIONS	25,926	0	21,984	0
BEGINNING FUND BALANCE	0	25,926	25,926	27,926
Less Appropriated Prior Year Fund Balance	0	(19,984)	(19,984)	(22,000)
ENDING FUND BALANCE	25,926	5,942	27,926	5,926
Fund balance to Revenue Ratio	100.0%	27.0%	127.0%	24.7%

	2023	2024	2024	2025
	ACTIVITY	ORIGINAL BUDGET	Amended @ 10/2024 BUDGET	RECOMMENDED BUDGET
<b>Nuisance Abatement Fund - 287</b>				
ESTIMATED REVENUES	25,195	49,077	49,077	51,077
APPROPRIATIONS	40,164	49,077	49,077	51,077
NET OF REVENUES/APPROPRIATIONS	(14,969)	0	0	0
BEGINNING FUND BALANCE	63,088	48,119	48,119	36,842
Less Appropriated Prior Year Fund Balance	0	(11,277)	(11,277)	(20,277)
ENDING FUND BALANCE	48,119	36,842	36,842	16,565
Fund balance to Revenue Ratio	191%	75%	75%	32%



# FUND BALANCE INFORMATION

2023 AUDITED, 2024 ORIGINAL BUDGET, 2024 AMENDED BUDGETS THROUGH 10/31/2024, 2025 RECOMMENDED BUDGET

	2023	2024	2024	2025
ACTIVITY		ORIGINAL	Amended @ 10/2024	RECOMMENDED
		BUDGET	BUDGET	BUDGET
<b>Debt Bond 2006 Fund - 398</b>				
ESTIMATED REVENUES	448	0	0	0
TRANSFERRED IN FROM LDFA Fund	71,083	74,313	74,313	78,485
TRANSFERRED IN FROM GENERAL FUND	163,067	159,977	159,977	155,825
APPROPRIATIONS	234,100	234,290	234,290	234,310
NET OF REVENUES/APPROPRIATIONS	498	0	0	0
BEGINNING FUND BALANCE	2,189	2,687	2,687	2,687
ENDING FUND BALANCE	2,687	2,687	2,687	2,687
Fund balance to Revenue Ratio	1%	1%	1%	1%

	2023	2024	2024	2025
ACTIVITY		ORIGINAL	Amended @ 10/2024	RECOMMENDED
		BUDGET	BUDGET	BUDGET
<b>Golf Course Fund - 584 ENTERPRISE FUND</b>				
ESTIMATED REVENUES	703,404	692,050	703,050	798,550
TRANSFERRED IN FROM BSRII FUND	87,000	254,338	254,338	193,404
APPROPRIATIONS	843,372	946,388	957,388	991,954
NET OF REVENUES/APPROPRIATIONS	(52,968)	0	0	0
BEGINNING NET POSITION	2,014,277	1,961,309	1,961,309	1,950,309
Less Appropriated Prior Year Fund Balance	0	0	(11,000)	0
ENDING NET POSITION	1,961,309	1,961,309	1,950,309	1,950,309
LESS INVESTMENT IN CAPITAL at 2023 (new net capital-depr)	(1,664,879)	(1,625,879)	(1,625,879)	(1,558,879)
<b>UNRESTRICTED</b>	<b>296,430</b>	<b>335,430</b>	<b>324,430</b>	<b>391,430</b>
Unrestricted to Revenue Ratio	38%	35%	34%	39%

	2023	2024	2024	2025
ACTIVITY		ORIGINAL	Amended @ 10/2024	RECOMMENDED
		BUDGET	BUDGET	BUDGET
<b>Compost Fund - 597 ENTERPRISE FUND</b>				
ESTIMATED REVENUES	606,077	858,617	892,557	802,097
APPROPRIATIONS	696,297	858,617	892,557	802,097
NET OF REVENUES/APPROPRIATIONS	(90,220)	0	0	0
BEGINNING NET POSITION	1,508,500	1,418,280	1,418,280	1,136,923
Less Appropriated Prior Year Fund Balance	0	(247,417)	(281,357)	(205,897)
ENDING NET POSITION	1,418,280	1,170,863	1,136,923	931,026
LESS INVESTMENT IN CAPITAL at 2023 (new net capital-depr)	(503,037)	(543,802)	(543,802)	(539,918)
<b>UNRESTRICTED</b>	<b>915,243</b>	<b>627,061</b>	<b>593,121</b>	<b>391,108</b>
Unrestricted to Revenue Ratio	151%	73%	66%	49%

	2023	2024	2024	2025
ACTIVITY		ORIGINAL	Amended @ 10/2024	RECOMMENDED
		BUDGET	BUDGET	BUDGET
<b>Motor Pool - 661 INTERNAL SERVICE FUND</b>				
ESTIMATED REVENUES	288,938	408,101	408,101	419,799
APPROPRIATIONS	232,606	393,036	393,036	419,799
NET OF REVENUES/APPROPRIATIONS	56,332	15,065	15,065	0
BEGINNING NET POSITION	878,934	935,266	935,266	792,792
Less Appropriated Prior Year Fund Balance	0	(157,539)	(157,539)	(187,049)
ENDING NET POSITION	935,266	792,792	792,792	605,743
LESS INVESTMENT IN CAPITAL at 2023 (new net capital-depr)	(645,310)	(545,310)	(545,310)	(545,310)
<b>UNRESTRICTED</b>	<b>289,956</b>	<b>247,482</b>	<b>247,482</b>	<b>60,433</b>
Unrestricted to Revenue Ratio	100%	61%	61%	14%

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
101-000-403.000 *	CURRENT PROPERTY TAXES	1,461,623	1,528,818	1,635,046	1,635,046	1,639,492	1,737,018
101-000-404.001 *	ESA REIMBURSEMENT OP	11,287	12,176	12,000	12,000	31,303	12,000
101-000-412.000 *	DELINQUENT PERS PROPERTY TAX	4,525	2,154				
101-000-414.000 *	CUR PROPERTY TAX ADJUSTMENTS	1,978	161			(768)	
101-000-427.000 *	STREETLIGHT TAX RECOGNIZED	13,998	17,431	17,431	17,431		6,144
101-000-432.000 *	IN LIEU OF TAXES - CLARK TOWERS	11,636	11,447	11,600	11,600	11,484	11,600
101-000-432.001 *	IN LIEU OF TAX - ACM	236,856	249,289	250,000	250,000	249,289	250,000
101-000-434.000 *	TRAILER TAX FEE	6,250	6,123	5,000	5,000	4,492	5,000
101-000-445.000 *	PENALTIES AND INTEREST	38,193	33,396	30,000	30,000	33,066	30,000
101-000-447.000 *	PROPERTY TAXES/ADMINST. FEES	819,829	856,416	875,000	875,000	896,003	930,000
101-000-477.000 *	FRANCHISE FEES	636,473	594,909	610,000	610,000	271,305	590,000
101-000-478.001 *	PERMITS SALVAGE YRD	150	1,050	600	600		600
101-000-478.004 *	PERMITS BIN COLLECTION FEE	100					
101-000-490.000 *	DOG LICENSES	9,338	6,643	5,000	5,000	4,774	5,000
101-000-491.004 *	PERMITS PEDDLER FEE	653	1,300	750	750	3,050	2,000
101-000-528.000 *	OTHER FEDERAL GRANTS		180,593			27,586	
101-000-543.000 *	PUBLIC SAFETY GRANT -14 B DISTRIC			5,000,000	5,000,000	2,500,000	4,773,850
101-000-572.000 *	STATE METRO RIGHT OF WAY	29,916	31,159	31,000	31,000	23,821	43,613
101-000-574.000 *	STATE REVENUE SHARING	6,796,721	6,615,053	6,751,761	6,751,761	5,469,106	6,591,957
101-000-583.000	WASHTENAW COUNTY BROWNFIELD -WCBR		9,991				
101-000-607.001 *	SITE PLAN - CHG FOR SERVICES	16,000	10,400	16,000	16,000	8,650	10,100
101-000-607.003 *	PROPERTY CHANGE APP - CHG FOR SER	2,025	950	500	500	425	500
101-000-607.004 *	FAX, COPY & OTHER - CHG FOR SERVI	18		50	50		50
101-000-607.006 *	ZONING FEES - CHG FOR SERVICES ZB	5,175	8,650	5,000	5,000	8,695	8,000
101-000-607.012 *	ADDRESS ASSIGN - CHG FOR SERVICES		90	50	50	20	50
101-000-607.014 *	CHRG-NONRECORDING PROP XFER	3,985	12,000	2,000	2,000	6,510	5,000
101-000-607.100 *	CANDIDATE ELECTION FILING FEE		600	700	700	2,500	
101-000-615.000 *	CHARGE FOR SERVICES-NSF FEES	575	660	240	240	700	500
101-000-626.633 *	PASSPORT SERVICES	13,502	14,035	9,000	9,000	5,870	9,000
101-000-626.637 *	ADMINISTRATION FEES/FIRE DEPT	83,289	87,140	90,081	90,081	72,617	93,249
101-000-626.638 *	ADMINISTRATION FEES/ENVIR SVC	18,978	20,417	16,935	16,935	17,014	16,643
101-000-626.639 *	ADMINISTRATION FEES/LAW ENFOR	61,929	63,488	65,967	65,967	52,907	101,803
101-000-626.640 *	ADMINISTRATION FEES/GOLF COUR	20,593	19,903	20,501	20,501	16,586	21,101
101-000-626.641 *	ADMINISTRATIVE FEES/COMPOST	13,280	13,800	14,198	14,198	11,500	14,615
101-000-626.642 *	ADMINISTRATION FEES/BLDG DEPT	34,277	36,387	38,703	38,703	30,323	38,116
101-000-626.643 *	ADMINISTRATION FEES/RECREATIO	22,141	21,521	22,173	22,173	17,934	22,827
101-000-626.644 *	ADMINISTRATION FEES/14B COURT	42,279	44,078	45,487	45,487	36,732	46,909
101-000-642.645	TOWNSHIP & PRECINTS MAPS ETC.	57	20			20	
101-000-644.003 *	FORD LAKE HYDRO STATION	82,066	83,020	83,000	83,000	86,845	83,000
101-000-665.000 *	INTEREST EARNED	107,488	889,684	105,000	105,000	661,637	340,000
101-000-665.003 *	NET INTEREST EARN-CUR TAX COL	19,687	41,220	25,000	25,000	36,417	25,000
101-000-667.001 *	RENT INCOME	220,000	220,000	220,000	220,000	183,333	220,000
101-000-675.050 *	CONTRIBUTION-BEES	1,000	2,000	1,000	1,000		1,000
101-000-676.000	REIMBURSEMENT	342	128			425	
101-000-676.003 *	REIMBURSEMENT - POSTAGE	2,324	2,462	1,500	1,500	917	1,500
101-000-676.006 *	REIMBURSEMENT ELECTION	20,252	45,496	24,000	24,000	86,929	
101-000-676.012 *	INSURANCE REIMBURSEMENTS	27,134	83,956	5,000	5,000	204,167	10,000
101-000-676.015 *	REIMBURSE - VIETNAM VETS MEMORIAL	5,556	6,300				
101-000-676.020 *	REIMBURSE FOR LEC BLDG	131,864					
101-000-678.000 *	SETTLEMENTS & JUDGMENTS	11,741	405			21,085	
101-000-681.000 *	REVENUE - RADON TEST KIT	325	730	250	250	715	650
101-000-683.000 *	OTHER INCOME-MISCELLANEOUS	11,758	4,151	5,000	5,000	28,635	5,000
101-000-686.000 *	DESIGNATED LOSS REVENUE - ARPA				8,145,517	2,978,933	3,338,578
101-000-687.000	REBATES & ENERGY SAVINGS CREDIT	7,011					
101-000-693.000 *	SALE OF TOWNSHIP PROPERTIES				50,500	642,206	631,026
101-000-693.002	SALES OF FIXED ASSETS - EQUIP.	9,729					

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 000								
ESTIMATED REVENUES								
101-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			10,842,656	3,270,208		879,430	
	TOTAL ESTIMATED REVENUES	11,075,906	11,891,800	26,895,179	27,518,748	16,385,250	20,912,429	
	NET OF REVENUES/APPROPRIATIONS - 000 -	11,075,906	11,891,800	26,895,179	27,518,748	16,385,250	20,912,429	
* NOTES TO BUDGET: DEPARTMENT 000								
403.000	CURRENT PROPERTY TAXES						1,737,018	
	General Fund Tax Revenue levy of .9726. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. Current projected TV is 1,785,953,546 and prior year actual TV was 1,675,159,452 for percentage increase of 6.61% in the TV.							
404.001	ESA REIMBURSEMENT OP						12,000	
	State calculated reimbursement for personal property loss due to small business exemptions.							
412.000	DELINQUENT PERS PROPERTY TAX							
	Delinquent personal property taxes collected by the Treasurer, number is unknown until the end of year.							
414.000	CUR PROPERTY TAX ADJUSTMENTS							
	This line is for any tax chargebacks or adjustment. Nothing is budgeted because this line varies every year.							
427.000	STREETLIGHT TAX RECOGNIZED						6,144	
	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. This amount represents the recognized yearly construction allocation. To be provided by assessing.							
432.000	IN LIEU OF TAXES - CLARK TOWERS						11,600	
	Payment In Lieu of Taxes (PILOT) is an agreement with Clark East Towers, our senior housing complex.							
432.001	IN LIEU OF TAX - ACM						250,000	
	Payment in Lieu of Taxes (PILOT) is an agreement with ACM based on capital investments.							
434.000	TRAILER TAX FEE						5,000	
	Statutory annual fees for mobile home lots. Manufactured home park owners are taxed \$3.00 per home, \$.50 of that amount comes to the Township.							
445.000	PENALTIES AND INTEREST						30,000	
	Reflects penalties and interest collected from delinquent real or personal property taxes.							

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022		2023		2024		2024		2025	
		ACTIVITY		ACTIVITY		ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET		
Dept 000 447.000	PROPERTY TAXES/ADMINST. FEES										930,000
	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 \$1,146,161.										
477.000	FRANCHISE FEES										590,000
	Franchise fees from Comcast and AT&T based on customer usage paid bi-monthly. The Comcast comparative trend for the 1st half of 2024 and 2025 is an 11% decrease in revenue.										
478.001	PERMITS SALVAGE YRD										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
	Charge for dog licenses. Same budget as 2024.										
491.004	PERMITS PEDDLER FEE										2,000
	Charges for Peddler Permits to allow vendors to sell door-to-door in the Township. Increase for 2025 based on current revenue.										
528.000	OTHER FEDERAL GRANTS										
	This was used in the past as deferred revenue from ARPA. This has been moved to line 101-000-686.000.										
543.000	PUBLIC SAFETY GRANT -14 B DISTRICT COURT										4,773,850
	This is for the Public Safety Grant for the 14B District Court Security Renovations we have received \$2.5 M of the \$5M grant in 2024 and will record revenue to match the expenditures billed in 2024. The remainder will be classified as unearned revenue at the end of 2024 the estimated amount at 7-30-24 is \$2,273,850, but we will adjust at year end to match expenditures. The budget for 2025 will have the unearned revenue alone with the expected 2.5M. This accounting method is used on all grants as the revenue and expenditure for the year must match.										
572.000	STATE METRO RIGHT OF WAY										43,613
	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										6,591,957

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000	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. This is a 2% decrease from last years budgeted amount. This is from State projections as of 5/17/24.						
607.001	SITE PLAN - CHG FOR SERVICES						10,100
	Fees charged for site plan reviews, decreased based on current revenue.						
607.003	PROPERTY CHANGE APP - CHG FOR SERVICES						500
	Fees charged for property split applications.						
607.004	FAX, COPY & OTHER - CHG FOR SERVICES						50
	Fees charged for copies.						
607.006	ZONING FEES - CHG FOR SERVICES ZBA						8,000
	Fees charged for the Zoning Board of Appeals. Increased for 2025 based on revenue trends.						
607.012	ADDRESS ASSIGN - CHG FOR SERVICES						50
	Fees charged for assigning an address to a vacant parcel that is not in a subdivision. This is done through the Assessing Office and Fire Department. For 1-2 lots, the fee is \$50. For 3 or more lots, the fee is \$25 per lot.						
607.014	CHRG-NONRECORDING PROP XFER						5,000
	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. Increased for 2025 based on 2023 and 2024 revenue.						
607.100	CANDIDATE ELECTION FILING FEE						
	This is for the \$100 per candidate election fee for local office. To be reimbursed if elected. No local elections scheduled in 2025.						
615.000	CHARGE FOR SERVICES-NSF FEES						500
	Fees charged for checks that are returned for non-sufficient funds.						
626.633	PASSPORT SERVICES						9,000
	Fees charged for passport processing in the Clerk's office.						
626.637	ADMINISTRATION FEES/FIRE DEPT						93,249
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.						
626.638	ADMINISTRATION FEES/ENVIR SVC						

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 000								
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.						16,643	
626.639	ADMINISTRATION FEES/LAW ENFOR						101,803	
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.							
626.640	ADMINISTRATION FEES/GOLF COUR						21,101	
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.							
626.641	ADMINISTRATIVE FEES/COMPOST						14,615	
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.							
626.642	ADMINISTRATION FEES/BLDG DEPT						38,116	
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.							
626.643	ADMINISTRATION FEES/RECREATIO						22,827	
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.							
626.644	ADMINISTRATION FEES/14B COURT						46,909	
	Calculations for Administration Fees paid by other Funds are based on floor space, staffing levels, numbers of computers, etc. Figures provided by Accounting Director.							
644.003	FORD LAKE HYDRO STATION						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						340,000	
	Interest earned on funds deposited at various banks. Increase for 2025 based on activity trends.							
665.003	NET INTEREST EARN-CUR TAX COL						25,000	
	Interest earned on current tax collection funds held. Figures provided by the Accounting Director.							

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET
Dept 000							
667.001	RENT INCOME						220,000
	Lease agreement with YCUA to rent building located at 2870 E Clark Road. This is a fixed amount.						
675.050	CONTRIBUTION-BEES						1,000
	Contributions made to our honeybee initiative.						
676.003	REIMBURSEMENT - POSTAGE						1,500
	Postage reimbursement from individuals getting passports.						
676.006	REIMBURSEMENT ELECTION						
	There are no county, state, or school elections planned expected in 2025.						
676.012	INSURANCE REIMBURSEMENTS						10,000
	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. Increased for 2025 due to activity trends.						
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						650
	Fees for Radon test kits. Increased due to usage.						
683.000	OTHER INCOME-MISCELLANEOUS						5,000
	Funds received for various items such as FOIA fees, notary fees, and other miscellaneous fees and reimbursements.						
686.000	DESIGNATED LOSS REVENUE - ARPA						3,338,578

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000	This is for the APRA Grant that the Township declared as "lost revenue" in 2022 and is part of the General Fund revenues now. This budget for revenue should match the expenditure lines in 101-902 at year end. In 2023 we transferred \$8,784,091 from the ARPA fund to the General Fund. At year end the unused amount of revenue was classified as unearned revenue. The budget will recognize the unearned revenue to match the expenditures at \$5,000,139.						
693.000	SALE OF TOWNSHIP PROPERTIES						631,026
	Funds received for the sale of Township properties. In 2024, Aldi bought property, and Culver's is expected to as well. Funds from Township property sales are used for Ecorse Road revitalization.						
699.999	APPROPRIATED PRIOR YEAR BAL						879,430
	An appropriated prior year balance is needed for Stormwater Drain Improvements (\$534,000), and water main and stormwater replacement for the Civic Center Parking Lot that is under contract (\$400,080), both capital projects.						
	DEPT '000' TOTAL						20,912,429



2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 101 - TOWNSHIP BOARD							
APPROPRIATIONS							
101-101-703.000 *	SALARIES - ELECTED OFFICIALS	64,769	65,322	68,714	68,714	57,263	70,777
101-101-704.000 *	APPOINTED OFFICIALS			5,000	5,000		5,000
101-101-715.000 *	F.I.C.A./MEDICARE	4,955	4,997	5,639	5,639	4,381	5,797
101-101-719.030 *	WORKERS COMPENSATION	97	188	399	399	178	282
101-101-727.000 *	OFFICE SUPPLIES			300	300		300
101-101-801.000 *	PROFESSIONAL SERVICES	45,823	49,827	50,589	50,589	44,049	29,100
101-101-958.000 *	MEMBERSHIP AND DUES	22,212	11,556	30,000	37,734	31,762	30,000
TOTAL APPROPRIATIONS		137,856	131,890	160,641	168,375	137,633	141,256
NET OF REVENUES/APPROPRIATIONS - 101 - TOWNSHIP BOAR		(137,856)	(131,890)	(160,641)	(168,375)	(137,633)	(141,256)
* NOTES TO BUDGET: DEPARTMENT 101 TOWNSHIP BOARD							
703.000	SALARIES - ELECTED OFFICIALS						70,777
	Salaries of the four Township Trustees at \$17,694 each. This amount represents a 3% increase in wages budgeted for 2025.						
704.000	APPOINTED OFFICIALS						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						5,797
	Figures provided by the Accounting Director.						
719.030	WORKERS COMPENSATION						282
	Workers Comp allocation based on type of work performed and number of people in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						300
	Office supplies for budget books.						
801.000	PROFESSIONAL SERVICES						29,100
	Cost for PFM (\$1,300), the annual contract with Munetrix for Citizens Dashboard transparency (\$7,800), and a lobbyist (\$20,000) to be hired as needed.						
958.000	MEMBERSHIP AND DUES						30,000
	Membership dues for Chamber of Commerce, SEMCOG, Huron River Watershed Council, MTA, WATS, WRRMA, Arts Alliance, etc.						
	DEPT '101' TOTAL						
							141,256

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 171 - TOWNSHIP SUPERVISOR							
APPROPRIATIONS							
101-171-703.000 *	SALARIES - ELECTED OFFICIALS	90,934	93,662	98,884	98,884	80,393	108,001
101-171-705.000 *	SALARY - SUPERVISION	46,423	70,953	69,817	69,817	57,232	71,912
101-171-706.000 *	SALARY - PERMANENT WAGES	51,762	52,348	53,951	53,951	44,816	55,690
101-171-708.009 *	AUTO ALLOWANCE	6,000	6,000	6,000	6,000	5,000	
101-171-708.010 *	HEALTH INS BUYOUT	4,960	6,000	3,000	3,000	2,497	6,000
101-171-709.000 *	REG OVERTIME			100	100		100
101-171-715.000 *	F.I.C.A./MEDICARE	14,841	17,420	16,978	16,978	13,850	18,491
101-171-718.000 *	MERS RETIREMENT	37,983	38,923	41,563	41,563	38,321	50,995
101-171-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,236	2,786	2,600	2,600	2,185	2,600
101-171-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	8,400	8,400	8,400	6,572
101-171-719.000 *	HEALTH INSURANCE	8,143	8,793	16,618	16,618	12,463	9,578
101-171-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(600)	(600)	(1,200)	(1,200)		(600)
101-171-719.015 *	DENTAL BENEFITS	1,759	2,032	2,126	2,126	1,854	1,845
101-171-719.016 *	VISION BENEFITS	368	449	470	470	414	351
101-171-719.020 *	HEALTH CARE DEDUCTION	3,849	4,317	5,950	5,950	7,044	2,975
101-171-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	151	237	252	252	274	156
101-171-719.022 *	DISABILITY INSURANCE	363	581	593	593	575	752
101-171-719.023 *	LIFE INSURANCE	510	680	694	694	666	848
101-171-719.030 *	WORKERS COMPENSATION	336	396	984	984	418	696
101-171-727.000 *	OFFICE SUPPLIES	340	498	600	600	236	600
101-171-860.000 *	TRAVEL			200	200	20	200
101-171-956.000 *	MISCELLANEOUS			100	100	55	100
TOTAL APPROPRIATIONS		288,084	313,175	328,680	328,680	276,713	337,862
NET OF REVENUES/APPROPRIATIONS - 171 - TOWNSHIP SUPE		(288,084)	(313,175)	(328,680)	(328,680)	(276,713)	(337,862)

\* NOTES TO BUDGET: DEPARTMENT 171 TOWNSHIP SUPERVISOR

703.000	SALARIES - ELECTED OFFICIALS						108,001
	Salary of the Supervisor. This amount represents a 3% increase in wages budgeted for 2025, including auto allowance (\$6,000), and longevity.						
705.000	SALARY - SUPERVISION						71,912
	Salary of the Deputy Supervisor. This amount represents a 3% increase in wages budgeted for 2025. Deputy does not have enough time for longevity.						
706.000	SALARY - PERMANENT WAGES						55,690
	Salary of one full-time TPOAM Floater II/Clerk III who also does purchasing for all departments. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
708.009	AUTO ALLOWANCE						
	Auto allowance for the Supervisor has been moved to part of wage compensation package. This line will be eliminated.						
708.010	HEALTH INS BUYOUT						6,000
	Used for health insurance buyout for employees who receive health insurance through another source. Increased due to number of employees taking the buyout.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST		2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY				
Dept 171 - TOWNSHIP SUPERVISOR							
709.000	REG OVERTIME						100
	Overtime costs for the Floater II/Clerk III position.						
715.000	F.I.C.A./MEDICARE						18,491
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						50,995
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						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						6,572
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.						
719.000	HEALTH INSURANCE						9,578
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(600)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						1,845
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						351
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						2,975
	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						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 171 - TOWNSHIP SUPERVISOR							
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						156
719.022	DISABILITY INSURANCE						752
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						848
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						696
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						600
	Supplies for Supervisor Office.						
860.000	TRAVEL						200
	Mileage expense for Deputy Supervisor or staff for required travel off site.						
956.000	MISCELLANEOUS						100
	Miscellaneous expenses in the department.						
	DEPT '171' TOTAL						337,862

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 191 - ACCOUNTING APPROPRIATIONS							
101-191-705.000 *	SALARY - SUPERVISION	90,233	91,906	94,716	94,716	78,552	97,558
101-191-706.000 *	SALARY - PERMANENT WAGES	114,397	116,440	119,075	119,075	91,621	121,796
101-191-706.200 *	SEVERANCE PAYOUT				27,605	27,605	
101-191-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	4,424	4,792		3,848	3,848	5,373
101-191-708.008 *	RETIREE TIME PAYOUTS				10,108	10,108	
101-191-709.000 *	REG OVERTIME	583	290	300	300	518	300
101-191-715.000 *	F.I.C.A./MEDICARE	15,611	17,026	16,378	19,437	16,282	17,215
101-191-718.000 *	MERS RETIREMENT	99,692	95,699	105,939	105,939	80,438	129,462
101-191-718.001 *	RETIREMENT HEALTH CARE SAVINGS					599	
101-191-718.003 *	OPEB - RETIREMENT HEALTH	53,178	23,100	25,200	25,200	25,200	19,716
101-191-719.000 *	HEALTH INSURANCE	68,405	73,857	69,794	74,641	50,060	84,433
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	2,989	3,212	2,178	3,325
101-191-719.016 *	VISION BENEFITS	673	688	720	780	553	727
101-191-719.020 *	HEALTH CARE DEDUCTION	11,534	13,357	17,745	20,720	7,797	18,985
101-191-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	259	421	288	288	412	328
101-191-719.022 *	DISABILITY INSURANCE	872	872	889	889	870	1,128
101-191-719.023 *	LIFE INSURANCE	680	680	694	694	679	848
101-191-719.030 *	WORKERS COMPENSATION	391	396	984	984	418	696
101-191-727.000 *	OFFICE SUPPLIES	1,422	2,454	1,900	1,900	1,536	1,900
101-191-818.000 *	CONTRACTUAL SERVICES				20,000	17,404	3,500
101-191-958.000 *	MEMBERSHIP AND DUES	425	435	500	500	305	500
TOTAL APPROPRIATIONS		460,787	440,469	453,311	526,036	416,983	502,990
NET OF REVENUES/APPROPRIATIONS - 191 - ACCOUNTING		(460,787)	(440,469)	(453,311)	(526,036)	(416,983)	(502,990)

\* NOTES TO BUDGET: DEPARTMENT 191 ACCOUNTING

705.000	SALARY - SUPERVISION						97,558
	Salary of the Accounting Director. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
706.000	SALARY - PERMANENT WAGES						121,796
	Cost of two (2) full-time TPOAM employees in the Accounting Department. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
706.200	SEVERANCE PAYOUT						
	Payout of individual who resigned in 2024 under special circumstances. No budget needed for 2025.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						5,373
	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. The budgeted \$5,373 represents the employee amount over max of PTO hours that will need to be paid out at year end.						
708.008	RETIREE TIME PAYOUTS						
	Used to pay PTO banked hours for retiree in 2024. No budget for 2025.						
709.000	REG OVERTIME						

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 191 - ACCOUNTING								
	Overtime need for department						300	
715.000	F.I.C.A./MEDICARE						17,215	
	Figures provided by the Accounting Director.							
718.000	MERS RETIREMENT						129,462	
	This is the MERS retirement for employees including legacy costs.							
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. The department has no employees hired after 1/1/2014, no budget for 2025.							
718.003	OPEB - RETIREMENT HEALTH						19,716	
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.							
719.000	HEALTH INSURANCE						84,433	
	The health insurance premium increased by 16% for 2025. Provided by HR.							
719.003	EMPLOYEE PAID HEALTH CONTRA						(4,800)	
	Amount employees pay toward their health care coverage.							
719.015	DENTAL BENEFITS						3,325	
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.							
719.016	VISION BENEFITS						727	
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.							
719.020	HEALTH CARE DEDUCTION						18,985	
	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						328	
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. An assumption of \$96 per covered employee. Provided by Accounting Director.							

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 191 - ACCOUNTING							
719.022	DISABILITY INSURANCE						1,128
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						848
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						696
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						1,900
	Used to replenish office supplies, purchase checks, W-2 and 1099 forms.						
818.000	CONTRACTUAL SERVICES						3,500
	Used in 2024 for professional contractual services to complete payrolls until new hire and training new hire. Requesting contractual services in early 2025 to assist with year end reporting to the IRS and other year end reports.						
958.000	MEMBERSHIP AND DUES						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						502,990

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 215 - TOWNSHIP CLERK							
APPROPRIATIONS							
101-215-703.000 *	SALARIES - ELECTED OFFICIALS	90,934	93,662	97,919	97,919	81,840	100,857
101-215-705.000 *	SALARY - SUPERVISION	69,208	69,271	71,388	71,388	53,892	71,912
101-215-706.000 *	SALARY - PERMANENT WAGES	94,235	102,254	107,103	100,803	79,726	110,694
101-215-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	2,848		6,282	6,282		
101-215-709.000 *	REG OVERTIME		840	300	1,300		300
101-215-715.000 *	F.I.C.A./MEDICARE	19,804	19,788	21,649	21,649	16,549	21,708
101-215-718.000 *	MERS RETIREMENT	44,344	42,535	46,468	46,468	31,701	17,405
101-215-718.001 *	RETIREMENT HEALTH CARE SAVINGS	3,671	3,800	3,900	3,900	3,310	5,200
101-215-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	8,400	8,400	8,400	
101-215-719.000 *	HEALTH INSURANCE	73,676	82,649	78,102	78,102	70,947	84,283
101-215-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(5,250)	(5,400)	(5,400)	(5,400)		(4,800)
101-215-719.015 *	DENTAL BENEFITS	3,576	3,698	3,870	3,870	3,288	3,449
101-215-719.016 *	VISION BENEFITS	743	786	822	822	745	708
101-215-719.020 *	HEALTH CARE DEDUCTION	18,369	17,684	20,720	24,720	25,547	20,720
101-215-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	311	436	384	384	334	384
101-215-719.022 *	DISABILITY INSURANCE	751	872	889	889	832	1,128
101-215-719.023 *	LIFE INSURANCE	822	907	925	925	864	1,131
101-215-719.030 *	WORKERS COMPENSATION	559	528	1,312	1,312	557	926
101-215-727.000 *	OFFICE SUPPLIES	1,989	2,266	4,000	4,000	3,363	2,000
101-215-740.001 *	Ordinance & Zoning Code Books	11,069	450	2,000	3,300	1,800	2,000
101-215-801.000 *	PROFESSIONAL SERVICES		999	1,500	1,500	219	1,500
101-215-860.000 *	TRAVEL			500	500		500
101-215-956.000 *	MISCELLANEOUS	195	100	500	500	120	500
101-215-958.000 *	MEMBERSHIP AND DUES			150	150		150
TOTAL APPROPRIATIONS		449,580	445,825	473,683	473,683	384,034	442,655
NET OF REVENUES/APPROPRIATIONS - 215 - TOWNSHIP CLER		(449,580)	(445,825)	(473,683)	(473,683)	(384,034)	(442,655)

\* NOTES TO BUDGET: DEPARTMENT 215 TOWNSHIP CLERK

703.000	SALARIES - ELECTED OFFICIALS						100,857
	Salary of the Clerk. This amount represents a 3% increase in wages budgeted for 2025. New Clerk, not enough time for longevity.						
705.000	SALARY - SUPERVISION						71,912
	Salary of the Deputy Clerk. This amount represents a 3% increase in wages budgeted for 2025. New Deputy Clerk, not enough time for longevity.						
706.000	SALARY - PERMANENT WAGES						110,694
	This line is used for the salary of two (2) full-time TPOAM Floater II/Clerk III positions. This amount represents a 3% increase in wages budgeted for 2025 and 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.						
709.000	REG OVERTIME						300



		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 215 - TOWNSHIP CLERK	Overtime if need for additional clerical duties such a passports, FOIA requests, etc.							
715.000	F.I.C.A./MEDICARE						21,708	
	Figures provided by the Accounting Director.							
718.000	MERS RETIREMENT						17,405	
	This is the MERS retirement for employees including legacy costs.							
718.001	RETIREMENT HEALTH CARE SAVINGS						5,200	
	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							
	No eligible employees in this department.							
719.000	HEALTH INSURANCE						84,283	
	The health insurance premium increased by 16% for 2025. Provided by HR.							
719.003	EMPLOYEE PAID HEALTH CONTRA						(4,800)	
	Amount employees pay toward their health care coverage.							
719.015	DENTAL BENEFITS						3,449	
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.							
719.016	VISION BENEFITS						708	
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.							
719.020	HEALTH CARE DEDUCTION						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	
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director							
719.022	DISABILITY INSURANCE						1,128	
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.							

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 215 - TOWNSHIP CLERK							
719.023	LIFE INSURANCE						1,131
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						926
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						2,000
	Expenses related to the daily operations of the Clerk's Office.						
740.001	Ordinance & Zoning Code Books						2,000
	Expenses related to maintaining ordinance and zoning updates through Municode, and also includes Ordinance, Resolution and Minute Books.						
801.000	PROFESSIONAL SERVICES						1,500
	Expenses for document conversion and shredding costs for all departments.						
860.000	TRAVEL						500
	Expenses for mileage reimbursement for travel to post office, and travel to various conferences, classes and meetings.						
956.000	MISCELLANEOUS						500
	Miscellaneous expenses for the Clerk's Office.						
958.000	MEMBERSHIP AND DUES						150
	Membership for Clerk and Deputy Clerk in the Michigan Association of Municipal Clerks.						
	DEPT '215' TOTAL						442,655

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 223 - INDEPENDENT AUDITING APPROPRIATIONS							
101-223-802.000 *	INDEPENDENT AUDITING	33,850	33,850	33,900	33,900	33,500	33,900
101-223-803.000 *	INDEPENDENT AUDITING OTHER			2,000	2,000		2,000
TOTAL APPROPRIATIONS		33,850	33,850	35,900	35,900	33,500	35,900
NET OF REVENUES/APPROPRIATIONS - 223 - INDEPENDENT A		(33,850)	(33,850)	(35,900)	(35,900)	(33,500)	(35,900)
* NOTES TO BUDGET: DEPARTMENT 223 INDEPENDENT AUDITING							
802.000	INDEPENDENT AUDITING						33,900
	This is for the financial audit of 2024 by PSLZ, which is completed in 2025.						
803.000	INDEPENDENT AUDITING OTHER						2,000
	This line is budgeted for any additional work performed by the auditors if needed.						
	DEPT '223' TOTAL						35,900

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 228 - COMPUTER SUPPORT							
APPROPRIATIONS							
101-228-706.000 *	SALARY - PERMANENT WAGES	188,349	150,516	154,126	154,126	127,870	158,972
101-228-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	5,282	5,227	10,357	14,715	4,358	10,517
101-228-708.010 *	HEALTH INS BUYOUT	3,000					
101-228-709.000 *	REG OVERTIME	61		1,000	1,000		1,000
101-228-715.000 *	F.I.C.A./MEDICARE	14,909	11,560	12,659	12,993	9,888	13,043
101-228-718.000 *	MERS RETIREMENT	38,048	35,428	38,922	38,922	35,446	47,319
101-228-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,296	1,300	1,300	1,300	1,100	1,300
101-228-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	8,400	8,400	8,400	6,572
101-228-719.000 *	HEALTH INSURANCE	43,975	47,479	44,868	44,868	41,128	51,719
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	2,124	2,124	1,947	2,245
101-228-719.016 *	VISION BENEFITS	599	438	454	454	416	433
101-228-719.020 *	HEALTH CARE DEDUCTION	6,992	6,675	11,830	11,830	6,036	11,830
101-228-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	173	185	192	192	144	192
101-228-719.022 *	DISABILITY INSURANCE	872	581	593	593	575	752
101-228-719.023 *	LIFE INSURANCE	680	454	463	463	444	566
101-228-719.030 *	WORKERS COMPENSATION	391	321	656	656	279	464
101-228-727.000 *	OFFICE SUPPLIES	266	805	1,000	1,000	779	1,000
101-228-801.000 *	PROFESSIONAL SERVICES	84,115	101,286	56,100	56,100	16,200	40,000
101-228-850.000	TELEPHONE	(25)					
101-228-857.100 *	COMMUNICATIONS-INTERNET ACCES	114,793	131,605	206,844	206,844	158,141	208,594
101-228-867.000 *	GAS & OIL	172	140	1,500	1,500	108	500
101-228-933.000 *	EQUIPMENT MAINTENANCE	4,827	2,559	5,000	5,000	1,681	5,000
101-228-933.001 *	MAINTENANCE CONTRACTS	3,265	3,022	3,430	3,443	3,443	3,580
101-228-934.000 *	SOFTWARE SUPPORT & MAINT	127,851	122,948	149,153	149,153	114,141	148,312
101-228-935.000 *	MOTORPOOL-MISC REPAIR	517		2,500	2,500		2,500
101-228-943.000 *	MOTORPOOL INTERNAL	767	767	767	767	639	767
101-228-971.008 *	CAPTL OUTLAY -IMPROVEMENT	6,599	7,612	15,000	25,000	12,788	20,000
101-228-977.000 *	EQUIPMENT	86,465	68,564	82,800	72,787	51,396	104,800
101-228-977.001 *	COMPUTER SOFTWARE	25,927	51,991	60,000	60,000	5,844	25,000
TOTAL APPROPRIATIONS		777,601	758,193	869,038	873,730	603,191	863,977
NET OF REVENUES/APPROPRIATIONS - 228 - COMPUTER SUPP		(777,601)	(758,193)	(869,038)	(873,730)	(603,191)	(863,977)

\* NOTES TO BUDGET: DEPARTMENT 228 COMPUTER SUPPORT

706.000	SALARY - PERMANENT WAGES						158,972
	Salaries of IS Manager and Assistant IS Manager. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						10,517
	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 2025.						
709.000	REG OVERTIME						1,000
	Overtime costs for the department.						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET
Dept 228 - COMPUTER SUPPORT							
715.000	F.I.C.A./MEDICARE						13,043
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						47,319
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						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						6,572
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.						
719.000	HEALTH INSURANCE						51,719
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(3,000)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						2,245
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						433
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						11,830
	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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 228 - COMPUTER SUPPORT							
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						752
719.023	LIFE INSURANCE						566
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						464
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						1,000
	No change for 2025.						
801.000	PROFESSIONAL SERVICES						40,000
	To be used for professional services such as CIS/Albert, Microsoft 365 Support, Cyber vCISO Services.						
857.100	COMMUNICATIONS-INTERNET ACCES						208,594
	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						500
	Fuel costs for IT Department						
933.000	EQUIPMENT MAINTENANCE						5,000
	Unexpected repair of hardware equipment. No change						
933.001	MAINTENANCE CONTRACTS						3,580
	Hardware service and support maintenance agreements for Battery Backup Systems.						
934.000	SOFTWARE SUPPORT & MAINT						148,312
	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
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 228 - COMPUTER SUPPORT							
943.000	MOTORPOOL INTERNAL						767
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						
971.008	CAPTL OUTLAY -IMPROVEMENT						20,000
	Network infrastructure, as needed network data runs, Miss Dig.						
977.000	EQUIPMENT						104,800
	Used for purchasing equipment as follows: Workstation Upgrades, Firewall Replacement, Unexpected Equipment (New Hires, Etc).						
977.001	COMPUTER SOFTWARE						25,000
	Used for Computer Software as follows: Find Me Printing and NAC upgrades.						
	DEPT '228' TOTAL						863,977

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 247 - BOARD OF REVIEW							
APPROPRIATIONS							
101-247-704.000 *	APPOINTED OFFICIALS	2,519	2,125	3,000	3,000	2,975	3,000
101-247-715.000 *	F.I.C.A./MEDICARE	35	139	230	230	218	230
101-247-718.002 *	DEFERRED COMPENSATION	32	5				
TOTAL APPROPRIATIONS		<u>2,586</u>	<u>2,269</u>	<u>3,230</u>	<u>3,230</u>	<u>3,193</u>	<u>3,230</u>
NET OF REVENUES/APPROPRIATIONS - 247 - BOARD OF REVI		(2,586)	(2,269)	(3,230)	(3,230)	(3,193)	(3,230)

\* NOTES TO BUDGET: DEPARTMENT 247 BOARD OF REVIEW

704.000	APPOINTED OFFICIALS						3,000
	This line item reflects the per diem amount paid to three (3) Board of Review members. Paid \$125 per day.						
715.000	F.I.C.A./MEDICARE						230
	Figures provided by the Accounting Director.						
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely						
	DEPT '247' TOTAL						3,230



Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 253 - TREASURER							
APPROPRIATIONS							
101-253-703.000 *	SALARIES - ELECTED OFFICIALS	90,934	93,662	98,642	98,642	82,564	101,602
101-253-705.000 *	SALARY - SUPERVISION	66,776	67,224	69,817	69,817	57,434	72,991
101-253-706.000 *	SALARY - PERMANENT WAGES	96,416	99,030	107,103	107,103	83,868	111,380
101-253-708.010 *	HEALTH INS BUYOUT	1,533					
101-253-709.000 *	REG OVERTIME	1,465	703	1,800	1,800	436	1,800
101-253-715.000 *	F.I.C.A./MEDICARE	18,857	19,075	21,218	21,218	16,701	22,015
101-253-718.000 *	MERS RETIREMENT	11,984	14,235	14,982	14,982	13,192	17,559
101-253-718.001 *	RETIREMENT HEALTH CARE SAVINGS	3,815	3,892	3,900	3,900	3,174	3,900
101-253-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	8,400	8,400	8,400	6,572
101-253-719.000 *	HEALTH INSURANCE	53,159	81,677	89,735	89,735	66,170	103,438
101-253-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,800)	(5,400)	(6,000)	(6,000)		(6,000)
101-253-719.015 *	DENTAL BENEFITS	2,716	4,131	4,353	4,353	3,414	4,489
101-253-719.016 *	VISION BENEFITS	558	613	907	907	722	865
101-253-719.020 *	HEALTH CARE DEDUCTION	9,058	15,545	23,660	23,660	5,006	23,660
101-253-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	289	514	384	384	366	384
101-253-719.022 *	DISABILITY INSURANCE	751	847	889	889	672	1,128
101-253-719.023 *	LIFE INSURANCE	813	888	925	925	741	1,131
101-253-719.025	UNEMPLOYMENT EXPENSE	1,219					
101-253-719.030 *	WORKERS COMPENSATION	503	528	1,312	1,312	557	926
101-253-727.000 *	OFFICE SUPPLIES	1,196	1,479	1,500	1,500	1,096	1,650
101-253-753.000 *	DOG LICENSES			1,050	1,050	723	1,050
101-253-830.000 *	TAX PREPARATION	4,561	9,035	18,000	18,000	4,970	14,000
101-253-860.000 *	TRAVEL	270	98	500	500	89	500
101-253-931.000 *	REPAIRS AND MAINTENANCE	354	354	500	500		500
101-253-956.000 *	MISCELLANEOUS	75		100	100		100
101-253-977.000 *	EQUIPMENT			500	500		500
TOTAL APPROPRIATIONS		381,228	415,830	464,177	464,177	350,295	486,140
NET OF REVENUES/APPROPRIATIONS - 253 - TREASURER		(381,228)	(415,830)	(464,177)	(464,177)	(350,295)	(486,140)

\* NOTES TO BUDGET: DEPARTMENT 253 TREASURER

703.000	SALARIES - ELECTED OFFICIALS						101,602
	Salary of the Treasurer. This amount represents a 3% increase in wages budgeted for 2025 and longevity..						
705.000	SALARY - SUPERVISION						72,991
	Salary of the Deputy Treasurer. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
706.000	SALARY - PERMANENT WAGES						111,380
	Wages of two (2) TPOAM Floater II/Clerk III positions. This amount represents a 3% increase in wages budgeted for 2025 and longevity..						
708.010	HEALTH INS BUYOUT						
	Used for health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME						1,800
	Overtime during tax time and for annual dog clinic.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 253 - TREASURER							
715.000	F.I.C.A./MEDICARE						22,015
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						17,559
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						3,900
	Amount placed in a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/2014.						
718.003	OPEB - RETIREMENT HEALTH						6,572
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.						
719.000	HEALTH INSURANCE						103,438
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(6,000)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						4,489
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						865
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						23,660
	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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						1,128

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 253 - TREASURER							
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						1,131
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						926
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						1,650
	Necessary supplies including window envelopes for mailing past due notices and A/P checks. Increased by \$150.00 to account for increased cost of Township envelopes.						
753.000	DOG LICENSES						1,050
	Purchasing of dog tags for licensing.						
830.000	TAX PREPARATION						14,000
	Printing of tax bills for summer and winter. Tax mailings to all tax payers, and to mortgage companies. Decrease for 2025 based on usage.						
860.000	TRAVEL						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
	Maintenance contracts and repairs for check signed and money counter.						
956.000	MISCELLANEOUS						100
	Unforeseen expenses not covered in any of the above, such as court fees/parking for small claims.						
977.000	EQUIPMENT						500
	Estimated cost to purchase a new check scanner.						
	DEPT '253' TOTAL						486,140

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 257 - ASSESSING DEPARTMENT APPROPRIATIONS							
101-257-705.000 *	SALARY - SUPERVISION	133,830	134,842	137,659	137,659	123,518	141,789
101-257-706.000 *	SALARY - PERMANENT WAGES	175,451	180,934	201,943	201,943	169,052	211,240
101-257-708.004 *	SALARIES PAY OUT-PTO&SICKTIME		1,017				6,942
101-257-708.010 *	HEALTH INS BUYOUT	5,005	3,000	3,000	3,000		
101-257-709.000 *	REG OVERTIME	137	6	500	500		500
101-257-715.000 *	F.I.C.A./MEDICARE	23,514	24,039	26,248	26,248	21,585	27,576
101-257-718.000 *	MERS RETIREMENT	71,724	69,962	77,763	77,763	70,942	94,743
101-257-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,600	1,800	2,600	2,600	1,100	2,600
101-257-718.003 *	OPEB - RETIREMENT HEALTH	35,452	15,400	16,800	16,800	16,800	13,144
101-257-719.000 *	HEALTH INSURANCE	50,218	57,982	58,162	58,162	89,664	109,184
101-257-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,600)	(4,325)	(4,200)	(4,200)		(6,600)
101-257-719.015 *	DENTAL BENEFITS	3,906	4,246	4,475	4,475	4,102	4,729
101-257-719.016 *	VISION BENEFITS	762	838	901	901	826	859
101-257-719.020 *	HEALTH CARE DEDUCTION	12,791	16,851	14,805	14,805	20,877	23,660
101-257-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	244	393	348	348	393	384
101-257-719.022 *	DISABILITY INSURANCE	1,162	1,162	1,185	1,185	1,151	1,504
101-257-719.023 *	LIFE INSURANCE	907	907	925	925	887	1,131
101-257-719.030 *	WORKERS COMPENSATION	656	660	1,640	1,640	697	1,158
101-257-727.000 *	OFFICE SUPPLIES	3,293	3,790	3,500	3,910	2,967	3,500
101-257-730.000 *	POSTAGE	7,632	8,461	10,500	10,500	9,165	10,500
101-257-811.001 *	TAX APPEALS		12,750	1,500	1,500		1,500
101-257-867.000 *	GAS & OIL	288	251	720	720	140	720
101-257-935.000 *	MOTORPOOL-MISC REPAIR		942	2,500	2,090	90	2,500
101-257-943.000 *	MOTORPOOL INTERNAL	2,228	1,228	2,706	2,706	2,255	2,706
101-257-958.000 *	MEMBERSHIP AND DUES	1,080	905	1,500	1,500	700	1,500
TOTAL APPROPRIATIONS		529,280	538,041	567,680	567,680	536,911	657,469
NET OF REVENUES/APPROPRIATIONS - 257 - ASSESSING DEP		(529,280)	(538,041)	(567,680)	(567,680)	(536,911)	(657,469)

\* NOTES TO BUDGET: DEPARTMENT 257 ASSESSING DEPARTMENT

705.000	SALARY - SUPERVISION						141,789
	Salaries of our part-time Level IV Assessor MMAO (Michigan Master Assessing Officer) and our Level III MAAO (Michigan Advanced Assessing Officer). This amount represents a 3% increase in wages budgeted for 2025 and longevity..						
706.000	SALARY - PERMANENT WAGES						211,240
	Wages of two (2) Level III TPOAM MAAOs (Michigan Advanced Assessing Officer) and one Level II MCAO (Michigan Certified Assessing Officer). This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						6,942
	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 source.						
709.000	REG OVERTIME						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST			RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	
Dept 257 - ASSESSING DEPARTMENT					
	This line item is used for March Board of Review meetings after hours.				500
715.000	F.I.C.A./MEDICARE				27,576
	Figures provided by the Accounting Director.				
718.000	MERS RETIREMENT				94,743
	This is the MERS retirement for employees including legacy costs.				
718.001	RETIREMENT HEALTH CARE SAVINGS				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				13,144
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.				
719.000	HEALTH INSURANCE				109,184
	The health insurance premium increased by 16% for 2025. Provided by HR.				
719.003	EMPLOYEE PAID HEALTH CONTRA				(6,600)
	Amount employees pay toward their health care coverage. Provided by H. R.				
719.015	DENTAL BENEFITS				4,729
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.				
719.016	VISION BENEFITS				859
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.				
719.020	HEALTH CARE DEDUCTION				23,660
	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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.				

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 257 - ASSESSING DEPARTMENT							
719.022	DISABILITY INSURANCE						1,504
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						1,131
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						1,158
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						3,500
	Used for personal and real property assessment items and general office supplies.						
730.000	POSTAGE						10,500
	Used for mailing of real and personal assessment notices, as well as general mailing.						
811.001	TAX APPEALS						1,500
	Used to retain professional appraisals for full and small claims Tribunal Appeals, as well as legal expenses.						
867.000	GAS & OIL						720
	Lease and maintenance on township vehicles assigned to our department.						
935.000	MOTORPOOL-MISC REPAIR						2,500
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL						2,706
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES						1,500
	MAAA memberships, annual certification and WAA membership.						
	DEPT '257' TOTAL						657,469

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 262 - ELECTION DEPARTMENT APPROPRIATIONS							
101-262-704.000 *	APPOINTED OFFICIALS	70,976	9,141	224,000	224,000	91,619	30,000
101-262-705.000 *	SALARY - SUPERVISION	60,967	62,912	64,835	64,835	53,841	63,254
101-262-707.000 *	SALARY - TEMPORARY/SEASONAL			45,000	45,000	19,290	
101-262-708.010 *	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	
101-262-709.000 *	REG OVERTIME	11,779	1,233	60,000	60,000	10,447	5,000
101-262-715.000 *	F.I.C.A./MEDICARE	5,108	5,132	13,222	13,222	9,652	5,987
101-262-718.000 *	MERS RETIREMENT	32,500	32,030	38,601	38,601	33,411	7,568
101-262-718.001 *	RETIREMENT HEALTH CARE SAVINGS	76	24			122	1,300
101-262-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	8,400	8,400	8,400	
101-262-719.000 *	HEALTH INSURANCE						28,733
101-262-719.015 *	DENTAL BENEFITS	1,282	1,304	1,365	1,365	696	1,443
101-262-719.016 *	VISION BENEFITS	249	255	267	267	172	254
101-262-719.020 *	HEALTH CARE DEDUCTION						5,915
101-262-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE						96
101-262-719.022 *	DISABILITY INSURANCE	291	291	296	296	288	376
101-262-719.023 *	LIFE INSURANCE	236	227	231	231	222	283
101-262-719.030 *	WORKERS COMPENSATION	57	132	328	328	140	232
101-262-727.000 *	OFFICE SUPPLIES	26,677	6,443	35,000	39,000	28,229	15,000
101-262-730.000 *	POSTAGE	19,107	5,292	50,000	50,000	53,853	20,000
101-262-760.001 *	PPE & FIRST AID ELECTION SUP			500	500		500
101-262-801.200 *	PROFNSL SRV-PROGRAMMING BALLOT	5,247		10,000	10,000	2,234	1,000
101-262-860.000 *	TRAVEL	223	261	1,500	1,500	470	250
101-262-900.000 *	PUBLISHING			1,500	1,500		1,500
101-262-941.000 *	EQUIPMENT RENTAL/LEASING	11,558	1,000	17,000	17,000	2,200	2,200
101-262-977.000 *	EQUIPMENT	132,815		16,800	26,958	26,156	
TOTAL APPROPRIATIONS		399,874	136,377	591,845	606,003	342,942	190,891
NET OF REVENUES/APPROPRIATIONS - 262 - ELECTION DEPA		(399,874)	(136,377)	(591,845)	(606,003)	(342,942)	(190,891)

\* NOTES TO BUDGET: DEPARTMENT 262 ELECTION DEPARTMENT

704.000	APPOINTED OFFICIALS						30,000
	This is for wages of election workers and chair people for one (1) election.						
705.000	SALARY - SUPERVISION						63,254
	Salary of the Deputy Director of Election. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
707.000	SALARY - TEMPORARY/SEASONAL						
	Temporary workers will not be needed in 2025.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Employee PTO payout at 75%.						
708.010	HEALTH INS BUYOUT						
	Used for health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME						5,000

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 262 - ELECTION DEPARTMENT	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.						
715.000	F.I.C.A./MEDICARE						5,987
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						7,568
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						1,300
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
718.003	OPEB - RETIREMENT HEALTH						
	No employees with OPEB eligiblity.						
719.000	HEALTH INSURANCE						28,733
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.015	DENTAL BENEFITS						1,443
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						254
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						376
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						283



Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET
Dept 262 - ELECTION DEPARTMENT	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						232
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						15,000
	Cost of supplies for election cards, ballot booths, etc. Expecting one election in 2025.						
730.000	POSTAGE						20,000
	This is for the postage expense for elections - \$20,000 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
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
801.200	PROFNSL SRV-PROGRAMMING BALLOT						1,000
	Cost of programming ballots- requesting \$1,000 for 2025.						
860.000	TRAVEL						250
	Reimbursement of mileage expenditures related to elections.						
900.000	PUBLISHING						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						2,200
	Rental for polling locations for 2025 elections.						
977.000	EQUIPMENT						
	Nothing budgeted for 2025.						
	DEPT '262' TOTAL						190,891

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS							
APPROPRIATIONS							
101-265-705.000 *	SALARY - SUPERVISION			38,625	38,625	19,103	37,601
101-265-706.000 *	SALARY - PERMANENT WAGES	260,670	266,013	278,339	278,339	263,012	287,580
101-265-708.010 *	HEALTH INS BUYOUT	3,000	4,084	3,000	3,000	3,000	3,000
101-265-709.000 *	REG OVERTIME	4,419	2,851	5,000	5,000	2,765	5,000
101-265-715.000 *	F.I.C.A./MEDICARE	19,906	19,616	24,860	24,860	21,513	25,489
101-265-718.000 *	MERS RETIREMENT	10,959	11,065	14,847	14,847	15,732	17,176
101-265-718.001 *	RETIREMENT HEALTH CARE SAVINGS	5,086	4,011	7,150	7,150	5,739	7,150
101-265-718.002 *	DEFERRED COMPENSATION	21					
101-265-719.000 *	HEALTH INSURANCE	66,946	72,904	90,566	90,566	73,094	104,396
101-265-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,350)	(4,100)	(6,700)	(6,700)		(6,700)
101-265-719.015 *	DENTAL BENEFITS	3,422	3,735	5,311	5,311	3,973	5,613
101-265-719.016 *	VISION BENEFITS	774	881	1,142	1,142	938	1,089
101-265-719.020 *	HEALTH CARE DEDUCTION	12,451	11,385	23,678	23,678	5,176	23,678
101-265-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	295	270	426	426	229	426
101-265-719.022 *	DISABILITY INSURANCE	1,162	1,259	1,630	1,630	1,497	2,068
101-265-719.023 *	LIFE INSURANCE	832	908	1,272	1,272	1,081	1,555
101-265-719.030 *	WORKERS COMPENSATION	3,408	2,112	1,558	1,558	2,379	7,354
101-265-727.000 *	OFFICE SUPPLIES	115	377	400	400	338	400
101-265-740.000 *	OPERATING SUPPLIES	1,655	1,707	2,500	2,500	2,217	2,500
101-265-741.000 *	UNIFORMS - BOOTS & LAUNDRY	13,337	14,225	12,000	12,000	8,481	12,000
101-265-757.775 *	OPERATING SUPP: FORD LAKE PAR	720	567	1,000	1,000	92	1,000
101-265-760.000 *	PPE & FIRST AID SUPPLIES	70	12	500	500	44	500
101-265-776.001 *	MAINT SUPPLIES - CIVIC CENTER	7,606	9,921	10,000	10,000	8,819	10,000
101-265-776.002 *	MAINT SUPPLIES - GRAFFITI CON		30	1,500	1,500		1,500
101-265-776.775 *	MAINT SUPPLIES: FORD LAKE PAR	2,395	1,901	2,500	2,500	2,302	2,500
101-265-777.000 *	BLDG OPER EQUIP TOOLS	3,907	4,879	5,000	5,000	3,170	5,000
101-265-818.001 *	CONTRACTUAL SERVICES CIVIC CT	46,235	60,872	60,000	60,000	36,594	60,000
101-265-867.000 *	GAS & OIL	3,649	2,977	3,000	5,000	3,943	3,500
101-265-920.001 *	UTILITIES - CIVIC CENTER	76,260	80,867	80,000	80,000	76,982	80,000
101-265-931.001 *	REPAIRS CIVIC CENTER	12,867	25,988	35,000	35,000	21,307	35,000
101-265-931.020 *	NON REOCCURRING R & M - CIVIC	11,586	33,069	35,000	30,734	1,533	35,000
101-265-931.775 *	REPAIRS - FORD LAKE PARKS		194	12,000	12,000		12,000
101-265-935.000 *	MOTORPOOL-MISC REPAIR	320	597	2,500	2,500	1,753	2,500
101-265-938.000 *	EQUIPMENT CONTRACTUAL EQUIP	(540)		1,000	1,000		1,000
101-265-943.000 *	MOTORPOOL INTERNAL	3,456	8,789	4,934	4,934	4,112	4,934
101-265-956.000 *	MISCELLANEOUS			500	500		500
101-265-974.025 *	CAPITAL OUTLAY/SECURITY	6,547	2,875		2,266	2,266	
101-265-977.000 *	EQUIPMENT			100,000	100,000		
TOTAL APPROPRIATIONS		579,186	646,841	860,038	860,038	593,184	792,309
NET OF REVENUES/APPROPRIATIONS - 265 - RESIDENT SVCS		(579,186)	(646,841)	(860,038)	(860,038)	(593,184)	(792,309)

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

705.000	SALARY - SUPERVISION						37,601
	Salary for the Assistant Municipal Service Director - split 50/50 between department 101-265 residential building and 101-770 parks & grounds. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
706.000	SALARY - PERMANENT WAGES						287,580
	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. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS							
708.010	HEALTH INS BUYOUT						3,000
	Health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME						5,000
	Overtime for emergencies and projects that have to done during non-work hours.						
715.000	F.I.C.A./MEDICARE						25,489
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						17,176
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						7,150
	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/2014.						
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely						
718.003	OPEB - RETIREMENT HEALTH						
	No employees with OPEB eligiblity.						
719.000	HEALTH INSURANCE						104,396
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(6,700)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						5,613
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						1,089
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS							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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						2,068
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						1,555
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						7,354
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						400
	Office supplies for Maintenance Superintendent and Maintenance Techs.						
740.000	OPERATING SUPPLIES						2,500
	Used for tools and equipment for Building Maintenance employees. No change for 2025.						
741.000	UNIFORMS - BOOTS & LAUNDRY						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
	Used for tools and equipment within Ford Lake Park System.						
760.000	PPE & FIRST AID SUPPLIES						500
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
776.001	MAINT SUPPLIES - CIVIC CENTER						10,000
	Supplies for Civic Center (vacuum bags, floor finish, etc.). No change for 2025						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST		2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY				
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS							
776.002	MAINT SUPPLIES - GRAFFITI CON						1,500
	Cost of cleaners and paints used to remove graffiti.						
776.775	MAINT SUPPLIES: FORD LAKE PAR						2,500
	Various supplies necessary for repairs to park buildings, restrooms, etc.						
777.000	BLDG OPER EQUIP TOOLS						5,000
	Cost of tools, lift gates, electrical and regulatory poster.						
818.001	CONTRACTUAL SERVICES CIVIC CT						60,000
	Used for alarm systems, elevator inspections, fire extinguishers, boiler inspections, building services, window washers, etc. No change for 2025.						
867.000	GAS & OIL						3,500
	Cost for fuel and oil for vehicles, ERX & Fuelcloud systems.						
920.001	UTILITIES - CIVIC CENTER						80,000
	Utility costs for Civic Center. No change for 2025.						
931.001	REPAIRS CIVIC CENTER						35,000
	Used for batteries, door repairs, closers, etc. in Civic Center. No change for 2025.						
931.020	NON REOCCURRING R & M - CIVIC						35,000
	Used for large unexpected item replacements, such as electric ceiling sensors.						
931.775	REPAIRS - FORD LAKE PARKS						12,000
	Cost of paint and maintenance staff repairs in the Ford Lake Park System. Any projects will be brought back before the board.						
935.000	MOTORPOOL-MISC REPAIR						2,500
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
938.000	EQUIPMENT CONTRACTUAL EQUIP						1,000
	Annual inspections on equipment: equipment rental.						

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 265 - RESIDENT SVCS: BLDG OPERATIONS								
943.000	MOTORPOOL INTERNAL						4,934	
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.							
956.000	MISCELLANEOUS						500	
	Used for drug screenings, driving test, etc.							
974.025	CAPITAL OUTLAY/SECURITY							
	Used for security camera installations. Nothing is budgeted for 2025.							
977.000	EQUIPMENT							
	Any equipment needed for 2025 will be brought before the Board for approval.							
	DEPT '265' TOTAL						792,309	

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 266 - LEGAL SERVICES							
APPROPRIATIONS							
101-266-801.002 *	LEGAL SERVICES	337,000	356,162	350,000	350,000	315,427	350,000
TOTAL APPROPRIATIONS		337,000	356,162	350,000	350,000	315,427	350,000
NET OF REVENUES/APPROPRIATIONS - 266 - LEGAL SERVICE		(337,000)	(356,162)	(350,000)	(350,000)	(315,427)	(350,000)

\* NOTES TO BUDGET: DEPARTMENT 266 LEGAL SERVICES

801.002	LEGAL SERVICES						350,000
<p>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. Same as 2023.</p>							
DEPT '266' TOTAL							350,000

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 267 - GENERAL SERVICES							
APPROPRIATIONS							
101-267-727.000 *	OFFICE SUPPLIES	5,533	5,768	6,000	6,000	4,749	6,000
101-267-727.200 *	OFFICE MEETING/WELC SUPPLIES	357	421	400	400	286	400
101-267-730.000 *	POSTAGE	42,161	37,778	50,000	50,000	39,554	50,000
101-267-850.000 *	TELEPHONE	43,347	39,144	49,000	49,000	30,096	45,000
101-267-900.000 *	PUBLISHING	27,229	35,239	35,000	35,000	14,278	35,000
101-267-941.000 *	EQUIPMENT RENTAL/LEASING	20,483	22,860	20,000	20,000	9,275	20,000
101-267-956.000 *	MISCELLANEOUS	309	171	500	500	189	500
101-267-958.000 *	MEMBERSHIP AND DUES	584	499	800	800	684	800
TOTAL APPROPRIATIONS		140,003	141,880	161,700	161,700	99,111	157,700
NET OF REVENUES/APPROPRIATIONS - 267 - GENERAL SERVI		(140,003)	(141,880)	(161,700)	(161,700)	(99,111)	(157,700)

\* NOTES TO BUDGET: DEPARTMENT 267 GENERAL SERVICES

727.000	OFFICE SUPPLIES						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
	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.						
730.000	POSTAGE						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 except for elections. The Treasurer's office is asking for an estimated cost of \$25K due tax bill mailings that now must be sent to all tax roll recipients and the increase in postage.						
850.000	TELEPHONE						45,000
	Cost for all desk and cell phones in the Township. Decrease based on usage.						
900.000	PUBLISHING						35,000
	Publishing various notices in newspaper and mailers.						
941.000	EQUIPMENT RENTAL/LEASING						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.						
956.000	MISCELLANEOUS						500
	Miscellaneous costs to Township.						
958.000	MEMBERSHIP AND DUES						



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 267 - GENERAL SERVICES							
	Cost of Amazon, Costco and Sam's Club Memberships.						800
	DEPT '267' TOTAL						157,700

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 270 - HUMAN RESOURCES							
APPROPRIATIONS							
101-270-705.000 *	SALARY - SUPERVISION	76,526	77,789	87,125	87,125	72,239	89,739
101-270-706.000 *	SALARY - PERMANENT WAGES	60,841	61,634	65,000	65,000	45,072	67,935
101-270-706.015 *	SAFETY COORDINATOR	30,561	31,065	32,093	32,093	26,585	33,056
101-270-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	3,190	5,696		4,414	5,517	2,295
101-270-715.000 *	F.I.C.A./MEDICARE	12,751	13,136	14,093	14,262	11,248	14,767
101-270-718.000 *	MERS RETIREMENT	49,345	47,975	53,000	53,000	44,421	64,587
101-270-718.001 *	RETIREMENT HEALTH CARE SAVINGS	961	968	1,300	1,300	887	1,300
101-270-718.003 *	OPEB - RETIREMENT HEALTH	24,817	10,780	11,760	11,760	11,760	9,201
101-270-719.000 *	HEALTH INSURANCE	58,633	63,306	59,823	59,823	45,767	68,959
101-270-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,320)	(4,320)	(4,320)	(4,320)		(4,320)
101-270-719.005 *	HOSPITAL PHYSICALS	3,953	5,216	6,500	6,500	5,496	7,000
101-270-719.015 *	DENTAL BENEFITS	3,077	3,130	3,276	3,276	2,547	3,462
101-270-719.016 *	VISION BENEFITS	597	611	640	640	475	610
101-270-719.020 *	HEALTH CARE DEDUCTION	14,792	15,740	13,020	13,020	7,139	14,196
101-270-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	207	222	231	231	180	231
101-270-719.022 *	DISABILITY INSURANCE	697	697	712	712	746	903
101-270-719.023 *	LIFE INSURANCE	544	544	556	556	778	679
101-270-719.024 *	EMPLOYEE ASSISTANCE PROGRAM	4,494	4,753	5,400	5,400	4,830	6,000
101-270-719.030 *	WORKERS COMPENSATION	336	321	656	656	314	463
101-270-727.000 *	OFFICE SUPPLIES	287	362	750	750	610	750
101-270-740.000 *	OPERATING SUPPLIES		2,153	500	500	451	500
101-270-741.001 *	UNIFORMS-NEW AND BADGES			3,000	3,000	306	2,000
101-270-760.000 *	PPE & FIRST AID SUPPLIES	16,167	19,191	49,000	49,000	14,618	29,000
101-270-801.000 *	PROFESSIONAL SERVICES		7,775	7,500	7,500	3,900	5,000
101-270-818.000 *	CONTRACTUAL SERVICES				13,600	8,398	13,600
101-270-958.000 *	MEMBERSHIP AND DUES	229	244	275	539	528	700
101-270-960.000 *	EDUCATION AND TRAINING	14,656	28,145	25,000	24,736	15,234	25,000
101-270-960.100 *	SAFETY TRAINING	5,878	3,280	10,000	10,000	5,010	10,000
TOTAL APPROPRIATIONS		379,219	400,413	446,890	465,073	335,056	467,613
NET OF REVENUES/APPROPRIATIONS - 270 - HUMAN RESOURC		(379,219)	(400,413)	(446,890)	(465,073)	(335,056)	(467,613)

\* NOTES TO BUDGET: DEPARTMENT 270 HUMAN RESOURCES

705.000	SALARY - SUPERVISION						89,739
	Salary of the HR Manager. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
706.000	SALARY - PERMANENT WAGES						67,935
	This is for the HR Generalist position. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
706.015	SAFETY COORDINATOR						33,056
	40% of the Operations Manager who works with HR coordinating Township Safety Program. The amount represents a 3% assumed increase in wages budgeted for 2025 and longevity non union. Longevity is not part of FAC. Non-union increase usually follows Teamster contract expires 12/31/24 and negotiations will start soon for 2025.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						2,295

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 270 - HUMAN RESOURCES							
	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						14,767
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						64,587
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						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						9,201
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.						
719.000	HEALTH INSURANCE						68,959
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(4,320)
	Amount employees pay toward their health care coverage.						
719.005	HOSPITAL PHYSICALS						7,000
	Cost for pre-employment drug screens, physicals for new hires, and cost related to DOT random drug/alcohol. Recommend increase to \$7,000 due to increase clinic cost.						
719.015	DENTAL BENEFITS						3,462
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						610
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						14,196

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET
Dept 270 - HUMAN RESOURCES							
	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						231
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						903
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						679
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.024	EMPLOYEE ASSISTANCE PROGRAM						6,000
	Cost of participation in Employee Assistance Program (EAP). Program helps assist employees with personal and/or work-related problems. Annual cost increased by \$600. Provided by HR						
719.030	WORKERS COMPENSATION						463
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						750
	Recommending no change to this line.						
740.000	OPERATING SUPPLIES						500
	Recommending no change to this line. Possible additional storage for HR Specialist.						
741.001	UNIFORMS-NEW AND BADGES						2,000
	For purchase of uniforms and supplies for badges.						
760.000	PPE & FIRST AID SUPPLIES						29,000
	This line covers PPE & First Aid annual cost (\$19,000) and Eye Wash updates to meet current standards (\$10,000). Decrease due to Fall Protection Improvement for Hydro and Compost being completed in 2024.						
801.000	PROFESSIONAL SERVICES						5,000
	Funds for special projects and prep related to negotiations.						
818.000	CONTRACTUAL SERVICES						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 270 - HUMAN RESOURCES							
	This line is used for SummerWorks interns, a program for young adults through MichiganWorks.						13,600
958.000	MEMBERSHIP AND DUES						700
	This line allows the HR Manager and HR Specialist to maintain membership to SHRM (Society of Human Resource Management) that provides updates and relative information for HR professionals. Increase due to membership for 2 individuals.						
960.000	EDUCATION AND TRAINING						25,000
	We have on-going needs for Education and Training throughout the entire employee base including: Classes for required certifications, attendance to annual professional conferences for management employees (MERS, MRPA, MFGOA, MiGMIS, MAP), and training specific to individual job duties.						
960.100	SAFETY TRAINING						10,000
	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. 2025 training will include CPR, Arial lifts, etc. Per Safety Coordinator recommding budgeted dollars stay the same as 2024.						
	DEPT '270' TOTAL						467,613

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 271 - COMMUNICATION & PUBLIC RELATIONS							
APPROPRIATIONS							
101-271-705.000 *	SALARY - SUPERVISION			70,000	70,000		
101-271-706.000 *	SALARY - PERMANENT WAGES		51,411	53,974	53,974	44,763	55,593
101-271-708.010 *	HEALTH INS BUYOUT		3,000	3,000	3,000	1,500	3,000
101-271-715.000 *	F.I.C.A./MEDICARE		4,162	9,713	9,882	3,539	10,603
101-271-718.000 *	MERS RETIREMENT		2,719	6,794	6,794	2,645	8,326
101-271-718.001 *	RETIREMENT HEALTH CARE SAVINGS			1,300	1,300		1,300
101-271-718.003 *	OPEB - RETIREMENT HEALTH		7,700	8,400	8,400	8,400	6,572
101-271-719.000 *	HEALTH INSURANCE			24,927	24,927		28,733
101-271-719.003 *	EMPLOYEE PAID HEALTH CONTRA			(1,800)	(1,800)		(1,800)
101-271-719.015 *	DENTAL BENEFITS		726	2,730	2,730	696	2,885
101-271-719.016 *	VISION BENEFITS		175	533	533	172	508
101-271-719.020 *	HEALTH CARE DEDUCTION			5,915	5,915		5,915
101-271-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE			96	96		96
101-271-719.022 *	DISABILITY INSURANCE		291	593	593	288	752
101-271-719.023 *	LIFE INSURANCE		227	463	463	19	566
101-271-719.030 *	WORKERS COMPENSATION		75	328	328	122	232
101-271-727.000 *	OFFICE SUPPLIES			1,500	1,500		1,500
101-271-801.000 *	PROFESSIONAL SERVICES			6,000	6,000		6,000
101-271-860.000 *	TRAVEL			2,000	2,000		2,000
101-271-880.000 *	COMMUNITY PROMOTION		8,000	20,000	20,000	4,350	10,000
101-271-958.000 *	MEMBERSHIP AND DUES			200	200		200
TOTAL APPROPRIATIONS			78,486	216,666	216,835	66,494	142,981
NET OF REVENUES/APPROPRIATIONS - 271 - COMMUNICATION			(78,486)	(216,666)	(216,835)	(66,494)	(142,981)

\* NOTES TO BUDGET: DEPARTMENT 271 COMMUNICATION & PUBLIC RELATIONS

705.000	SALARY - SUPERVISION						
	This line is for the salary of the Communications & Public Information Manager, which would be a new hire. Will bring back budget amendment for salary once filled.						
706.000	SALARY - PERMANENT WAGES						55,593
	Web Support Specialist. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
708.010	HEALTH INS BUYOUT						3,000
	Health insurance buyout for employees who receive health insurance through another source.						
715.000	F.I.C.A./MEDICARE						10,603
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						8,326
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						1,300

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 271 - COMMUNICATION & PUBLIC RELATIONS							
	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						6,572
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.						
719.000	HEALTH INSURANCE						28,733
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(1,800)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						2,885
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						508
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						752
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						566
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						232
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 271 - COMMUNICATION & PUBLIC RELATIONS							
727.000	OFFICE SUPPLIES						1,500
	Office supplies for staff.						
801.000	PROFESSIONAL SERVICES						6,000
	Cost of professional services if any are needed for department.						
860.000	TRAVEL						2,000
	Reimbursement for business use of personal vehicles.						
880.000	COMMUNITY PROMOTION						10,000
	This line will be used for promotional community branding items such as T shirts, hats, pens, etc.						
958.000	MEMBERSHIP AND DUES						200
	Dues for staff membership in professional organizations.						
	DEPT '271' TOTAL						142,981



Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST		2024		2024		2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET	
Dept 272 - OTHER FUNCTIONS								
APPROPRIATIONS								
101-272-719.010 *	HEALTH CARE TAX	517	552	650	650	609	650	
101-272-719.025	UNEMPLOYMENT EXPENSE					724		
101-272-801.000 *	PROFESSIONAL SERVICES	66,154	55,284	84,000	84,000	21,956	67,000	
101-272-808.000 *	BEEKEEPING - SERVICE & SUPPLIES	1,927	1,543	2,000	2,000	1,095	2,000	
101-272-836.100 *	CONTRIBUTION WATER HARDSHIP	7,380	14,260	20,800	20,800	13,920	20,800	
101-272-844.000 *	MEALS ON WHEELS	10,000	10,000	10,000	10,000	10,000	10,000	
101-272-876.002 *	OTHER RETIREMENT COSTS	3,369	3,384	2,000	2,000	3,409	2,000	
101-272-884.000 *	WASH DEV COUNCIL-AA SPARK	15,000	15,000	10,000	10,000		15,000	
101-272-930.002 *	RIGHT OF WAY TREE TRIM - REMOVAL		9,688	10,000	10,000	425	10,000	
101-272-955.001 *	INSURANCE & BOND FLEET	121,198	123,677	129,977	129,977	109,474	138,821	
101-272-956.000 *	MISCELLANEOUS	20	7,129	500	500	24	500	
101-272-956.006 *	MISCELLANEOUS TAX REFUNDS	427	961	1,000	1,000	659	1,000	
101-272-956.020 *	PROPERTY TAXES ON TWP PROPERT	2,205	2,440	5,000	5,000		5,000	
101-272-956.022 *	SETTLEMENTS &/or CLAIM DEDUCTIBLE			5,000	5,000		5,000	
101-272-957.000 *	BANK CHARGES	13,900	12,115	15,000	15,000	11,987	15,000	
101-272-967.000 *	CAMERAS NON TAX ASSESSMENT	11,543	11,365	15,000	15,000	8,786	15,000	
101-272-967.001 *	STREETLIGHTS NON SAD	272,285	298,728	300,000	300,000	215,058	300,000	
TOTAL APPROPRIATIONS		525,925	566,126	610,927	610,927	398,126	607,771	
NET OF REVENUES/APPROPRIATIONS - 272 - OTHER FUNCTIO		(525,925)	(566,126)	(610,927)	(610,927)	(398,126)	(607,771)	

\* NOTES TO BUDGET: DEPARTMENT 272 OTHER FUNCTIONS

719.010	HEALTH CARE TAX							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.							
801.000	PROFESSIONAL SERVICES							67,000
	Used for various professional services the Township may need, i.e. HR services, architects, economic development, Reimagine Washtenaw, small engineering projects, grant writers, etc. Decrease based on usage trends.							
808.000	BEEKEEPING - SERVICE & SUPPLIES							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
	Cost to fund our Water Subsidy Program. No change for 2025.							
844.000	MEALS ON WHEELS							10,000
	Contribution to Meals on Wheels.							
876.002	OTHER RETIREMENT COSTS							2,000
	Life insurance coverage of retirees. It is not reimbursed from the OPEB retirement fund and is an expense to the Township.							

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 272 - OTHER FUNCTIONS							
884.000	WASH DEV COUNCIL-AA SPARK						15,000
	\$15,000 to A2 Spark is budgeted for 2025.						
930.002	RIGHT OF WAY TREE TRIM - REMOVAL						10,000
	Cost to trim/remove trees.						
955.001	INSURANCE & BOND FLEET						138,821
	Insurance for buildings, equipment, and vehicles. A 5% estimated increase provided by the Accounting Director.						
956.000	MISCELLANEOUS						500
	Miscellaneous expenditures incurred by department.						
956.006	MISCELLANEOUS TAX REFUNDS						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
	When a property goes to the County Treasurer and is placed in the auction for back taxes, the Township has to pay the current year taxes if the property is not sold. Additionally, they must pay any special assessments for drains, street lights and cameras on these properties.						
956.022	SETTLEMENTS &/or CLAIM DEDUCTIBLES						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
	Figures provided by the Accounting Director.						
967.000	CAMERAS NON TAX ASSESSMENT						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
	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.						
	DEPT '272' TOTAL						607,771

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 287 - COURT DUE PROCESS							
APPROPRIATIONS							
101-287-801.007 *	ATTORNEY FEES CRIMINAL	37,755	40,180	45,000	45,000	41,435	45,000
101-287-801.014 *	LEGAL SERVICES PROSECUTION	222,300	233,071	230,000	230,000	182,761	250,000
101-287-801.020 *	LEGAL SERVICES - DOMESTIC VIO	215,000	212,310	200,000	200,000	162,690	230,000
TOTAL APPROPRIATIONS		475,055	485,561	475,000	475,000	386,886	525,000
NET OF REVENUES/APPROPRIATIONS - 287 - COURT DUE PRO		(475,055)	(485,561)	(475,000)	(475,000)	(386,886)	(525,000)

\* NOTES TO BUDGET: DEPARTMENT 287 COURT DUE PROCESS

801.007	ATTORNEY FEES CRIMINAL						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						250,000
	Costs for Prosecution of 14B Court cases. Increase for 2025 based on activity.						
801.020	LEGAL SERVICES - DOMESTIC VIO						230,000
	Costs for the Prosecution of Domestic Violence cases.						
	DEPT '287' TOTAL						525,000

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 445 - STORMWATER & DRAINS AT LARGE							
APPROPRIATIONS							
101-445-801.000 *	PROFESSIONAL SERVICES	12,660	23,015	28,000	28,000	18,601	28,000
101-445-818.025 *	WASHTENAW COUNTY DRAINS-AT-LARGE	319,921	705,595	633,520	633,520	414,351	555,225
TOTAL APPROPRIATIONS		<u>332,581</u>	<u>728,610</u>	<u>661,520</u>	<u>661,520</u>	<u>432,952</u>	<u>583,225</u>
NET OF REVENUES/APPROPRIATIONS - 445 - STORMWATER &		(332,581)	(728,610)	(661,520)	(661,520)	(432,952)	(583,225)
* NOTES TO BUDGET: DEPARTMENT 445 STORMWATER & DRAINS AT LARGE							

801.000	PROFESSIONAL SERVICES						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						555,225
	This line is for the at-large amount due to the Washtenaw County Water Resources Commission for 2025 (\$534,000). Vermin abatement is budgeted at \$21,255.						
	DEPT '445' TOTAL						583,225

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 446 - HIGHWAYS AND STREETS							
APPROPRIATIONS							
101-446-982.000 *	HIGHWAY & ST-ROAD CONSTRUCTION	353,221	220,576	350,000	340,000	143	50,000
101-446-982.004 *	HIGHWAYS & STREET LIFT STATION	5,335	20,359	164,000	174,000	166,155	21,000
101-446-982.006 *	HIGHWAYS & STREETS & SIDEWALK	85,159	152,694	150,000	150,000	36,422	
101-446-982.010 *	ECORSE CORRIDOR REVITIALIZATION				50,500		603,000
TOTAL APPROPRIATIONS		443,715	393,629	664,000	714,500	202,720	674,000
NET OF REVENUES/APPROPRIATIONS - 446 - HIGHWAYS AND		(443,715)	(393,629)	(664,000)	(714,500)	(202,720)	(674,000)

\* NOTES TO BUDGET: DEPARTMENT 446 HIGHWAYS AND STREETS

982.000	HIGHWAY & ST-ROAD CONSTRUCTION						50,000
	Used for traffic calming devices, sign replacements, and pedestrian crossings at \$50,000. New contracts will be brought back to the board for approval.						
982.004	HIGHWAYS & STREET LIFT STATION						21,000
	Cost for YCUA to maintain and repair Township owned lift stations (Tuttle Hill, Hydro Dam, Ford Lake Park and Ford Blvd.). Cost was high in 2024 due to the Ford Lake lift station update.						
982.006	HIGHWAYS & STREETS & SIDEWALK						
	This line is used for sidewalk shaving. No budget for 2025, the Township applied for CDBG funds for this project.						
982.010	ECORSE CORRIDOR REVITIALIZATION						603,000
	This is funds received from the sale of Seaver Farms property and designated to the revitalization of the Ecorse District roads and infrastructure systems approved by the Township board.						
	DEPT '446' TOTAL						674,000

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 602 - PUBLIC HEALTH							
APPROPRIATIONS							
101-602-810.000 *	BARRIER BUSTERS 3 yr Agreement			150,000	150,000	150,000	150,000
101-602-840.000 *	COVID-19 SUPPLIES		7,560	257,970	257,970	17,820	20,000
TOTAL APPROPRIATIONS			7,560	407,970	407,970	167,820	170,000
NET OF REVENUES/APPROPRIATIONS - 602 - PUBLIC HEALTH			(7,560)	(407,970)	(407,970)	(167,820)	(170,000)

\* NOTES TO BUDGET: DEPARTMENT 602 PUBLIC HEALTH

810.000	BARRIER BUSTERS 3 yr Agreement						150,000
	Budgeted funds for Barrier Busters. 2025 is the third and final year of initial contract to pay \$150,000 per year. This is funded by ARPA.						
840.000	COVID-19 SUPPLIES						20,000
	These funds are used for the purchase of COVID test kits, N95/KN95 masks, and other measures to help prevent the spread of COVID. Reduced due to usage. This is funded by ARPA.						
	DEPT '602' TOTAL						170,000

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 701 - PLANNING COMMISSION							
APPROPRIATIONS							
101-701-704.000 *	APPOINTED OFFICIALS	3,188	4,313	9,450	9,450	4,587	9,450
101-701-715.000 *	F.I.C.A./MEDICARE	123	316	723	723	351	723
101-701-718.002 *	DEFERRED COMPENSATION	23	6				
101-701-958.000 *	MEMBERSHIP AND DUES	400	425	475	475	425	475
TOTAL APPROPRIATIONS		3,734	5,060	10,648	10,648	5,363	10,648
NET OF REVENUES/APPROPRIATIONS - 701 - PLANNING COMM		(3,734)	(5,060)	(10,648)	(10,648)	(5,363)	(10,648)

\* NOTES TO BUDGET: DEPARTMENT 701 PLANNING COMMISSION

704.000	APPOINTED OFFICIALS						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
	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
	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

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 702 - ZONING BOARD OF APPEALS							
APPROPRIATIONS							
101-702-704.000 *	APPOINTED OFFICIALS	1,125	1,275	4,500	4,500	1,200	4,500
101-702-715.000 *	F.I.C.A./MEDICARE	26	93	345	345	92	345
101-702-718.000 *	MERS RETIREMENT		12				
101-702-718.002 *	DEFERRED COMPENSATION	12	2				
101-702-958.000 *	MEMBERSHIP AND DUES	250	250	250	250	250	250
TOTAL APPROPRIATIONS		1,413	1,632	5,095	5,095	1,542	5,095
NET OF REVENUES/APPROPRIATIONS - 702 - ZONING BOARD		(1,413)	(1,632)	(5,095)	(5,095)	(1,542)	(5,095)

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

704.000	APPOINTED OFFICIALS						4,500
	Expenses to compensate five (5) appointed members of the Zoning Board of Appeals to attend 8 of the 12 scheduled monthly meetings at \$75 per diem.						
715.000	F.I.C.A./MEDICARE						345
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	No one eligible for pension						
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely						
958.000	MEMBERSHIP AND DUES						250
	Dues for membership in professional organizations such as American Planning Association (APA) and Michigan Association of Planning (MAP).						
	DEPT '702' TOTAL						5,095



2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 703 - COMMUNITY DEVELOPMENT APPROPRIATIONS							
101-703-705.000 *	SALARY - SUPERVISION	99,968	101,773	99,399	9,120	9,120	100,000
101-703-706.000 *	SALARY - PERMANENT WAGES	86,514	69,009	85,889	85,889	74,061	92,811
101-703-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	185					
101-703-715.000 *	F.I.C.A./MEDICARE	13,864	12,760	14,175	14,175	6,227	14,751
101-703-718.000 *	MERS RETIREMENT	9,920	9,269	8,977	8,977	4,909	4,274
101-703-718.001 *	RETIREMENT HEALTH CARE SAVINGS	3,250	2,875	3,250	3,250	1,800	3,250
101-703-718.003 *	OPEB - RETIREMENT HEALTH	2,216	963				
101-703-719.000 *	HEALTH INSURANCE	48,031	32,972	37,390	29,109	13,156	53,156
101-703-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,641)	(2,359)	(2,700)	(2,700)		(3,150)
101-703-719.015 *	DENTAL BENEFITS	2,450	1,668	1,936	1,936	708	2,346
101-703-719.016 *	VISION BENEFITS	493	362	419	419	191	461
101-703-719.020 *	HEALTH CARE DEDUCTION	6,244	6,911	10,378	10,378	3,930	12,583
101-703-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	221	162	240	240	116	240
101-703-719.022 *	DISABILITY INSURANCE	917	799	741	741	673	940
101-703-719.023 *	LIFE INSURANCE	716	624	578	578	521	707
101-703-719.030 *	WORKERS COMPENSATION	338	434	902	902	405	637
101-703-727.000 *	OFFICE SUPPLIES		543	1,500	1,500	315	600
101-703-801.000 *	PROFESSIONAL SERVICES	2,780	1,500	6,000	104,560	63,420	6,000
101-703-801.003 *	TOWNSHIP PROJECTS-PLANNER	2,015	5,938	6,500	6,500	5,392	6,500
101-703-801.006 *	PROFESSIONAL PLANNING CONTRACT	1,878		95,000	95,000		
101-703-817.000 *	TOWNSHIP PROJECTS ENGINEER	1,463	1,767	10,000	10,000		2,000
101-703-867.000 *	GAS & OIL	427	212	1,000	1,000	122	500
101-703-900.004 *	SUBSCRIPTIONS & PUBLICATIONS			200	200		
101-703-935.000 *	MOTORPOOL-MISC REPAIR			2,500	2,500		2,500
101-703-943.000 *	MOTORPOOL INTERNAL	4,889	4,889	5,293	5,293	4,411	5,293
101-703-958.000 *	MEMBERSHIP AND DUES	1,061	667	2,200	2,200	223	1,000
<b>TOTAL APPROPRIATIONS</b>		<b>286,199</b>	<b>253,738</b>	<b>391,767</b>	<b>391,767</b>	<b>189,700</b>	<b>307,399</b>
NET OF REVENUES/APPROPRIATIONS - 703 - COMMUNITY DEV		(286,199)	(253,738)	(391,767)	(391,767)	(189,700)	(307,399)

\* NOTES TO BUDGET: DEPARTMENT 703 COMMUNITY DEVELOPMENT

705.000	SALARY - SUPERVISION						100,000
	This line includes the salary of the Planning Director position. This would be a new hire in 2025.						
706.000	SALARY - PERMANENT WAGES						92,811
	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. This amount represents a 3% increase in wages budgeted for 2025 and 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.						
715.000	F.I.C.A./MEDICARE						14,751
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 703 - COMMUNITY DEVELOPMENT							
	This is the MERS retirement for employees including legacy costs.						4,274
718.001	RETIREMENT HEALTH CARE SAVINGS						3,250
	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/14.						
718.003	OPEB - RETIREMENT HEALTH						
	No employees with OPEB eligiblity.						
719.000	HEALTH INSURANCE						53,156
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(3,150)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						2,346
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						461
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						12,583
	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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						940
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						707
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 703 - COMMUNITY DEVELOPMENT							
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						637
727.000	OFFICE SUPPLIES						600
	Office supplies for Planning Department staff. Decreased based on usage.						
801.000	PROFESSIONAL SERVICES						6,000
	Cost of professional services to provide professional meeting minutes for Planning Commission and Zoning Board of Appeals. In 2024, this line was used for a Planning Consultant in the absence of a Planning Director.						
801.003	TOWNSHIP PROJECTS-PLANNER						6,500
	Cost of services for Professional Planning Consulting for opinions, zoning amendments, and technical assistance. No change for 2025.						
801.006	PROFESSIONAL PLANNING CONTRACT						
	Estimated to be completed in 2024.						
817.000	TOWNSHIP PROJECTS ENGINEER						2,000
	Cost of professional consulting services for engineering and community development issues; administration of the Township Engineering Standards and Design Specifications. No change from 2024.						
867.000	GAS & OIL						500
	Fuel & oil charges for Planning Department vehicle. Decreased based on usage.						
900.004	SUBSCRIPTIONS & PUBLICATIONS						
	No budget for 2025.						
935.000	MOTORPOOL-MISC REPAIR						2,500
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL						5,293
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES						1,000
	Dues for staff membership in professional organizations such as the American Planning Association, Michigan Association of Planners, and the American Institute of Certified Planners. Decrease based on usage.						
	DEPT '703' TOTAL						307,399

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 729 - COMMUNITY STABILIZATION APPROPRIATIONS								
101-729-801.023 *	PUBLIC NUISANCE - LEGAL SVCS	709,974	833,155	725,000	725,000	595,780	675,000	
101-729-801.024 *	LAND USE ISSUES	314,729	328,127	250,000	250,000	214,223	250,000	
101-729-806.091 *	BLIGHT REMOVAL- GAULT VILLAGE		972,492		4,068	4,068		
101-729-880.050 *	COMMUNITY ORGANIZATION	60,000	60,000	60,000	60,000		60,000	
101-729-961.001 *	MOWING PROPERTIES	88,915	80,210	60,000	85,000	69,530	85,000	
101-729-969.010 *	COMMUNITY INVESTMENT	14,500		45,000	40,932	2,043	15,000	
TOTAL APPROPRIATIONS		1,188,118	2,273,984	1,140,000	1,165,000	885,644	1,085,000	
NET OF REVENUES/APPROPRIATIONS - 729 - COMMUNITY STA		(1,188,118)	(2,273,984)	(1,140,000)	(1,165,000)	(885,644)	(1,085,000)	
* NOTES TO BUDGET: DEPARTMENT 729 COMMUNITY STABILIZATION								
801.023	PUBLIC NUISANCE - LEGAL SVCS						675,000	
	Used to track legal services to abate public nuisances.							
801.024	LAND USE ISSUES						250,000	
	Legal expenses for land use issues, including ordinance review and any zoning challenges.							
806.091	BLIGHT REMOVAL- GAULT VILLAGE							
	Used for Gault Village abatement and demolition costs, completed in 2023.							
880.050	COMMUNITY ORGANIZATION						60,000	
	Cost to partner with Habitat for Humanity to help enrich and organize neighborhoods. Connect residents to resources.							
961.001	MOWING PROPERTIES						85,000	
	Used for mowing of properties we receive from County through tax foreclosure, Township owned properties, and road right of way garbage pick up. Increase for 2025 based on line usage.							
969.010	COMMUNITY INVESTMENT						15,000	
	This could be used for public art in the business corridor, wayfinding and community investment.							
	DEPT '729' TOTAL						1,085,000	

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 752 - MUNICIPAL SERVICES DIRECTOR							
APPROPRIATIONS							
101-752-705.000 *	SALARY - SUPERVISION	48,058	41,203	46,356	46,356	39,966	50,322
101-752-715.000 *	F.I.C.A./MEDICARE	3,499	3,114	3,547	3,547	2,971	3,850
101-752-718.000 *	MERS RETIREMENT	2,220	980	1,271	1,271	2,409	1,545
101-752-718.001 *	RETIREMENT HEALTH CARE SAVINGS	625	262	650	650	550	650
101-752-719.000 *	HEALTH INSURANCE	12,215	4,616	12,464	12,464	11,424	14,367
101-752-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(900)	(938)	(900)	(900)		(900)
101-752-719.015 *	DENTAL BENEFITS	641	235	683	683	625	722
101-752-719.016 *	VISION BENEFITS	124	73	134	134	122	127
101-752-719.020 *	HEALTH CARE DEDUCTION			2,958	2,958	429	2,958
101-752-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	43	13	48	48	36	48
101-752-719.022 *	DISABILITY INSURANCE	145	61	148	148	144	188
101-752-719.023 *	LIFE INSURANCE	104	47	116	116	111	142
101-752-719.030 *	WORKERS COMPENSATION	112	95	164	164	78	115
101-752-867.000	GAS & OIL					34	
TOTAL APPROPRIATIONS		66,886	49,761	67,639	67,639	58,899	74,134
NET OF REVENUES/APPROPRIATIONS - 752 - MUNICIPAL SER		(66,886)	(49,761)	(67,639)	(67,639)	(58,899)	(74,134)

\* NOTES TO BUDGET: DEPARTMENT 752 MUNICIPAL SERVICES DIRECTOR

705.000	SALARY - SUPERVISION						50,322
	Salary and longevity for the Municipal Service Director which will be split 50% in General Fund and 50% in Environmental Service Fund. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
715.000	F.I.C.A./MEDICARE						3,850
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						1,545
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						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						14,367
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(900)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						722

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 752 - MUNICIPAL SERVICES DIRECTOR							
The dental insurance premium increased by 5.68% for 2025. Provided by HR.							
719.016	VISION BENEFITS						127
An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.							
719.020	HEALTH CARE DEDUCTION						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
Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.							
719.022	DISABILITY INSURANCE						188
An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.							
719.023	LIFE INSURANCE						142
An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.							
719.030	WORKERS COMPENSATION						115
Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director							
DEPT '752' TOTAL							74,134

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET
Dept 770 - RESIDENT SVCS: PARKS & GROUNDS							
APPROPRIATIONS							
101-770-705.000 *	SALARY - SUPERVISION			38,625	19,125	19,103	37,595
101-770-706.000 *	SALARY - PERMANENT WAGES	184,427	230,524	259,313	259,313	229,586	266,790
101-770-707.000 *	SALARY - TEMPORARY/SEASONAL	65,545	101,591	90,000	90,000	89,044	105,000
101-770-707.775 *	SALARY - TEMP. FORD LAKE PARK	53,885	88,168	90,000	90,000	80,587	90,000
101-770-707.776 *	SALARY TEMP FLP GATE STAFF	20,990	22,186	25,000	25,000	21,914	25,000
101-770-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	3,395	3,126	7,143	7,143		8,141
101-770-709.000 *	REG OVERTIME	6,356	3,528	10,000	10,000	4,605	5,000
101-770-715.000 *	F.I.C.A./MEDICARE	16,738	33,117	39,404	39,404	33,510	41,886
101-770-718.000 *	MERS RETIREMENT	39,172	41,226	47,218	47,218	41,616	55,070
101-770-718.001 *	RETIREMENT HEALTH CARE SAVINGS	3,252	4,186	5,200	5,200	3,975	5,200
101-770-718.002 *	DEFERRED COMPENSATION	1,830	97				
101-770-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	8,400	8,400	8,400	6,572
101-770-719.000 *	HEALTH INSURANCE	83,063	100,234	117,153	117,153	92,896	135,044
101-770-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(6,000)	(5,400)	(8,500)	(8,500)	(429)	(8,500)
101-770-719.015 *	DENTAL BENEFITS	4,203	4,240	5,916	5,916	4,289	6,252
101-770-719.016 *	VISION BENEFITS	835	965	1,213	1,213	930	1,157
101-770-719.020 *	HEALTH CARE DEDUCTION	22,424	20,144	29,575	29,575	12,860	29,576
101-770-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	302	364	480	480	343	480
101-770-719.022 *	DISABILITY INSURANCE	1,017	1,259	1,482	1,482	1,353	1,880
101-770-719.023 *	LIFE INSURANCE	794	982	1,157	1,157	1,043	1,413
101-770-719.025 *	UNEMPLOYMENT EXPENSE	73		5,000	2,500		5,000
101-770-719.030 *	WORKERS COMPENSATION	3,935	3,410	7,916	4,416	3,431	5,575
101-770-727.000 *	OFFICE SUPPLIES	250	231	250	250	189	250
101-770-741.000 *	UNIFORMS - BOOTS & LAUNDRY	4,891	4,886	6,500	6,500	3,382	6,500
101-770-741.775 *	BOOT REIMB & UNIFORMS PURCHASE -			800	800		800
101-770-757.000 *	OPERATING SUPPLIES	1,492	2,151	2,500	2,500	2,443	2,500
101-770-757.775 *	OPERATING SUPP: FORD LAKE PAR	625	2,397	2,500	2,500	2,451	2,500
101-770-760.000 *	PPE & FIRST AID SUPPLIES	1,126	1,381	1,500	1,500	794	1,500
101-770-776.000 *	MAINTENANCE SUPPLIES	22,697	23,494	30,000	30,000	25,297	30,000
101-770-776.010 *	CIVIC CENTER LANDSCAPING	220	387	3,000	3,000	949	2,000
101-770-776.775 *	MAINT SUPPLIES: FORD LAKE PAR	4,867	10,295	7,500	7,500	5,214	7,500
101-770-783.004 *	TREE MAINTENANCE	1,500		20,000	20,000	19,381	20,000
101-770-818.011 *	MAINTENANCE CONTRACTUAL SRVC	26,547	31,690	30,000	28,000	23,395	30,000
101-770-818.775 *	MAINT-CONTR SVCS - FORD LK PR	14,570	11,024	12,500	12,500	11,105	12,500
101-770-850.775 *	TELEPHONE - FORD LAKE PARK	211	257			212	260
101-770-867.000 *	GAS & OIL	22,457	18,594	18,000	18,000	8,104	20,000
101-770-867.775 *	GAS & OIL - FORD LAKE PARK	9,073	9,571	5,000	5,000	8,941	10,000
101-770-920.000 *	UTILITIES - PARKS	6,088	6,636	14,000	14,000	8,484	10,000
101-770-920.775 *	UTILITIES - FORD LAKE PARKS	16,286	15,350	18,500	18,500	11,482	18,500
101-770-935.000 *	MOTORPOOL-MISC REPAIR	4,422	3,346	5,000	5,000	4,800	5,000
101-770-939.010 *	SMALL EQUIPMENT & PARTS	26,676	14,480	16,000	18,000	15,932	16,000
101-770-939.011 *	Parks Equipment Labor			1,000	1,000		1,000
101-770-939.030 *	LABOR/FLUID CHRGS - MOTORPOOL			1,200	1,200		1,200
101-770-941.000 *	EQUIPMENT RENTAL/LEASING	3,430	6,600	2,100	15,600	13,985	15,000
101-770-943.000 *	MOTORPOOL INTERNAL	26,331	21,825	32,097	32,097	26,748	29,777
101-770-943.775 *	MOTORPOOL INTERNAL-FORD L P	26,331	21,825	32,097	32,097	26,748	29,777
101-770-956.000 *	MISCELLANEOUS	70		500	500		500
101-770-958.000 *	MEMBERSHIP AND DUES			250	250		250
101-770-977.000 *	EQUIPMENT	31,346	80,689	70,000	82,000	62,526	
TOTAL APPROPRIATIONS		775,468	948,756	1,114,489	1,114,489	931,618	1,097,445
NET OF REVENUES/APPROPRIATIONS - 770 - RESIDENT SVCS		(775,468)	(948,756)	(1,114,489)	(1,114,489)	(931,618)	(1,097,445)

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

705.000 SALARY - SUPERVISION

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 770 - RESIDENT SVCS: PARKS & GROUNDS							
	Assistant Municipal Service Director a new position this year - split 50/50 between department 101-265 residential building and 101-770 parks & grounds. This amount represents a 3% increase in wages budgeted for 2025. New hire, not yet eligible for longevity.						37,595
706.000	SALARY - PERMANENT WAGES						266,790
	Salaries for two (2) Crew Leaders, two Laborer and 50% of Mechanic/Equipment Operator, all TPOAM positions. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
707.000	SALARY - TEMPORARY/SEASONAL						105,000
	Wages of seasonal employees.						
707.775	SALARY - TEMP. FORD LAKE PARK						90,000
	Wages of seasonal employees working within the Ford Lake Park system.						
707.776	SALARY TEMP FLP GATE STAFF						25,000
	Wages of park gate staff. Increased due to addition of Hewen's Creek.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						8,141
	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
	Overtime costs, (plowing snow, mowing, etc).						
715.000	F.I.C.A./MEDICARE						41,886
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						55,070
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						5,200
	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						



		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 770 - RESIDENT SVCS: PARKS & GROUNDS								
718.003	OPEB - RETIREMENT HEALTH						6,572	
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.							
719.000	HEALTH INSURANCE						135,044	
	The health insurance premium increased by 16% for 2025. Provided by HR.							
719.003	EMPLOYEE PAID HEALTH CONTRA						(8,500)	
	Amount employees pay toward their health care coverage.							
719.015	DENTAL BENEFITS						6,252	
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.							
719.016	VISION BENEFITS						1,157	
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.							
719.020	HEALTH CARE DEDUCTION						29,576	
	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						480	
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.							
719.022	DISABILITY INSURANCE						1,880	
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.							
719.023	LIFE INSURANCE						1,413	
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.							
719.025	UNEMPLOYMENT EXPENSE						5,000	
	Figures provided by the Accounting Director.							
719.030	WORKERS COMPENSATION						5,575	

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 770 - RESIDENT	SVCS: PARKS & GROUNDS						
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						250
	Office supplies for the department.						
741.000	UNIFORMS - BOOTS & LAUNDRY						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
	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
	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
	Used to purchase safety supplies needed for Ford Lake Park system.						
760.000	PPE & FIRST AID SUPPLIES						1,500
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
776.000	MAINTENANCE SUPPLIES						30,000
	Cost of athletic field paint, rock salt, signs, fall zone material for playgrounds and trailer/equipment tires. No change for 2025.						
776.010	CIVIC CENTER LANDSCAPING						2,000
	Used to plant flowers around areas of Township Civic Center. Decrease based on usage.						
776.775	MAINT SUPPLIES: FORD LAKE PAR						7,500
	Used for maintenance supplies (lumber, bolts, stone, signs, etc) for Ford Lake Park system.						
783.004	TREE MAINTENANCE						20,000
	Cost for maintenance and removal of trees and overgrown brush. No change for 2025						
818.011	MAINTENANCE CONTRACTUAL SRVC						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 770 - RESIDENT SVCS: PARKS & GROUNDS							30,000
	Used for electrical contractors, weeding/feeding soccer/ball parks and tree removal. No change for 2025						
818.775	MAINT-CONTR SVCS - FORD LK PR						12,500
	Used for electrical contractors, YCUA hydrant usage, Ford Lake Park weeding/feeding, soccer/ball parks, tree removal, alarm system, etc.						
850.775	TELEPHONE - FORD LAKE PARK						260
	Telephone charges at the Ford Lake Park house						
867.000	GAS & OIL						20,000
	WEX, Fuelcloud, cost of fuel for work done in parks. Slight increase due to fuel prices.						
867.775	GAS & OIL - FORD LAKE PARK						10,000
	WEX, Fuelcloud, cost of fuel for work done in Ford Lake Park System. Increase due to 2023 and 2024 end of year totals.						
920.000	UTILITIES - PARKS						10,000
	Cost of utilities in parks. Decrease due to 2023 and 2024 end of year totals.						
920.775	UTILITIES - FORD LAKE PARKS						18,500
	Cost of utilities in Ford Lake Park system. No change for 2025.						
935.000	MOTORPOOL-MISC REPAIR						5,000
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
939.010	SMALL EQUIPMENT & PARTS						16,000
	Cost to purchase parts for mowers, weed whips, etc. No change for 2025						
939.011	Parks Equipment Labor						1,000
	Cost of labor to repair tractors for field maintenance.						
939.030	LABOR/FLUID CHRGS - MOTORPOOL						1,200
	Cost of antifreeze and other fuel charges from Motorpool. Figures provided by the Accounting Director.						
941.000	EQUIPMENT RENTAL/LEASING						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 770 -	RESIDENT SVCS: PARKS & GROUNDS						15,000
	Cost to rent equipment (rototillers, concrete saws, etc). Increase due to Port a John rentals for events.						
943.000	MOTORPOOL INTERNAL						29,777
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						
943.775	MOTORPOOL INTERNAL-FORD L P						29,777
	Vehicle & Maintenance MotorPool Allocation - Ford Lake Park system. Figures provided by the Accounting Director.						
956.000	MISCELLANEOUS						500
	Cost of drug screening and driving records						
958.000	MEMBERSHIP AND DUES						250
	Cost of pesticide licensing.						
977.000	EQUIPMENT						
	CIP Recommendation for three (3) new wide mowers, gas power sprayer and field stripper. No budget, will be brought back to Board for approval.						
	DEPT '770' TOTAL						1,097,445

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 901 - CAPITAL OUTLAY APPROPRIATIONS							
101-901-971.003 *	CIVIC CTR &14B COURT IMPROVEMENT	5,383	9,918	119,631	119,631	21,534	98,097
101-901-971.008 *	CAPTL OUTLAY -IMPROVEMENT						301,122
101-901-971.236 *	PUBLIC SAFETY GRANT -14 B DISTRIC			5,000,000	5,000,000	180,215	4,773,850
101-901-972.200 *	STREET LIGHT -CONSTRUCTION		103,582				
101-901-975.106 *	CIVIC CENTER - IMPROVEMENTS				18,300	18,300	
101-901-975.107 *	CIVIC CENTER - CARPORT		21,072		30,328	4,682	
101-901-975.135 *	CAP OUTLAY - FURNITURE & FIXTURES		1,561	200,000	181,700	2,653	
101-901-975.200 *	GARAGE IMPROVEMENT - CAP-OUT		180,069				
101-901-975.535 *	CAP OUTLAY/COMM CTR BLDG IMPRV		78,015				
101-901-981.020 *	CIVIC CENTER - PARKING LOT & WATE				400,080		400,080
TOTAL APPROPRIATIONS		5,383	394,217	5,319,631	5,750,039	227,384	5,573,149
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLA		(5,383)	(394,217)	(5,319,631)	(5,750,039)	(227,384)	(5,573,149)

\* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY

971.003	CIVIC CTR &14B COURT IMPROVEMENTS						98,097
	This is a carryforward of the 11-15-22 Board approved for professional service fo the security renovation and modernization to the Civic Center.						
971.008	CAPTL OUTLAY -IMPROVEMENT						301,122
	This is for the renovation of the IT room. Anticipating bid award in 2024.						
971.236	PUBLIC SAFETY GRANT -14 B DISTRICT COURT						4,773,850
	This is for the Public Safety Grant for the 14B District Court Security Renovations. This is the amount of the uncompleted project at 7/30/204 and will be adjust closer to the end of the year. This is a carryforward into 2025 and is funded by a grant from the State.						
972.200	STREET LIGHT -CONSTRUCTION						
	Used for Ridge Road Street lighting, completed in 2023.						
975.106	CIVIC CENTER - IMPROVEMENTS						
	No budget for 2025.						
975.107	CIVIC CENTER - CARPORT						
	Car Port was damaged and demolished in 2023. To be brought back before the Board.						
975.135	CAP OUTLAY - FURNITURE & FIXTURES						
	This will be used for furniture and fixture replace upon Civic office reconfiguration. No budget, to be brought before the Board.						
975.200	GARAGE IMPROVEMENT - CAP-OUT						
	This line was used for the garage roofing overlay project, which was completed in 2023. No budget for 2024 or 2025.						
975.535	CAP OUTLAY/COMM CTR BLDG IMPRV						

Fund: 101 GENERAL FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 901 - CAPITAL	OUTLAY						
	This line was used for the Community Center roof safety project, which was completed in 2023. No budget for 2024 or 2025.						
981.020	CIVIC CENTER - PARKING LOT & WATER MAIN						400,080
	This is for the Water Main Replacement to be done in conjunction with the Civic Center Parking Lot Renovations in 2025.						
	DEPT '901' TOTAL						5,573,149

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 902 - CAPITAL OUTLAY - SPECIAL APPROPRIATIONS							
101-902-981.010 *	BURNS PARK - IMPROVEMENTS		8,100	247,300	247,300	103,760	
101-902-981.020 *	CIVIC CENTER - PARKING LOT & WATE		30,484	714,888	714,888	12,209	702,679
101-902-981.030 *	CIVIC CENTER - POND LINING		40,387	329,640	329,640	11,412	
101-902-981.040 *	COMMUNITY CENTER - BATHROOM & PIP		45,584	705,892	705,892	504,618	
101-902-981.045 *	COMMUNITY CENTER - BUSES			225,000	225,000	208,691	
101-902-981.050 *	COMMUNITY PARK - BALL FIELD LIGHT			354,000			
101-902-981.060 *	COMMUNITY RESOURCE CENTER - IMPRO			40,000	40,000	35,071	
101-902-981.070 *	FORD LAKE PARK - SHELTER			271,650	421,650	415,794	
101-902-981.080 *	FORD HERITAGE PARK - BATHROOM		9,540	496,290	426,290	42,950	378,838
101-902-981.090 *	FORD HERITAGE PARK - IMPROVEMENTS			165,000	225,000		
101-902-981.100 *	GREEN OAKS GOLF COURSE - BATHROOM		21,004	291,206	291,206	112,095	
101-902-981.110 *	HYDRO DAM - SAFETY PROJECT			680,000	680,000	326,998	353,002
101-902-981.120 *	LAKESIDE PARK - SHELTER		5,685	296,035	376,035	25,700	
101-902-981.130 *	ROAD IMPROVEMENT & STORM WATER MG			2,993,059	2,993,059	1,089,000	1,904,059
101-902-981.140 *	STREETLIGHTS - LED CONVERSION			73,162	73,162		
101-902-981.150 *	WEST WILLOW PARK - IMPROVEMENTS		12,250	343,000	477,000	90,635	
TOTAL APPROPRIATIONS			173,034	8,226,122	8,226,122	2,978,933	3,338,578
NET OF REVENUES/APPROPRIATIONS - 902 - CAPITAL OUTLA			(173,034)	(8,226,122)	(8,226,122)	(2,978,933)	(3,338,578)

\* NOTES TO BUDGET: DEPARTMENT 902 CAPITAL OUTLAY - SPECIAL

- 981.010 BURNS PARK - IMPROVEMENTS  
 This line was for the Burns Park Improvements. This ARPA funded project was finished in 2024.
- 981.020 CIVIC CENTER - PARKING LOT & WATER MAIN  
 This is the estimated carryover for the Civic Center Parking Lot work for 2025. This work includes water main replacement and stormwater improvements. This is an ARPA funded project. 702,679
- 981.030 CIVIC CENTER - POND LINING  
 This line is for the Civic Center Pond Lining, should be completed in 2024. This is an ARPA funded project.
- 981.040 COMMUNITY CENTER - BATHROOM & PIPING  
 This is for the Community Center bathroom renovations. Estimated to be completed in 2024. This is an ARPA funded project.
- 981.045 COMMUNITY CENTER - BUSES  
 This line was used to purchase two new buses for the Community Center. Completed in 2024. This is an ARPA funded project.
- 981.050 COMMUNITY PARK - BALL FIELD LIGHTS  
 This project was been place on hold and the funds where approved to be reallocated by the Board on 7/16/24 to other APRA project that were over the budget estimates. We are applying for grants for funding.
- 981.060 COMMUNITY RESOURCE CENTER - IMPROVE  
 This was for Community Resource Center renovations, completed in 2024. This is an ARPA funded project.
- 981.070 FORD LAKE PARK - SHELTER

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 902 - CAPITAL	OUTLAY - SPECIAL							
	This was for the Ford Lake Park shelter project, To be completed in 2024. This is an ARPA funded project.							
981.080	FORD HERITAGE PARK - BATHROOM						378,838	
	This is the estimated carryover for a bathroom at Ford Heritage Park. This is an ARPA funded project.							
981.090	FORD HERITAGE PARK - IMPROVEMENTS							
	This line was for improvements to the Ford Heritage Park play surface, completed in 2024. This was an ARPA funded project.							
981.100	GREEN OAKS GOLF COURSE - BATHROOM							
	This is for bathrooms at Green Oaks Golf Course, should be completed in 2024. This is an ARPA funded project.							
981.110	HYDRO DAM - SAFETY PROJECT						353,002	
	This will contribute to safety projects at the Hydro Station, estimated carryover for 2025. This is an ARPA funded project.							
981.120	LAKESIDE PARK - SHELTER							
	This was for the Lakeside Park shelter project. This was an ARPA funded project, completed in 2024.							
981.130	ROAD IMPROVEMENT & STORM WATER MGMT						1,904,059	
	This is for drain and road projects. \$330,000 will be paid to the Water Resources Commission for drainage studies in 2025. The remainder of \$1,574,059 will be toward the roads. According to the ARPA Resolution, any extra funds will go to this line for Road Improvement Projects.							
981.140	STREETLIGHTS - LED CONVERSION							
	This was used for the conversion of all streetlights to LED, completed in 2024. This is an ARPA funded project.							
981.150	WEST WILLOW PARK - IMPROVEMENTS							
	This was for improvements to West Willow Park, completed in 2024. This was an ARPA funded project.							
	DEPT '902' TOTAL							3,338,578



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 999 - OTHER FINANCING USES							
APPROPRIATIONS							
101-999-995.004 *	TRANSFER TO: 398 DEBT 06 BONDS	159,468	163,067	159,977	159,977	159,977	155,825
101-999-995.206	TRANSFER TO: FIRE FUND	26,912					
101-999-995.213 *	TRANSFER TO BSRII FUND 213	307,500	1,717,272	470,000	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	104,453	104,453	
101-999-995.236 *	TRANSFER TO COURT 236	913,456	936,960	1,001,462	1,001,462	750,000	1,049,187
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	83,000
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	<u>1,597,435</u>	<u>2,898,299</u>	<u>1,816,892</u>	<u>1,816,892</u>	<u>1,565,430</u>	<u>1,288,012</u>
NET OF REVENUES/APPROPRIATIONS - 999 - OTHER FINANCI		(1,597,435)	(2,898,299)	(1,816,892)	(1,816,892)	(1,565,430)	(1,288,012)
* NOTES TO BUDGET: DEPARTMENT 999 OTHER FINANCING USES							
995.004	TRANSFER TO: 398 DEBT 06 BONDS						155,825
	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 \$155,825.						
995.213	TRANSFER TO BSRII FUND 213						
	This line was used to transfer funds to BSRII Fund #213 to pay for 2024 road improvements. No budget for 2025, will look at bonding for road projects.						
995.230	TRANSFER TO: RECREATION FUND						
	In 2024 this line was used for the Community Events Manager, a new position. This is a Parks and Recreation position, and it will be budgeted in 230 for 2025 instead of a transfer.						
995.236	TRANSFER TO COURT 236						1,049,187
	THIS IS THE AMOUNT THE COURT HAS REQUESTED FROM THE GENERAL FUND IN ORDER TO BALANCE.						
995.252	TRANSFER TO HYDRO STATION						83,000
	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						1,288,012
ESTIMATED REVENUES - FUND 101		11,075,906	11,891,800	26,895,179	27,518,748	16,385,250	20,912,429
APPROPRIATIONS - FUND 101		10,598,046	14,019,668	26,895,179	27,518,748	12,927,684	20,912,429
NET OF REVENUES/APPROPRIATIONS - FUND 101		477,860	(2,127,868)			3,457,566	

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
206-000-403.000 *	CURRENT PROPERTY TAXES	4,601,036	4,813,078	5,148,634	5,148,634	5,161,582	5,469,840
206-000-404.001 *	ESA REIMBURSEMENT OP	13,956	23,876	20,000	20,000	25,592	20,000
206-000-412.000 *	DELINQUENT PERS PROPERTY TAX	14,143	6,750	10,000	10,000		10,000
206-000-414.000 *	CUR PROPERTY TAX ADJUSTMENTS	(3,797)	508			(2,417)	
206-000-432.000 *	IN LIEU OF TAXES - CLARK TOWERS	6,424	6,610	6,200	6,200	6,562	6,200
206-000-476.491 *	FIRE PROTECT PERMT	450	900			800	400
206-000-607.011 *	FIRE PLAN REVIEW - CHG FOR SERVIC	900	460	1,000	1,000	550	250
206-000-607.012 *	ADDRESS ASSIGN - CHG FOR SERVICES		135	200	200	30	100
206-000-607.270 *	LIQUOR INSPECT - CHG FOR SERVICES			100	100		100
206-000-665.000 *	INTEREST EARNED	43,053	152,120	40,000	40,000	171,012	70,000
206-000-676.012 *	INSURANCE REIMBURSEMENTS	8,843	3,455		15,818	19,346	
206-000-683.000 *	OTHER INCOME-MISCELLANEOUS	700	36			40	
206-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	26,912					
206-000-699.999	APPROPRIATED PRIOR YEAR BAL				78,000		
TOTAL ESTIMATED REVENUES		4,712,620	5,007,928	5,226,134	5,319,952	5,383,097	5,576,890
NET OF REVENUES/APPROPRIATIONS - 000 -		4,712,620	5,007,928	5,226,134	5,319,952	5,383,097	5,576,890

\* NOTES TO BUDGET: DEPARTMENT 000

403.000	CURRENT PROPERTY TAXES						5,469,840
	Fire Fund Tax Revenue based on millage levy of 3.0627.The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. Current projected TV is 1,785,953,546 and prior year actual TV was 1,675,159,452 for percentage increase of 6.61% in the TV.						
404.001	ESA REIMBURSEMENT OP						20,000
	State calculated reimbursement for personal property loss due to small business exemptions						
412.000	DELINQUENT PERS PROPERTY TAX						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
	Revenues from PILOT for Clark East Towers						
476.491	FIRE PROTECT PERMT						400
	Fees charged for inspection of permit required Fire Protection Systems request \$400 for FY 2025.						
607.011	FIRE PLAN REVIEW - CHG FOR SERVICES						250
	Fees charged for plan reviews request \$250 for 2025.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 000							
607.012	ADDRESS ASSIGN - CHG FOR SERVICES						100
	Fees charged for an address assignment for a residence or business request \$100 for FY 2025.						
607.270	LIQUOR INSPECT - CHG FOR SERVICES						100
	Fees charged for business liquor license inspections request \$100 for FY 2025.						
665.000	INTEREST EARNED						70,000
	Interest earned on cash accounts. Increase for 2025 due to 2023 and 2024 trends. Interest earned is dependent on economy, this is a conservative estimate.						
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. One time use in 2022 for employee appreciation.						
	DEPT '000' TOTAL						5,576,890

Fund: 206 FIRE FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 269 - CIVIL SERVICE COMMISSION							
APPROPRIATIONS							
206-269-704.000 *	APPOINTED OFFICIALS	2,055	900	2,500	2,500	675	2,500
206-269-706.000 *	SALARY - PERMANENT WAGES		180	400	400	285	400
206-269-715.000 *	F.I.C.A./MEDICARE	87	73	225	225	73	225
206-269-718.000 *	MERS RETIREMENT	228	93	225	225	60	225
206-269-718.001	RETIREMENT HEALTH CARE SAVINGS					4	
206-269-718.002 *	DEFERRED COMPENSATION	15	2				
206-269-801.000 *	PROFESSIONAL SERVICES	7,440	9,662	20,000	20,000	1,125	140,894
206-269-900.000 *	PUBLISHING			1,500	1,500		1,500
TOTAL APPROPRIATIONS		9,825	10,910	24,850	24,850	2,222	145,744
NET OF REVENUES/APPROPRIATIONS - 269 - CIVIL SERVICE		(9,825)	(10,910)	(24,850)	(24,850)	(2,222)	(145,744)

\* NOTES TO BUDGET: DEPARTMENT 269 CIVIL SERVICE COMMISSION

704.000	APPOINTED OFFICIALS						2,500
	Salaries of Civil Service Commission appointed officials at \$75 per meeting.						
706.000	SALARY - PERMANENT WAGES						400
	Salary of secretary to the Commission who takes the minutes, provided by the Clerk's Office.						
715.000	F.I.C.A./MEDICARE						225
	Social Security and Medicare taxes provided by the Accounting Director.						
718.000	MERS RETIREMENT						225
	This is the MERS retirement for employees including legacy costs.						
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely						
801.000	PROFESSIONAL SERVICES						140,894
	This line is used for testing and legal service related to the Civil Service. Request to increase to \$140,894 for FY 2025.						
900.000	PUBLISHING						1,500
	Cost to publish notifications.						
	DEPT '269' TOTAL						145,744

User: ecuellar

Fund: 206 FIRE FUND

DB: Ypsilanti-Twp

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET
Dept 336 - FIRE							
APPROPRIATIONS							
206-336-705.000 *	SALARY - SUPERVISION	101,783	89,659	98,000	98,000	81,038	108,500
206-336-705.002 *	SALARIES OFFICERS	551,014	575,091	586,420	610,420	499,008	672,476
206-336-706.000 *	SALARY - PERMANENT WAGES	1,076,034	1,057,704	1,339,410	1,282,912	1,054,958	1,520,210
206-336-706.011 *	PERMANENT WAGES- FIRE CLERICA	56,475	58,007	58,808	58,808	48,558	60,483
206-336-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	39,028	16,164	33,656	33,656	22,486	40,801
206-336-708.005 *	SALARIES PAY OUT OF RETIREES	47,350	8,736	5,000	5,000		26,893
206-336-708.007 *	FIRE COMP TIME PAYOUT	65,382	89,691	78,837	78,837	14,725	133,044
206-336-708.008 *	RETIREE TIME PAYOUTS	222,320	109,939	89,706	89,706	83,938	74,916
206-336-708.010 *	HEALTH INS BUYOUT	6,000	8,400	9,000	9,000	4,500	9,000
206-336-708.200 *	FF CLOTHING ALLOWANCE	13,786	13,857	17,000	17,000	541	22,400
206-336-708.206 *	FF FOOD ALLOWANCE	22,125	20,645	24,150	24,150	586	35,850
206-336-709.000 *	REG OVERTIME	274,364	198,206	92,250	185,748	173,938	92,250
206-336-709.001 *	HOLIDAY OVERTIME	41,129	43,529	35,000	63,000	37,996	35,000
206-336-709.002 *	SALARY - CONTRACTUAL OVERTIME	126,096	131,811	154,356	154,356	123,229	150,106
206-336-715.000 *	F.I.C.A./MEDICARE	200,423	182,720	212,570	212,570	164,797	244,584
206-336-717.000 *	SALARIES HOLIDAY PAY	75,951	71,691	78,181	130,981	94,904	150,106
206-336-718.000 *	MERS RETIREMENT	33,196	31,900	35,313	35,313	32,211	43,154
206-336-718.001 *	RETIREMENT HEALTH CARE SAVINGS	60,680	68,265	101,270	101,270	71,750	101,270
206-336-718.003 *	OPEB - RETIREMENT HEALTH	17,726	7,700	8,400	8,400	8,400	6,572
206-336-719.000 *	HEALTH INSURANCE	445,120	473,928	593,243	470,605	419,775	580,947
206-336-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(32,150)	(31,425)	(41,400)	(41,400)		(34,800)
206-336-719.005 *	HOSPITAL PHYSICALS	9,511	23,926	32,000	32,000	22,668	21,000
206-336-719.010 *	HEALTH CARE TAX	25		200	200		200
206-336-719.015 *	DENTAL BENEFITS	24,962	24,667	31,887	31,887	22,768	27,637
206-336-719.016 *	VISION BENEFITS	4,894	4,902	6,692	6,692	4,989	5,519
206-336-719.020 *	HEALTH CARE DEDUCTION	86,670	81,139	147,946	147,946	87,578	133,246
206-336-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	2,450	2,690	2,592	2,592	2,164	2,592
206-336-719.022 *	DISABILITY INSURANCE		347	297	297	288	376
206-336-719.023 *	LIFE INSURANCE	12,287	11,975	14,509	14,509	12,838	18,325
206-336-719.030 *	WORKERS COMPENSATION	55,659	49,865	106,770	56,770	47,759	76,705
206-336-727.000 *	OFFICE SUPPLIES	1,880	2,912	3,000	500	343	3,000
206-336-727.300 *	COVID-19 SUPPLIES & EQUIP	31,272	20,684	10,000	1,500	1,325	5,000
206-336-730.000 *	POSTAGE	30	21	500	500	120	500
206-336-741.000 *	UNIFORMS - LAUNDRY & CLEANING	16,752	15,485	19,000	19,000	15,191	19,000
206-336-741.001 *	UNIFORMS-NEW AND BADGES	12,308	7,080	12,000	32,000	9,831	13,000
206-336-741.100 *	FIRE PROTECTIVE GEAR	6,489	13,209	35,000	37,500	34,709	25,000
206-336-741.200 *	FIRE/RESCUE GEN OP EQUIP	13,287	8,126	15,000	17,000	16,092	17,000
206-336-742.000 *	FIRE PREVENTION MATERIALS	3,425	1,798	3,000	3,000	1,527	3,000
206-336-757.000 *	OPERATING SUPPLIES	13,070	13,987	16,000	16,000	15,720	16,000
206-336-757.004 *	MEDICAL SUPPLIES	13,128	11,327	12,000	12,000	6,856	12,000
206-336-757.005 *	FIRE INVESTIGATION		437	2,000	2,000	25	2,000
206-336-757.006 *	OPERATING SUPPLIES/TOOLS		1,913	1,000	1,000	420	1,000
206-336-800.001 *	ADMINSTRATION FEES	83,289	87,140	90,081	90,081	72,617	93,249
206-336-801.000 *	PROFESSIONAL SERVICES	7,362	33,081	50,000	58,500	44,756	30,000
206-336-857.000 *	COMMUNICATIONS	7,511	7,126	8,000	17,000	16,781	20,000
206-336-857.001 *	COMMUNICATIONS - DISPATCH	94,235	101,167	141,500	141,500	96,146	148,575
206-336-867.000 *	GAS & OIL	51,007	37,737	50,000	50,000	33,434	50,000
206-336-900.000 *	PUBLISHING			500	100	80	500
206-336-920.004 *	UTILITIES HEAT	12,669	9,113	22,000	22,000	6,231	22,000
206-336-920.005 *	UTILITIES LIGHT	26,232	27,881	28,000	28,000	30,077	28,000
206-336-920.006 *	UTILITIES TELEPHONE	30,831	25,785	30,000	30,000	13,275	30,000
206-336-920.007 *	UTILITIES WATER AND SEWER	5,928	4,900	6,000	6,000	3,478	6,000
206-336-931.005 *	BLDG MAINTENANCE STATION #1	10,840	9,834	10,000	24,000	17,483	10,000
206-336-931.007 *	BLDG MAINTENANCE STATION #3	5,002	4,064	4,500	7,500	3,906	5,000
206-336-931.008 *	BLDG MAINTENANCE STATION #4	3,981	4,905	4,500	7,500	4,893	5,000
206-336-933.000 *	EQUIPMENT MAINTENANCE	1,999	2,291	3,000	3,000	1,696	3,000

Fund: 206 FIRE FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST		2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY				
Dept 336 - FIRE APPROPRIATIONS							
206-336-933.001 *	MAINTENANCE CONTRACTS	9,397	11,141	21,000	21,000	4,365	18,000
206-336-935.001 *	AUTO & TRUCK MAINT STATION 1	81,728	77,772	75,000	170,139	158,660	100,000
206-336-935.003 *	AUTO & TRUCK MAINT STATION 3	31,648	18,009	20,000	37,419	29,893	20,000
206-336-935.004 *	AUTO & TRUCK MAINT STATION 4	25,730	18,512	20,000	37,419	30,297	20,000
206-336-939.040 *	FIRE HYDRANT CHARGE	2,565	2,565	3,000	3,000		3,000
206-336-943.000 *	MOTORPOOL INTERNAL	59,522	59,522	59,522	59,522	49,602	59,488
206-336-955.001 *	INSURANCE & BOND FLEET	39,476	40,273	42,354	42,354	35,672	44,472
206-336-956.000 *	MISCELLANEOUS	481	341	500	900	644	500
206-336-958.000 *	MEMBERSHIP AND DUES	2,070	3,421	8,000	8,000	4,761	10,000
206-336-960.000 *	EDUCATION AND TRAINING	13,093	26,956	40,000	40,000	18,257	40,000
TOTAL APPROPRIATIONS		4,358,527	4,136,244	4,818,020	4,968,159	3,917,553	5,242,646
NET OF REVENUES/APPROPRIATIONS - 336 - FIRE		(4,358,527)	(4,136,244)	(4,818,020)	(4,968,159)	(3,917,553)	(5,242,646)

\* NOTES TO BUDGET: DEPARTMENT 336 FIRE

705.000	SALARY - SUPERVISION						108,500
	This line is for the Fire Chief's wages. This amount represents an increase after new fire Chief's first year review.						
705.002	SALARIES OFFICERS						672,476
	Salaries of the Fire Marshal, 3 Captains, & 3 Lieutenants. Per the contract, this amount represents a 3.5% increase in wages, a \$0.45 wage adjustment, and longevity budgeted for 2025.						
706.000	SALARY - PERMANENT WAGES						1,520,210
	Salaries of 21 career firefighters. This amount represents a 3.5% increase in wages budgeted for 2025 and longevity. Also included in this line is Class A firefighters, a new classification as of 2024. This new classification increased this line item, as well as the \$0.75 increase for having a paramedic license.						
706.011	PERMANENT WAGES- FIRE CLERICA						60,483
	Salary of TPOAM clerical staff. This amount represents a 3% increase in wages budgeted for 2025 plus longevity.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						40,801
	Cost for payouts of PTO or sick time to firefighters who have over 2400 hours at 75%. Figures supplied by HR.						
708.005	SALARIES PAY OUT OF RETIREES						26,893
	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. Budgeted for one person to leave DROP in 2025.						
708.007	FIRE COMP TIME PAYOUT						133,044

Fund: 206 FIRE FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
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 as of comp hours in current banks in July 2024.						
708.008	RETIREE TIME PAYOUTS						74,916
	Cost of payout of retiree firefighters. Decrease due to retirements.						
708.010	HEALTH INS BUYOUT						9,000
	Health insurance buyout for employees who receive health insurance through another source.						
708.200	FF CLOTHING ALLOWANCE						22,400
	Annual clothing allowance for employees per union agreement. Provided by Human Resource. Increase due to negotiations increasing food allowance by \$200 per firefighter.						
708.206	FF FOOD ALLOWANCE						35,850
	Annual cost of employee food allowance per union agreement. Provided by Human Resource. Increase due to negotiations raising everyone to same tier at \$1,300 per FF.						
709.000	REG OVERTIME						92,250
	Regular overtime costs for firefighters per union agreement.						
709.001	HOLIDAY OVERTIME						35,000
	Holiday overtime costs for employees who are not scheduled to work but are called in to work on a holiday per union agreement.						
709.002	SALARY - CONTRACTUAL OVERTIME						150,106
	Contractual Fair Labor Standards Act (FLSA) overtime to firefighters. Provided by Human Resource. Each FF receives 3 hours of overtime per week per contract.						
715.000	F.I.C.A./MEDICARE						244,584
	Social Security and Medicare taxes provided by the Accounting Director.						
717.000	SALARIES HOLIDAY PAY						150,106
	Annual cost of holiday pay for firefighters. Increase due to additional holidays added in 2024. Provided by Human Resource						
718.000	MERS RETIREMENT						43,154
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						

Fund: 206 FIRE FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 336 - FIRE							
	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.						101,270
718.003	OPEB - RETIREMENT HEALTH						6,572
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.						
719.000	HEALTH INSURANCE						580,947
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(34,800)
	Amount employees pay toward their health care coverage.						
719.005	HOSPITAL PHYSICALS						21,000
	Annual cost for employees respiratory testing and physicals.						
719.010	HEALTH CARE TAX						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						27,637
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						5,519
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						133,246
	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						2,592
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						



Fund: 206 FIRE FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST		2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY				
Dept 336 - FIRE	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						18,325
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						76,705
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						3,000
	Cost of office supplies for the department. No change for 2025.						
727.300	COVID-19 SUPPLIES & EQUIP						5,000
	Cost of supplies, equipment, and logistics to support safety measures for staff. Reduce from \$10,000 to \$5,000 for 2025.						
730.000	POSTAGE						500
	Cost of postage for the department. No change for FY-2025.						
741.000	UNIFORMS - LAUNDRY & CLEANING						19,000
	Cost of cleaning of employee uniforms, bedding, sheets and towels. No change for FY-2025.						
741.001	UNIFORMS-NEW AND BADGES						13,000
	Annual cost for purchasing dress uniforms, hats, badges, and accessories for employees. Request \$13,000 - for new hires additional needed in 2025.						
741.100	FIRE PROTECTIVE GEAR						25,000
	Cost for purchasing firefighting protective equipment and gear. Request \$25,000 a decrease from PY, new hires will still need additional items in 2025.						
741.200	FIRE/RESCUE GEN OP EQUIP						17,000
	Cost of capital improvements made for confined rescue equipment and battery operated fans. Request \$17,000 an increase of \$2,000 for 2025.						
742.000	FIRE PREVENTION MATERIALS						3,000
	Cost of fire prevention/demonstration materials. No change for 2025.						

Fund: 206 FIRE FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 336 - FIRE							
757.000	OPERATING SUPPLIES						16,000
	Cost of departmental supplies. No change for 2025.						
757.004	MEDICAL SUPPLIES						12,000
	Cost to replenish EMS supplies on fire vehicles. No change for 2025.						
757.005	FIRE INVESTIGATION						2,000
	Cost of fire investigative manuals, equipment, supplies, smoke alarms and drone surveillance unit for investigative and research purposes. No change for 2025.						
757.006	OPERATING SUPPLIES/TOOLS						1,000
	Cost of supplies and batteries necessary for firefighting equipment. No change for 2025.						
800.001	ADMINISTRATION FEES						93,249
	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						30,000
	Cost of legal, professional and administrative services provided to the Department. Decreased to \$30,000 for 2025.						
857.000	COMMUNICATIONS						20,000
	Cost of maintenance and service of department radios (portable, mobile). Annual contract with Image Trend, a fire reporting system. Increased from \$8,000 to \$20,000 for 2025.						
857.001	COMMUNICATIONS - DISPATCH						148,575
	Cost of dispatching services contracted with Emergent Health (HVA). Request \$148,575 for a 5% increase in 2025.						
867.000	GAS & OIL						50,000
	Gas and oil for department vehicles. Increase due to price increases. No increase for 2025.						
900.000	PUBLISHING						500

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 336 - FIRE							
	Cost of electronic and print publications for postings. No increase for 2025.						
920.004	UTILITIES HEAT						22,000
	Heating of all department stations/facilities. No change for 2025.						
920.005	UTILITIES LIGHT						28,000
	Electricity for department stations/facilities. No change for 2025.						
920.006	UTILITIES TELEPHONE						30,000
	Telephone/internet service to department facilities. No change for 2025.						
920.007	UTILITIES WATER AND SEWER						6,000
	Water/sewer services to department facilities. No change for 2025.						
931.005	BLDG MAINTENANCE STATION #1						10,000
	Cost of building maintenance and repairs for Station #1. No change for 2025.						
931.007	BLDG MAINTENANCE STATION #3						5,000
	Cost of building maintenance and repairs for Station #3. Increased from \$4,500 to \$5,000 for 2025.						
931.008	BLDG MAINTENANCE STATION #4						5,000
	Cost of building maintenance and repairs for Station #4. Increased from \$4,500 to \$5,000 for 2025.						
933.000	EQUIPMENT MAINTENANCE						3,000
	Maintenance/testing costs for SCBA, JAWS & fire extinguishers. No change for 2025.						
933.001	MAINTENANCE CONTRACTS						18,000
	Maintenance contracts for copiers, sirens, generators, ladder & hose testing, etc. Request \$18,000 an decrease of 10% for FY 2025.						
935.001	AUTO & TRUCK MAINT STATION 1						100,000
	Maintenance and repairs of autos and trucks at Station #1/Ford Blvd. Request \$100,000 an increase of 33% due to the age and mileage of the vehicles for 2025.						
935.003	AUTO & TRUCK MAINT STATION 3						

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 336 - FIRE							
	Maintenance and repairs of autos and trucks at Station #3/Hewitt St. Request \$20,000 no change for 2025.						20,000
935.004	AUTO & TRUCK MAINT STATION 4						20,000
	Maintenance and repairs of autos and trucks at Station #4/Textile Rd. Request \$20,000 no change for 2025.						20,000
939.040	FIRE HYDRANT CHARGE						3,000
	YCUA charges for hydrant maintenance (\$1 X 2700 hydrants). No change for 2025.						3,000
943.000	MOTORPOOL INTERNAL						59,488
	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 12/31/2024 will be \$59,487.24.						59,488
955.001	INSURANCE & BOND FLEET						44,472
	Insurance for buildings, equipment, and vehicles. A 5% estimated increase provided by the Accounting Director.						44,472
956.000	MISCELLANEOUS						500
	Miscellaneous items.						500
958.000	MEMBERSHIP AND DUES						10,000
	Firefighter membership fees and dues (IAFC, IAAI, NFPA, MFIS, etc). Requesting \$10,000, an increase of \$2,000 for 2025 due to anticipated WAMAA dues increase.						10,000
960.000	EDUCATION AND TRAINING						40,000
	Education and training of department personnel. This line includes specialized vehicle fire training (CNG, ION), vehicle extrication training, IAAI & FDIC seminars, Officer development training, and EMS in-house continuous education program. No change for 2025.						40,000
	DEPT '336' TOTAL						5,242,646

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 901 - CAPITAL OUTLAY APPROPRIATIONS							
206-901-971.008 *	CAPTL OUTLAY -IMPROVEMENT		28,314				
206-901-976.005 *	CAPITAL OUTLAY FIRE STATION			170,000	150,000	15,085	101,500
206-901-979.000 *	CAPITAL OUTLAY FIRE APPARATUS			75,000	38,679	38,679	75,000
206-901-980.001 *	COMPUTER/COMM/FURNISHING		8,677	12,000	12,000		12,000
TOTAL APPROPRIATIONS			36,991	257,000	200,679	53,764	188,500
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLA			(36,991)	(257,000)	(200,679)	(53,764)	(188,500)
* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY							
971.008	CAPTL OUTLAY -IMPROVEMENT						
	No budget for 2025.						
976.005	CAPITAL OUTLAY FIRE STATION						101,500
	Fire Protection turnout gear for the whole department at \$101,500. There is a grant application in process for the turnout gear. This will be brought before the Board for bids and approval following the Financial Procurement Policy.						
979.000	CAPITAL OUTLAY FIRE APPARATUS						75,000
	Purchase a vehicle for the Fire Marshal to use estimated at \$75,000. This will be brought before the Board for bids and approval following the Financial Procurement Policy.						
980.001	COMPUTER/COMM/FURNISHING						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. No change for 2025.						
	DEPT '901' TOTAL						188,500
ESTIMATED REVENUES - FUND 206		4,712,620	5,007,928	5,226,134	5,319,952	5,383,097	5,576,890
APPROPRIATIONS - FUND 206		4,368,352	4,184,145	5,099,870	5,193,688	3,973,539	5,576,890
NET OF REVENUES/APPROPRIATIONS - FUND 206		344,268	823,783	126,264	126,264	1,409,558	

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
208-000-637.007 *	HANDBALL COURT FEES	3,432	5,211	5,000	5,000	4,479	5,000
208-000-665.000 *	INTEREST EARNED	349	946			695	
208-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			4,220	4,220		4,220
	TOTAL ESTIMATED REVENUES	<u>3,781</u>	<u>6,157</u>	<u>9,220</u>	<u>9,220</u>	<u>5,174</u>	<u>9,220</u>
	NET OF REVENUES/APPROPRIATIONS - 000 -	<u>3,781</u>	<u>6,157</u>	<u>9,220</u>	<u>9,220</u>	<u>5,174</u>	<u>9,220</u>
* NOTES TO BUDGET: DEPARTMENT 000							
637.007	HANDBALL COURT FEES						5,000
	Funds generated by the rental of the racquetball/wallyball courts located at the Community Center.						
665.000	INTEREST EARNED						
	Interest earned on funds deposited in the bank.						
699.999	APPROPRIATED PRIOR YEAR BAL						4,220
	Amount needed from Fund Balance.						
	DEPT '000' TOTAL						9,220

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 751 - PARKS							
APPROPRIATIONS							
208-751-703.000 *	SALARIES - ELECTED OFFICIALS	4,725	4,875	8,100	8,100	2,850	8,100
208-751-715.000 *	F.I.C.A./MEDICARE	69	289	620	620	218	620
208-751-718.002 *	DEFERRED COMPENSATION	62	18				
208-751-958.000 *	MEMBERSHIP AND DUES			500	500		500
TOTAL APPROPRIATIONS		4,856	5,182	9,220	9,220	3,068	9,220
NET OF REVENUES/APPROPRIATIONS - 751 - PARKS		(4,856)	(5,182)	(9,220)	(9,220)	(3,068)	(9,220)
* NOTES TO BUDGET: DEPARTMENT 751 PARKS							
703.000	SALARIES - ELECTED OFFICIALS						8,100
	Per diem compensation for the seven elected Park Commissioners.						
715.000	F.I.C.A./MEDICARE						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
	This line item covers the annual membership with the Michigan Parks and Recreation Association.						
	DEPT '751' TOTAL						9,220
ESTIMATED REVENUES - FUND 208		3,781	6,157	9,220	9,220	5,174	9,220
APPROPRIATIONS - FUND 208		4,856	5,182	9,220	9,220	3,068	9,220
NET OF REVENUES/APPROPRIATIONS - FUND 208		(1,075)	975			2,106	

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 000							
ESTIMATED REVENUES							
213-000-403.000 *	CURRENT PROPERTY TAXES	1,481,263	1,549,478	1,657,243	1,657,243	1,661,655	1,760,593
213-000-404.001 *	ESA REIMBURSEMENT OP	11,064	12,340	10,000	10,000	31,728	10,000
213-000-412.000	DELINQUENT PERS PROPERTY TAX	4,552	2,173				
213-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	1,939	164			(778)	
213-000-522.001 *	COMMUNITY DEV BLOCK GRANT			476,043	476,043		464,509
213-000-529.500 *	DEPT OF ENERGY-EECBG FUNDING				110,000		
213-000-569.023	STATE GRANT - DNR	32,224	45,247				
213-000-569.026 *	ST GRANT - DNR - PARK COURTS			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	6,234	10,000	10,000	4,465	5,000
213-000-665.000 *	INTEREST EARNED	17,008	78,631	24,885	24,885	87,289	50,000
213-000-676.012 *	INSURANCE REIMBURSEMENTS		110,220			13,708	
213-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	307,500	1,717,272	470,000	470,000	470,000	
213-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			641,744	1,349,165		
TOTAL ESTIMATED REVENUES		2,033,438	3,521,759	3,588,615	4,406,036	2,268,067	2,290,102
NET OF REVENUES/APPROPRIATIONS - 000 -		2,033,438	3,521,759	3,588,615	4,406,036	2,268,067	2,290,102

\* NOTES TO BUDGET: DEPARTMENT 000

403.000	CURRENT PROPERTY TAXES						1,760,593
	BSRII Tax Revenue based on millage levy of .9858. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. Current projected TV is 1,785,953,546 and prior year actualTV was 1,675,159,452 for percentage increase of 6.61% in the TV.						
404.001	ESA REIMBURSEMENT OP						10,000
	State calculated reimbursement for personal property loss due to small business exemptions.						
522.001	COMMUNITY DEV BLOCK GRANT						464,509
	This is for Appleridge Park. CDBG grant funds. Design was approved by board and environemntal review was approved by the county. Project will be bid and brought back to Board for approval. Planned construction completion in spring 2025.						
529.500	DEPT OF ENERGY-EECBG FUNDING						
	This is for Community Center HVAC to be completed in 2024. Funded by EECBG grant.						
569.026	ST GRANT - DNR - PARK COURTS						
	This was for grants awarded from the Michigan Department of Natural Resources. The first grant is Clubview Park, the second grant is for pickle ball/tennis courts for Community Center Park. These will both be completed in 2024.						
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						5,000



GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
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.						
665.000	INTEREST EARNED						50,000
	Interest earned on accounts. Figures provided by the Accounting Director.						
676.012	INSURANCE REIMBURSEMENTS						
	Reimbursement in 2023 was for community center and golf course flooding that occurred in late 2023. No budget for 2024 or 2025.						
699.101	TRANSFER IN: FROM GENERAL FUND						
	Funds transferred to BSRII for road improvements from the General Fund. No budget for 2025, will look at bonding for road projects.						
699.999	APPROPRIATED PRIOR YEAR BAL						
	No appropriated prior year fund balance needed for 2025.						
	DEPT '000' TOTAL						2,290,102

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 446 - HIGHWAYS AND STREETS							
APPROPRIATIONS							
213-446-982.000 *	HIGHWAY & ST-ROAD CONSTRUCTION		1,554,018	760,000	1,223,253	47,750	645,550
213-446-982.006 *	HIGHWAYS & STREETS & SIDEWALK		52,592	651,529	651,529	450,256	100,000
TOTAL APPROPRIATIONS			1,606,610	1,411,529	1,874,782	498,006	745,550
NET OF REVENUES/APPROPRIATIONS - 446 - HIGHWAYS AND			(1,606,610)	(1,411,529)	(1,874,782)	(498,006)	(745,550)
* NOTES TO BUDGET: DEPARTMENT 446 HIGHWAYS AND STREETS							
982.000	HIGHWAY & ST-ROAD CONSTRUCTION						645,550
	This line is used for Washtenaw County road projects annual agreements. There are currently funds budgeted in ARPA line 101-902 as well.						
982.006	HIGHWAYS & STREETS & SIDEWALK						100,000
	This is for dust control, street sweeping, limestone lift on Township roads and sidewalk repair. Increased in 2024 for Ridge Road non-motorized path project construction, which has been completed.						
	DEPT '446' TOTAL						745,550

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 753 - BIKE, SIDEWALK, ROAD, REC & GF							
APPROPRIATIONS							
213-753-757.775 *	OPERATING SUPP: FORD LAKE PAR	2,104	4,017	5,000	5,000	3,102	5,000
213-753-783.004	TREE MAINTENANCE		23,525				
213-753-801.000 *	PROFESSIONAL SERVICES	15,071	89,977	140,000	140,000	37,527	50,000
213-753-801.500 *	PROF SERV - GRANT PRELIM STUDIES		73,783	51,906	51,906		
213-753-818.775	MAINT-CONTR SVCS - FORD LK PR		16,000				
213-753-931.004 *	REPAIRS & MAINTENANCE - PARKS	26,174	40,744	20,000	20,000	19,403	20,000
213-753-931.775 *	REPAIRS - FORD LAKE PARKS	18,647	15,936	20,000	20,000	16,921	20,000
213-753-933.000 *	EQUIPMENT MAINTENANCE		39,277				
213-753-977.000 *	EQUIPMENT	92,534					11,000
213-753-982.006 *	HIGHWAYS & STREETS & SIDEWALK	61,361					
213-753-995.230 *	TRANSFER TO: RECREATION FUND	300,000	357,846	402,542	402,542	300,000	485,734
213-753-995.584 *	TRANSFER TO: GOLF COURSE	80,000	87,000	254,338	254,338		193,404
TOTAL APPROPRIATIONS		595,891	748,105	893,786	893,786	376,953	785,138
NET OF REVENUES/APPROPRIATIONS - 753 - BIKE, SIDEWALK		(595,891)	(748,105)	(893,786)	(893,786)	(376,953)	(785,138)

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

757.775	OPERATING SUPP: FORD LAKE PAR						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						
801.000	PROFESSIONAL SERVICES						50,000
	This line is used for professional service for the parks such as engineering, design, grant assistance and reviews.						
801.500	PROF SERV - GRANT PRELIM STUDIES						
	For professional services needed prior to grant applications. This was for the Ford Lake Loop study, completed in 2024.						
931.004	REPAIRS & MAINTENANCE - PARKS						20,000
	Repairs and maintenance in non-Ford Lake parks. No change for 2025.						
931.775	REPAIRS - FORD LAKE PARKS						20,000
	Repairs and maintenance in Ford Lake parks. No change for 2025.						
933.000	EQUIPMENT MAINTENANCE						
	No budget for 2025.						
977.000	EQUIPMENT						11,000
	This line will be used to purchase a bush trimmer in 2025.						
982.006	HIGHWAYS & STREETS & SIDEWALK						

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 753 - BIKE, SIDEWALK, ROAD, REC & GF								
	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						485,734	
	Transfer made to Fund 230 - Recreation for operational expenses.							
995.584	TRANSFER TO: GOLF COURSE						193,404	
	Transfer made to Fund 584 - Golf Course for operational and capital expenses.							
	DEPT '753' TOTAL						785,138	

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 901 - CAPITAL OUTLAY APPROPRIATIONS							
213-901-974.008 *	APPLERIDGE PARK IMPROVEMENTS		13,997	470,688	470,688	14,943	464,509
213-901-974.026 *	CAPITAL /CLUBVIEW PARK IMPROVE	4,593	43,110	254,327	285,527	271,267	
213-901-974.034	CAP OUTLAY/SUGARBROOK PARK	1,460					
213-901-975.520 *	COMM CTR - PARK IMPROVEMENTS	3,600	24,295	308,214	432,091	426,120	
213-901-975.555 *	CAP OUTLAY/ENERGY-COM CENTER				110,000		
213-901-975.587 *	LOONFEATHER PARK	62,516	92,651				
213-901-975.600	CAPITAL LANDSCAPE & TREES	3,937	19,979				
213-901-975.794 *	PARK IMPROVEMNTS - SIGNS				55,000	53,765	
213-901-976.008 *	CAPITAL OUTLAY - COMMUNITY CT		64,817	250,071	250,071	77,656	
213-901-986.009 *	CAPITAL - PATHWAY HURON #1	722,583	850				
213-901-986.010 *	HURON BRIDGE PATHWAY	187,345	157,727		34,091	1,209	
TOTAL APPROPRIATIONS		986,034	417,426	1,283,300	1,637,468	844,960	464,509
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLA		(986,034)	(417,426)	(1,283,300)	(1,637,468)	(844,960)	(464,509)

\* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY

974.008	APPLERIDGE PARK IMPROVEMENTS						464,509
	This for Appleridge Park. CDBG grant funds. Design was approved by board we, waiting on county approval of Environmental review approval. Project will be bid and recommended bidder will be brought before Board for approval. Planned construction completion in spring 2025.						
974.026	CAPITAL /CLUBVIEW PARK IMPROVE						
	This was used for pickle ball courts at Clubview Park. The project had an approved matching Michigan Department of Natural Resources Grant. Will be completed in 2024.						
975.520	COMM CTR - PARK IMPROVEMENTS						
	This was an MDNR grant for pickle ball courts at Community Center Park. Will be completed in 2024.						
975.555	CAP OUTLAY/ENERGY-COM CENTER						
	This is for Community Center HVAC to be completed in 2024. Funded by EECBG grant.						
975.587	LOONFEATHER PARK						
	Loonfeather Park improvements were completed in 2023.						
975.794	PARK IMPROVEMNTS - SIGNS						
	Used for new park signs completed in 2024.						
976.008	CAPITAL OUTLAY - COMMUNITY CT						
	This was for Community Center water damage, restoration was completed in 2024.						
986.009	CAPITAL - PATHWAY HURON #1						
	Completed in 2024.						
986.010	HURON BRIDGE PATHWAY						

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 901 - CAPITAL OUTLAY	The Huron Bridge Pathway will be completed in 2024, no budget for 2025.							
	DEPT '901' TOTAL						464,509	

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
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 can consider bonding for 2025.							
993.000	DEBT SERVC INTEREST HGHWYS/STS						
Final interest payment due for road bonds was 2022.							
ESTIMATED REVENUES - FUND 213		2,033,438	3,521,759	3,588,615	4,406,036	2,268,067	2,290,102
APPROPRIATIONS - FUND 213		2,197,175	2,772,141	3,588,615	4,406,036	1,719,919	1,995,197
NET OF REVENUES/APPROPRIATIONS - FUND 213		(163,737)	749,618			548,148	294,905

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
216-000-403.001 *	CURRENT TAXES FIRE PENSION	1,618,154	1,262,900	1,468,654	1,468,654	1,471,374	1,307,318
216-000-404.000 *	ESA REIMBURSEMENT PEN	8,334	9,277	8,000	8,000	8,590	8,000
216-000-412.005	DELQUENT PERS PROP-FIRE PENSI	5,211	2,033				
216-000-414.001	CUR PROPERTY TAX ADJ PEN	3,234	176			(705)	
216-000-665.000 *	INTEREST EARNED	3,661	17,743	8,500	8,500	22,773	8,500
216-000-699.999	APPROPRIATED PRIOR YEAR BAL				72,000		
TOTAL ESTIMATED REVENUES		<u>1,638,594</u>	<u>1,292,129</u>	<u>1,485,154</u>	<u>1,557,154</u>	<u>1,502,032</u>	<u>1,323,818</u>
NET OF REVENUES/APPROPRIATIONS - 000 -		<u>1,638,594</u>	<u>1,292,129</u>	<u>1,485,154</u>	<u>1,557,154</u>	<u>1,502,032</u>	<u>1,323,818</u>
* NOTES TO BUDGET: DEPARTMENT 000							
403.001	CURRENT TAXES FIRE PENSION						1,307,318
	This levy is for the Fire retiree pension and health care. The millage levy decreased from prior year from .8800 to .7320 for 2025. 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 2025.						
404.000	ESA REIMBURSEMENT PEN						8,000
	State calculated reimbursement for personal property loss due to small business exemptions.						
665.000	INTEREST EARNED						8,500
	Interest earned on cash funds.						
	DEPT '000' TOTAL						1,323,818



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 336 - FIRE							
APPROPRIATIONS							
216-336-876.003 *	OPEB FUNDING- RETIREE HEALTH	642,476	366,182	288,545	288,545	288,545	130,000
216-336-876.004 *	RETIREMENT-FIRE DEPT	984,011	876,661	1,180,082	1,252,082	1,252,082	1,176,795
TOTAL APPROPRIATIONS		1,626,487	1,242,843	1,468,627	1,540,627	1,540,627	1,306,795
NET OF REVENUES/APPROPRIATIONS - 336 - FIRE		(1,626,487)	(1,242,843)	(1,468,627)	(1,540,627)	(1,540,627)	(1,306,795)
* NOTES TO BUDGET: DEPARTMENT 336 FIRE							
876.003	OPEB FUNDING- RETIREE HEALTH						130,000
	This is for retiree OPEB (Other Post-Employment Benefits) health care obligations. The actuarially determined contribution (ADC) decreased from \$288,545 in 2024 to \$130,000 for 2025. The OPEB fund is closed to hires as of 1/1/2014. The 2023 OPEB actuarial report shows the unfunded liability ratio increased from 68.3% to 85.1%. Request for any revenues that exceed the expenditures will be divided and applied to the pension liability from fund balance.						
876.004	RETIREMENT-FIRE DEPT						1,176,795
	This is for retiree pension. The actuarially determined contribution (ADC) decreased from \$1,180,082 in 2024 to \$1,176,795 for 2025. The 2023 actuarial report shows the unfunded liability ratio increased from 79.11% to 79.61%. Request for any revenues that exceed the expenditures will be divided and applied to the pension liability from fund balance.						
	DEPT '336' TOTAL						1,306,795
ESTIMATED REVENUES - FUND 216		1,638,594	1,292,129	1,485,154	1,557,154	1,502,032	1,323,818
APPROPRIATIONS - FUND 216		1,626,487	1,242,843	1,468,627	1,540,627	1,540,627	1,306,795
NET OF REVENUES/APPROPRIATIONS - FUND 216		12,107	49,286	16,527	16,527	(38,595)	17,023

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
217-000-403.002 *	CURRENT TAXES CAPITAL IMPROVEMENT	717,623	750,661				
217-000-404.002 *	ESA REIMBURSEMENT CAPITAL IMPROVE	2,254	3,730			3,997	
217-000-412.006	DELQUENT PPT-FIRE CAPITAL	2,169	1,059				
217-000-414.011	CUR PROPERTY TAX ADJ CAP IMP	972	79			(138)	
217-000-665.000 *	INTEREST EARNED	23,162	85,716	10,000	10,000	14,085	
217-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			1,534,869	1,604,869		85,000
TOTAL ESTIMATED REVENUES		746,180	841,245	1,544,869	1,614,869	17,944	85,000
NET OF REVENUES/APPROPRIATIONS - 000 -		746,180	841,245	1,544,869	1,614,869	17,944	85,000

\* NOTES TO BUDGET: DEPARTMENT 000

403.002	CURRENT TAXES CAPITAL IMPROVEMENT	The Fire Capital millage levy expired 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	Estimated interest earned on funds.					
699.999	APPROPRIATED PRIOR YEAR BAL	This is the amount of funds needed from fund balance to pay for the Station 1 dormitory and bathroom improvements.					
DEPT '000' TOTAL							85,000

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 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	283,378		70,000	5,460	85,000	
217-901-979.000 *	CAPITAL OUTLAY FIRE APPARATUS		353,671	1,544,869	1,544,869	1,544,869		
	TOTAL APPROPRIATIONS	40,141	637,049	1,544,869	1,614,869	1,550,329	85,000	
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLA		(40,141)	(637,049)	(1,544,869)	(1,614,869)	(1,550,329)	(85,000)	
* NOTES TO BUDGET: DEPARTMENT 901 CAPITAL OUTLAY								
976.005	CAPITAL OUTLAY FIRE STATION						85,000	
	Renovations for dormitories and bathrooms at Station #1.							
979.000	CAPITAL OUTLAY FIRE APPARATUS							
	No budget for 2025.							
	DEPT '901' TOTAL						85,000	
ESTIMATED REVENUES - FUND 217		746,180	841,245	1,544,869	1,614,869	17,944	85,000	
APPROPRIATIONS - FUND 217		40,141	637,049	1,544,869	1,614,869	1,550,329	85,000	
NET OF REVENUES/APPROPRIATIONS - FUND 217		706,039	204,196			(1,532,385)		

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
226-000-403.000 *	CURRENT PROPERTY TAXES	3,539,848	3,703,011	3,962,362	3,962,362	3,971,217	4,209,671
226-000-404.001 *	ESA REIMBURSEMENT OP	23,704	29,501	29,000	29,000	75,860	29,000
226-000-412.000 *	DELINQUENT PERS PROPERTY TAX	10,637	5,116				
226-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	4,170	391			(1,855)	
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				24,056	
226-000-665.000 *	INTEREST EARNED	23,960	89,675	20,000	20,000	96,225	20,000
226-000-676.012 *	INSURANCE REIMBURSEMENTS	1,637	640			653	
226-000-683.000 *	OTHER INCOME-MISCELLANEOUS	7,676		10,000	10,000		
226-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	2,691					
TOTAL ESTIMATED REVENUES		4,217,583	3,828,334	4,021,362	4,021,362	4,166,156	4,258,671
NET OF REVENUES/APPROPRIATIONS - 000 -		4,217,583	3,828,334	4,021,362	4,021,362	4,166,156	4,258,671

\* NOTES TO BUDGET: DEPARTMENT 000

403.000	CURRENT PROPERTY TAXES						4,209,671
	Environmental Tax Revenue based on millage levy of 2.3571. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. Current projected TV is 1,785,953,546 and prior year actual TV was 1,675,159,452 for percentage increase of 6.61% in the TV.						
404.001	ESA REIMBURSEMENT OP						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.						
665.000	INTEREST EARNED						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						
	Funds received from Washtenaw County Sheriff's for reimbursement of the Helpful Handbook sent to the residents. No budget for 2025.						
699.101	TRANSFER IN: FROM GENERAL FUND						
	Nothing budgeted for 2025.						
	DEPT '000' TOTAL						4,258,671

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 528 - ENVIRONMENTAL APPROPRIATIONS							
226-528-705.000 *	SALARY - SUPERVISION	49,872	24,295	49,945	49,945	39,965	51,071
226-528-706.000 *	SALARY - PERMANENT WAGES	104,496	105,158	110,507	110,507	86,807	113,447
226-528-709.000 *	REG OVERTIME	108	244	2,000	2,000		2,000
226-528-715.000 *	F.I.C.A./MEDICARE	11,640	9,296	12,428	12,428	9,417	12,739
226-528-718.000 *	MERS RETIREMENT	7,978	6,689	7,424	7,424	7,601	8,534
226-528-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,249	2,423	3,250	3,250	2,670	3,250
226-528-719.000 *	HEALTH INSURANCE	46,418	44,475	47,360	47,360	41,942	54,592
226-528-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,300)	(3,338)	(3,300)	(3,300)		(3,300)
226-528-719.015 *	DENTAL BENEFITS	1,920	1,491	1,996	1,996	1,711	2,110
226-528-719.016 *	VISION BENEFITS	481	426	503	503	410	480
226-528-719.020 *	HEALTH CARE DEDUCTION	4,020	8,016	12,582	12,582	4,958	12,582
226-528-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	190	255	240	240	186	240
226-528-719.022 *	DISABILITY INSURANCE	726	642	764	764	773	904
226-528-719.023 *	LIFE INSURANCE	574	501	578	578	597	707
226-528-719.030 *	WORKERS COMPENSATION	4,330	2,375	5,495	5,495	2,288	3,406
226-528-727.000 *	OFFICE SUPPLIES	307	593	1,000	1,000	888	1,000
226-528-727.008 *	RECYCLE BINS NEW HOMEOWNERS	5					
226-528-730.000 *	POSTAGE	21,117	15,135	25,000	25,000	10,288	25,000
226-528-741.000 *	UNIFORMS - BOOTS & LAUNDRY	366	113	500	500		500
226-528-757.000 *	OPERATING SUPPLIES		230	1,300	1,300		1,300
226-528-760.000 *	PPE & FIRST AID SUPPLIES			250	250		250
226-528-776.000 *	MAINTENANCE SUPPLIES			500	500		500
226-528-800.001 *	ADMINISTRATION FEES	18,978	20,417	16,935	16,935	17,014	16,643
226-528-804.000 *	CONTRACTUAL/ROLLOFF DISPOSAL	17,706	18,773	20,067	20,067	13,663	20,870
226-528-804.001 *	CONTRACTUAL/RUBBISH PICKUP	1,535,142	1,608,420	1,645,078	1,645,078	1,240,469	1,714,176
226-528-804.003 *	CONTRACTUAL/YARDWASTE PICKUP	422,038	439,330	452,397	452,397	340,428	471,398
226-528-804.004 *	TWP DISPOSAL FEE	203,237	279,822	230,000	230,000	171,875	240,000
226-528-804.006 *	RECYCLING DISPOSAL	14,998	10,844	14,000	14,000	8,369	14,000
226-528-804.007 *	RECYCLING PICK-UP CURBSIDE	546,275	570,992	586,059	586,059	442,418	610,675
226-528-804.008 *	CURBSIDE RECYCLING DISPOSAL	165,387	96,916	300,000	300,000	8,303	241,038
226-528-818.000 *	CONTRACTUAL SERVICES	65,102	237,368	250,000	250,000		250,000
226-528-818.017 *	SHREDDING - TIRES	650	1,500	1,500	1,500	750	1,500
226-528-867.000 *	GAS & OIL	393		500	500	198	1,500
226-528-867.200 *	GAS & OIL - YCUA			500	500		500
226-528-900.000 *	PUBLISHING	58,609	39,439	50,000	50,000	706	50,000
226-528-933.000 *	EQUIPMENT MAINTENANCE		798	3,000	3,000		3,000
226-528-935.000 *	MOTORPOOL-MISC REPAIR		18,179	2,500	2,500		2,500
226-528-939.000 *	AUTO MAINTENANCE	500		3,500	3,500		3,500
226-528-943.000 *	MOTORPOOL INTERNAL	6,685	4,565	564	564	3,137	564
226-528-955.001 *	INSURANCE & BOND FLEET	7,311	7,458	7,844	7,844	6,608	8,377
226-528-956.000 *	MISCELLANEOUS			500	500		500
226-528-958.000 *	MEMBERSHIP AND DUES	375	5,000	5,000	5,000	475	5,000
226-528-960.000 *	EDUCATION AND TRAINING	5,740	1,088	10,000	10,000	700	10,000
TOTAL APPROPRIATIONS		3,322,623	3,579,928	3,880,266	3,880,266	2,465,614	3,957,053
NET OF REVENUES/APPROPRIATIONS - 528 - ENVIRONMENTAL		(3,322,623)	(3,579,928)	(3,880,266)	(3,880,266)	(2,465,614)	(3,957,053)

\* NOTES TO BUDGET: DEPARTMENT 528 ENVIRONMENTAL

705.000	SALARY - SUPERVISION						51,071
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. This amount represents a 3% increase in wages budgeted for 2025 and longevity.							

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 528 - ENVIRONMENTAL							
706.000	SALARY - PERMANENT WAGES						113,447
	Salaries for 75% of two (2) Floater II/ Clerk III positions and 50% of a Mechanic, all TPOAM positions. This amount represents a 3% increase in wages budgeted for 2025 and longevity..						
709.000	REG OVERTIME						2,000
	Overtime expenses for the department.						
715.000	F.I.C.A./MEDICARE						12,739
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						8,534
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						3,250
	Amount placed into a health care savings account for future use in health care expense for employees hired after 1/1/2014. The annual amount per employee per contract is \$1,300						
718.003	OPEB - RETIREMENT HEALTH						
	No employees with OPEB eligiblity.						
719.000	HEALTH INSURANCE						54,592
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(3,300)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						2,110
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						480
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						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.						

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 528 - ENVIRONMENTAL								
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						240	
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.							
719.022	DISABILITY INSURANCE						904	
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.							
719.023	LIFE INSURANCE						707	
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.							
719.030	WORKERS COMPENSATION						3,406	
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director							
727.000	OFFICE SUPPLIES						1,000	
	Office supplies for the department.							
727.008	RECYCLE BINS NEW HOMEOWNERS							
	Nothing budgeted for 2025. Purchased and delivered large bins to each home owner. We have enough new bins for new homeowners in stock.							
730.000	POSTAGE						25,000	
	Used for a portion of the cost of the annual mailing of the Helpful Handbook, and magnets. No change for 2025.							
741.000	UNIFORMS - BOOTS & LAUNDRY						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.							
757.000	OPERATING SUPPLIES						1,300	
	Used to purchase supplies.							
760.000	PPE & FIRST AID SUPPLIES						250	
	No change for 2025.							
776.000	MAINTENANCE SUPPLIES						500	
	Used to purchase safety supplies.							

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 528 - ENVIRONMENTAL							
800.001	ADMINISTRATION FEES						16,643
	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						20,870
	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						1,714,176
	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						471,398
	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						240,000
	Fees charged for disposal of yard waste from Waste Management and other contractors at compost site.						
804.006	RECYCLING DISPOSAL						14,000
	Cost of hauling recycling roll off containers from Compost Site to Great Lakes.						
804.007	RECYCLING PICK-UP CURBSIDE						610,675
	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						241,038
	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						250,000
	Potential contracted chipping services.						
818.017	SHREDDING - TIRES						1,500



		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 528 - ENVIRONMENTAL								
	Cost to dispose of tires throughout the Township.							
867.000	GAS & OIL						1,500	
	WEX/Fuelcloud; used for fuel. Increase due to Municipal Director increase in use.							
867.200	GAS & OIL - YCUA						500	
	Cost of fuel purchased from YCUA facility for our equipment							
900.000	PUBLISHING						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	
	Cost to repair equipment.							
935.000	MOTORPOOL-MISC REPAIR						2,500	
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director							
939.000	AUTO MAINTENANCE						3,500	
	Covers the cost of annual inspections and fees for trucks, trailers, etc.							
943.000	MOTORPOOL INTERNAL						564	
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.							
955.001	INSURANCE & BOND FLEET						8,377	
	Insurance for buildings, equipment, and vehicles. A 5% estimated increase provided by the Accounting Director.							
956.000	MISCELLANEOUS						500	
	Miscellaneous expenditures for department.							
958.000	MEMBERSHIP AND DUES						5,000	
	This is for membership with Washtenaw Regional Resource Management Authority (WRRMA).							
960.000	EDUCATION AND TRAINING						10,000	
	Education and training related to recycling or trash collection, storm water, etc.							

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 528 - ENVIRONMENTAL								
		DEPT '528' TOTAL					3,957,053	

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 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							
APPROPRIATIONS - FUND 226							
NET OF REVENUES/APPROPRIATIONS - FUND 226		17,156	248,406	141,096	141,096	1,700,542	301,618

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 000								
ESTIMATED REVENUES								
230-000-528.001 *	OTHER FEDERAL GRANT - ADDITIONAL	5,654	7,925	8,000	8,000	5,585	8,000	
230-000-630.000 *	RECREATION/ADULT SPORTS	18,052	18,816	18,000	18,000	19,940	19,000	
230-000-631.000 *	RECREATION/YOUTH SPORTS	59,458	65,795	60,000	60,000	73,271	70,000	
230-000-631.001 *	REC/YOUTH SPORTS CLASSES	27,390	17,048	20,000	20,000	14,853	20,000	
230-000-631.002 *	REC/YOUTH ENRICH CLASSES	28,080	36,045	32,000	32,000	28,799	32,000	
230-000-632.000 *	RECREATION/DANCE	17,858	19,087	15,000	15,000	16,716	16,500	
230-000-634.001 *	RECREATION/SPECIAL EVENTS	310	495	10,000	10,000	9,240	7,000	
230-000-635.000 *	REC/50 & BEYOND DUES	11,620	19,006	15,000	15,000	7,297	15,000	
230-000-635.001 *	REC/50 & BEYOND TRIP FEE	23,944	27,051	22,000	22,000	38,669	40,000	
230-000-636.000 *	RECREATION/ADULT CLASSES	28,759	22,656	32,000	32,000	24,689	32,000	
230-000-637.000 *	REC/50 & BEYOND ACTIVITY FEES	2,437	4,174	5,000	5,000	4,942	5,000	
230-000-637.001 *	MISCELLANEOUS	163	30	200	200	17	200	
230-000-637.002 *	BUILDING RENTAL FEES	52,191	44,085	45,000	45,000	32,188	48,000	
230-000-637.003 *	FIELD RENTAL FEES	14,630	15,325	15,000	15,000	9,550	15,000	
230-000-637.004 *	FORD LAKE GATE FEES	72,868	73,937	70,000	70,000	74,703	74,000	
230-000-637.005 *	PARK SHELTER RENT FEES	11,720	12,059	13,000	13,000	5,771	14,000	
230-000-637.010 *	SPECIAL EVENTS GATE FEES - ROWFES						40,000	
230-000-642.005 *	SALES FOOD & BEVERAGE	5,754	6,107	6,000	6,000	5,400	6,000	
230-000-642.009 *	SALES OF MERCHANDISE			3,500	3,500	310	2,500	
230-000-665.000 *	INTEREST EARNED	747	4,695	700	700	5,451		
230-000-674.000 *	CONTRIBUTIONS & DONATIONS	12,650		3,000	5,809	2,809		
230-000-674.010	GRANTS - PRIVATE & NONPROFIT	3,000						
230-000-675.003 *	SERAFINSKI SCHOLARSHIP			5,000	5,000	1,680	5,000	
230-000-675.007 *	CONTRIBUTION - JAZZ FESTIVAL		10,000	10,000	10,000	10,000	10,000	
230-000-675.008 *	CONTRIBUTIONS - ROSIE & ART IN TH	2,500	5,215	2,500	8,500	8,500	2,500	
230-000-675.010 *	CONTRIBUTIONS - COMMUNITY EVENTS						3,000	
230-000-675.011 *	COMMUNITY EVENTS						3,000	
230-000-675.400 *	DONATIONS - SENIOR LUNCH	3,981	4,578	3,000	3,000	4,193	3,000	
230-000-676.012 *	INSURANCE REIMBURSEMENTS	1,778	695		5,355	6,064		
230-000-683.000	OTHER INCOME-MISCELLANEOUS	(39)						
230-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	4,306		104,453	104,453	104,453		
230-000-699.213 *	TRANSFER IN: FROM BSRII FUND	300,000	350,000	402,542	402,542	300,000	485,734	
TOTAL ESTIMATED REVENUES		709,811	764,824	920,895	935,059	815,090	976,434	
NET OF REVENUES/APPROPRIATIONS - 000 -		709,811	764,824	920,895	935,059	815,090	976,434	

\* NOTES TO BUDGET: DEPARTMENT 000

528.001	OTHER FEDERAL GRANT - ADDITIONAL						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						19,000
	Revenues generated from adult sports programs (softball, soccer, tennis, cornhole, pickleball). Increase for 2025 based on activity.						
631.000	RECREATION/YOUTH SPORTS						70,000
	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						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 000							
	Revenues generated from Youth Sport Classes (Bball Skills LLC, Tennis, Skyhawks Sports Classes and Camps, Fun Time Sports classes).						20,000
631.002	REC/YOUTH ENRICH CLASSES						32,000
	Revenues generated from classes for youth (JAR, Karate, art classes).						
632.000	RECREATION/DANCE						16,500
	Revenues generated from youth dance classes. Slight increase due to participation in 2024.						
634.001	RECREATION/SPECIAL EVENTS						7,000
	Revenues generated from special events where a fee is charged.						
635.000	REC/50 & BEYOND DUES						15,000
	Revenues generated from annual "50 & Beyond" member dues (individual & family memberships offered).						
635.001	REC/50 & BEYOND TRIP FEE						40,000
	Revenues generated from 50 & Beyond trips. Funds were previously collected by outside agencies, they are now collected by Recreation Department. Increase due to 2024 participation numbers.						
636.000	RECREATION/ADULT CLASSES						32,000
	Revenues generated from adult enrichment programs/classes (Art classes, Yoga, Zumba, Urban Ballroom, Pilates, etc).						
637.000	REC/50 & BEYOND ACTIVITY FEES						5,000
	Revenues generated from programs offered to "50 & Beyond" group.						
637.001	MISCELLANEOUS						200
	Non-Program revenues. No change for 2025.						
637.002	BUILDING RENTAL FEES						48,000
	Revenues generated from room & gym rentals. Includes revenue from WCC contract. In 2024 rooms were shut down due to damage by pipe burst. Increase for 2025 due to WCC contract increase and building reopen.						
637.003	FIELD RENTAL FEES						15,000

Fund: 230 RECREATION FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 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						74,000
	Revenues generated from park gate fees (annual & daily fees collected from the sale of park & boat permits). Increase for 2025 due to activity.						
637.005	PARK SHELTER RENT FEES						14,000
	Revenues generated from park shelter rentals. Slight Increase for 2025 due to price increase and shelters being fully operational.						
637.010	SPECIAL EVENTS GATE FEES - ROWFEST						40,000
	These are estimated gate fee revenues expected from the first ever ROWFEST at Ford Lake Park in 2025. This is a new event and runs for ten days with a \$10 gate fee per vehicle.						
642.005	SALES FOOD & BEVERAGE						6,000
	Revenues generated from the sale of snacks - prepackaged items (Gatorade, Pop, chips) No change for 2025 due to current years revenues.						
642.009	SALES OF MERCHANDISE						2,500
	Revenues generated from the sale of merchandise - water bottles, shirts, items for sports programs (balls, shin guards, etc.). New for 2024. Decrease for 2025 because of current revenues.						
665.000	INTEREST EARNED						
	Interest earned from Recreation Fund.						
674.000	CONTRIBUTIONS & DONATIONS						
	Donations are usually earmarked for a specific item or program, and have been moved to specified lines starting at 230-000-675.003 to 230-000-675.400.						
675.003	SERAFINSKI SCHOLARSHIP						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
	This line is for the expected sponsorships for the Jazz Festival.						
675.008	CONTRIBUTIONS - ROSIE & ART IN THE PARK						2,500
	This line is for the expected sponsorships for the Rosie Show and other community art projects.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 000 675.010	CONTRIBUTIONS - COMMUNITY EVENTS						3,000
	This line is for contributions and sponsorships received for all Community Events. Does not include general recreation events, Rosie the Riveter Craft show and Jazz Festival.						
675.011	COMMUNITY EVENTS						3,000
	This line is for revenue generated for all Community Events. This includes lot spaces for Rosie Show, other craft shows, ticket prices, etc. Does not include any revenue for Recreation Special Events.						
675.400	DONATIONS - SENIOR LUNCH						3,000
	Revenues generated from Senior daily lunches.						
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						
	In 2024 this line was used for the Community Events Manager, a new position. This is a Parks and Recreation position, and it will be budgeted in 230 for 2025 instead of a transfer.						
699.213	TRANSFER IN: FROM BSRII FUND						485,734
	Funds from BSRII Fund are transferred into the Rec Fund budget to support the expenditure side of the budget.						
	DEPT '000' TOTAL						976,434

User: ecuellar

Fund: 230 RECREATION FUND

DB: Ypsilanti-Twp

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET
Dept 754 - RECREATION							
APPROPRIATIONS							
230-754-705.000 *	SALARY - SUPERVISION	75,319	50,466	75,000	49,000	33,692	76,220
230-754-706.000 *	SALARY - PERMANENT WAGES	149,610	168,308	241,579	241,579	195,489	248,983
230-754-707.000 *	SALARY - TEMPORARY/SEASONAL	3,862	305	2,000	2,000		15,000
230-754-707.075 *	SALARY - TEMP SPORTS PROGRAM	3,673	6,150	6,000	6,000	4,576	6,000
230-754-707.100 *	SALARY - TEMP COMM CENTER STAFF	7,646	11,373	9,000	9,000	11,911	9,000
230-754-707.200 *	SALARY - TEMP DANCE STAFF	3,193	2,302	4,000	4,000	2,960	4,000
230-754-707.775 *	SALARY - TEMP. FORD LAKE PARK	53,372	56,784	70,000	70,000	59,668	60,000
230-754-709.000 *	REG OVERTIME	5,269	94	250	250	286	250
230-754-715.000 *	F.I.C.A./MEDICARE	18,481	22,153	31,429	31,429	23,130	32,089
230-754-718.000 *	MERS RETIREMENT	8,837	8,929	13,923	13,923	10,951	16,005
230-754-718.001 *	RETIREMENT HEALTH CARE SAVINGS	3,700	3,283	5,200	5,200	3,505	5,200
230-754-718.002 *	DEFERRED COMPENSATION	1,029	53				
230-754-719.000 *	HEALTH INSURANCE	54,154	59,789	83,088	79,588	71,981	90,029
230-754-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,050)	(3,600)	(6,000)	(6,000)		(5,800)
230-754-719.015 *	DENTAL BENEFITS	2,883	2,602	4,475	4,475	3,421	4,089
230-754-719.016 *	VISION BENEFITS	551	514	901	901	764	784
230-754-719.020 *	HEALTH CARE DEDUCTION	4,917	13,590	20,720	20,720	14,406	20,720
230-754-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	277	251	384	384	224	384
230-754-719.022 *	DISABILITY INSURANCE	968	920	1,185	1,185	988	1,504
230-754-719.023 *	LIFE INSURANCE	756	718	925	925	760	1,131
230-754-719.025	UNEMPLOYMENT EXPENSE	73					
230-754-719.030 *	WORKERS COMPENSATION	4,124	3,562	7,797	7,797	3,438	5,474
230-754-727.000 *	OFFICE SUPPLIES	1,042	1,049	1,500	1,500	1,498	1,500
230-754-730.000 *	POSTAGE	1,479	2,796	14,000	4,000	3,314	14,000
230-754-740.000 *	OPERATING SUPPLIES	268	674	700	700	633	700
230-754-757.008 *	COST OF SALES FOOD & BEV	3,516	4,031	4,000	4,600	4,075	4,000
230-754-757.009 *	COST OF SALES MERCHANDISE			3,000	1,400	752	2,000
230-754-760.000 *	PPE & FIRST AID SUPPLIES	439	533	300	300	455	300
230-754-776.003 *	MAINT SUPPLIES - COMMUNITY CT	5,279	4,882	5,000	7,000	6,915	5,000
230-754-800.001 *	ADMINISTRATION FEES	22,141	21,521	22,173	22,173	17,934	22,827
230-754-818.000 *	CONTRACTUAL SERVICES	23,463	44,464	35,000	47,000	38,750	40,000
230-754-818.002 *	CONTRACTUAL SERVICES COMM CEN	17,035	17,427	17,000	20,000	13,132	17,500
230-754-818.018 *	CONTRACTUAL - SPORTS OFFICIALS	7,512	10,618	7,500	12,000	9,833	10,000
230-754-818.100 *	CONTRACTUAL - SPORTS PROGRAM	15,833	11,532	15,000	15,000	14,406	15,000
230-754-844.001 *	SENIOR NUTRITION PROGRAM	7,760	688	1,000	1,000	684	1,000
230-754-850.000 *	TELEPHONE	1,697	400	1,900	1,900	372	1,000
230-754-867.000 *	GAS & OIL	4,218	4,171	5,000	5,000	3,759	5,500
230-754-880.000 *	COMMUNITY PROMOTION	1,426	21,172	27,000	25,000	21,145	27,000
230-754-920.003 *	UTILITIES - COMMUNITY CENTER	63,353	54,615	58,000	58,000	43,108	58,000
230-754-931.003 *	REPAIRS COMMUNITY CENTER	1,516	1,070	1,700	1,700	260	1,700
230-754-931.021 *	NON RECURRING R & M-COMM CTR	23,762	12,681	10,000	15,000	14,354	15,000
230-754-933.001 *	MAINTENANCE CONTRACTS	2,247	1,561	5,000	5,000	976	2,500
230-754-935.000 *	MOTORPOOL-MISC REPAIR	8,998	3,943	7,000	12,355	11,630	4,000
230-754-943.000 *	MOTORPOOL INTERNAL	15,969	13,013	9,850	9,850	8,208	9,850
230-754-955.001 *	INSURANCE & BOND FLEET	7,938	8,097	8,516	8,516	7,174	9,095
230-754-957.000 *	BANK CHARGES	11,809	16,705	10,000	10,000	17,243	20,000
230-754-958.000 *	MEMBERSHIP AND DUES	375	388	400	400	370	400
230-754-963.100 *	REC YOUTH SPORTS PROG	14,882	21,625	17,000	25,500	17,788	18,000
230-754-963.150 *	REC ADULT SPORTS PROG	5,022	2,062	1,500	3,000	3,000	4,000
230-754-963.200 *	REC DANCE PROGRAM	11,395	10,692	12,000	12,000	5,047	12,000
230-754-963.400 *	REC ENRICHMENT PROGRAMS	9,731	271	2,000	2,000	1,062	2,500
230-754-963.500 *	REC SENIOR PROGRAMS	5,114	2,435	3,000	3,000	1,992	3,000
230-754-963.600 *	SPECIAL EVENTS - ROSIE	7,743	3,892	3,000	6,000	3,713	3,000
230-754-963.601 *	50 & BEYOND TRIPS	22,399	24,386	20,000	20,000	17,692	35,000
230-754-963.602 *	SPECIAL EVENTS - RECREATION	609	4,919	10,000	14,809	12,494	4,000
230-754-963.603 *	SPECIAL EVENT - JAZZ FESTIVAL	6,639	11,339	10,000	17,000	15,300	10,000



		2025 BUDGET REQUEST						
		2022	2023	2024	2024	2024	2025	
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	RECOMMENDED	
				BUDGET	BUDGET	THRU 10/31/24	BUDGET	
Dept 754 - RECREATION								
APPROPRIATIONS								
230-754-963.604 *	SPECIAL COMMUNITY EVENTS						6,000	
	TOTAL APPROPRIATIONS	731,253	748,198	920,895	935,059	761,218	976,434	
NET OF REVENUES/APPROPRIATIONS - 754 - RECREATION		(731,253)	(748,198)	(920,895)	(935,059)	(761,218)	(976,434)	
* NOTES TO BUDGET: DEPARTMENT 754 RECREATION								
705.000	SALARY - SUPERVISION						76,220	
	Salary for the Recreation Services Manager. This amount represents a 3% increase in wages budgeted for 2025 and longevity.							
706.000	SALARY - PERMANENT WAGES						248,983	
	Salaries for one Community Events Manager, two (2) Recreation Coordinators, both Teamster Union members and four (4) part time Building Attendant positions. This amount represents a 3% increase in wages budgeted for 2025 and longevity..							
707.000	SALARY - TEMPORARY/SEASONAL						15,000	
	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	
	This part time positions are specific to the sports program. Includes one (1) Sports Assistant							
707.100	SALARY - TEMP COMM CENTER STAFF						9,000	
	These positions include Senior Aide and Bus Driver.							
707.200	SALARY - TEMP DANCE STAFF						4,000	
	This line funds the Dance Coordinator. 1 (One) individual at \$18-22 per hour.							
707.775	SALARY - TEMP. FORD LAKE PARK						60,000	
	Includes Park Rangers & Park Attendants. Usually 14-17 employees.							
709.000	REG OVERTIME						250	
	Overtime costs for the department.							
715.000	F.I.C.A./MEDICARE						32,089	
	Figures provided by the Accounting Director.							
718.000	MERS RETIREMENT							

Fund: 230 RECREATION FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 754 - RECREATION							
	This is the MERS retirement for employees including legacy costs.						16,005
718.001	RETIREMENT HEALTH CARE SAVINGS						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						
718.003	OPEB - RETIREMENT HEALTH						
	No employees with OPEB eligiblity.						
719.000	HEALTH INSURANCE						90,029
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(5,800)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						4,089
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						784
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits. Provided by Accounting Director.						
719.022	DISABILITY INSURANCE						1,504
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						1,131

Fund: 230 RECREATION FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022		2023		2024		2024		2025	
		ACTIVITY		ACTIVITY		ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET		
Dept 754 - RECREATION											
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.										
719.030	WORKERS COMPENSATION										5,474
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director										
727.000	OFFICE SUPPLIES										1,500
	Office supplies for the department. No change for 2025.										
730.000	POSTAGE										14,000
	Cost of Recreation Department mailings, increased due to recreation guide.										
740.000	OPERATING SUPPLIES										700
	Supplies and equipment needed to operate programs and services.										
757.008	COST OF SALES FOOD & BEV										4,000
	Cost of snacks and beverage sold at the Recreation Department.										
757.009	COST OF SALES MERCHANDISE										2,000
	Cost of merchandise to be sold at the Recreation Department.										
760.000	PPE & FIRST AID SUPPLIES										300
	Covers all PPE, first aid supplies, and other supplies required by OSHA.										
776.003	MAINT SUPPLIES - COMMUNITY CT										5,000
	Custodial supplies for Community Center.										
800.001	ADMINISTRATION FEES										22,827
	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										40,000
	Payments from this line item are for non-sports contractual instructors (Art, Jump-a-Rama, Yoga, Karate).										
818.002	CONTRACTUAL SERVICES COMM CEN										

Fund: 230 RECREATION FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 754 - RECREATION							
	Maintenance of the Community Center.						17,500
818.018	CONTRACTUAL - SPORTS OFFICIALS						10,000
	Payments made from this line item are to sports officials for Adult Leagues. Softball and Soccer during the spring-fall seasons. Projected expense increased due to adding new programs.						
818.100	CONTRACTUAL - SPORTS PROGRAM						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
	Cost of individual that serves meals for the Senior Nutrition Program, reimbursed by a grant.						
850.000	TELEPHONE						1,000
	Telephone services at the Community Center.						
867.000	GAS & OIL						5,500
	Fuel for Township bus, two trucks (for the rangers' use), Township Senior van and Recreation Department vehicle.						
880.000	COMMUNITY PROMOTION						27,000
	Cost of promotion through Constant Contact (web-based newsletter program), Rec Guide, Program Advertising, etc.						
920.003	UTILITIES - COMMUNITY CENTER						58,000
	Utility costs at the Community Center.						
931.003	REPAIRS COMMUNITY CENTER						1,700
	Cost of maintenance supplies and repairs to the Community Center.						
931.021	NON RECURRING R & M-COMM CTR						15,000
	Cost of unexpected "one time" repairs throughout the year.						
933.001	MAINTENANCE CONTRACTS						2,500
	Maintenance agreement with Ricoh for copier.						
935.000	MOTORPOOL-MISC REPAIR						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 754 - RECREATION							
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						4,000
943.000	MOTORPOOL INTERNAL						
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						9,850
955.001	INSURANCE & BOND FLEET						
	Insurance for buildings, equipment, and vehicles. A 5% estimated increase provided by the Accounting Director.						9,095
957.000	BANK CHARGES						
	Processing fees for accepting credit cards. This cost is built into program fees. Figures provided by the Accounting Director.						20,000
958.000	MEMBERSHIP AND DUES						
	Membership dues paid for staff, Park Commissioners and department for the Michigan Recreation & Park Association.						400
963.100	REC YOUTH SPORTS PROG						
	Cost of supplies needed to operate Youth Sports (including renting gym space, uniforms and equipment for programs). Projected expense increased due to adding new programs/ new soccer uniform partnership.						18,000
963.150	REC ADULT SPORTS PROG						
	Cost of supplies needed to operate Adult Sports programs. Increase in 2025 Due to rising cost of materials and additional programs being offered.						4,000
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
963.400	REC ENRICHMENT PROGRAMS						
	Cost of supplies needed to operate Enrichment Programs (special events, classes, etc.). Request for this line item has increased due additional programs including daddy daughter dances.						2,500
963.500	REC SENIOR PROGRAMS						
	Cost of supplies needed to operate Senior Programs, including caterer for special events.						3,000
963.600	SPECIAL EVENTS - ROSIE						
	Covers cost of supplies for annual Rosie the Riveter Craft Show.						3,000
963.601	50 & BEYOND TRIPS						

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 754 - RECREATION								
	Cost of trips and supplies. This corresponds to the revenue line for senior trips ending in 635.001.						35,000	
963.602	SPECIAL EVENTS - RECREATION						4,000	
	Cost of supplies to operate special events such as daddy daughter dances, egg hunt, etc.							
963.603	SPECIAL EVENT - JAZZ FESTIVAL						10,000	
	This is for the expenditures for the Jazz Festival. Matches contribution in revenue.							
963.604	SPECIAL COMMUNITY EVENTS						6,000	
	This line is for expenditures for all programs ran by the Community Events Manager, excluding the Rosie the Riveter Craft Show and Jazz Festival. Does not include Recreation Special Event expenditures.							
	DEPT '754' TOTAL						976,434	
ESTIMATED REVENUES - FUND 230		709,811	764,824	920,895	935,059	815,090	976,434	
APPROPRIATIONS - FUND 230		731,253	748,198	920,895	935,059	761,218	976,434	
NET OF REVENUES/APPROPRIATIONS - FUND 230		(21,442)	16,626			53,872		

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
236-000-540.000 *	STATE GRANT REVENUE	55,372	71,216	16,000	16,750	63,410	2,250
236-000-541.000	MICHIGAN STATE POLICE - CESF GRAN	2,176					
236-000-542.000 *	OHSP HYBRID COURT GRANT			49,000	70,750	25,630	65,250
236-000-546.100 *	OTHER STATE GRANTS				19,970	16,062	
236-000-574.236 *	14B STATE SHARED REVENUE	51,839	57,155	45,724	45,724	34,293	45,724
236-000-602.136 *	14B COURT COSTS	214,094	222,997	215,000	215,000	235,247	235,000
236-000-602.544 *	14B-ST OF MI CASEFLOW ASSISTA	7,085	10,426	15,000	15,000	8,551	10,000
236-000-603.136 *	14B CIVIL FEES	165,394	176,258	160,000	160,000	167,169	160,000
236-000-604.000 *	14B PROBATION FEES	66,704	77,147	70,000	70,000	73,499	80,000
236-000-605.001 *	14B ORDINANCE FINES AND COSTS	224,490	176,595	200,000	200,000	132,600	200,000
236-000-605.003 *	14B BOND FORFEITURES	14,680	5,300	10,000	10,000	3,655	8,000
236-000-605.005	14B MISCELLANEOUS INCOME	50	48				
236-000-609.000 *	14B STATE JUROR COMPENSATION	2,253	3,223	2,000	2,000	2,594	5,000
236-000-665.000 *	INTEREST EARNED	416	5,051	3,500	3,500	4,678	5,000
236-000-676.012 *	INSURANCE REIMBURSEMENTS	2,199	859			878	
236-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	913,456	936,960	1,001,462	1,001,462	750,000	1,049,187
236-000-699.999	APPROPRIATED PRIOR YEAR BAL				2,188		
TOTAL ESTIMATED REVENUES		1,720,208	1,743,235	1,787,686	1,832,344	1,518,266	1,865,411
NET OF REVENUES/APPROPRIATIONS - 000 -		1,720,208	1,743,235	1,787,686	1,832,344	1,518,266	1,865,411

\* NOTES TO BUDGET: DEPARTMENT 000

540.000	STATE GRANT REVENUE						2,250
	This line is for the State Court Administrative Office (SCAO) under Michigan Drug Court Grant Program (MDCP Grant and was awarded \$3,000 for 10/1/2024 to 9/30/2025. The portion for 2025 is \$2,250 and there may be a carryforward from 2024 of \$750.						
542.000	OHSP HYBRID COURT GRANT						65,250
	This line is for the SCAO under Office of Highway Safety Planning grant for the Court's Drug Court Docket (OHSP Grant) and was awarded \$87,000 for 10/1.2024 to 9/30/2025. The portion for 2025 is \$65,250 and there may be a carryforward from 2024 of \$21,750.						
546.100	OTHER STATE GRANTS						
	This line is for SCAO to reimburse for overtime and other expenses related to the statewide law change regarding the automatic set-aside of certain criminal charges (also known as Project Clean Slate). This is a one-time "grant" and is not being requested for 2025.						
574.236	14B STATE SHARED REVENUE						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						235,000
	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						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	

Dept 000

10,000

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 2025. The amount may need to be further reduced based on year-to-date revenues.

603.136 14B CIVIL FEES

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 tax 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

80,000

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

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 Sheriff'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 citations by law enforcement. Through June of 2023 1041 traffic civil infractions have been filed by the Sheriff's Department. This is on track to be below 2500 citations for the year.

605.003 14B BOND FORFEITURES

8,000

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 and fails to respond to a 30-day notice of the forfeiture. 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 2025.

609.000 14B STATE JUROR COMPENSATION



		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 000							5,000	
	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. The Court is anticipating an increase in this number for 2025 as there have been an increasing number of jury trials. The line item for payments to jurors is being increased to match.							
665.000	INTEREST EARNED						5,000	
	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						1,049,187	
	This is the amount the Court is requesting for operations from the General Fund.							
	DEPT '000' TOTAL						1,865,411	

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET
Dept 286 - COURT APPROPRIATIONS							
236-286-703.001 *	SALARY - JUDGE	45,724	45,724	45,724	45,724	38,103	45,724
236-286-706.000 *	SALARY - PERMANENT WAGES	569,197	568,958	661,882	630,328	512,843	688,546
236-286-706.001 *	SALARY - BAILIFF	34,876	49,574	30,000	30,000	41,674	43,897
236-286-706.002 *	SALARY - MAGISTRATE/COURT ADMIN	89,470	94,369	93,906	93,906	72,614	86,005
236-286-707.000 *	SALARY - TEMPORARY/SEASONAL	119	15,455			20,688	
236-286-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	12,625	1,974	5,510	7,542	3,319	
236-286-708.010 *	HEALTH INS BUYOUT	4,942	3,000	6,000	3,750	1,500	6,000
236-286-709.000 *	REG OVERTIME	3,773	3,839	4,500	29,132	19,004	4,500
236-286-715.000 *	F.I.C.A./MEDICARE	51,378	54,723	64,836	66,134	49,894	66,913
236-286-718.000 *	MERS RETIREMENT	191,633	176,937	198,329	198,329	151,032	203,389
236-286-718.001 *	RETIREMENT HEALTH CARE SAVINGS	9,950	10,200	11,700	11,700	10,450	14,300
236-286-718.002 *	DEFERRED COMPENSATION	418	68				
236-286-718.003 *	OPEB - RETIREMENT HEALTH	124,082	46,200	42,000	42,000	42,000	26,288
236-286-719.000 *	HEALTH INSURANCE	211,346	235,404	214,366	223,860	205,600	265,298
236-286-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(16,650)	(15,750)	(17,600)	(17,600)	(900)	(17,100)
236-286-719.015 *	DENTAL BENEFITS	11,075	10,120	11,472	11,472	9,601	12,817
236-286-719.016 *	VISION BENEFITS	2,406	2,315	2,731	2,731	2,301	2,722
236-286-719.020 *	HEALTH CARE DEDUCTION	39,572	45,489	59,220	59,220	47,174	65,135
236-286-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	969	1,317	1,212	1,212	1,110	1,248
236-286-719.022 *	DISABILITY INSURANCE	3,293	3,317	3,853	3,853	3,137	4,886
236-286-719.023 *	LIFE INSURANCE	2,834	2,816	2,777	2,777	2,638	3,957
236-286-719.030 *	WORKERS COMPENSATION	3,840	2,120	4,248	4,248	2,179	4,227
236-286-727.000 *	OFFICE SUPPLIES	11,441	11,785	12,000	12,000	10,413	12,500
236-286-730.000 *	POSTAGE	14,985	18,637	15,000	15,000	15,799	20,000
236-286-740.000 *	OPERATING SUPPLIES	6,853	7,430	8,000	8,350	6,019	8,000
236-286-760.000 *	PPE & FIRST AID SUPPLIES	555	388	500	150	538	500
236-286-800.001 *	ADMINSTRATION FEES	42,279	44,078	45,487	45,487	36,732	46,909
236-286-801.009 *	14B OTHER CONTRACTUAL SERVICE	7,500	6,713	7,500	9,375	5,625	7,500
236-286-801.010 *	CONTRACTUAL/VISITING JUDGE	748	1,242	3,500	3,300	442	3,500
236-286-801.012 *	CONTRACTUAL/INTERPRETER FEES	7,555	9,903	6,500	13,000	10,509	10,000
236-286-802.100 *	COURT INNOVATION GRANT	76,467	64,508	16,000	17,755	17,099	2,250
236-286-802.150 *	OHSP HYBRID COURT GRANT		14,329	49,000	84,105	65,112	65,250
236-286-812.000 *	14B JURY FEES	2,475	3,090	3,000	4,000	5,130	5,000
236-286-812.002 *	14B ENHANCED JURY FEES	1,800	2,003	1,500	2,500	2,813	3,000
236-286-812.003 *	14B JUROR EXPENSES	591	618	500	750	762	1,000
236-286-819.006 *	COMPUTER PROGRAMS/LIEN	33,725	43,304	55,000	48,500	20,299	30,000
236-286-819.010 *	COMPUTER NETWORK SUPPORT	41,527	41,527	45,000	45,000		45,000
236-286-821.001 *	LIBRARY SUBSCRIPTION	42		1,000	1,000		1,000
236-286-850.000 *	TELEPHONE	3,630	1,069	1,000	1,000	960	1,000
236-286-860.000 *	TRAVEL	2,175	1,286	2,000	2,000	346	2,000
236-286-900.000 *	PUBLISHING	4,564	4,449	4,000	4,221	4,221	4,500
236-286-920.014 *	UTILITIES - COURT	17,472	17,162	16,000	16,000	16,530	17,500
236-286-931.000 *	REPAIRS AND MAINTENANCE	10,663	14,885	15,000	15,000	8,437	15,000
236-286-933.001 *	MAINTENANCE CONTRACTS	4,992	4,992	6,500	6,500	3,744	6,500
236-286-955.002 *	INSURANCE & BONDS FIRE & LIAB	9,818	12,479	10,533	10,533	8,873	11,250
236-286-957.000 *	BANK CHARGES	5,293	5,525	6,000	6,000	4,158	6,000
236-286-958.000 *	MEMBERSHIP AND DUES	1,560	1,115	2,000	2,000	1,880	2,000
236-286-960.000 *	EDUCATION AND TRAINING	1,314	1,208	2,000	2,000	1,583	3,000
236-286-977.000 *	EQUIPMENT		2,063	6,500	6,500	194	6,500
TOTAL APPROPRIATIONS		1,706,896	1,693,957	1,787,686	1,832,344	1,484,179	1,865,411
NET OF REVENUES/APPROPRIATIONS - 286 - COURT		(1,706,896)	(1,693,957)	(1,787,686)	(1,832,344)	(1,484,179)	(1,865,411)

\* NOTES TO BUDGET: DEPARTMENT 286 COURT

703.001 SALARY - JUDGE

2025 BUDGET REQUEST

2022	2023	2024	2024	2024	2025
ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	RECOMMENDED
		BUDGET	BUDGET	THRU 10/31/24	BUDGET

GL NUMBER	DESCRIPTION	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 286 - COURT					
	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				45,724
706.000	SALARY - PERMANENT WAGES				688,546
	This line item includes salary for the Deputy Clerk positions (6 full-time); two Probation Agents; one Probation Secretary and two Judicial Secretarie, one part-time clerk, and one Admin Coordinator/Court Recorder. This amount represents a 3% increase in wages budgeted for 2025 and longevity.				
706.001	SALARY - BAILIFF				43,897
	Salary paid to the Bailiffs. These positions are paid an hourly wage, on an "as needed" basis. These positions are paid no benefits. Please note that "as needed" has increased considerably since the courthouse reopened after COVID. The bailiffs are also able to carry firearms now. This line item does NOT account for the contract with WCSD to supply deputies for security purposes.				
706.002	SALARY - MAGISTRATE/COURT ADMIN				86,005
	Salary for Magistrate/Court Administrator. The amount represents a 3% assumed increase in wages budgeted for 2025 and longevity non union. Longevity is not part of FAC. Non-union increase usually follows Teamster contract expires 12/31/24 and negotiations will start soon for 2025.				
707.000	SALARY - TEMPORARY/SEASONAL				
	This line item represents the wages paid to a temporary employee who is hired during a medical (or personal) leave taken by a full-time employee.				
708.004	SALARIES PAY OUT-PTO&SICKTIME				
	Used for payout of PTO time for employees that have 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
	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
	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				66,913
	Figures provided by the Accounting Director.				
718.000	MERS RETIREMENT				

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 286 - COURT							203,389
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						14,300
	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department hired after 1/1/14.						
718.002	DEFERRED COMPENSATION						
	No longer using deferred compenstion - using FICA/Medicare completely						
718.003	OPEB - RETIREMENT HEALTH						26,288
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.						
719.000	HEALTH INSURANCE						265,298
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(17,100)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						12,817
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						2,722
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						65,135
	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						1,248
	1152						
719.022	DISABILITY INSURANCE						4,886
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 286 - COURT							
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						3,957
719.030	WORKERS COMPENSATION						4,227
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						12,500
	Office supplies for the department. Adjusting up for inflation and specifically the increased cost of toner (particularly the toner required by the HP Laserjets supplied by the Township).						
730.000	POSTAGE						20,000
	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
	Primarily janitorial supplies.						
760.000	PPE & FIRST AID SUPPLIES						500
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
800.001	ADMINISTRATION FEES						46,909
	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
	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						3,500
	Cost of having a substitute or "visiting" judge in the absence of our Judge. It is currently the custom to seek assistance of one of the other sitting Judges in the County District Courts to fill in, when requested, for a colleague. The per diem cost of a visiting judge is \$350, plus mileage. It is not always possible to get a sitting Judge to substitute as the Judges are often attending the same meeting or conference causing the need for a visiting Judge. All efforts are undertaken to avoid the need of a visiting Judge. We are recommending that 5 visiting Judge days be budgeted.						
801.012	CONTRACTUAL/INTERPRETER FEES						

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 286 - COURT							
	Cost of a language or deaf interpreter for defendants in a criminal or civil case. This is a statutory obligation of the Court. We are handling more in-person matters and in-person translators are more expensive.						10,000
802.100	COURT INNOVATION GRANT						2,250
	Funds received through a grant from the State Court Administrative Office under Michigan Drug Court Grant Program and was awarded \$3,000 for 10/1/2024 to 9/30/2025. The portion for 2025 is \$2,250 and there may be a carryforward from 2024 of \$750. This line item is offset by a corresponding grant ending in 540.000.						
802.150	OHSP HYBRID COURT GRANT						65,250
	Funds received through a grant from the State Court Administrative Office under Office of Highway Safety Planning for the Court's Drug Court Docketand was awarded \$87,000 for 10/1.2024 to 9/30/2025. The portion for 2025 is \$65,250 and there may be a carryforward from 2024 of \$21,750. This line item is offset by a corresponding grant ending in 542.000.						
812.000	14B JURY FEES						5,000
	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						3,000
	Payment for Jury duty for the second (or subsequent) half, or full, day of service. More jury trials have seen an increase in the amount of enhanced jury fees needed.						
812.003	14B JUROR EXPENSES						1,000
	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						30,000
	We do not get charged for LEIN or JIS. 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. Defendants can pay citations on-line through a web based payment program, Catalis (formerly Matterhorn). This line also includes costs of the DMC subscription (an application built on top of JIS that enables the Court to perform tasks such as texting hearing reminders to defendants or perform collections), DMC trainings, and costs associated with FTR, our recording software. We have a quote for a cloud-supported version of FTR as that will make our recording storage more dependable and secure - it will increase our annual FTR subscription amount from \$4,300 to \$9,000 (negotiated down from \$10,200). In contrast, the quote to convert both courtrooms to the JAVS system currently being used in every other district court in Washtenaw County (as well as Detroit, and presumably, several other courts throughout the state) came in at \$127,482.01.						
819.010	COMPUTER NETWORK SUPPORT						45,000

2025 BUDGET REQUEST

2022	2023	2024	2024	2024	2025
ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	RECOMMENDED
		BUDGET	BUDGET	THRU 10/31/24	BUDGET

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	RECOMMENDED
				BUDGET	BUDGET	THRU 10/31/24	BUDGET
Dept 286 - COURT							
	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
	This line item is for library subscription.						
850.000	TELEPHONE						1,000
	This line item is based upon estimates provided by Township IT						
860.000	TRAVEL						2,000
	Used to pay mileage to employees for travel directed by the Court.						
900.000	PUBLISHING						4,500
	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						17,500
	Utility costs for the court.						
931.000	REPAIRS AND MAINTENANCE						15,000
	Repair and maintenance expenses for the Court.						
933.001	MAINTENANCE CONTRACTS						6,500
	Cost of W.J. O'Neil maintenance contract.						
955.002	INSURANCE & BONDS FIRE & LIAB						11,250
	Insurance for buildings, equipment, and vehicles. A 5% estimated increase provided by the Accounting Director.						
957.000	BANK CHARGES						6,000
	Cost of banking fees, most notably for charge card expenses.						
958.000	MEMBERSHIP AND DUES						2,000

		2025 BUDGET REQUEST					
		2022	2023	2024	2024	2024	2025
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	RECOMMENDED
				BUDGET	BUDGET	THRU 10/31/24	BUDGET
Dept 286 - COURT							
	Cost of annual Bar dues for the Judge and Magistrate; State Association dues for the Judge, Magistrate and Probation Officer and State fees for certification of court recorders.						
960.000	EDUCATION AND TRAINING						
	Cost of attendance and related expenses for continuing training for professional staff. We are requesting an increase as we are trying to promote more education and training for our staff.						
							3,000
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
	DEPT '286' TOTAL						1,865,411
ESTIMATED REVENUES - FUND 236		1,720,208	1,743,235	1,787,686	1,832,344	1,518,266	1,865,411
APPROPRIATIONS - FUND 236		1,706,896	1,693,957	1,787,686	1,832,344	1,484,179	1,865,411
NET OF REVENUES/APPROPRIATIONS - FUND 236		13,312	49,278			34,087	



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
249-000-476.477 *	LICENSED CONTRACTOR REGISTRATION	6,683	5,475	6,000	6,000	4,820	5,000
249-000-491.000 *	BUILDING PERMIT	656,810	409,605	400,000	400,000	319,430	350,000
249-000-491.001 *	ELECTRICAL PERMIT	84,279	68,267	64,800	64,800	53,908	57,000
249-000-491.002 *	MECHANICAL PERMIT	129,486	139,752	118,000	118,000	114,785	118,000
249-000-491.003 *	PLUMBING PERMIT	64,537	48,092	54,000	54,000	37,886	47,500
249-000-491.006 *	MISC / REINSPECTION	20,150	23,000	7,500	7,500	20,650	6,600
249-000-491.007 *	SIGN PERMITS	2,600	725	2,000	2,000	4,650	2,000
249-000-607.010 *	ENVIRO/PLOT PLAN - CHG FOR SERVIC	4,016	3,251	4,000	4,000	9,195	4,000
249-000-607.270 *	LIQUOR INSPECT - CHG FOR SERVICES	150	145	450	450	100	450
249-000-665.000 *	INTEREST EARNED	26,604	79,995	20,000	20,000	66,180	20,000
249-000-676.012 *	INSURANCE REIMBURSEMENTS	468	183			187	
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			315,149	315,149		340,431
TOTAL ESTIMATED REVENUES		1,000,952	778,490	991,899	991,899	631,791	950,981
NET OF REVENUES/APPROPRIATIONS - 000 -		1,000,952	778,490	991,899	991,899	631,791	950,981

\* NOTES TO BUDGET: DEPARTMENT 000

476.477	LICENSED CONTRACTOR REGISTRATION						5,000
	Fee revenue generated from new registrations of licensed contractors doing business with the Building Department.						
491.000	BUILDING PERMIT						350,000
	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 12.5% from 2024 budget due to decline of residential homes being built.						
491.001	ELECTRICAL PERMIT						57,000
	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 12% from 2024 budget due to decline of residential homes being built.						
491.002	MECHANICAL PERMIT						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 2025.						
491.003	PLUMBING PERMIT						47,500
	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. A decrease of 12% from 2024 budget due to decline of residential homes being built.						
491.006	MISC / REINSPECTION						

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							6,600
	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.. A decrease of 12% from 2024 budget due to decline of residential homes being built.						
491.007	SIGN PERMITS						2,000
	Fee revenue from issuance of sign permits that require building inspection when installed. No change for 2025.						
607.010	ENVIRO/PLOT PLAN - CHG FOR SERVICES						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 2025.						
607.270	LIQUOR INSPECT - CHG FOR SERVICES						450
	Fee revenue for building code inspections conducted for annual liquor license renewal for on-premise liquor establishments. No change for 2025.						
665.000	INTEREST EARNED						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 2025.						
699.999	APPROPRIATED PRIOR YEAR BAL						340,431
	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						950,981

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 371 - BUILDING DEPARTMENT							
APPROPRIATIONS							
249-371-705.000 *	SALARY - SUPERVISION	127,225	136,497	97,387	97,387	81,326	100,308
249-371-706.000 *	SALARY - PERMANENT WAGES	80,726	75,480	131,943	131,943	99,345	139,489
249-371-706.004 *	BUILDING INSPECTION	89,917	129,724	140,387	140,387	116,208	144,747
249-371-706.005 *	ELECTRICAL INSPECTION	25,743					
249-371-706.018 *	MECHANICAL INSPECTIONS	56,837	67,096	67,529	67,529	56,004	69,693
249-371-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	371					
249-371-709.000 *	REG OVERTIME	5,839	12,107	5,000	5,000	4,492	5,000
249-371-715.000 *	F.I.C.A./MEDICARE	29,003	31,580	33,832	33,832	26,838	35,132
249-371-718.000 *	MERS RETIREMENT	79,867	78,443	86,287	86,287	76,306	104,612
249-371-718.001 *	RETIREMENT HEALTH CARE SAVINGS	4,425	4,750	5,850	5,850	4,588	5,850
249-371-718.003 *	OPEB - RETIREMENT HEALTH	39,884	17,325	16,800	16,800	16,800	13,144
249-371-719.000 *	HEALTH INSURANCE	77,242	89,684	100,536	100,536	78,725	124,987
249-371-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(5,306)	(5,525)	(7,100)	(7,100)		(7,250)
249-371-719.015 *	DENTAL BENEFITS	3,274	2,988	3,989	3,989	2,825	5,355
249-371-719.016 *	VISION BENEFITS	814	901	1,004	1,004	873	1,134
249-371-719.020 *	HEALTH CARE DEDUCTION	19,770	16,189	31,098	31,098	15,045	31,098
249-371-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	466	508	624	624	394	624
249-371-719.022 *	DISABILITY INSURANCE	1,435	1,622	1,927	1,927	1,559	2,443
249-371-719.023 *	LIFE INSURANCE	1,120	1,266	1,504	1,504	1,203	1,837
249-371-719.025	UNEMPLOYMENT EXPENSE	83					
249-371-719.030 *	WORKERS COMPENSATION	5,505	5,403	11,042	11,042	3,649	1,158
249-371-727.000 *	OFFICE SUPPLIES	1,524	2,275	2,500	2,500	1,997	2,500
249-371-730.000 *	POSTAGE	313	111	5,000	5,000	11	1,000
249-371-740.001 *	Ordinance & Zoning Code Books	717		7,000	7,000	1,044	4,000
249-371-741.001 *	UNIFORMS-NEW AND BADGES	4,252	2,069	5,000	5,000	1,647	5,000
249-371-760.000 *	PPE & FIRST AID SUPPLIES	41	35	350	350		350
249-371-800.001 *	ADMINISTRATION FEES	34,277	36,387	38,703	38,703	30,323	38,116
249-371-801.000 *	PROFESSIONAL SERVICES	32,296	2,400	20,000	20,000	7,199	5,000
249-371-801.060 *	CONTRACTUAL - ONLINE PERMITS	2,286	3,170	5,500	5,500	3,062	5,000
249-371-818.000 *	CONTRACTUAL SERVICES	114,022	91,720	140,000	135,584	58,940	80,000
249-371-867.000 *	GAS & OIL	5,237	5,589	8,000	8,000	3,964	8,000
249-371-935.000 *	MOTORPOOL-MISC REPAIR	689	3,052	5,000	5,000	1,061	5,000
249-371-943.000 *	MOTORPOOL INTERNAL	7,244	7,244	14,966	14,966	5,575	6,227
249-371-955.001 *	INSURANCE & BOND FLEET	2,089	2,131	2,241	2,241	1,889	2,393
249-371-956.000	MISCELLANEOUS		10,000				
249-371-958.000 *	MEMBERSHIP AND DUES	1,817	700	3,000	3,000	1,485	3,000
249-371-977.000 *	EQUIPMENT	45		5,000	5,000		5,000
249-371-985.000	CAPITAL OUTLAY/VEHICLES		43,690		4,416	4,062	
TOTAL APPROPRIATIONS		851,089	876,611	991,899	991,899	708,439	949,947
NET OF REVENUES/APPROPRIATIONS - 371 - BUILDING DEPA		(851,089)	(876,611)	(991,899)	(991,899)	(708,439)	(949,947)

\* NOTES TO BUDGET: DEPARTMENT 371 BUILDING DEPARTMENT

705.000	SALARY - SUPERVISION						100,308
	Salary for the Chief Building Official to administer and interpret state building codes, manage Building Department operations, and coordinate building plan review and inspection services. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
706.000	SALARY - PERMANENT WAGES						139,489
	Wages for two (2) hourly Floater II/Clerk III position, 25% of the Planning & Development Coordinator and 25% Staff Planner positions. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 371 - BUILDING DEPARTMENT							
706.004	BUILDING INSPECTION						144,747
	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. The amount represents a 3% assumed increase in wages budgeted for 2025 and longevity non union. Longevity is not part of FAC. Non-union increase usually follows Teamster contract expires 12/31/24 and negotiations will start soon for 2025.						
706.005	ELECTRICAL INSPECTION						
	Inspections to be performed by contractual professional service for 2025.						
706.018	MECHANICAL INSPECTIONS						69,693
	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. The amount represents a 3% assumed increase in wages budgeted for 2025 and longevity non union. Longevity is not part of FAC. Non-union increase usually follows Teamster contract expires 12/31/24 and negotiations will start soon for 2025.						
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
	Overtime wages for inspectors and clerks as necessary for emergencies, special customer requests and special projects.						
715.000	F.I.C.A./MEDICARE						35,132
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						104,612
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						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						13,144
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.						
719.000	HEALTH INSURANCE						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 371 - BUILDING DEPARTMENT							124,987
	The health insurance premium increased by 16% for 2025. Provided by HR.						124,987
719.003	EMPLOYEE PAID HEALTH CONTRA						(7,250)
	Amount employees pay toward their health care coverage.						(7,250)
719.015	DENTAL BENEFITS						5,355
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						5,355
719.016	VISION BENEFITS						1,134
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						1,134
719.020	HEALTH CARE DEDUCTION						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.						31,098
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						624
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						624
719.022	DISABILITY INSURANCE						2,443
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						2,443
719.023	LIFE INSURANCE						1,837
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						1,837
719.030	WORKERS COMPENSATION						1,158
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						1,158
727.000	OFFICE SUPPLIES						2,500
	Expenses for office supplies such as inspection forms, placards, pens, etc. No change for 2025.						2,500
730.000	POSTAGE						1,000
	Postage expenses for Building Department operations. Expenses to be used for permit expiration letters sent to customers who fail to call for inspections. Decrease due to electronic notifications.						1,000
740.001	Ordinance & Zoning Code Books						

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 371 - BUILDING DEPARTMENT							
	Expenses to purchase copyrighted State of Michigan code publications required for state registered plan reviewers and inspectors. State codes are updated periodically. Decrease due to only building and Michigan residential code update in 2025.						4,000
741.001	UNIFORMS-NEW AND BADGES						5,000
	Expenses for new and replacement uniform clothing apparel and other related items for Building Department field staff. No changes for 2025.						5,000
760.000	PPE & FIRST AID SUPPLIES						350
	Covers all PPE, first aid supplies, and other supplies required by OSHA. No changes for 2025.						350
800.001	ADMINISTRATION FEES						38,116
	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.						38,116
801.000	PROFESSIONAL SERVICES						5,000
	Services for special projects rendered by code enforcement services or engineering oversight. Decrease as most plan reviews are now done in house.						5,000
801.060	CONTRACTUAL - ONLINE PERMITS						5,000
	Fees for BS&A software. No change for 2025.						5,000
818.000	CONTRACTUAL SERVICES						80,000
	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. Decrease due to single family decline in building.						80,000
867.000	GAS & OIL						8,000
	Fuel and oil expenses for vehicles assigned to building department staff. Increased due to raising fuel cost.						8,000
935.000	MOTORPOOL-MISC REPAIR						5,000
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						5,000
943.000	MOTORPOOL INTERNAL						6,227
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						6,227

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 371 - BUILDING DEPARTMENT							
955.001	INSURANCE & BOND FLEET						2,393
	Insurance for buildings, equipment, and vehicles. A 5% estimated increase provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES						3,000
	Mandatory memberships and dues to professional organizations for continuing education credits required to maintain state certification for inspection staff. No change for 2025.						
977.000	EQUIPMENT						5,000
	Expenses to purchase new equipment and to replace old equipment no longer serviceable. Equipment includes computers, printers and inspection tools used in the field. No change for 2025.						
	DEPT '371' TOTAL						949,947
ESTIMATED REVENUES - FUND 249		1,000,952	778,490	991,899	991,899	631,791	950,981
APPROPRIATIONS - FUND 249		851,089	876,611	991,899	991,899	708,439	949,947
NET OF REVENUES/APPROPRIATIONS - FUND 249		149,863	(98,121)			(76,648)	1,034

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 000								
ESTIMATED REVENUES								
250-000-403.250 *	CURRENT TAX REVENUE - LDFA	74,323	71,083	74,313	74,313	74,313	77,985	
250-000-665.000 *	INTEREST EARNED	306	1,010	275	275	1,718	500	
TOTAL ESTIMATED REVENUES		<u>74,629</u>	<u>72,093</u>	<u>74,588</u>	<u>74,588</u>	<u>76,031</u>	<u>78,485</u>	
NET OF REVENUES/APPROPRIATIONS - 000 -		<u>74,629</u>	<u>72,093</u>	<u>74,588</u>	<u>74,588</u>	<u>76,031</u>	<u>78,485</u>	

\* NOTES TO BUDGET: DEPARTMENT 000

403.250 CURRENT TAX REVENUE - LDFA

77,985

The 2025 revenues are based on the 2024 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 2025 Bond principal of \$210,000, interest of \$23,760 and admin cost \$550 totaling \$234,310. The LDFA will only collect \$77,985 plus an estimated interest of \$500. The difference of \$155,825 will be transferred from the General Fund to the General Obligation Debt Fund Fund 398. The reduction of revenue is due to the elimination of personal property on a single parcel. Property sold to UNDER GROUND PRINTING in February 2022. We do anticipate added LDFA capture in 2026 from the new ALDI store.

665.000 INTEREST EARNED

500

Interest earned on bank account. Provided by Accounting Director

DEPT '000' TOTAL 78,485



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 906 - DEBT SERVICES							
APPROPRIATIONS							
250-906-995.398 *	TRANSFER TO: GEN OBLIG 2013 BOND	74,322	71,083	74,313	74,313	74,313	78,485
TOTAL APPROPRIATIONS		74,322	71,083	74,313	74,313	74,313	78,485
NET OF REVENUES/APPROPRIATIONS - 906 - DEBT SERVICES		(74,322)	(71,083)	(74,313)	(74,313)	(74,313)	(78,485)
* NOTES TO BUDGET: DEPARTMENT 906 DEBT SERVICES							
995.398	TRANSFER TO: GEN OBLIG 2013 BOND						78,485
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.							78,485
DEPT '906' TOTAL							78,485
ESTIMATED REVENUES - FUND 250		74,629	72,093	74,588	74,588	76,031	78,485
APPROPRIATIONS - FUND 250		74,322	71,083	74,313	74,313	74,313	78,485
NET OF REVENUES/APPROPRIATIONS - FUND 250		307	1,010	275	275	1,718	



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 535 - HYDRO STATION: FORD LAKE PARK							
APPROPRIATIONS							
252-535-705.000 *	SALARY - SUPERVISION	45,842	46,597	48,140	48,140	40,020	49,584
252-535-706.000 *	SALARY - PERMANENT WAGES	41,618	18,896	56,000	56,000	38,882	54,632
252-535-707.000 *	SALARY - TEMPORARY/SEASONAL	12,844	25,950	34,707	34,707	27,753	40,620
252-535-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	3,869	1,973		5,080	5,080	3,442
252-535-708.010 *	HEALTH INS BUYOUT		546				
252-535-709.000 *	REG OVERTIME		430		6,000	2,809	5,000
252-535-715.000 *	F.I.C.A./MEDICARE	7,761	7,134	10,622	11,011	8,459	11,727
252-535-718.000 *	MERS RETIREMENT	21,957	19,504	24,256	24,256	21,857	29,247
252-535-718.001 *	RETIREMENT HEALTH CARE SAVINGS	1,150	200	1,300	1,300	850	1,300
252-535-718.002 *	DEFERRED COMPENSATION	105					
252-535-718.003 *	OPEB - RETIREMENT HEALTH	10,636	4,620	5,040	5,040	5,040	3,943
252-535-719.000 *	HEALTH INSURANCE	30,945	15,826	39,882	39,882	25,508	40,226
252-535-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(2,355)	(1,080)	(2,160)	(2,160)		(2,280)
252-535-719.015 *	DENTAL BENEFITS	1,624	934	2,184	2,184	1,193	1,668
252-535-719.016 *	VISION BENEFITS	315	170	426	426	256	331
252-535-719.020 *	HEALTH CARE DEDUCTION	3,390	1,133	9,464	9,464	2,469	9,465
252-535-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	124	55	154	154	82	154
252-535-719.022 *	DISABILITY INSURANCE	368	174	475	475	363	602
252-535-719.023 *	LIFE INSURANCE	287	136	371	371	279	453
252-535-719.030 *	WORKERS COMPENSATION	1,655	1,381	2,876	2,876	1,279	1,974
252-535-727.000 *	OFFICE SUPPLIES	267	239	350	350	171	350
252-535-730.000 *	POSTAGE	100	96	100	100	12	100
252-535-740.000 *	OPERATING SUPPLIES	144	176	300	300	190	300
252-535-741.000 *	UNIFORMS - BOOTS & LAUNDRY	1,232	909	1,150	1,150	570	1,500
252-535-760.000 *	PPE & FIRST AID SUPPLIES	219	652	850	850	684	850
252-535-776.000 *	MAINTENANCE SUPPLIES	8,393	8,217	9,000	11,000	9,322	10,000
252-535-801.000 *	PROFESSIONAL SERVICES	181,624	113,667	151,000	151,000	119,730	400,000
252-535-818.013 *	CONTRACTUAL SERVICES/HYDRO ST	8,993	3,428	9,500	9,500	8,997	10,000
252-535-850.000 *	TELEPHONE	1,824	2,276	2,400	2,400	1,795	2,400
252-535-867.000 *	GAS & OIL	3,551	2,792	70,500	62,500	46,982	7,500
252-535-920.017 *	UTILITIES - HYDRO	1,800	978	1,600	1,600	90	1,600
252-535-930.000 *	REPAIRS MAINTENANCE-MACHINERY	13,040	26,868	36,000	36,000	12,310	36,000
252-535-930.001 *	REPAIRS/MAINT HYDRO INFRASTRU	97,415	37,295	20,000	20,000	11,178	20,000
252-535-935.000 *	MOTORPOOL-MISC REPAIR	1,999	1,228	2,500	2,500	1,224	2,500
252-535-943.000 *	MOTORPOOL INTERNAL	6,154	6,154	6,335	6,335	5,198	1,903
252-535-955.003 *	INSURANCE AND BONDS	2,507	2,557	2,689	2,689	2,267	2,872
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		14,013	8,500	8,500		10,000
252-535-956.025 *	LICENSES AND FEES/FERC	2,795	2,107	2,800	2,800	2,596	2,800
252-535-959.000 *	CITY SHARE/HYDRO STATION	45,002	48,265	44,000	44,000	44,125	48,000
252-535-971.001 *	CAPITAL OUTLAY - OTHER	39,995		550,000	550,000		
252-535-971.200	CAPITAL OUTLAY - GRANT PROJECT		19,951	28,000			
252-535-977.000 *	EQUIPMENT	53,098	13,650				
TOTAL APPROPRIATIONS		655,787	453,597	1,184,811	1,190,280	453,120	814,263
NET OF REVENUES/APPROPRIATIONS - 535 - HYDRO STATION		(655,787)	(453,597)	(1,184,811)	(1,190,280)	(453,120)	(814,263)

\* NOTES TO BUDGET: DEPARTMENT 535 HYDRO STATION: FORD LAKE PARK

705.000 SALARY - SUPERVISION

49,584

60% of the salary for Operations Manager, the other 40% is budgeted in 101-270-706.015 - Human Resources for safety compliance. This amount represents a 3% increase in wages budgeted for 2025 and longevity.

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 535 - HYDRO STATION: FORD LAKE PARK							
706.000	SALARY - PERMANENT WAGES						54,632
	Wages for one full-time operator. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
707.000	SALARY - TEMPORARY/SEASONAL						40,620
	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						3,442
708.010	HEALTH INS BUYOUT						
	Health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME						5,000
	Overtime costs for the department, labor for holiday, after hour call ins, hours worked in excess of 40 hours in a week. This is an increase over last year due to a change in operators work status.						
715.000	F.I.C.A./MEDICARE						11,727
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						29,247
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						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						3,943
	The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.						
719.000	HEALTH INSURANCE						40,226
	The health insurance premium increased by 16% for 2025. Provided by HR.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 535 - HYDRO STATION: FORD LAKE PARK							
719.003	EMPLOYEE PAID HEALTH CONTRA						(2,280)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						1,668
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						331
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						9,465
	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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						602
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						453
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						1,974
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						350
	Cost of supplies and material used in completing reports by the department. No change for 2025.						
730.000	POSTAGE						100
	Cost to mail business related material. No change for 2025.						
740.000	OPERATING SUPPLIES						300
	Accounts for the miscellaneous cost related to operating the Hydro Station. No change for 2025.						

Fund: 252 HYDRO STATION FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 535 - HYDRO STATION: FORD LAKE PARK							
741.000	UNIFORMS - BOOTS & LAUNDRY						1,500
	Cost for uniforms and boots for hydro staff, small increase for 2025.						
760.000	PPE & FIRST AID SUPPLIES						850
	Covers all PPE, first aid supplies, and other supplies required by OSHA. No change in 2025.						
776.000	MAINTENANCE SUPPLIES						10,000
	Cost associated with maintaining Hydro Station including housekeeping, general maintenance supplies and hand tools. An increase for 2025 is proposed.						
801.000	PROFESSIONAL SERVICES						400,000
	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. Increase for 2025 yo cover the cost of the Part 12 Independent Consultant (Barr can't perform this task due to the historical involvement.						
818.013	CONTRACTUAL SERVICES/HYDRO ST						10,000
	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. Small increase is proposed for 2025.						
850.000	TELEPHONE						2,400
	Communication lines for Hydro Station and cell service for water quality stations deployed as part of operation plan for the department. Increase for 2025.						
867.000	GAS & OIL						7,500
	Cost of fuel and oils used by the department for equipment and vehicles. A decrease is proposed for 2025.						
920.017	UTILITIES - HYDRO						1,600
	Heating costs for the powerhouse in winter months and the usage by the natural gas standby generator. No change for 2025.						
930.000	REPAIRS MAINTENANCE-MACHINERY						36,000
	Cost of repairs and maintenance of equipment by staff and contractors. During the concrete repairs, the generating equipment will get maintenance done. Rebudgeting the same dollars for 2025.						
930.001	REPAIRS/MAINT HYDRO INFRASTRU						20,000

Fund: 252 HYDRO STATION FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 535 - HYDRO STATION: FORD LAKE PARK							
	Costs to maintain Hydro Station structure- powerhouse and dam. Activities include small projects and general repairs. A decrease in the dollar amount is proposed.						
935.000	MOTORPOOL-MISC REPAIR						2,500
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL						1,903
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						
955.003	INSURANCE AND BONDS						2,872
	Insurance for buildings, equipment, and vehicles. A 5% estimated increase provided by the Accounting Director.						
956.000	MISCELLANEOUS						3,500
	Bank fees associated with DTE Escrow Fund and other small expenses. No change in the dollar amount is proposed.						
956.004	RESERVE CONTINGENCIES						
	.						
956.019	HYDRO-FISH STUDY-ESCROW EXPEN						10,000
	Expected amount the Township will have to put into Fish Escrow for future fish enhancement. Required by the FERC License agreement. Increase is proposed for 2025.						
956.025	LICENSES AND FEES/FERC						2,800
	Annual fee assessed by the Federal Energy Regulatory Commission. Cost varies each year.						
959.000	CITY SHARE/HYDRO STATION						48,000
	Expected amount the Township will have to pay the City (10% gross of DTE revenue) from a judgment when JYRO was dissolved.						
971.001	CAPITAL OUTLAY - OTHER						
	This line will be used to repair spalling concrete at the top of the arch dam to the abutment piers. This Project is estimated at a total of \$2 Million. Doing the project in phases, will continue to try for grant money. This will be brought back for a budget amendment once it is bid out.						
977.000	EQUIPMENT						
	No budget for 2025.						
	DEPT '535' TOTAL						814,263
ESTIMATED REVENUES - FUND 252		613,725	656,938	1,184,811	1,190,280	597,947	814,263
APPROPRIATIONS - FUND 252		655,787	453,597	1,184,811	1,190,280	453,120	814,263

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
NET OF REVENUES/APPROPRIATIONS - FUND 252		(42,062)	203,341			144,827		



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
266-000-403.000 *	CURRENT PROPERTY TAXES	8,388,534	8,775,238	9,274,216	9,274,216	9,293,933	9,852,927
266-000-404.001 *	ESA REIMBURSEMENT OP	26,573	43,548	30,000	30,000	46,679	30,000
266-000-412.000 *	DELINQUENT PERS PROPERTY TAX	26,045	12,389	15,000	15,000		15,000
266-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	11,454	927			(4,380)	
266-000-432.000 *	IN LIEU OF TAXES - CLARK TOWERS	11,716	12,054	11,700	11,700	11,968	11,700
266-000-574.001 *	STATE REVENUE-LIQUOR ENFORCMN	22,828	20,862	15,000	15,000	22,221	15,000
266-000-607.000 *	CHRG --NONRECORDING PROP XFER	6,330	10,230	5,000	5,000	4,160	7,000
266-000-607.270 *	LIQUOR INSPECT - CHG FOR SERVICES	200	400	200	200	100	200
266-000-607.300 *	CHRG FOR SERV-SF RENTAL INSPECT	139,454	53,910	20,000	20,000	149,870	20,000
266-000-607.320 *	CHRG FOR SERV-MF RENTAL INSPECT	3,305	60,860	75,000	75,000	208,145	30,000
266-000-607.400 *	CHRG FOR SERV-VACANT PROP INSPECT	11,575	8,000	5,000	5,000	11,430	5,000
266-000-628.000 *	RENTAL REGISTRATION FEE	7,000	41,020	5,000	5,000	125,590	5,000
266-000-665.000 *	INTEREST EARNED	141,083	504,174	150,000	150,000	540,668	150,000
266-000-676.012 *	INSURANCE REIMBURSEMENTS	1,497	585			597	
266-000-683.000 *	OTHER INCOME-MISCELLANEOUS	6,200	4,600			4,265	
266-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	8,882					
266-000-699.999	APPROPRIATED PRIOR YEAR BAL				30,000		
TOTAL ESTIMATED REVENUES		8,812,676	9,548,797	9,606,116	9,636,116	10,415,246	10,141,827
NET OF REVENUES/APPROPRIATIONS - 000 -		8,812,676	9,548,797	9,606,116	9,636,116	10,415,246	10,141,827

\* NOTES TO BUDGET: DEPARTMENT 000

403.000	CURRENT PROPERTY TAXES						9,852,927
	Law Enforcement Tax Revenue based on millage levy of 5.5169. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. Current projected TV is 1,785,953,546 and prior year actual TV was 1,675,159,452 for percentage increase of 6.61% in the TV.						
404.001	ESA REIMBURSEMENT OP						30,000
	State calculated reimbursement for personal property loss due to small business exemptions.						
412.000	DELINQUENT PERS PROPERTY TAX						15,000
	Delinquent personal property revenue collected by the Treasurer.						
432.000	IN LIEU OF TAXES - CLARK TOWERS						11,700
	Revenue collected pursuant to municipal services agreements and payments in lieu of taxes agreement for Clark East Towers.						
574.001	STATE REVENUE-LIQUOR ENFORCMN						15,000
	Fees collected from bars and restaurants for annual liquor license renewal.						
607.000	CHRG --NONRECORDING PROP XFER						7,000
	Fee revenue from new businesses that register in compliance with the Business Registration ordinance.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 000 607.270	LIQUOR INSPECT - CHG FOR SERVICES						200
	Fees collected from bars and restaurants for annual liquor license renewal.						
607.300	CHRG FOR SERV-SF RENTAL INSPECT						20,000
	Fees paid by property owners for inspection of single family rental dwellings.						
607.320	CHRG FOR SERV-MF RENTAL INSPECT						30,000
	Fees paid by property owners for inspection of multifamily rental dwellings and buildings.						
607.400	CHRG FOR SERV-VACANT PROP INSPECT						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
	Fees paid by property owners to register rental dwelling units.						
665.000	INTEREST EARNED						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						
	Not budgeted for 2025.						
	DEPT '000' TOTAL						10,141,827

2025 BUDGET REQUEST							
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 301 - SHERIFF SERVICES							
APPROPRIATIONS							
266-301-705.000 *	SALARY - SUPERVISION	10,646	279	90,000	60,000		100,000
266-301-706.000 *	SALARY - PERMANENT WAGES	25,450	41,760	41,970	41,970	1,462	44,798
266-301-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	371					
266-301-708.010 *	HEALTH INS BUYOUT						3,000
266-301-709.000	REG OVERTIME		304				
266-301-715.000 *	F.I.C.A./MEDICARE	3,005	4,044	10,479	10,479	110	10,925
266-301-718.000 *	MERS RETIREMENT	2,886	2,903	7,506	7,506	96	8,584
266-301-718.001 *	RETIREMENT HEALTH CARE SAVINGS		1,650	2,600	2,600	50	2,600
266-301-718.003 *	OPEB - RETIREMENT HEALTH	4,432					
266-301-719.000 *	HEALTH INSURANCE	9,670	8,793	44,868	44,868		28,733
266-301-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(231)	(106)	(3,400)	(3,400)		(1,800)
266-301-719.015 *	DENTAL BENEFITS	438	606	2,124	2,124	1,045	2,245
266-301-719.016 *	VISION BENEFITS	111	97	454	454	172	433
266-301-719.020 *	HEALTH CARE DEDUCTION	441	118	11,830	11,830	424	5,915
266-301-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	144	159	192	192	84	96
266-301-719.022 *	DISABILITY INSURANCE	309	291	593	593	288	752
266-301-719.023 *	LIFE INSURANCE	241	227	463	463	222	566
266-301-719.030 *	WORKERS COMPENSATION	1,226	1,070	2,113	2,113	712	232
266-301-727.000 *	OFFICE SUPPLIES			5,000	5,000	1,189	5,000
266-301-740.000 *	OPERATING SUPPLIES	1,863		5,000	5,000		5,000
266-301-800.001 *	ADMINSTRATION FEES	61,929	15,485	11,707	11,707	12,905	12,849
266-301-801.002 *	LEGAL SERVICES						50,000
266-301-818.000 *	CONTRACTUAL SERVICES				120,789	77,030	
266-301-830.004 *	COMMUNITY WORK PROGRAM	70,000	42,000	80,000	100,000	92,000	200,000
266-301-831.000 *	SHERIFF PATROL CONTRACT	5,792,711	5,966,486	6,205,150	6,205,150	5,170,960	6,468,875
266-301-831.001 *	SHERIFF PATROL - OVERTIME	221,796	130,666	250,000	250,000		250,000
266-301-831.007 *	LIQUOR INSPECTION EXPENDITURE			2,000	2,000		2,000
266-301-831.008 *	SHERIFF PATROL-SCHL COLLB CTR	30,417	32,750	75,000	75,000	30,263	75,000
266-301-831.010 *	PUBLIC NUISANCE ABATEMENT	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	170,000		200,000
266-301-900.000 *	PUBLISHING	4,531					
266-301-920.015 *	UTILITIES/ 1405 HOLMES RD	10,293	7,692	20,000	20,000	5,633	20,000
266-301-920.016 *	UTILITIES/2057 TYLER POLICE	2,295	2,187	5,000	5,000	1,264	5,000
266-301-920.019 *	UTILITIES 1501 S HURON STATIO	28,559	29,090	30,000	30,000	25,493	30,000
266-301-931.011 *	BLDG MAINT/1405 HOLMES	15,545	15,137	34,000	14,000	11,849	16,000
266-301-931.012 *	BLDG MAINT/2057 TYLER RD	1,979	4,796	30,000	30,000	26,407	15,000
266-301-931.015 *	BLDG MAINT - 1501 S HURON STA	39,134	32,875	40,000	40,000	34,988	40,000
266-301-933.000 *	EQUIPMENT MAINTENANCE	3,122	145	5,000	5,000		5,000
266-301-933.020 *	PUBLIC CAMERA MAINTENANCE	18,233	8,387	35,000	35,000	11,563	35,000
266-301-942.000 *	VEHICLE CHARGE	49		2,000	2,000		2,000
266-301-955.001 *	INSURANCE & BOND FLEET	6,684	6,819	3,586	3,586	2,486	2,681
266-301-958.000 *	MEMBERSHIP AND DUES	1,000	975	1,500	1,500	770	1,500
266-301-977.000 *	EQUIPMENT	288		100,000	69,211		100,000
266-301-995.100 *	TRANS TO GENERAL FOR LEC BLDG	131,864					
TOTAL APPROPRIATIONS		6,551,431	6,402,685	7,401,735	7,431,735	5,509,465	7,797,984
NET OF REVENUES/APPROPRIATIONS - 301 - SHERIFF SERVI		(6,551,431)	(6,402,685)	(7,401,735)	(7,431,735)	(5,509,465)	(7,797,984)

\* NOTES TO BUDGET: DEPARTMENT 301 SHERIFF SERVICES

705.000	SALARY - SUPERVISION						100,000
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GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 301 - SHERIFF SERVICES	This is budgeted to reinstate a Director to oversee the police services. The job description will be brought back to the Board for Approval. The Supervisor has been overseeing this budget.						
706.000	SALARY - PERMANENT WAGES						44,798
	Wages for one (1) full-time custodian. This amount represents a 3% increase in wages budgeted for 2025 and 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.						
708.010	HEALTH INS BUYOUT						3,000
	Buyout for employees who are covered by another health insurance.						
715.000	F.I.C.A./MEDICARE						10,925
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						8,584
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						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 eligiblity.						
719.000	HEALTH INSURANCE						28,733
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(1,800)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						2,245
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						433
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 301 - SHERIFF SERVICES							
719.020	HEALTH CARE DEDUCTION						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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						752
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						566
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						232
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						5,000
	Expenses for office supplies for the Police Services Administrator/OCS Director position.						
740.000	OPERATING SUPPLIES						5,000
	Operating supplies for police services and maps.						
800.001	ADMINISTRATION FEES						12,849
	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.						
801.002	LEGAL SERVICES						50,000
	New line added for 2025. This will be used for any legal services such as the Police Feasibility Study conducted in 2024.						
818.000	CONTRACTUAL SERVICES						
	No budget for 2025.						
830.004	COMMUNITY WORK PROGRAM						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 301 - SHERIFF SERVICES							200,000
	Expenses for roadside trash pickup. Increase due to budgeting full year of LAITR beautification services and increased area coverage. Additional services for highway pick up is budgeted here as well.						200,000
831.000	SHERIFF PATROL CONTRACT						6,468,875
	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 \$184,825 per unit for 2025 contract. 2026 costs of PSU will be \$192,680, an increase of 15.5% from 2022. A cost feasibility study is ongoing in 2024.						6,468,875
831.001	SHERIFF PATROL - OVERTIME						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.						250,000
831.007	LIQUOR INSPECTION EXPENDITURE						2,000
	Wages paid to youth/student decoys for underage liquor sales enforcement.						2,000
831.008	SHERIFF PATROL-SCHL COLLB CTR						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.						75,000
831.010	PUBLIC NUISANCE ABATEMENT						5,000
	Funds allocated for special investigations conducted by the sheriff's office Community Action Team.						5,000
831.012	ANIMAL CONTROL ENFORCEMENT CONTRIB						45,000
	Funds allocated to Washtenaw County to support the county's animal control contract with the Humane Society of Huron Valley.						45,000
831.013	POLICE SECURITY - 14B DISTRICT COURT						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.						200,000
900.000	PUBLISHING						

		2025 BUDGET REQUEST						
		2022	2023	2024	2024	2024	2025	
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	RECOMMENDED	
				BUDGET	BUDGET	THRU 10/31/24	BUDGET	
Dept 301 - SHERIFF SERVICES								
Budget for Community Engagement and Neighborhood Watch moved to department #303.								
920.015	UTILITIES/ 1405 HOLMES RD						20,000	
This line is used for utilities at the Holmes Road Community Network Center.								
920.016	UTILITIES/2057 TYLER POLICE						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.								
920.019	UTILITIES 1501 S HURON STATIO						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						16,000	
Expenses for maintenance of the Holmes Rd Community Network Center. Decrease for 2025 based on usage.								
931.012	BLDG MAINT/2057 TYLER RD						15,000	
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. Decrease for 2025 based on usage.								
931.015	BLDG MAINT - 1501 S HURON STA						40,000	
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. No change for 2025.								
933.000	EQUIPMENT MAINTENANCE						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	
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	
Expense for use of Township vehicle.								

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 301 - SHERIFF SERVICES							
955.001	INSURANCE & BOND FLEET						2,681
	Insurance for buildings, equipment, and vehicles. A 5% estimated increase provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES						1,500
	Expense for a subscription membership to an online research service for investigative use.						
977.000	EQUIPMENT						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						7,797,984



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 303 - COMMUNITY ENGAGEMENT							
APPROPRIATIONS							
266-303-706.000 *	SALARY - PERMANENT WAGES		93,269	114,500	114,500	92,189	114,545
266-303-707.000 *	SALARY - TEMPORARY/SEASONAL			6,000	6,000	8,050	6,500
266-303-715.000 *	F.I.C.A./MEDICARE		6,987	8,760	8,760	7,457	9,375
266-303-718.000 *	MERS RETIREMENT		5,048	6,275	6,275	5,565	7,126
266-303-718.001 *	RETIREMENT HEALTH CARE SAVINGS		2,632	2,600	2,600	2,354	2,600
266-303-719.000 *	HEALTH INSURANCE		25,405	28,250	28,250	25,896	32,564
266-303-719.003 *	EMPLOYEE PAID HEALTH CONTRA		(1,525)	(2,200)	(2,200)		(2,200)
266-303-719.015 *	DENTAL BENEFITS		908	1,140	1,140	1,045	1,205
266-303-719.016 *	VISION BENEFITS		214	289	289	265	256
266-303-719.020 *	HEALTH CARE DEDUCTION		7,420	8,890	8,890	2,087	8,890
266-303-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE		191	192	192	198	192
266-303-719.022 *	DISABILITY INSURANCE		339	593	593	575	752
266-303-719.023 *	LIFE INSURANCE		265	463	463	444	566
266-303-719.030 *	WORKERS COMPENSATION		87	379	379	141	267
266-303-727.000 *	OFFICE SUPPLIES		865	3,000	3,000	1,049	1,000
266-303-730.000 *	POSTAGE			30,000	30,000		30,000
266-303-740.000 *	OPERATING SUPPLIES		1,542	30,000	30,000	3,017	30,000
266-303-760.000 *	PPE & FIRST AID SUPPLIES			2,000	2,000	1,077	2,000
266-303-800.001 *	ADMINISTRATION FEES						10,275
266-303-860.000 *	TRAVEL			2,500	2,500	34	2,500
266-303-867.000 *	GAS & OIL			1,000	1,000		1,000
266-303-880.000 *	COMMUNITY PROMOTION			40,000	40,000	4,785	40,000
266-303-900.000 *	PUBLISHING		1,947	40,000	40,000	28,340	40,000
266-303-956.000 *	MISCELLANEOUS		144	500	500		500
266-303-958.000 *	MEMBERSHIP AND DUES		192	300	300		300
266-303-975.135 *	CAP OUTLAY - FURNITURE & FIXTURES		23,774	20,000	20,000	1,916	
266-303-977.000 *	EQUIPMENT		3,277				
TOTAL APPROPRIATIONS			172,981	345,431	345,431	186,484	340,213
NET OF REVENUES/APPROPRIATIONS - 303 - COMMUNITY ENG			(172,981)	(345,431)	(345,431)	(186,484)	(340,213)

\* NOTES TO BUDGET: DEPARTMENT 303 COMMUNITY ENGAGEMENT

706.000	SALARY - PERMANENT WAGES						114,545
	Salary for the full time Community Resource Coordinator and one full-time Community Resource Specialist who will help administer neighborhood watch programs and special events. This department reports directly to the Township Supervisor. This amount represents a 3% increase in wages budgeted for 2025 and longevity..						
707.000	SALARY - TEMPORARY/SEASONAL						6,500
	This line is for an Community Engagement Intern.						
715.000	F.I.C.A./MEDICARE						9,375
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						7,126
	This is the MERS retirement for employees including legacy costs.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 303 - COMMUNITY ENGAGEMENT							
718.001	RETIREMENT HEALTH CARE SAVINGS						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 eligiblity.						
719.000	HEALTH INSURANCE						32,564
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(2,200)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						1,205
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						256
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						752
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						566
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						267
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 303 - COMMUNITY ENGAGEMENT							
727.000	OFFICE SUPPLIES						1,000
	Office supplies needed for Community Engagement office. Decrease for 2025 based on usage.						
730.000	POSTAGE						30,000
	Postage for mailing notices and information to the community for neighborhood watch mailings and community engagement.						
740.000	OPERATING SUPPLIES						30,000
	Operating supplies for new community engagement efforts including neighborhood watch street signs, first responder maps, posters, etc.						
760.000	PPE & FIRST AID SUPPLIES						2,000
	Expenses for personal protective equipment and first aid supplies for the department.						
800.001	ADMINISTRATION FEES						10,275
	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.						
860.000	TRAVEL						2,500
	Reimbursement for business use of personal vehicles.						
867.000	GAS & OIL						1,000
880.000	COMMUNITY PROMOTION						40,000
	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.						
900.000	PUBLISHING						40,000
	This is used for any brochures, flyers, leaflets, notices, and postage used to help support the community.						
956.000	MISCELLANEOUS						500
	Miscellaneous needs for department.						
958.000	MEMBERSHIP AND DUES						300
	Used for any membership dues required of the community engagement department.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 303 - COMMUNITY ENGAGEMENT							
975.135	CAP OUTLAY - FURNITURE & FIXTURES						
	This line was used for furniture and renovations to set up the Community Network Center. No budget for 2025.						
977.000	EQUIPMENT						
	Nothing budgeted for 2025.						
	DEPT '303' TOTAL						340,213

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 304 - ORDINANCE								
APPROPRIATIONS								
266-304-705.000 *	SALARY - SUPERVISION	157,531	149,819	212,123	212,123	149,043	212,240	
266-304-706.000 *	SALARY - PERMANENT WAGES	244,028	266,026	298,351	293,935	211,305	314,481	
266-304-706.012 *	WAGES-NEIGHBRD WATCH/ENFORCEM	29,262						
266-304-707.000 *	SALARY - TEMPORARY/SEASONAL	15,305	15,348					
266-304-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	556						
266-304-708.010 *	HEALTH INS BUYOUT	3,259	7,599	9,000	9,000	4,500	9,000	
266-304-709.000 *	REG OVERTIME	10,856	11,351	8,000	8,000	12,737	8,000	
266-304-715.000 *	F.I.C.A./MEDICARE	34,335	33,554	41,500	41,500	28,398	41,595	
266-304-718.000 *	MERS RETIREMENT	24,228	22,876	27,974	27,974	22,102	32,341	
266-304-718.001 *	RETIREMENT HEALTH CARE SAVINGS	8,099	8,105	10,400	10,400	7,314	10,400	
266-304-718.002 *	DEFERRED COMPENSATION	196	57					
266-304-718.003 *	OPEB - RETIREMENT HEALTH	24,374	4,813					
266-304-719.000 *	HEALTH INSURANCE	93,536	53,317	99,705	99,705	56,413	90,029	
266-304-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(6,797)	(3,747)	(7,200)	(7,200)		(5,800)	
266-304-719.015 *	DENTAL BENEFITS	4,924	4,188	6,757	6,757	5,030	5,461	
266-304-719.016 *	VISION BENEFITS	1,081	1,119	1,495	1,495	1,002	1,193	
266-304-719.020 *	HEALTH CARE DEDUCTION	8,775	11,237	26,670	26,670	6,238	23,730	
266-304-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	574	464	576	576	304	576	
266-304-719.022 *	DISABILITY INSURANCE	2,327	1,670	2,667	2,667	2,001	3,383	
266-304-719.023 *	LIFE INSURANCE	1,742	1,229	2,083	2,083	1,465	2,544	
266-304-719.030 *	WORKERS COMPENSATION	1,409	1,661	3,896	3,896	1,731	2,983	
266-304-727.000 *	OFFICE SUPPLIES	497	1,056	1,000	1,000	922	2,000	
266-304-730.000 *	POSTAGE	1,046	773	2,500	2,500	2,143	2,500	
266-304-740.000 *	OPERATING SUPPLIES	1,311	479	2,000	2,000	1,654	3,000	
266-304-741.001 *	UNIFORMS-NEW AND BADGES	2,829	4,248	4,000	4,000	2,667	4,000	
266-304-760.000 *	PPE & FIRST AID SUPPLIES	397	153	400	400	516	400	
266-304-800.001 *	ADMINISTRATION FEES		48,003	54,260	54,260	40,002	78,679	
266-304-860.000 *	TRAVEL	12	18	1,500	1,500	45	500	
266-304-867.000 *	GAS & OIL	16,240	12,723	12,000	12,000	7,970	11,000	
266-304-935.000 *	MOTORPOOL-MISC REPAIR	6,101	5,475	8,000	8,000	5,216	4,000	
266-304-943.000 *	MOTORPOOL INTERNAL	13,081	47,159	42,725	42,725	35,604	42,725	
266-304-955.001 *	INSURANCE & BOND FLEET			3,586	3,586	3,556	4,978	
266-304-958.000 *	MEMBERSHIP AND DUES	360	375	500	500		420	
266-304-975.135	CAP OUTLAY - FURNITURE & FIXTURES					4,416		
266-304-977.000 *	EQUIPMENT	2,054	2,181	5,000	5,000	2,338	6,000	
TOTAL APPROPRIATIONS		703,528	713,329	881,468	881,468	616,278	912,358	
NET OF REVENUES/APPROPRIATIONS - 304 - ORDINANCE		(703,528)	(713,329)	(881,468)	(881,468)	(616,278)	(912,358)	

\* NOTES TO BUDGET: DEPARTMENT 304 ORDINANCE

705.000 SALARY - SUPERVISION

212,240

This line item reflects the Community Compliance Director's salary, the OCS Executive Coordinator's salary, and one Ordinance Administrator. This amount represents a 3% increase in wages budgeted for 2025 and longevity..

706.000 SALARY - PERMANENT WAGES

314,481

Salary for five (5) Ordinance Enforcement Assistants, and one (1) Floater II/ Clerk III position. This amount represents a 3% increase in wages budgeted for 2025 and longevity.

706.012 WAGES-NEIGHBRD WATCH/ENFORCEM

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 304 - ORDINANCE							
	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						
	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
	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
	Wage expenses for special code enforcement projects and focused neighborhood enforcement performed outside regular work hours.						
715.000	F.I.C.A./MEDICARE						41,595
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						32,341
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						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						90,029
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(5,800)
	Amount employees pay toward their health care coverage.						

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 304 - ORDINANCE							
719.015	DENTAL BENEFITS						5,461
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						1,193
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						23,730
	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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						3,383
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						2,544
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						2,983
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						2,000
	Expenses for office supplies such as envelopes, pens, portable printer ink, etc. No change for 2024.						
730.000	POSTAGE						2,500
	Postage expenses for Ordinance Dept. operations.						
740.000	OPERATING SUPPLIES						3,000
	Operating supplies for the Ordinance Dept such as batteries, digital media, software, inspection tools and supplies.						
741.001	UNIFORMS-NEW AND BADGES						4,000
	Expenses for new and replacement uniform boots and clothing for Ordinance Officers.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 304 - ORDINANCE							
760.000	PPE & FIRST AID SUPPLIES						400
	Expenses for personal protective equipment and first aid supplies for the department and vehicles.						
800.001	ADMINISTRATION FEES						78,679
	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						500
	Reimbursement for business use of personal vehicle.						
867.000	GAS & OIL						11,000
	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						4,000
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL						42,725
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						
955.001	INSURANCE & BOND FLEET						4,978
	Insurance for buildings, equipment, and vehicles. A 5% estimated increase provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES						420
	This is for Michigan Association of Code Enforcement Officers membership (7 @ \$60)						
977.000	EQUIPMENT						6,000
	Expenses for new and replacement equipment for field inspectors (computers, printers, inspection tools).						
	DEPT '304' TOTAL						912,358
ESTIMATED REVENUES - FUND 266		8,812,676	9,548,797	9,606,116	9,636,116	10,415,246	10,141,827
APPROPRIATIONS - FUND 266		7,254,959	7,288,995	8,628,634	8,658,634	6,312,227	9,050,555
NET OF REVENUES/APPROPRIATIONS - FUND 266		1,557,717	2,259,802	977,482	977,482	4,103,019	1,091,272



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
282-000-528.000	OTHER FEDERAL GRANTS	237,634					
282-000-665.000	INTEREST EARNED	134,518	323,268				
282-000-686.000	DESIGNATED LOSS REVENUE - ARPA		9,201,391				
TOTAL ESTIMATED REVENUES		<u>372,152</u>	<u>9,524,659</u>				
NET OF REVENUES/APPROPRIATIONS - 000 -		<u>372,152</u>	<u>9,524,659</u>				

\* NOTES TO BUDGET: DEPARTMENT 000

699.999 APPROPRIATED PRIOR YEAR BAL  
 All funds were transferred to General Fund in 2023 per the chart of accounts. This will be closed out after 3 years.

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 602 - PUBLIC HEALTH							
APPROPRIATIONS							
282-602-810.000 *	BARRIER BUSTERS 3 yr Agreement		150,000				
282-602-840.000 *	COVID-19 SUPPLIES	237,634	7,344				
TOTAL APPROPRIATIONS		237,634	157,344				
NET OF REVENUES/APPROPRIATIONS - 602 - PUBLIC HEALTH		(237,634)	(157,344)				

\* NOTES TO BUDGET: DEPARTMENT 602 PUBLIC HEALTH

- 810.000 BARRIER BUSTERS 3 yr Agreement  
 Moved to General Fund 101-602, ARPA funded.
- 840.000 COVID-19 SUPPLIES  
 Moved to General Fund 101-602, ARPA funded.

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 901 - CAPITAL OUTLAY							
APPROPRIATIONS							
282-901-981.010 *	BURNS PARK - IMPROVEMENTS		2,700				
282-901-981.020 *	CIVIC CENTER - PARKING LOT & WATE		35,112				
282-901-981.030 *	CIVIC CENTER - POND LINING		20,360				
282-901-981.040 *	COMMUNITY CENTER - BATHROOM & PIP		31,108				
282-901-981.070 *	FORD LAKE PARK - SHELTER		28,350				
282-901-981.080 *	FORD HERITAGE PARK - BATHROOM		3,710				
282-901-981.100 *	GREEN OAKS GOLF COURSE - BATHROOM		8,794				
282-901-981.120 *	LAKE SIDE PARK - SHELTER		3,965				
282-901-981.140 *	STREETLIGHTS - LED CONVERSION		576,838				
282-901-981.150 *	WEST WILLOW PARK - IMPROVEMENTS		7,000				
TOTAL APPROPRIATIONS			717,937				
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLA			(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.
- 981.080 FORD HERITAGE PARK - BATHROOM  
Moved to General Fund 101-902.
- 981.090 FORD HERITAGE PARK - IMPROVEMENTS  
Moved to General Fund 101-902.

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 901 - CAPITAL	OUTLAY						
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.						
981.140	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.						

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 999 - OTHER FINANCING USES							
APPROPRIATIONS							
282-999-995.101	TRANSFER OUT TO GENERAL FUND		8,784,091				
TOTAL APPROPRIATIONS			8,784,091				
NET OF REVENUES/APPROPRIATIONS - 999 - OTHER FINANCI			(8,784,091)				
ESTIMATED REVENUES - FUND 282		372,152	9,524,659				
APPROPRIATIONS - FUND 282		237,634	9,659,372				
NET OF REVENUES/APPROPRIATIONS - FUND 282		134,518	(134,713)				

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
284-000-665.000 *	INTEREST EARNED		943			1,667	
284-000-685.000 *	OPIOID SETTLEMENT REVENUE		24,983	2,000	2,000	33,783	2,000
284-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			19,984	19,984		22,000
	TOTAL ESTIMATED REVENUES		25,926	21,984	21,984	35,450	24,000
	NET OF REVENUES/APPROPRIATIONS - 000 -		25,926	21,984	21,984	35,450	24,000

\* NOTES TO BUDGET: DEPARTMENT 000

665.000	INTEREST EARNED						
	Interest earned on Opiod Settlement Funds.						
685.000	OPIOID SETTLEMENT REVENUE						2,000
	This is for the funds we are to receive from the Opioid Settlement.						
699.999	APPROPRIATED PRIOR YEAR BAL						22,000
	Settlement funds from 2024 will be used in 2025 for prevention services and supplies, Narcan distribution boxes, youth workshops, recovery coaches and supervision, and outreach and marketing.						
	DEPT '000' TOTAL						24,000

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 631 - SUBSTANCE ABUSE							
APPROPRIATIONS							
284-631-962.000 *	OPIOID REMEDIATION			21,984	21,984		24,000
TOTAL APPROPRIATIONS				21,984	21,984		24,000
NET OF REVENUES/APPROPRIATIONS - 631 - SUBSTANCE ABU				(21,984)	(21,984)		(24,000)
* NOTES TO BUDGET: DEPARTMENT 631 SUBSTANCE ABUSE							
962.000	OPIOID REMEDIATION						24,000
	This is to be used for the Youth and Community Opioid Prevention Project.						24,000
	DEPT '631' TOTAL						24,000
ESTIMATED REVENUES - FUND 284			25,926	21,984	21,984	35,450	24,000
APPROPRIATIONS - FUND 284				21,984	21,984		24,000
NET OF REVENUES/APPROPRIATIONS - FUND 284			25,926			35,450	

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
287-000-452.000	BLIGHT/CLEANUP-TAX REIMB		150			50	
287-000-452.001 *	BOARD UP - VACANT RESIDENT TAX	854	205	800	800	221	800
287-000-452.002 *	NOXIOUS WEE - TAX REIMBURSE	21,711	13,512	20,000	20,000	6,493	15,000
287-000-659.000 *	BLIGHT - SERVICE CHARGE	10,997	3,938	10,000	10,000	4,434	8,000
287-000-659.001 *	BOARD UP - SERVICE CHARGE	1,006	1,597	1,000	1,000	1,530	3,000
287-000-659.002 *	WEEDS - SERVICE CHARGE	7,737	2,656	6,000	6,000	4,335	3,000
287-000-665.000 *	INTEREST EARNED	1,059	3,137			2,191	1,000
287-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			11,277	11,277		20,277
TOTAL ESTIMATED REVENUES		43,364	25,195	49,077	49,077	19,254	51,077
NET OF REVENUES/APPROPRIATIONS - 000 -		43,364	25,195	49,077	49,077	19,254	51,077
* NOTES TO BUDGET: DEPARTMENT 000							
452.001	BOARD UP - VACANT RESIDENT TAX						800
	Delinquent invoices for boarding up vacant buildings added to property tax bills as a special assessment.						
452.002	NOXIOUS WEE - TAX REIMBURSE						15,000
	Delinquent invoices for vegetation and noxious weed abatement added to property tax bills as a special assessment.						
659.000	BLIGHT - SERVICE CHARGE						8,000
	Fees collected from property owners for blight clean-up services performed by the Ordinance Dept.						
659.001	BOARD UP - SERVICE CHARGE						3,000
	Fees collected from property owners for board-up services to secure open vacant buildings.						
659.002	WEEDS - SERVICE CHARGE						3,000
	Fees collected from property owners for statutory vegetation enforcement and noxious weed abatement.						
665.000	INTEREST EARNED						1,000
	Interest earned on accounts.						
699.999	APPROPRIATED PRIOR YEAR BAL						20,277
	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						
							51,077



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 733 - NUISANCE ABATEMENT DEPARTMENT							
APPROPRIATIONS							
287-733-704.000 *	APPOINTED OFFICIALS	1,000		1,000	1,000		1,000
287-733-715.000 *	F.I.C.A./MEDICARE	76		77	77		77
287-733-718.000 *	MERS RETIREMENT	48					
287-733-806.001 *	BLIGHT ENFORCEMENT COSTS	8,631	19,693	30,000	6,000	3,018	30,000
287-733-806.002 *	BOARD-UP ENFORCEMENT COSTS	8,810	7,506	3,000	8,000	4,623	5,000
287-733-806.003 *	NOXIOUS WEED ENFORCEMENT COST	10,783	12,965	15,000	34,000	11,955	15,000
TOTAL APPROPRIATIONS		29,348	40,164	49,077	49,077	19,596	51,077
NET OF REVENUES/APPROPRIATIONS - 733 - NUISANCE ABAT		(29,348)	(40,164)	(49,077)	(49,077)	(19,596)	(51,077)
* NOTES TO BUDGET: DEPARTMENT 733 NUISANCE ABATEMENT DEPARTMENT							
704.000	APPOINTED OFFICIALS						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
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	No one eligible for pension						
806.001	BLIGHT ENFORCEMENT COSTS						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						5,000
	Expenses to board up and secure open, vacant buildings.						
806.003	NOXIOUS WEED ENFORCEMENT COST						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						
ESTIMATED REVENUES - FUND 287		43,364	25,195	49,077	49,077	19,254	51,077
APPROPRIATIONS - FUND 287		29,348	40,164	49,077	49,077	19,596	51,077
NET OF REVENUES/APPROPRIATIONS - FUND 287		14,016	(14,969)			(342)	

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
398-000-665.000	INTEREST EARNED	151	448			240	
398-000-699.004 *	TRANSFER IN: FROM LDFA FUND	74,322	71,083	74,313	74,313	74,313	78,485
398-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	159,468	163,067	159,977	159,977	159,977	155,825
TOTAL ESTIMATED REVENUES		<u>233,941</u>	<u>234,598</u>	<u>234,290</u>	<u>234,290</u>	<u>234,530</u>	<u>234,310</u>
NET OF REVENUES/APPROPRIATIONS - 000 -		233,941	234,598	234,290	234,290	234,530	234,310

\* NOTES TO BUDGET: DEPARTMENT 000

699.004	TRANSFER IN: FROM LDFA FUND						78,485
<p>TThis line item reflects the amount transferred from the LDFA Fund for LDFA capture of \$77,985 and estimated interest earned of \$500 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 \$885,000 on 12/31/25. 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. The LDFA caption increased from \$74,312 for 2024 to \$78,485 for 2025.</p>							
699.101	TRANSFER IN: FROM GENERAL FUND						155,825
<p>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 \$155,825</p>							
699.999	APPROPRIATED PRIOR YEAR BAL						
<p>This line item reflects the amount that will be used from prior year fund balance to make up the payment deficiencies.</p>							
DEPT '000' TOTAL							234,310

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 906 - DEBT SERVICES							
APPROPRIATIONS							
398-906-991.020 *	DEBT REPAYMENT- BONDS-SEAVER	195,000	200,000	205,000	205,000	205,000	210,000
398-906-993.003 *	DEBT INTEREST BONDS-SEAVER	38,340	33,600	28,740	28,740	28,740	23,760
398-906-993.008 *	BOND COST OF ISSUANCE	500	500	550	550	500	550
TOTAL APPROPRIATIONS		<u>233,840</u>	<u>234,100</u>	<u>234,290</u>	<u>234,290</u>	<u>234,240</u>	<u>234,310</u>
NET OF REVENUES/APPROPRIATIONS - 906 - DEBT SERVICES		(233,840)	(234,100)	(234,290)	(234,290)	(234,240)	(234,310)
* NOTES TO BUDGET: DEPARTMENT 906 DEBT SERVICES							
991.020	DEBT REPAYMENT- BONDS-SEAVER						210,000
	This line item reflects our annual bond principal payment of \$210,000.						
993.003	DEBT INTEREST BONDS-SEAVER						23,760
	This line item reflects the annual bond interest payment of \$23,760.						
993.008	BOND COST OF ISSUANCE						550
	This line item reflects the cost of issuing bond.						
	DEPT '906' TOTAL						234,310
ESTIMATED REVENUES - FUND 398		233,941	234,598	234,290	234,290	234,530	234,310
APPROPRIATIONS - FUND 398		233,840	234,100	234,290	234,290	234,240	234,310
NET OF REVENUES/APPROPRIATIONS - FUND 398		101	498			290	

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
584-000-642.005 *	SALES FOOD & BEVERAGE	38,309	35,949	35,000	35,000	45,250	36,000
584-000-642.007 *	SALES MERCHANDISE PRO SHOP	29,287	26,494	29,000	29,000	33,170	30,000
584-000-651.001 *	USE & ADMISSION FEE 18 HOLES	224,428	250,702	260,000	260,000	321,197	290,000
584-000-651.002 *	USE & ADMISSION FEE 9 HOLES	96,771	110,696	105,000	105,000	128,711	130,000
584-000-651.003 *	USE & ADMISSION FEE LEAGUES	37,054	41,280	38,000	38,000	45,845	47,000
584-000-651.005 *	USE& ADMISSION FEE SEASON PAS	41,427	45,176	42,000	42,000	46,679	46,000
584-000-651.007 *	EQUIPMENT RENTALS - CARTS	169,366	166,026	180,000	180,000	239,574	215,000
584-000-651.008 *	GOLF CART STORAGE RENTAL	1,050		1,050	1,050		1,050
584-000-665.000 *	INTEREST EARNED	3,372	6,672	2,000	2,000	5,710	3,500
584-000-676.012 *	INSURANCE REIMBURSEMENTS	21,925	19,453			840	
584-000-683.000 *	OTHER INCOME-MISCELLANEOUS	587	956			1,768	
584-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	2,153					
584-000-699.213 *	TRANSFER IN: FROM BSRII FUND	80,000	87,000	254,338	254,338		193,404
584-000-699.999	APPROPRIATED PRIOR YEAR BAL				11,000		
TOTAL ESTIMATED REVENUES		745,729	790,404	946,388	957,388	868,744	991,954
NET OF REVENUES/APPROPRIATIONS - 000 -		745,729	790,404	946,388	957,388	868,744	991,954

\* NOTES TO BUDGET: DEPARTMENT 000

642.005	SALES FOOD & BEVERAGE						36,000
	Revenue received from sale of food and beverage sold in the golf shop. This line item was increased to \$36,000 due to the rising costs of food and the anticipated rising of costs for items for 2025.						
642.007	SALES MERCHANDISE PRO SHOP						30,000
	Revenue received from sale of merchandise sold in golf shop. This line item was increased to \$30,000 due to rising costs of products and YTD sales.						
651.001	USE & ADMISSION FEE 18 HOLES						290,000
	Revenue received from 18-hole play. This line item has been increased to \$280,000 due to an anticipated increase in rounds for 2025. The proposed increase is an extra \$2 for 18-hole play.						
651.002	USE & ADMISSION FEE 9 HOLES						130,000
	Revenue received from 9-hole play. This line item has been increased to \$115,000 due to an anticipated increase in rounds for 2025. The proposed increase is an extra \$1 for 9-hole play.						
651.003	USE & ADMISSION FEE LEAGUES						47,000
	Revenue from League play. This line has been increased for 2024 due to the addition of 2 possible leagues for 2025.						
651.005	USE& ADMISSION FEE SEASON PAS						46,000
	This line item reflects revenue from the sale of seasonal membership passes. This line item has been increased to \$47,000 for 2025 based on an increase in 2024 season passes.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 000							
651.007	EQUIPMENT RENTALS - CARTS						215,000
	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 hole rounds for 2025.						
651.008	GOLF CART STORAGE RENTAL						1,050
	Revenue received from the storage of personal golf carts. This line item will remain the same for 2025 with only 3 carts still remaining.						
665.000	INTEREST EARNED						3,500
	Interest earned on funds deposited at various banks.						
676.012	INSURANCE REIMBURSEMENTS						
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						
683.000	OTHER INCOME-MISCELLANEOUS						
	Revenues received from one-time deposits, including advertising fees collected for ads on scorecards and special revenues that do not have a designated line item.						
699.101	TRANSFER IN: FROM GENERAL FUND						
	Not budgeted for 2023. One time use in 2022 for employee appreciation.						
699.213	TRANSFER IN: FROM BSRII FUND						193,404
	Funds needed from Fund 213-BSR II. Only transferred if needed, generally at end of year.						
	DEPT '000' TOTAL						991,954

User: ecuellar

Fund: 584 GOLF COURSE FUND

DB: Ypsilanti-Twp

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET
Dept 784 - GOLF COURSE FUND							
APPROPRIATIONS							
584-784-702.001 *	SALARIES - GREENSKEEPER	77,877	72,060	74,263	74,263	61,368	76,491
584-784-702.002 *	SALARIES - PRO SHOP DIRECTOR	64,381	60,129	61,967	61,967	51,367	63,827
584-784-706.000 *	SALARY - PERMANENT WAGES	7,971	33,923	43,260	43,260	35,749	44,558
584-784-706.008 *	WAGES PROSHOP	30,962	39,118	40,315	40,315	33,281	41,524
584-784-707.001 *	WAGES- TEMPORARY MAINTENANCE	75,623	77,980	70,000	90,000	81,486	80,000
584-784-707.002 *	WAGES- TEMPORARY PRO SHOP	44,602	40,271	55,000	55,000	56,946	60,000
584-784-708.010 *	HEALTH INS BUYOUT	3,000					
584-784-709.000 *	REG OVERTIME	6,140	446	500	500	841	4,000
584-784-710.000	ACC COMP ABSENCES-LNGTERM		2,964				
584-784-715.000 *	F.I.C.A./MEDICARE	15,120	23,898	25,384	25,384	24,048	28,336
584-784-718.000 *	MERS RETIREMENT	20,379	11,119	12,046	12,046	10,942	13,901
584-784-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,950	4,950	5,200	5,200	4,400	5,200
584-784-718.002 *	DEFERRED COMPENSATION	1,643					
584-784-718.003 *	OPEB - RETIREMENT HEALTH	17,726					
584-784-719.000 *	HEALTH INSURANCE	46,802	84,188	83,088	83,088	76,163	95,776
584-784-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(3,450)	(5,750)	(6,000)	(6,000)		(6,000)
584-784-719.015 *	DENTAL BENEFITS	3,124	4,125	4,475	4,475	4,102	4,729
584-784-719.016 *	VISION BENEFITS	547	814	901	901	826	859
584-784-719.020 *	HEALTH CARE DEDUCTION	22,241	18,795	20,720	20,720	12,297	20,720
584-784-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	190	405	384	384	342	384
584-784-719.022 *	DISABILITY INSURANCE	484	654	1,186	1,186	863	1,504
584-784-719.023 *	LIFE INSURANCE	387	510	926	926	666	1,131
584-784-719.025 *	UNEMPLOYMENT EXPENSE	8,941	3,192			11,865	
584-784-719.030 *	WORKERS COMPENSATION	2,461	1,933	4,025	4,025	1,790	2,759
584-784-727.001 *	OFFICE SUPPLIES MAINTENANCE			100	100		100
584-784-727.002 *	OFFICE SUPPLIES PRO SHOP	50	27	200	200	33	200
584-784-757.001 *	OPERATING SUPPLIES MAINTENANC	5,169	9,907	7,000	7,000	6,904	7,000
584-784-757.002 *	OPERATING SUPPLIES PRO SHOP	3,458	3,252	4,500	4,500	4,105	5,000
584-784-757.003 *	OPERATING SUPPLIES-CART RENTA	44,384	58,998	51,885	51,885	49,924	51,855
584-784-757.007 *	COST OF SALES PRO SHOP	19,243	15,405	20,000	20,000	18,400	20,000
584-784-757.008 *	COST OF SALES FOOD & BEV	14,644	14,782	16,000	16,000	15,038	16,000
584-784-760.000 *	PPE & FIRST AID SUPPLIES	776	631	500	500	1,040	750
584-784-776.004 *	BLDG MAIN SUPPLIES PRO SHOP		98	250	250		250
584-784-776.005 *	BLDG MAIN SUPPLIES MAINTENANC		200	750	750	589	750
584-784-783.001 *	SEED PLANTING -FERTILIZER	4,443	22,825	30,000	30,000	26,519	30,000
584-784-783.002 *	SEED PLANTING -CHEMICALS	7,448	13,888	20,000	20,000	16,700	20,000
584-784-783.003 *	SEED PLANTING -TOP SOIL	1,218	4,894	8,000	8,000	7,340	10,000
584-784-783.004 *	TREE MAINTENANCE			8,000	12,000		10,000
584-784-800.001 *	ADMINSTRATION FEES	20,593	19,903	20,501	20,501	16,586	21,101
584-784-801.000 *	PROFESSIONAL SERVICES	3,435	5,753	6,000	6,000	3,365	6,000
584-784-818.000 *	CONTRACTUAL SERVICES	4,019		1,200	1,200		1,200
584-784-819.000 *	CONTRACTUAL/CUSTOM SOFTWARE				11,000	11,000	11,000
584-784-867.000 *	GAS & OIL	9,853	7,771	11,000	11,000	9,457	11,000
584-784-867.100 *	GAS & OIL - OTHER EQUIP	11,515	16,822	16,000	16,000	14,901	16,000
584-784-900.000 *	PUBLISHING	1,248	504	2,000	2,000	1,792	2,000
584-784-900.003 *	GOLF COURSE ADVERTISING			2,000	2,000		15,000
584-784-920.008 *	UTILITIES-MAINTENANCE ELECTRIC	8,939	13,632	15,000	15,000	12,617	15,000
584-784-920.009 *	UTILITIES MAINTENANCE HEATING	1,806	1,490	3,000	3,000	1,095	3,000
584-784-920.010 *	UTILITIES MAINTENANCE PHONE	123	17	700	700	16	700
584-784-920.011 *	UTILITIES MAINTENANCE WATER	1,478	1,653	1,500	1,500	1,278	1,500
584-784-920.013 *	UTILITIES PRO SHOP	2,175	2,092	2,500	2,500	1,860	2,500
584-784-930.000 *	REPAIRS MAINTENANCE-MACHINERY	3,490	3,362	3,500	3,500	2,548	3,500
584-784-930.003 *	REPAIR/MAINT - IRRIGATION			10,000	10,000	9,993	10,000
584-784-931.009 *	BLDG MAINTENANCE	181		500	500	331	2,000
584-784-931.010 *	BLDG MAINTENANCE PRO SHOP	777	1,925	2,000	2,000	1,445	2,000
584-784-931.022 *	NON REOCCURRING R & M - GOLF		9,750	10,000	10,000	6,538	10,000

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 784 - GOLF COURSE FUND							
APPROPRIATIONS							
584-784-933.000 *	EQUIPMENT MAINTENANCE	45,138	32,485	35,000	35,000	23,933	35,000
584-784-939.001 *	MOTORPOOL - MISC REPAIR		317	500	500		500
584-784-939.003 *	GOLF CARTS EXPENSE	1,688	1,665	2,000	2,000	568	2,000
584-784-943.000 *	MOTORPOOL INTERNAL	5,333	6,811	1,478	1,478	1,232	3,228
584-784-955.002 *	INSURANCE & BONDS FIRE & LIAB	9,400	9,588	10,084	10,084	8,496	10,771
584-784-956.008 *	MISCELLANEOUS EXP-PRO SHOP	970	475	1,500	1,500	938	1,500
584-784-957.000 *	BANK CHARGES	10,794	11,468	13,000	13,000	16,054	15,000
584-784-958.001 *	MEMBERSHIPS & DUES NATL SUPER	580	905	1,000	1,000		1,200
584-784-958.004 *	MEMBERSHIPS & DUES PRO SHOP	562	562	600	600	601	650
584-784-968.000 *	DEPRECIATION EXPENSE	68,703	69,882	74,000	74,000	72,068	72,000
584-784-971.000 *	CAPITAL OUTLAY/OTHER			30,000	6,000	3,750	
584-784-971.023	CAPITAL OUTLAY-IRRIGATION SY	25,039					
584-784-977.000 *	EQUIPMENT	1,556	3,909	5,000	5,000	3,264	5,000
TOTAL APPROPRIATIONS		790,329	843,372	946,388	957,388	841,660	991,954
NET OF REVENUES/APPROPRIATIONS - 784 - GOLF COURSE F		(790,329)	(843,372)	(946,388)	(957,388)	(841,660)	(991,954)

\* NOTES TO BUDGET: DEPARTMENT 784 GOLF COURSE FUND

702.001	SALARIES - GREENSKEEPER						76,491
	Salary of the Golf Course Superintendent. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
702.002	SALARIES - PRO SHOP DIRECTOR						63,827
	Salary of the Golf Operations Director. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
706.000	SALARY - PERMANENT WAGES						44,558
	Salary of the Assistant to the Golf Course Superintendent. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
706.008	WAGES PROSHOP						41,524
	Salary to the assistant of the golf operations director. This amount represents a 3% increase in wages budgeted for 2025 and longevity..						
707.001	WAGES- TEMPORARY MAINTENANCE						80,000
	Used for the employment of seasonal employees who work on the maintenance of the golf course.						
707.002	WAGES- TEMPORARY PRO SHOP						60,000
	Used for seasonal employees who work in the golf shop.						
708.010	HEALTH INS BUYOUT						
	This line item is used for the health insurance buyout for employees who receive health insurance through another source. No buyouts projected for 2025.						

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 784 - GOLF COURSE FUND							
709.000	REG OVERTIME						4,000
	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. This increase is due to new law changes regarding overtime.						
715.000	F.I.C.A./MEDICARE						28,336
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						13,901
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						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						95,776
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(6,000)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						4,729
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						859
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						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						



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 784 - GOLF COURSE FUND							
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						384
719.022	DISABILITY INSURANCE						1,504
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						1,131
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.025	UNEMPLOYMENT EXPENSE						
	Figures provided by the Accounting Director.						
719.030	WORKERS COMPENSATION						2,759
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.001	OFFICE SUPPLIES MAINTENANCE						100
	This line item is used for office supplies in the maintenance area. This line item will remain the same for 2025.						
727.002	OFFICE SUPPLIES PRO SHOP						200
	This line items is used for office supplies in the pro shop. This line item will remain the same for 2025.						
757.001	OPERATING SUPPLIES MAINTENANC						7,000
	This line item is used to purchase general operating supplies regarding the maintenance of the golf course. This line item will remain the same for 2025.						
757.002	OPERATING SUPPLIES PRO SHOP						5,000
	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 2025.						
757.003	OPERATING SUPPLIES-CART RENTA						51,855
	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

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 784 - GOLF COURSE FUND							
	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 will remain at 20,000 for 2025.						
757.008	COST OF SALES FOOD & BEV						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 2025.						
760.000	PPE & FIRST AID SUPPLIES						750
	Covers all PPE, first aid supplies, and other supplies required by OSHA. Based on totals from 2024 this line item has been increased to \$750 for 2025.						
776.004	BLDG MAIN SUPPLIES PRO SHOP						250
	This line item is for the purchase of maintenance supplies for the golf shop. This line item will remain the same for 2025.						
776.005	BLDG MAIN SUPPLIES MAINTENANC						750
	This line item is for the purchase of maintenance supplies for the maintenance building. This line item will remain the same for 2025.						
783.001	SEED PLANTING -FERTILIZER						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 2025.						
783.002	SEED PLANTING -CHEMICALS						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 2025.						
783.003	SEED PLANTING -TOP SOIL						10,000
	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.						
783.004	TREE MAINTENANCE						10,000
	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						21,101

2025 BUDGET REQUEST

2022	2023	2024	2024	2024	2025
ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	RECOMMENDED
		BUDGET	BUDGET	THRU 10/31/24	BUDGET

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	RECOMMENDED
				BUDGET	BUDGET	THRU 10/31/24	BUDGET
Dept 784 - GOLF COURSE FUND							
	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
	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 2025.						
818.000	CONTRACTUAL SERVICES						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 2025.						
819.000	CONTRACTUAL/CUSTOM SOFTWARE						11,000
867.000	GAS & OIL						11,000
	This line item is used for gas and oil in the golf carts. This line item has will remain the same at \$11,000 for 2025.						
867.100	GAS & OIL - OTHER EQUIP						16,000
	This line item is used for gas and oil for the golf equipment. This line item will remain the same for 2025.						
900.000	PUBLISHING						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 2025.						
900.003	GOLF COURSE ADVERTISING						15,000
	This line item is for the advertisement of the golf course. This line item has been increased to \$15,000 in 2025 for the purchase of new signage for the golf course including signage at the community center.						
920.008	UTILITIES-MAINTENANCE ELECTRIC						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 2025.						
920.009	UTILITIES MAINTENANCE HEATING						3,000
	This line item is used for gas service in the maintenance building. This line item will remain the same for 2025.						
920.010	UTILITIES MAINTENANCE PHONE						

2025 BUDGET REQUEST

2022	2023	2024	2024	2024	2025
ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	RECOMMENDED
		BUDGET	BUDGET	THRU 10/31/24	BUDGET

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	RECOMMENDED
				BUDGET	BUDGET	THRU 10/31/24	BUDGET
Dept 784 - GOLF COURSE FUND							
	This line item is used for phone service at the maintenance building. This line item will remain the same for 2025.						700
920.011	UTILITIES MAINTENANCE WATER						1,500
	This line is used for water at the maintenance garage. This line item will remain the same for 2025.						
920.013	UTILITIES PRO SHOP						2,500
	This line item is used for phone service and Comcast service in the golf shop. This line item will remain the same for 2025.						
930.000	REPAIRS MAINTENANCE-MACHINERY						3,500
	This line item is used for repair and winter maintenance of machinery at the golf course. This line item will remain the same for 2025.						
930.003	REPAIR/MAINT - IRRIGATION						10,000
	This line item is used to track repairs to the irrigation system. This line item will remain the same for 2025.						
931.009	BLDG MAINTENANCE						2,000
	This line item is used to cover the cost of building maintenance at the golf course. This line item was increased to be used for miscellaneous repairs at the maintenance building for 2025.						
931.010	BLDG MAINTENANCE PRO SHOP						2,000
	This line item is used to cover the cost of maintaining the golf shop. This line item will remain the same for 2025.						
931.022	NON REOCCURRING R & M - GOLF						10,000
933.000	EQUIPMENT MAINTENANCE						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 2025.						
939.001	MOTORPOOL - MISC REPAIR						500
	Covers miscellaneous vehicle repair. Provided by Accounting Director						
939.003	GOLF CARTS EXPENSE						

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 784 - GOLF COURSE FUND							
	This line item is used to cover the cost of repairs and supplies for the golf carts. It is recommended that this line item remain the same for 2025.						2,000
943.000	MOTORPOOL INTERNAL						3,228
	Vehicle & Maintenance MotorPool Allocation. Provided by Accounting Director.						
955.002	INSURANCE & BONDS FIRE & LIAB						10,771
	Insurance for buildings, equipment, and vehicles. A 5% estimated increase provided by the Accounting Director.						
956.008	MISCELLANEOUS EXP-PRO SHOP						1,500
	This line item is for incidental items occasionally needed. This line item will remain the same for 2025.						
957.000	BANK CHARGES						15,000
	Charges for bank accounts and Credit card company's fees for processing credit card sales. This line was increased to 15,000 for 2025 based on a pattern of increasing charges.						
958.001	MEMBERSHIPS & DUES NATL SUPER						1,200
	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						650
	This line item is for the payment of PGA National membership dues for the golf director. This line item will have a slight increase to \$650 for 2025.						
968.000	DEPRECIATION EXPENSE						72,000
	Cost of Capital depreciation. Figures provided by the Accounting Director.						
971.000	CAPITAL OUTLAY/OTHER						
	Estimated \$300,000 needed for maintenance utility carts, mowers, and other needed maintenance equipment, new roof and gutters for the maintenance building, and new siding and awnings for the golf shop and community center golf course side. Any purchases will be brought before the Township BOT for approval and budget amendment.						
977.000	EQUIPMENT						5,000
	This is for equipment needs in the maintenance area such as small tools, chain saws, etc. and to replace aging equipment. This line item will remain the same.						
	DEPT '784' TOTAL						991,954
ESTIMATED REVENUES - FUND 584		745,729	790,404	946,388	957,388	868,744	991,954

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
APPROPRIATIONS - FUND 584		790,329	843,372	946,388	957,388	841,660	991,954	
NET OF REVENUES/APPROPRIATIONS - FUND 584		(44,600)	(52,968)			27,084		

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 000							
ESTIMATED REVENUES							
597-000-646.003 *	BIODEGRADABLE DROPOFF-NONTWP	39,833	78,449	82,000	82,000	39,256	75,000
597-000-646.004 *	BIODEGRADABLE DROPOFF-YPSI TWP	203,237	279,822	230,000	230,000	171,991	240,000
597-000-646.006 *	BILLABLE SALES - COMPOST	29,543	15,855	40,000	40,000	12,294	30,000
597-000-646.008 *	SALES - SCRAP METAL	12,831	12,372	10,000	10,000	10,344	10,500
597-000-646.009	SALES - RECYCLED OIL		8				
597-000-646.010 *	GATE REVENUE - COMPOST SALES	28,809	21,885	38,000	38,000	28,064	40,000
597-000-646.011 *	GATE REVENUE - WOOD CHIP SALES	36,731	33,217	40,000	40,000	34,754	42,000
597-000-646.012 *	GATE REVENUE - SOIL SALES	6,004	1,736	5,000	5,000	2,850	2,500
597-000-646.013 *	GATE REVENUE - DROP OFF FEES	119,619	109,202	143,000	143,000	103,367	143,000
597-000-646.014 *	GATE REVENUE - BATTERY DROP OFF	60	505	200	200	187	200
597-000-646.015 *	GATE REVENUE - MILLING SALES	7,198	14,930	12,500	12,500	12,343	13,000
597-000-646.016	SERVICE CHARGE - DELIVERY	200	125	500	500	185	
597-000-665.000 *	INTEREST EARNED	11,333	37,752	10,000	10,000	36,691	
597-000-676.012 *	INSURANCE REIMBURSEMENTS	562	219			224	
597-000-699.101 *	TRANSFER IN: FROM GENERAL FUND	2,423					
597-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			247,417	281,357		205,897
TOTAL ESTIMATED REVENUES		498,383	606,077	858,617	892,557	452,550	802,097
NET OF REVENUES/APPROPRIATIONS - 000 -		498,383	606,077	858,617	892,557	452,550	802,097

\* NOTES TO BUDGET: DEPARTMENT 000

646.003	BIODEGRADABLE DROPOFF-NONTWP						75,000
	Dropping off of leaves, grass clippings and brush and logs from the City of Ypsilanti, landscapers and outlying communities. There is a foreseeable decrease in this line item as GFL is no longer servicing the residential market in our area.						
646.004	BIODEGRADABLE DROPOFF-YPSI TWP						240,000
	This is revenue from the 226 account. This line is slightly increased to reflect an increase in yard waste being dropped off at our site. As the township is growing more material is being generated. Also an increase of brush has been experienced from curbside pickup.						
646.006	BILLABLE SALES - COMPOST						30,000
	This line is decreased because we are moving away from a store account method to more of a cash and carry way of doing business.						
646.008	SALES - SCRAP METAL						10,500
	A slight increase is projected as markets have stayed steady for the 2024 season.						
646.010	GATE REVENUE - COMPOST SALES						40,000
	An increase in this line item is due to more cash and carry purchases through our gate house.						
646.011	GATE REVENUE - WOOD CHIP SALES						42,000

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET	
Dept 000	An increase is made as production of 2 style of mulch's have become popular with landscapers and homeowners along with woodchips.							
646.012	GATE REVENUE - SOIL SALES						2,500	
	A continued decrease in this line item is projected for the 2025 season. Topsoil is scarce and blending is slowed due to lack there of.							
646.013	GATE REVENUE - DROP OFF FEES						143,000	
	Revenue for trash dropped at our site. No change for 2025.							
646.014	GATE REVENUE - BATTERY DROP OFF						200	
	Revenue from the sale of collected batteries. No change.							
646.015	GATE REVENUE - MILLING SALES						13,000	
	Revenue for both screened/unscreened asphalt sold at our site. An increase is projected as the demand has been growing year to year.							
665.000	INTEREST EARNED							
	Interest earned on funds deposited at various banks							
676.012	INSURANCE REIMBURSEMENTS							
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.							
699.101	TRANSFER IN: FROM GENERAL FUND							
	Not budgeted for 2023. One time use in 2022 for employee appreciation.							
699.999	APPROPRIATED PRIOR YEAR BAL						205,897	
	This is the funds needed from prior year fund balance. This is mainly for capital outlay purchase of an air lift separator and depreciation.							
	DEPT '000' TOTAL						802,097	



2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022	2023	2024	2024	2024	2025
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET
Dept 590 - COMPOST SITE							
APPROPRIATIONS							
597-590-705.000 *	SALARY - SUPERVISION	91,685	93,402	96,493	96,493	80,107	99,388
597-590-706.000 *	SALARY - PERMANENT WAGES	81,109	81,913	84,723	84,723	69,659	87,257
597-590-707.000 *	SALARY - TEMPORARY/SEASONAL	25,725	27,160		27,800	24,194	27,800
597-590-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	10,134	5,947		6,140	10,746	6,140
597-590-709.000 *	REG OVERTIME	141		2,000	2,000	24	2,000
597-590-710.000 *	ACC COMP ABSENCES-LNGTERM	(1,675)	7,098	3,000	3,000		3,000
597-590-715.000 *	F.I.C.A./MEDICARE	14,117	15,564	16,613	16,613	13,872	17,028
597-590-718.000 *	MERS RETIREMENT	67,327	64,488	71,365	71,365	65,074	87,163
597-590-718.001 *	RETIREMENT HEALTH CARE SAVINGS	309	324	325	325	274	325
597-590-718.002 *	DEFERRED COMPENSATION	334	17				
597-590-718.003 *	OPEB - RETIREMENT HEALTH	35,452	15,400	16,800	16,800	16,800	13,144
597-590-719.000 *	HEALTH INSURANCE	54,969	59,349	56,084	56,084	51,410	64,649
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	2,337	2,446	2,446	2,241	2,585
597-590-719.016 *	VISION BENEFITS	564	573	600	600	549	572
597-590-719.020 *	HEALTH CARE DEDUCTION	10,862	8,693	12,574	12,574	7,069	12,574
597-590-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	185	219	216	216	162	216
597-590-719.022 *	DISABILITY INSURANCE	654	654	667	667	647	846
597-590-719.023 *	LIFE INSURANCE	513	510	521	521	499	636
597-590-719.030 *	WORKERS COMPENSATION	2,822	2,517	5,289	5,289	2,365	3,724
597-590-727.000 *	OFFICE SUPPLIES	43		200	200		200
597-590-730.000 *	POSTAGE			100	100		200
597-590-741.000 *	UNIFORMS - BOOTS & LAUNDRY	3,197	2,137	1,500	3,000	2,034	3,000
597-590-757.000 *	OPERATING SUPPLIES	889	2,324	4,500	4,500	3,852	5,000
597-590-760.000 *	PPE & FIRST AID SUPPLIES	499	361	500	500	413	500
597-590-800.001 *	ADMINISTRATION FEES	13,280	13,800	14,198	14,198	11,500	14,615
597-590-804.000 *	CONTRACTUAL/ROLLOFF DISPOSAL	60,874	65,529	65,000	65,000	44,893	70,000
597-590-804.004 *	TWP DISPOSAL FEE	1,918	2,288	10,000	10,000	3,600	10,000
597-590-850.000 *	TELEPHONE	456	291	200	200	245	250
597-590-867.200 *	GAS & OIL - YCUA	20,905	16,558	22,000	22,000	14,270	22,000
597-590-920.004 *	UTILITIES HEAT	4,208	2,306	4,000	4,000	1,475	3,000
597-590-920.005 *	UTILITIES LIGHT	2,197	2,501	2,000	2,000	2,163	3,000
597-590-931.000 *	REPAIRS AND MAINTENANCE	1,262	339	5,500	4,000	162	4,000
597-590-933.000 *	EQUIPMENT MAINTENANCE	13,305	10,577	20,000	20,000	14,093	25,000
597-590-935.000 *	MOTORPOOL-MISC REPAIR	213	25	2,500	2,500	96	2,500
597-590-941.000 *	EQUIPMENT RENTAL/LEASING	3,108		5,000	5,000		5,000
597-590-943.000 *	MOTORPOOL INTERNAL	3,228	3,456	3,228	3,228	1,440	1,478
597-590-955.001 *	INSURANCE & BOND FLEET	2,508	2,558	2,690	2,690	2,265	2,873
597-590-956.000 *	MISCELLANEOUS	670		100	100		100
597-590-960.000 *	EDUCATION AND TRAINING			500	500		500
597-590-968.000 *	DEPRECIATION EXPENSE	194,557	189,132	144,235	144,235	144,235	103,884
597-590-971.008 *	CAPTL OUTLAY -IMPROVEMENT	3,311		185,000	185,000	4,325	100,000
TOTAL APPROPRIATIONS		724,118	696,297	858,617	892,557	596,753	802,097
NET OF REVENUES/APPROPRIATIONS - 590 - COMPOST SITE		(724,118)	(696,297)	(858,617)	(892,557)	(596,753)	(802,097)

\* NOTES TO BUDGET: DEPARTMENT 590 COMPOST SITE

705.000	SALARY - SUPERVISION						99,388
	Salary of the Compost Manager. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
706.000	SALARY - PERMANENT WAGES						87,257

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
Dept 590 - COMPOST SITE	Salaries of Heavy Equipment Operator and 25% of a Floater II/ Clerk III position. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
707.000	SALARY - TEMPORARY/SEASONAL  Wages for Gate Attendants (3).						27,800
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.						6,140
709.000	REG OVERTIME  Overtime costs for our full-time operator to process material or to handle late arrivals.						2,000
710.000	ACC COMP ABSENCES-LNGTERM  In an Enterprise Fund (business), we have to account for 2.0 FTE's cost of PTO. This is accounted for in the Balance Sheet liabilities as long term def Comp Absences 597-000-343-000.						3,000
715.000	F.I.C.A./MEDICARE  Figures provided by the Accounting Director.						17,028
718.000	MERS RETIREMENT  This is the MERS retirement for employees including legacy costs.						87,163
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.						325
718.002	DEFERRED COMPENSATION  No longer using deferred compenstion - using FICA/Medicare completely						
718.003	OPEB - RETIREMENT HEALTH  The 2025 OPEB required determined contribution assumption decreased 18% from \$168,000 to \$138,000. The Accounting Director recommends budgeting \$6,572 for each of the 21 active employees in OPEB. The latest OPEB Actuarial Report of 2023, shows the plan at 95% funded. The reports come out every other year, the next one will be in 2025.						13,144
719.000	HEALTH INSURANCE  The health insurance premium increased by 16% for 2025. Provided by HR.						64,649

Fund: 597 COMPOST FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST		2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY				
Dept 590 - COMPOST SITE							
719.003	EMPLOYEE PAID HEALTH CONTRA						(4,050)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						2,585
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						572
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						12,574
	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						216
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						846
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						636
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.030	WORKERS COMPENSATION						3,724
	Workers Comp allocation based on type of work performed and number of employees in the department. Budget was based on a percentage of the full 2025 workers comp estimate. A credit is usually given at year end - Not guaranteed. Provided by Accounting Director						
727.000	OFFICE SUPPLIES						200
	Cost of office supplies for the Compost Site. No change for 2025.						
730.000	POSTAGE						200
	Postage costs for the Compost Site. A slight increase for 2025.						
741.000	UNIFORMS - BOOTS & LAUNDRY						3,000

Fund: 597 COMPOST FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2022		2023		2024		2024		2025	
		ACTIVITY		ACTIVITY		ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 10/31/24	RECOMMENDED BUDGET		
Dept 590 - COMPOST SITE											
	Cost for uniforms, boots and laundry services. TPOAM union employees receive a \$750 allotment to purchase boots and uniforms as per contract. Factored into this line item is the Compost Manager as uniforms, safety boots are required. Included as well is shirts for our gate attendants. No change for 2025										
757.000	OPERATING SUPPLIES										5,000
	Cleaning supplies and lubricants used at the Compost Site. Slight increase due to rising cost of supplies.										
760.000	PPE & FIRST AID SUPPLIES										500
	Covers all PPE, first aid supplies, and other supplies required by OSHA. Slight increase for 2025.										
800.001	ADMINISTRATION FEES										14,615
	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										70,000
	Cost to pick up and dispose of trash dumpsters at the Compost Site. There is a 4% contractual increase for disposal and transportation. This line item was increased by \$5,000 to cover this cost and additional haul outs for 2025.										
804.004	TWP DISPOSAL FEE										10,000
	Cost of transporting and the disposal of plastic, rocks and debris associated with the screening process at the Compost Site. No change for 2025.										
850.000	TELEPHONE										250
	Communication charges for the compost site. Slight increase for 2025.										
867.200	GAS & OIL - YCUA										22,000
	Charges from YCUA for the fuel needed to operate equipment here at the compost site. No changes for 2025.										
920.004	UTILITIES HEAT										3,000
	Costs associated with the heating of our shop and gate house. A price guarantee by Amerigas @ \$0.731 per gallon until the end of March 2025 for our LP use at the gate house. A slight decrease was made to this line item.										
920.005	UTILITIES LIGHT										

Fund: 597 COMPOST FUND

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST		2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY				
Dept 590 - COMPOST SITE							
	Electricity costs for the Compost Site. An increase was made due to use of external cooling devices (a/c, fans etc.)						3,000
931.000	REPAIRS AND MAINTENANCE						4,000
	Cost of general maintenace to both the shop and gate house. No change was made.						
933.000	EQUIPMENT MAINTENANCE						25,000
	Associated costs to make repairs and perform maintenance to equipment at the Compost Site. An increase was added to adjust for some future repairs as our grinding and screening equipment is getting older.						
935.000	MOTORPOOL-MISC REPAIR						2,500
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director						
941.000	EQUIPMENT RENTAL/LEASING						5,000
	Cost to rent equipment needed for site improvements at the Compost Center. No change was made.						
943.000	MOTORPOOL INTERNAL						1,478
	Vehicle & Maintenance MotorPool Allocation - Figures provided by the Accounting Director.						
955.001	INSURANCE & BOND FLEET						2,873
	Insurance for buildings, equipment, and vehicles. A 5% estimated increase provided by the Accounting Director.						
956.000	MISCELLANEOUS						100
	Funds for small incidentals. No change for 2025.						
960.000	EDUCATION AND TRAINING						500
	Continuing education and on-line seminars for related to composting. No change for 2025.						
968.000	DEPRECIATION EXPENSE						103,884
	Cost of Capital depreciation. Figures provided by the Accounting Director.						
971.008	CAPTL OUTLAY -IMPROVEMENT						100,000
	This is budgeted for replacement of our gate house - figures are based on price per square foot currently around \$160- \$220 per square foot. Also budgeted is the replacement of concrete on our white goods pad. Lastly, pouring of new concrete behind our shop and saw cutting some of the old.						
	DEPT '590' TOTAL						802,097

2025 BUDGET REQUEST

GL NUMBER	DESCRIPTION	2025 BUDGET REQUEST					2025 RECOMMENDED BUDGET
		2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	
ESTIMATED REVENUES - FUND 597		498,383	606,077	858,617	892,557	452,550	802,097
APPROPRIATIONS - FUND 597		724,118	696,297	858,617	892,557	596,753	802,097
NET OF REVENUES/APPROPRIATIONS - FUND 597		(225,735)	(90,220)			(144,203)	

		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 000							
ESTIMATED REVENUES							
661-000-607.515 *	COMBINED LEASE/REPAIR REVENUE	181,218	207,248	216,562	216,562	182,100	198,750
661-000-607.520 *	FUEL AND FLUIDS REVENUE	46,852	39,413	30,000	30,000	27,631	30,000
661-000-665.000 *	INTEREST EARNED	5,572	16,875	4,000	4,000	11,012	4,000
661-000-676.012	INSURANCE REIMBURSEMENTS		25,402				
661-000-693.002	SALES OF FIXED ASSETS - EQUIP.	24,339					
661-000-699.101	TRANSFER IN: FROM GENERAL FUND	269					
661-000-699.999 *	APPROPRIATED PRIOR YEAR BAL			157,539	157,539		187,049
TOTAL ESTIMATED REVENUES		258,250	288,938	408,101	408,101	220,743	419,799
NET OF REVENUES/APPROPRIATIONS - 000 -		258,250	288,938	408,101	408,101	220,743	419,799
* NOTES TO BUDGET: DEPARTMENT 000							
607.515	COMBINED LEASE/REPAIR REVENUE						198,750
	Lease revenue from other departments, now includes repair. Figures provided by the Accounting Director.						
607.520	FUEL AND FLUIDS REVENUE						30,000
	Fuelcloud; fuel surcharge received from other departments.						
665.000	INTEREST EARNED						4,000
	Interest earned on funds deposited at the bank						
699.999	APPROPRIATED PRIOR YEAR BAL						187,049
	Amount needed from Fund Balance						
	DEPT '000' TOTAL						419,799

		2025 BUDGET REQUEST					
		2022	2023	2024	2024	2024	2025
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	RECOMMENDED
				BUDGET	BUDGET	THRU 10/31/24	BUDGET
Dept 268 - GENERAL SERVICES - MOTORPOOL APPROPRIATIONS							
661-268-706.000 *	SALARY - PERMANENT WAGES	12,972	12,719	13,488	13,488	9,893	13,923
661-268-715.000 *	F.I.C.A./MEDICARE	971	977	1,032	1,032	747	1,066
661-268-718.000 *	MERS RETIREMENT	595	696	740	740	584	855
661-268-718.001 *	RETIREMENT HEALTH CARE SAVINGS		180	325	325	250	325
661-268-719.000 *	HEALTH INSURANCE	2,036	2,198	2,078	2,078	1,414	2,395
661-268-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(150)	(150)	(150)	(150)		(150)
661-268-719.015 *	DENTAL BENEFITS	89	91	96	96	48	101
661-268-719.016 *	VISION BENEFITS	24	24	26	26	6	25
661-268-719.020 *	HEALTH CARE DEDUCTION	53	449	744	744	340	744
661-268-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	22	41	24	24	20	24
661-268-719.022 *	DISABILITY INSURANCE	73	73	75	75	90	94
661-268-719.023 *	LIFE INSURANCE	57	57	58	58	70	71
661-268-776.500 *	AUTO PARTS	1,773	743	3,000	3,000	135	3,000
661-268-776.550 *	SHOP SUPPLIES			1,500	1,500		1,500
661-268-818.000 *	CONTRACTUAL SERVICES	11,330	8,782	12,000	12,000	8,400	12,000
661-268-818.032 *	CONTRACT'L SRV-FUEL TANK REPA	11,674	168	70,000	70,000	3,452	70,000
661-268-818.033 *	CONTRACT'L SRV-AUTO/EQUIP MAI	16,281	17,518	15,000	15,000	6,918	15,000
661-268-867.000 *	GAS & OIL	41,264	50,203	48,000	48,000	44,973	55,000
661-268-935.000 *	MOTORPOOL-MISC REPAIR	599	27,409	25,000	25,000	18,437	25,000
661-268-968.000 *	DEPRECIATION EXPENSE	108,702	108,697	100,000	100,000	124,923	118,826
661-268-985.000 *	CAPITAL OUTLAY/VEHICLES		1,731	100,000	100,000	8,257	100,000
TOTAL APPROPRIATIONS		208,365	232,606	393,036	393,036	228,957	419,799

NET OF REVENUES/APPROPRIATIONS - 268 - GENERAL SERVI (208,365) (232,606) (393,036) (393,036) (228,957) (419,799)

\* NOTES TO BUDGET: DEPARTMENT 268 GENERAL SERVICES - MOTORPOOL

706.000	SALARY - PERMANENT WAGES						13,923
	25% of salary for Floater II/Clerk III position. This amount represents a 3% increase in wages budgeted for 2025 and longevity.						
715.000	F.I.C.A./MEDICARE						1,066
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						855
	This is the MERS retirement for employees including legacy costs.						
718.001	RETIREMENT HEALTH CARE SAVINGS						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						
718.003	OPEB - RETIREMENT HEALTH						
	No employees with OPEB eligibility.						
719.000	HEALTH INSURANCE						2,395



		2025 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 RECOMMENDED BUDGET
Dept 268 - GENERAL	SERVICES - MOTORPOOL						
	The health insurance premium increased by 16% for 2025. Provided by HR.						
719.003	EMPLOYEE PAID HEALTH CONTRA						(150)
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						101
	The dental insurance premium increased by 5.68% for 2025. Provided by HR.						
719.016	VISION BENEFITS						25
	An assumption of a 2% increase used to calculate the vision insurance premium for 2025. Provided by HR.						
719.020	HEALTH CARE DEDUCTION						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
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						94
	An increase of 52% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
719.023	LIFE INSURANCE						71
	An increase of 26% for 2025. This is the first increase in over 3 years. Numbers provided by HR.						
776.500	AUTO PARTS						3,000
	Used to purchase small items for automobiles.						
776.550	SHOP SUPPLIES						1,500
	Cost of rags and other small items.						
818.000	CONTRACTUAL SERVICES						12,000
	Cost of GPS Vehicle System.						
818.032	CONTRACT'L SRV-FUEL TANK REPA						70,000

		2025 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY	2024 ORIGINAL BUDGET	2024 AMENDED BUDGET	2024 ACTIVITY THRU 10/31/24	2025 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	
	Contractual service for Equipment Maintenance and work on vehicles. No change for 2025.							
867.000	GAS & OIL						55,000	
	Cost of fuel. Increase by 20% for 2025.							
935.000	MOTORPOOL-MISC REPAIR						25,000	
	Covers miscellaneous vehicle repair above normal MotorPool maintenance. Provided by Accounting Director							
968.000	DEPRECIATION EXPENSE						118,826	
	Cost of vehicle depreciation, figures provided by the Accounting Director.							
985.000	CAPITAL OUTLAY/VEHICLES						100,000	
	CIP plan to add Hydro Truckand RSD Truck, if not purchased in 2024.							
	DEPT '268' TOTAL						419,799	
ESTIMATED REVENUES - FUND 661		258,250	288,938	408,101	408,101	220,743	419,799	
APPROPRIATIONS - FUND 661		208,365	232,606	393,036	393,036	228,957	419,799	
NET OF REVENUES/APPROPRIATIONS - FUND 661		49,885	56,332	15,065	15,065	(8,214)		
ESTIMATED REVENUES - ALL FUNDS		39,511,922	51,449,526	59,854,985	61,671,024	45,613,362	51,806,768	
APPROPRIATIONS - ALL FUNDS		36,533,424	49,279,308	58,578,276	60,394,315	35,895,482	50,100,916	
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		2,978,498	2,170,218	1,276,709	1,276,709	9,717,880	1,705,852	

11/12/2024

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

GL NUMBER	DESCRIPTION	2025	2025	Budget Changes
		REQUESTED Request BUDGET	RECOMMENDED Recommend BUDGET	Since August 30, 2024
101-000-491.004	PERMITS PEDDLER FEE	1,600	2,000	400
101-000-607.006	ZONING FEES - CHG FOR SERVICES ZBA	5,000	8,000	3,000
101-000-615.000	CHARGE FOR SERVICES-NSF FEES	240	500	260
101-000-626.637	ADMINISTRATION FEES/FIRE DEPT	91,883	93,249	1,366
101-000-626.638	ADMINISTRATION FEES/ENVIR SVC	17,274	16,643	(631)
101-000-626.639	ADMINISTRATION FEES/LAW ENFOR	67,286	101,803	34,517
101-000-626.640	ADMINISTRATION FEES/GOLF COUR	20,911	21,101	190
101-000-626.641	ADMINISTRATIVE FEES/COMPOST	14,482	14,615	133
101-000-626.642	ADMINISTRATION FEES/BLDG DEPT	39,477	38,116	(1,361)
101-000-626.643	ADMINISTRATION FEES/RECREATIO	22,616	22,827	211
101-000-626.644	ADMINISTRATION FEES/14B COURT	46,397	46,909	512
101-000-665.000	INTEREST EARNED	300,000	340,000	40,000
101-000-676.012	INSURANCE REIMBURSEMENTS	5,000	10,000	5,000
101-000-681.000	REVENUE - RADON TEST KIT	600	650	50
101-000-686.000	DESIGNATED LOSS REVENUE - ARPA	5,263,389	3,338,578	(1,924,811)
101-000-699.999	APPROPRIATED PRIOR YEAR BAL	221,122	879,430	658,308
101-171-719.000	HEALTH INSURANCE	9,556	9,578	22
101-171-719.015	DENTAL BENEFITS	1,833	1,845	12
101-191-719.000	HEALTH INSURANCE	84,244	84,433	189
101-191-719.015	DENTAL BENEFITS	3,261	3,325	64
101-215-719.000	HEALTH INSURANCE	84,085	84,283	198
101-215-719.015	DENTAL BENEFITS	3,427	3,449	22
101-228-719.000	HEALTH INSURANCE	51,598	51,719	121
101-228-719.015	DENTAL BENEFITS	2,231	2,245	14

101-228-857.100	COMMUNICATIONS-INTERNET ACCES	213,594	208,594	(5,000)
101-228-934.000	SOFTWARE SUPPORT & MAINT	153,312	148,312	(5,000)
101-228-977.001	COMPUTER SOFTWARE	35,000	25,000	(10,000)
101-253-719.000	HEALTH INSURANCE	103,195	103,438	243
101-253-719.015	DENTAL BENEFITS	4,461	4,489	28
101-253-830.000	TAX PREPARATION	18,000	14,000	(4,000)
101-257-719.000	HEALTH INSURANCE	108,928	109,184	256
101-257-719.015	DENTAL BENEFITS	4,699	4,729	30
101-262-707.000	SALARY - TEMPORARY/SEASONAL	10,000		(10,000)
101-262-719.000	HEALTH INSURANCE	28,665	28,733	68
101-262-719.015	DENTAL BENEFITS	1,433	1,443	10
101-265-705.000	SALARY - SUPERVISION	39,661	37,601	(2,060)
101-265-715.000	F.I.C.A./MEDICARE	25,646	25,489	(157)
101-265-719.000	HEALTH INSURANCE	94,595	104,396	9,801
101-265-719.003	EMPLOYEE PAID HEALTH CONTRA	(6,100)	(6,700)	(600)
101-265-719.015	DENTAL BENEFITS	5,060	5,613	553
101-265-719.016	VISION BENEFITS	1,011	1,089	78
101-265-719.020	HEALTH CARE DEDUCTION	22,208	23,678	1,470
101-265-931.775	REPAIRS - FORD LAKE PARKS	50,000	12,000	(38,000)
101-270-719.000	HEALTH INSURANCE	68,797	68,959	162
101-270-719.015	DENTAL BENEFITS	3,439	3,462	23
101-270-719.024	EMPLOYEE ASSISTANCE PROGRAM	5,400	6,000	600
101-270-760.000	PPE & FIRST AID SUPPLIES	49,000	29,000	(20,000)
101-271-705.000	SALARY - SUPERVISION	70,000		(70,000)
101-271-715.000	F.I.C.A./MEDICARE	9,838	10,603	765
101-271-718.000	MERS RETIREMENT	7,712	8,326	614
101-271-719.000	HEALTH INSURANCE	28,666	28,733	67
101-271-719.015	DENTAL BENEFITS	2,866	2,885	19
101-271-880.000	COMMUNITY PROMOTION	20,000	10,000	(10,000)
101-287-801.014	LEGAL SERVICES PROSECUTION	230,000	250,000	20,000

101-287-801.020	LEGAL SERVICES - DOMESTIC VIO	196,320	230,000	33,680
101-445-818.025	WASHTENAW COUNTY DRAINS-AT-LARGE		555,225	555,225
101-446-982.000	HIGHWAY & ST-ROAD CONSTRUCTION	350,000	50,000	(300,000)
101-703-705.000	SALARY - SUPERVISION		100,000	100,000
101-703-715.000	F.I.C.A./MEDICARE	7,101	14,751	7,650
101-703-718.001	RETIREMENT HEALTH CARE SAVINGS	1,950	3,250	1,300
101-703-719.000	HEALTH INSURANCE	24,366	53,156	28,790
101-703-719.003	EMPLOYEE PAID HEALTH CONTRA	(1,350)	(3,150)	(1,800)
101-703-719.015	DENTAL BENEFITS	898	2,346	1,448
101-703-719.016	VISION BENEFITS	207	461	254
101-703-719.020	HEALTH CARE DEDUCTION	6,668	12,583	5,915
101-703-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	144	240	96
101-703-719.022	DISABILITY INSURANCE	564	940	376
101-703-719.023	LIFE INSURANCE	424	707	283
101-703-817.000	TOWNSHIP PROJECTS ENGINEER	10,000	2,000	(8,000)
101-752-719.000	HEALTH INSURANCE	14,333	14,367	34
101-752-719.015	DENTAL BENEFITS	717	722	5
101-770-705.000	SALARY - SUPERVISION	39,655	37,595	(2,060)
101-770-707.776	SALARY TEMP FLP GATE STAFF	30,000	25,000	(5,000)
101-770-709.000	REG OVERTIME	10,000	5,000	(5,000)
101-770-715.000	F.I.C.A./MEDICARE	42,043	41,886	(157)
101-770-718.000	MERS RETIREMENT	55,133	55,070	(63)
101-770-719.000	HEALTH INSURANCE	125,171	135,044	9,873
101-770-719.003	EMPLOYEE PAID HEALTH CONTRA	(7,900)	(8,500)	(600)
101-770-719.015	DENTAL BENEFITS	5,894	6,252	358
101-770-719.016	VISION BENEFITS	1,119	1,157	38
101-770-719.020	HEALTH CARE DEDUCTION	28,105	29,576	1,471
101-770-776.010	CIVIC CENTER LANDSCAPING	3,000	2,000	(1,000)
101-901-971.008	CAPTL OUTLAY -IMPROVEMENT	221,122	301,122	80,000

101-901-981.020	CIVIC CENTER - PARKING LOT & WATER MAIN		400,080	400,080
101-902-981.010	BURNS PARK - IMPROVEMENTS	231,100		(231,100)
101-902-981.020	CIVIC CENTER - PARKING LOT & WATER MAIN	714,888	702,679	(12,209)
101-902-981.030	CIVIC CENTER - POND LINING	328,737		(328,737)
101-902-981.080	FORD HERITAGE PARK - BATHROOM	417,740	378,838	(38,902)
101-902-981.090	FORD HERITAGE PARK - IMPROVEMENTS	225,000		(225,000)
101-902-981.110	HYDRO DAM - SAFETY PROJECT	653,000	353,002	(299,998)
101-902-981.120	LAKESIDE PARK - SHELTER	344,685		(344,685)
101-902-981.150	WEST WILLOW PARK - IMPROVEMENTS	444,180		(444,180)
101-999-995.004	TRANSFER TO: 398 DEBT 06 BONDS	155,817	155,825	8
101-999-995.230	TRANSFER TO: RECREATION FUND	54,202		(54,202)
101-999-995.236	TRANSFER TO COURT 236	1,016,846	1,049,187	32,341
206-269-801.000	PROFESSIONAL SERVICES	15,000	140,894	125,894
206-336-705.000	SALARY - SUPERVISION	100,940	108,500	7,560
206-336-708.005	SALARIES PAY OUT OF RETIREES	5,000	26,893	21,893
206-336-708.008	RETIREE TIME PAYOUTS	9,174	74,916	65,742
206-336-800.001	ADMINSTRATION FEES	91,883	93,249	1,366
213-446-982.000	HIGHWAY & ST-ROAD CONSTRUCTION		645,550	645,550
213-753-801.000	PROFESSIONAL SERVICES	40,000	50,000	10,000
213-753-977.000	EQUIPMENT		11,000	11,000
213-753-995.230	TRANSFER TO: RECREATION FUND	441,084	485,734	44,650
213-753-995.584	TRANSFER TO: GOLF COURSE	532,959	193,404	(339,555)
213-901-986.010	HURON BRIDGE PATHWAY	32,883		(32,883)
226-528-719.000	HEALTH INSURANCE	54,464	54,592	128
226-528-719.015	DENTAL BENEFITS	2,064	2,110	46
226-528-800.001	ADMINSTRATION FEES	17,274	16,643	(631)
226-528-804.001	CONTRACTUAL/RUBBISH PICKUP	1,710,881	1,714,176	3,295

226-528-804.003	CONTRACTUAL/YARDWASTE PICKUP	470,493	471,398	905
226-528-804.004	TWP DISPOSAL FEE	230,000	240,000	10,000
226-528-804.007	RECYCLING PICK-UP CURBSIDE	609,501	610,675	1,174
226-528-804.008	CURBSIDE RECYCLING DISPOSAL	300,000	241,038	(58,962)
230-000-630.000	RECREATION/ADULT SPORTS	18,000	19,000	1,000
230-000-631.000	RECREATION/YOUTH SPORTS	65,000	70,000	5,000
230-000-634.001	RECREATION/SPECIAL EVENTS	10,000	7,000	(3,000)
230-000-637.004	FORD LAKE GATE FEES	70,000	74,000	4,000
230-000-674.000	CONTRIBUTIONS & DONATIONS	3,000		(3,000)
230-000-675.010	CONTRIBUTIONS - COMMUNITY EVENTS		3,000	3,000
230-000-675.011	COMMUNITY EVENTS		3,000	3,000
230-000-699.101	TRANSFER IN: FROM GENERAL FUND	54,202		(54,202)
230-000-699.213	TRANSFER IN: FROM BSRII FUND	441,084	485,734	44,650
230-754-719.000	HEALTH INSURANCE	89,818	90,029	211
230-754-719.015	DENTAL BENEFITS	4,063	4,089	26
230-754-800.001	ADMINISTRATION FEES	22,616	22,827	211
230-754-963.602	SPECIAL EVENTS - RECREATION	10,000	4,000	(6,000)
230-754-963.604	SPECIAL COMMUNITY EVENTS		6,000	6,000
236-000-540.000	STATE GRANT REVENUE	16,000	2,250	(13,750)
236-000-542.000	OHSP HYBRID COURT GRANT	49,000	65,250	16,250
236-000-699.101	TRANSFER IN: FROM GENERAL FUND	1,016,846	1,049,187	32,341
236-286-706.001	SALARY - BAILIFF	55,000	43,897	(11,103)
236-286-715.000	F.I.C.A./MEDICARE	67,762	66,913	(849)
236-286-718.000	MERS RETIREMENT	203,388	203,389	1
236-286-719.000	HEALTH INSURANCE	231,232	265,298	34,066
236-286-719.003	EMPLOYEE PAID HEALTH CONTRA	(16,600)	(17,100)	(500)

236-286-719.015	DENTAL BENEFITS	11,615	12,817	1,202
236-286-719.016	VISION BENEFITS	2,565	2,722	157
236-286-719.020	HEALTH CARE DEDUCTION	56,280	65,135	8,855
236-286-800.001	ADMINISTRATION FEES	46,397	46,909	512
236-286-802.100	COURT INNOVATION GRANT	16,000	2,250	(13,750)
236-286-802.150	OHSP HYBRID COURT GRANT	49,000	65,250	16,250
249-371-719.000	HEALTH INSURANCE	124,694	124,987	293
249-371-719.015	DENTAL BENEFITS	5,321	5,355	34
249-371-800.001	ADMINISTRATION FEES	39,477	38,116	(1,361)
250-000-403.250	CURRENT TAX REVENUE - LDFA	77,993	77,985	(8)
250-906-995.398	TRANSFER TO: GEN OBLIG 2013 BOND	78,493	78,485	(8)
252-000-699.999	APPROPRIATED PRIOR YEAR BAL	715,094	246,263	(468,831)
252-535-719.000	HEALTH INSURANCE	40,132	40,226	94
252-535-719.015	DENTAL BENEFITS	1,657	1,668	11
252-535-971.001	CAPITAL OUTLAY - OTHER	468,936		(468,936)
266-301-719.000	HEALTH INSURANCE	28,666	28,733	67
266-301-719.015	DENTAL BENEFITS	2,231	2,245	14
266-301-800.001	ADMINISTRATION FEES	11,941	12,849	908
266-301-801.002	LEGAL SERVICES		50,000	50,000
266-301-830.004	COMMUNITY WORK PROGRAM	100,000	200,000	100,000
266-303-719.000	HEALTH INSURANCE	32,488	32,564	76
266-303-719.015	DENTAL BENEFITS	1,197	1,205	8
266-303-800.001	ADMINISTRATION FEES		10,275	10,275
266-304-719.000	HEALTH INSURANCE	89,818	90,029	211
266-304-719.015	DENTAL BENEFITS	5,426	5,461	35
266-304-800.001	ADMINISTRATION FEES	55,345	78,679	23,334
284-000-699.999	APPROPRIATED PRIOR YEAR BAL	19,984	22,000	2,016
284-631-962.000	OPIOID REMEDIATION	19,984	24,000	4,016
398-000-699.004	TRANSFER IN: FROM LDFA FUND	78,493	78,485	(8)



398-000-699.101	TRANSFER IN: FROM GENERAL FUND	155,817	155,825	8
584-000-651.001	USE & ADMISSION FEE 18 HOLES	280,000	290,000	10,000
584-000-651.002	USE & ADMISSION FEE 9 HOLES	115,000	130,000	15,000
584-000-651.007	EQUIPMENT RENTALS - CARTS	200,000	215,000	15,000
584-000-699.213	TRANSFER IN: FROM BSRII FUND	532,959	193,404	(339,555)
584-784-719.000	HEALTH INSURANCE	95,551	95,776	225
584-784-719.015	DENTAL BENEFITS	4,699	4,729	30
584-784-800.001	ADMINSTRATION FEES	20,911	21,101	190
584-784-971.000	CAPITAL OUTLAY/OTHER	300,000		(300,000)
597-000-699.999	APPROPRIATED PRIOR YEAR BAL	205,541	205,897	356
597-590-719.000	HEALTH INSURANCE	64,497	64,649	152
597-590-719.015	DENTAL BENEFITS	2,514	2,585	71
597-590-800.001	ADMINSTRATION FEES	14,482	14,615	133
661-000-699.999	APPROPRIATED PRIOR YEAR BAL	187,042	187,049	7
661-268-719.000	HEALTH INSURANCE	2,389	2,395	6
661-268-719.015	DENTAL BENEFITS	100	101	1

11/12/2024

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

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101-262-707.000	SALARY - TEMPORARY/SEASONAL	10,000		(10,000)
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101-262-719.015	DENTAL BENEFITS	1,433	1,443	10
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101-265-715.000	F.I.C.A./MEDICARE	25,646	25,489	(157)
101-265-719.000	HEALTH INSURANCE	94,595	104,396	9,801
101-265-719.003	EMPLOYEE PAID HEALTH CONTRA	(6,100)	(6,700)	(600)
101-265-719.015	DENTAL BENEFITS	5,060	5,613	553
101-265-719.016	VISION BENEFITS	1,011	1,089	78
101-265-719.020	HEALTH CARE DEDUCTION	22,208	23,678	1,470
101-265-931.775	REPAIRS - FORD LAKE PARKS	50,000	12,000	(38,000)
101-270-719.000	HEALTH INSURANCE	68,797	68,959	162
101-270-719.015	DENTAL BENEFITS	3,439	3,462	23
101-270-719.024	EMPLOYEE ASSISTANCE PROGRAM	5,400	6,000	600
101-270-760.000	PPE & FIRST AID SUPPLIES	49,000	29,000	(20,000)
101-271-705.000	SALARY - SUPERVISION	70,000		(70,000)
101-271-715.000	F.I.C.A./MEDICARE	9,838	10,603	765
101-271-718.000	MERS RETIREMENT	7,712	8,326	614
101-271-719.000	HEALTH INSURANCE	28,666	28,733	67
101-271-719.015	DENTAL BENEFITS	2,866	2,885	19
101-271-880.000	COMMUNITY PROMOTION	20,000	10,000	(10,000)
101-287-801.014	LEGAL SERVICES PROSECUTION	230,000	250,000	20,000

101-287-801.020	LEGAL SERVICES - DOMESTIC VIO	196,320	230,000	33,680
101-445-818.025	WASHTENAW COUNTY DRAINS-AT-LARGE		555,225	555,225
101-446-982.000	HIGHWAY & ST-ROAD CONSTRUCTION	350,000	50,000	(300,000)
101-703-705.000	SALARY - SUPERVISION		100,000	100,000
101-703-715.000	F.I.C.A./MEDICARE	7,101	14,751	7,650
101-703-718.001	RETIREMENT HEALTH CARE SAVINGS	1,950	3,250	1,300
101-703-719.000	HEALTH INSURANCE	24,366	53,156	28,790
101-703-719.003	EMPLOYEE PAID HEALTH CONTRA	(1,350)	(3,150)	(1,800)
101-703-719.015	DENTAL BENEFITS	898	2,346	1,448
101-703-719.016	VISION BENEFITS	207	461	254
101-703-719.020	HEALTH CARE DEDUCTION	6,668	12,583	5,915
101-703-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	144	240	96
101-703-719.022	DISABILITY INSURANCE	564	940	376
101-703-719.023	LIFE INSURANCE	424	707	283
101-703-817.000	TOWNSHIP PROJECTS ENGINEER	10,000	2,000	(8,000)
101-752-719.000	HEALTH INSURANCE	14,333	14,367	34
101-752-719.015	DENTAL BENEFITS	717	722	5
101-770-705.000	SALARY - SUPERVISION	39,655	37,595	(2,060)
101-770-707.776	SALARY TEMP FLP GATE STAFF	30,000	25,000	(5,000)
101-770-709.000	REG OVERTIME	10,000	5,000	(5,000)
101-770-715.000	F.I.C.A./MEDICARE	42,043	41,886	(157)
101-770-718.000	MERS RETIREMENT	55,133	55,070	(63)
101-770-719.000	HEALTH INSURANCE	125,171	135,044	9,873
101-770-719.003	EMPLOYEE PAID HEALTH CONTRA	(7,900)	(8,500)	(600)
101-770-719.015	DENTAL BENEFITS	5,894	6,252	358
101-770-719.016	VISION BENEFITS	1,119	1,157	38
101-770-719.020	HEALTH CARE DEDUCTION	28,105	29,576	1,471
101-770-776.010	CIVIC CENTER LANDSCAPING	3,000	2,000	(1,000)
101-901-971.008	CAPTL OUTLAY -IMPROVEMENT	221,122	301,122	80,000

101-901-981.020	CIVIC CENTER - PARKING LOT & WATER MAIN		400,080	400,080
101-902-981.010	BURNS PARK - IMPROVEMENTS	231,100		(231,100)
101-902-981.020	CIVIC CENTER - PARKING LOT & WATER MAIN	714,888	702,679	(12,209)
101-902-981.030	CIVIC CENTER - POND LINING	328,737		(328,737)
101-902-981.080	FORD HERITAGE PARK - BATHROOM	417,740	378,838	(38,902)
101-902-981.090	FORD HERITAGE PARK - IMPROVEMENTS	225,000		(225,000)
101-902-981.110	HYDRO DAM - SAFETY PROJECT	653,000	353,002	(299,998)
101-902-981.120	LAKESIDE PARK - SHELTER	344,685		(344,685)
101-902-981.150	WEST WILLOW PARK - IMPROVEMENTS	444,180		(444,180)
101-999-995.004	TRANSFER TO: 398 DEBT 06 BONDS	155,817	155,825	8
101-999-995.230	TRANSFER TO: RECREATION FUND	54,202		(54,202)
101-999-995.236	TRANSFER TO COURT 236	1,016,846	1,049,187	32,341
206-269-801.000	PROFESSIONAL SERVICES	15,000	140,894	125,894
206-336-705.000	SALARY - SUPERVISION	100,940	108,500	7,560
206-336-708.005	SALARIES PAY OUT OF RETIREES	5,000	26,893	21,893
206-336-708.008	RETIREE TIME PAYOUTS	9,174	74,916	65,742
206-336-800.001	ADMINSTRATION FEES	91,883	93,249	1,366
213-446-982.000	HIGHWAY & ST-ROAD CONSTRUCTION		645,550	645,550
213-753-801.000	PROFESSIONAL SERVICES	40,000	50,000	10,000
213-753-977.000	EQUIPMENT		11,000	11,000
213-753-995.230	TRANSFER TO: RECREATION FUND	441,084	485,734	44,650
213-753-995.584	TRANSFER TO: GOLF COURSE	532,959	193,404	(339,555)
213-901-986.010	HURON BRIDGE PATHWAY	32,883		(32,883)
226-528-719.000	HEALTH INSURANCE	54,464	54,592	128
226-528-719.015	DENTAL BENEFITS	2,064	2,110	46
226-528-800.001	ADMINSTRATION FEES	17,274	16,643	(631)
226-528-804.001	CONTRACTUAL/RUBBISH PICKUP	1,710,881	1,714,176	3,295

226-528-804.003	CONTRACTUAL/YARDWASTE PICKUP	470,493	471,398	905
226-528-804.004	TWP DISPOSAL FEE	230,000	240,000	10,000
226-528-804.007	RECYCLING PICK-UP CURBSIDE	609,501	610,675	1,174
226-528-804.008	CURBSIDE RECYCLING DISPOSAL	300,000	241,038	(58,962)
230-000-630.000	RECREATION/ADULT SPORTS	18,000	19,000	1,000
230-000-631.000	RECREATION/YOUTH SPORTS	65,000	70,000	5,000
230-000-634.001	RECREATION/SPECIAL EVENTS	10,000	7,000	(3,000)
230-000-637.004	FORD LAKE GATE FEES	70,000	74,000	4,000
230-000-674.000	CONTRIBUTIONS & DONATIONS	3,000		(3,000)
230-000-675.010	CONTRIBUTIONS - COMMUNITY EVENTS		3,000	3,000
230-000-675.011	COMMUNITY EVENTS		3,000	3,000
230-000-699.101	TRANSFER IN: FROM GENERAL FUND	54,202		(54,202)
230-000-699.213	TRANSFER IN: FROM BSRII FUND	441,084	485,734	44,650
230-754-719.000	HEALTH INSURANCE	89,818	90,029	211
230-754-719.015	DENTAL BENEFITS	4,063	4,089	26
230-754-800.001	ADMINISTRATION FEES	22,616	22,827	211
230-754-963.602	SPECIAL EVENTS - RECREATION	10,000	4,000	(6,000)
230-754-963.604	SPECIAL COMMUNITY EVENTS		6,000	6,000
236-000-540.000	STATE GRANT REVENUE	16,000	2,250	(13,750)
236-000-542.000	OHSP HYBRID COURT GRANT	49,000	65,250	16,250
236-000-699.101	TRANSFER IN: FROM GENERAL FUND	1,016,846	1,049,187	32,341
236-286-706.001	SALARY - BAILIFF	55,000	43,897	(11,103)
236-286-715.000	F.I.C.A./MEDICARE	67,762	66,913	(849)
236-286-718.000	MERS RETIREMENT	203,388	203,389	1
236-286-719.000	HEALTH INSURANCE	231,232	265,298	34,066
236-286-719.003	EMPLOYEE PAID HEALTH CONTRA	(16,600)	(17,100)	(500)

236-286-719.015	DENTAL BENEFITS	11,615	12,817	1,202
236-286-719.016	VISION BENEFITS	2,565	2,722	157
236-286-719.020	HEALTH CARE DEDUCTION	56,280	65,135	8,855
236-286-800.001	ADMINISTRATION FEES	46,397	46,909	512
236-286-802.100	COURT INNOVATION GRANT	16,000	2,250	(13,750)
236-286-802.150	OHSP HYBRID COURT GRANT	49,000	65,250	16,250
249-371-719.000	HEALTH INSURANCE	124,694	124,987	293
249-371-719.015	DENTAL BENEFITS	5,321	5,355	34
249-371-800.001	ADMINISTRATION FEES	39,477	38,116	(1,361)
250-000-403.250	CURRENT TAX REVENUE - LDFA	77,993	77,985	(8)
250-906-995.398	TRANSFER TO: GEN OBLIG 2013 BOND	78,493	78,485	(8)
252-000-699.999	APPROPRIATED PRIOR YEAR BAL	715,094	246,263	(468,831)
252-535-719.000	HEALTH INSURANCE	40,132	40,226	94
252-535-719.015	DENTAL BENEFITS	1,657	1,668	11
252-535-971.001	CAPITAL OUTLAY - OTHER	468,936		(468,936)
266-301-719.000	HEALTH INSURANCE	28,666	28,733	67
266-301-719.015	DENTAL BENEFITS	2,231	2,245	14
266-301-800.001	ADMINISTRATION FEES	11,941	12,849	908
266-301-801.002	LEGAL SERVICES		50,000	50,000
266-301-830.004	COMMUNITY WORK PROGRAM	100,000	200,000	100,000
266-303-719.000	HEALTH INSURANCE	32,488	32,564	76
266-303-719.015	DENTAL BENEFITS	1,197	1,205	8
266-303-800.001	ADMINISTRATION FEES		10,275	10,275
266-304-719.000	HEALTH INSURANCE	89,818	90,029	211
266-304-719.015	DENTAL BENEFITS	5,426	5,461	35
266-304-800.001	ADMINISTRATION FEES	55,345	78,679	23,334
284-000-699.999	APPROPRIATED PRIOR YEAR BAL	19,984	22,000	2,016
284-631-962.000	OPIOID REMEDIATION	19,984	24,000	4,016
398-000-699.004	TRANSFER IN: FROM LDFA FUND	78,493	78,485	(8)

398-000-699.101	TRANSFER IN: FROM GENERAL FUND	155,817	155,825	8
584-000-651.001	USE & ADMISSION FEE 18 HOLES	280,000	290,000	10,000
584-000-651.002	USE & ADMISSION FEE 9 HOLES	115,000	130,000	15,000
584-000-651.007	EQUIPMENT RENTALS - CARTS	200,000	215,000	15,000
584-000-699.213	TRANSFER IN: FROM BSRII FUND	532,959	193,404	(339,555)
584-784-719.000	HEALTH INSURANCE	95,551	95,776	225
584-784-719.015	DENTAL BENEFITS	4,699	4,729	30
584-784-800.001	ADMINSTRATION FEES	20,911	21,101	190
584-784-971.000	CAPITAL OUTLAY/OTHER	300,000		(300,000)
597-000-699.999	APPROPRIATED PRIOR YEAR BAL	205,541	205,897	356
597-590-719.000	HEALTH INSURANCE	64,497	64,649	152
597-590-719.015	DENTAL BENEFITS	2,514	2,585	71
597-590-800.001	ADMINSTRATION FEES	14,482	14,615	133
661-000-699.999	APPROPRIATED PRIOR YEAR BAL	187,042	187,049	7
661-268-719.000	HEALTH INSURANCE	2,389	2,395	6
661-268-719.015	DENTAL BENEFITS	100	101	1



**2024 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2024)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>Washtenaw</b>	2024 Taxable Value of ALL Properties in the Unit as of 5-28-2024 <b>TV 1,829,176,567 (TV minus Renaissance Zone) 1,802,161,046</b>
Local Government Unit Requesting Millage Levy <b>Charter Township of Ypsilanti</b>	For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2024 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5)** 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2024 Current Year "Headlee" Millage Reduction Fraction	(7) 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	GEN OP	N/A	1.1160	.9797	.9928	.9726	1.0000	.9726	0	.9726	N/A
Voted	Fire Prot	08/03/21	3.1250	3.0850	.9928	3.0627	1.0000	3.0627	0	3.0627	12/2025
Voted	Solid Waste	08/03/21	2.4050	2.3742	.9928	2.3571	1.0000	2.3571	0	2.3571	12/2025
Voted	Police	08/03/21	5.7000	5.6270	.9928	5.5864	1.0000	5.5864	0	5.5169	12/2025
Voted	Rec/BP	08/03/21	1.0059	.9930	.9928	.9858	1.0000	.9858	0	.9858	12/2025
PA345	FPen/HC	N/A	No limit	N/A	N/A	N/A	N/A	No limit	0	.7320	N/A
										13.6271	

Prepared by <b>Javonna Neel</b>	Telephone Number <b>(734) 544-3601</b>	Title of Preparer <b>Accounting Director</b>	Date
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature <i>Heather Jarrell Roe</i>	Print Name <b>Heather Jarrell Roe, Clerk</b>	Date <i>9/17/2024</i>
<input type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature <i>Brenda L. Stumbo</i>	Print Name <b>Brenda L. Stumbo, Supervisor</b>	Date <i>9/17/24</i>
<input checked="" type="checkbox"/> President			

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2024 for instructions on completing this section.**

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

# **CONSENT AGENDA**

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**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 19, 2024**

**6:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC HEARING
  - A. 6:00PM- RESOLUTION 2024-15, 2025 FISCAL YEAR BUDGET  
(PUBLIC HEARING SET AT THE OCTOBER 15, 2024 REGULAR MEETING)
4. CONSENT AGENDA
  - A. MINUTES OF THE OCTOBER 15<sup>TH</sup> 2024 REGULAR MEETING
  - B. STATEMENTS AND CHECKS
    1. STATEMENTS AND CHECKS FOR NOVEMBER 5<sup>TH</sup> 2024, IN THE AMOUNT OF \$1,864,801.24
    2. STATEMENTS AND CHECKS FOR NOVEMBER 19<sup>TH</sup> 2024, IN THE AMOUNT OF \$1,642,307.26
    3. CLARITY HEALTHCARE DEDUCTIBLE ACH EFT FOR SEPTEMBER 2024 IN THE AMOUNT OF \$31,287.63
    4. CLARITY HEALTHCARE DEDUCTIBLE ADMIN FEE FOR SEPTEMBER 2024 IN THE AMOUNT OF \$1,650.09
4. TREASURER'S REPORT OCTOBER 2024
5. ATTORNEY REPORT
  - A. GENERAL LEGAL UPDATE

### **OLD BUSINESS**

1. 2<sup>nd</sup> READING OF RESOLUTION 2024-14 REGARDING PROPOSED ORDINANCE 2024-509, AN AMENDMENT TO CHAPTER 62, SECTION 106-229 OF THE CODE OF ORDINANCES, CHARTER TOWNSHIP OF YPSILANTI, MUNICIPAL SEWER USE AND INDUSTRIAL WASTE PRETREATMENT ORDINANCE

### **NEW BUSINESS**

1. REQUEST TO WAIVE FINANCIAL POLICY AND APPROVE UIS AS A SINGLE SOURCE TO PROVIDE SERVICES AS LISTED IN QUOTE #241870 FOR SPILLWAY GATE PROGRAMMABLE LOGIC CONTROLLER ISOLATION AT THE HYDRO STATION IN THE AMOUNT OF \$27,995.00, BUDGETED IN LINE #101-902-981.110

2. REQUEST TO APPROVE A PROFESSIONAL SERVICE CONTRACT WITH AYRES, OF EAU CLAIRE, WISCONSIN, FOR SERVICES OUTLINED IN THE AYRES PROPOSAL DATED AUGUST 20TH, 2024, TO COMPLETE THE PART 12 COMPREHENSIVE ASSESSMENT (CA) FOR THE HYDRO STATION IN THE AMOUNT OF \$340,002.00 BUDGETED IN LINE ITEM #101-902-981.110 AND \$49,598.00 BUDGETED IN LINE ITEM #252-535-801.000 FOR THE TOTAL OF \$389,600.00
3. RESOLUTION 2024-23, AUTHORIZING THE CHARTER TOWNSHIP OF YPSILANTI TO SELL TO PURCHASERS MAKINLEY ANGLE AND JOSHUA R. ANGLE TWO VACANT PARCELS LOCATED AT 1609 OUTER LANE DR AND 1619 OUTER LANE DR TO MAKINLEY AND JOSHUA ANGLE
4. RESOLUTION 2024-24, AUTHORIZING THE CHARTER TOWNSHIP OF YPSILANTI TO SELL TO PURCHASERS THOMAS R. HENSLEY AND NALINEE HENSLEY ONE VACANT PARCEL LOCATED AT 1751 SMITH ST TO THOMAS AND NALINEE HENSLEY
5. RESOLUTION 2024-25, AUTHORIZING THE CHARTER TOWNSHIP OF YPSILANTI TO SELL TO PURCHASERS DIANE SZCZESNIAK AND NANCY RAE SOVEREIGN ONE VACANT PARCEL LOCATED AT 1293 HOLMES ROAD
6. REQUEST AUTHORIZATION TO INCREASE GOLFING RATES FOR THE 2025 GOLF SEASON AT GREEN OAKS GOLF COURSE
7. RESOLUTION 2024-16, ESTABLISH TOWNSHIP SUPERVISOR'S SALARY
8. RESOLUTION 2024-17, ESTABLISH TOWNSHIP CLERK'S SALARY
9. RESOLUTION 2024-18, ESTABLISH TOWNSHIP TREASURER'S SALARY
10. RESOLUTION 2024-19, ESTABLISH TOWNSHIP TRUSTEE'S SALARY
11. RESOLUTION 2024-20, BOARDS OF COMMISSIONS
12. RESOLUTION 2024-21, WASHTENAW AREA MUTUAL AID COUNCIL (WAMAC)
13. RESOLUTION 2024-22, SEAVER FARM DRAIN
14. REQUEST AUTHORIZATION TO EXTEND AND EXPAND LAITR BEAUTIFICATION SERVICE IN THE AMOUNT OF \$12,600.00 MONTH, BUDGETED IN LINE ITEM #266-301-830.004, CONTINGENT ON ATTORNEY REVIEW
15. REQUEST TO AUTHORIZE CHANGE ORDER FOR WASHTENAW COUNTY ROAD COMMISSION (WCRC) 2023 ROAD AGREEMENT IN THE AMOUNT OF \$38,047.44, BUDGETED IN 213-446-982.000
16. REQUEST TO ACCEPT THE RESIGNATION OF CALEB COPELAND FROM THE PLANNING COMMISSION EFFECTIVE IMMEDIATELY
17. REQUEST TO APPROVE THE SDM (SPECIALLY DESIGNATED MERCHNAT) LICENSE FOR THE FLORAL FUTURES, INC STORE, DOING BUSINESS AS NORTON'S FLOWERS & GIFTS
18. REQUEST TO APPROVE THE CLASS C LICENSE FOR THE CHINA PALACE

19. REQUEST AUTHORIZATION TO APPROVE ADDENDUM #4 TO BRAUN CONSTRUCTION FOR THE RENOVATION TO THE IT SERVER ROOM IN THE AMOUNT NOT TO EXCEED \$257,590.00 PENDING BUDGET AMENDMENT TO LINE ITEM #101-901-971.008
20. REQUEST AUTHORIZATION TO ACCEPT THE BID FOR PPM TREE SERVICE AND ARBOR CARE FOR LIMB AND BRUSH REMOVAL SERVICE FOR YPSILANTI TOWNSHIP
21. REQUEST AUTHORIZATION TO ACCEPT THE BID FOR PPM TREE SERVICE AND ARBOR CARE FOR OUR BIENNIAL TREE TRIMMING AND REMOVAL SERVICE FOR YPSILANTI TOWNSHIP
22. REQUEST AUTHORIZATION TO ACCEPT THE BID FOR CONCRETE LEVELING INC., FOR OUR BIENNIAL SIDEWALK REPAIR PROGRAM FOR YPSILANTI TOWNSHIP WHICH IS BUDGETED IN LINE #213-446-982.006
23. REQUEST AUTHORIZATION TO ACCEPT THE BID FOR SALADINO CONSTRUCTION CO INC., FOR OUR BIENNIAL SIDEWALK REPLACEMENT PROGRAM FOR YPSILANTI TOWNSHIP
24. REQUEST AUTHORIZATION TO APPROVE CHANGE ORDER FOR THE COMMUNITY CENTER BATHROOM AND SANITARY LINE IMPROVEMENTS IN THE AMOUNT OF \$36,152.10 AS PART OF THE AMERICAN RESCUE PLAN ACT (ARPA) FUNDS
25. REQUEST AUTHORIZATION TO APPROVE CHANGE ORDER 1 FOR \$40,204.14 FOR THE REPAIRS OF BURNS PARK WALKWAY AND PLAYGROUND REPAIRS AND WEST WILLOW PARK WALKWAY AND PLAYGROUND REPLACEMENT AS PART OF THE AMERICA RESCUE PLAN ACT (ARPA) FUNDS
26. BUDGET AMENDMENT #14

## **OTHER BUSINESS**

## **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

## **BOARD MEMBER UPDATES**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE OCTOBER 15, 2024 REGULAR BOARD MEETING**

Township Supervisor Brenda Stumbo called the meeting to order at approximately 6:01pm 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: Gloria Peterson and Debbie Swanson  
Ryan Hunter and John Newman II

**Legal Counsel:** Wm. Douglas Winters

**CONSENT AGENDA**

**A. MINUTES OF THE OCTOBER 1<sup>ST</sup> 2024 REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR OCTOBER 15, 2024 IN THE AMOUNT OF \$642,067.88**
- 2. CLARITY HEALTHCARE DEDUCTIBLE ACH EFT FOR SEPTEMBER 2024 IN THE AMOUNT OF \$25,797.52**
- 3. CLARITY HEALTHCARE DEDUCTIBLE ADMIN FEE FOR SEPTEMBER 2024 IN THE AMOUNT OF \$1,645.59**

**C. TREASURER'S REPORT**

A motion was made by Treasurer Eldridge and supported by Clerk Jarrell Roe to approve the consent agenda.

The motion carried unanimously.

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Doug Winters addressed the incident that happened the week of October 7<sup>th</sup> regarding an individual who was carrying a weapon approaching a township

**CHARTER TOWNSHIP OF YPSILANTI  
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employee. The police were called in and the individual was apprehended and charged with four separate felonies. Attorney Winters commended the police department for their quick response. He encouraged the employees to keep their eyes open and if something doesn't look right, contact 911. He again thanked Lieutenant Teets and his staff for an excellent job taking the individual into custody.

**NEW BUSINESS**

**1. 1<sup>st</sup> READING OF RESOLUTION 2024-14 REGARDING PROPOSED ORDINANCE 2024-509, AN AMENDMENT TO CHAPTER 62, SECTION 106-229 OF THE CODE OF ORDINANCES, CHARTER TOWNSHIP OF YPSILANTI, MUNICIPAL SEWER USE AND INDUSTRIAL WASTE PRETREATMENT ORDINANCE**

A motion was made by Clerk Jarrell Roe and supported by Trustee Peterson to approve the 1<sup>st</sup> Reading of Resolution 2024-14 regarding proposed ordinance 2024-509, an amendment to Chapter 62, Section 106-229 of the Code of Ordinances, Charter Township of Ypsilanti, Municipal Sewer Use and Industrial Waste Pretreatment Ordinance.

**Swanson....yes      Newman...yes      Peterson...yes      Jarrell Roe...yes  
Stumbo...yes      Eldridge...yes      Hunter...yes**

The motion carried unanimously.

**2. REQUEST AUTHORIZATION TO RENEWAL OF THE RECOVERY COURT GRANT CONTRACTS, SPECIFICALLY; THE MICHIGAN DRUG COURT GRANT PROGRAM (MDCGP) GRANT AND TO ACCEPT GRANT FUNDS IN THE AMOUNT OF \$3,000.00 BUDGETED IN LINE ITEM #236-000-540.000 AND EXPENDITURE IN A CORRESPONDING AMOUNT IN LINE ITEM #236-286-802.100, AND THE OFFICE OF HIGHWAY SAFETY PROGRAM (OHSP) GRANT AND TO ACCEPT GRANT FUNDS IN THE AMOUNT OF \$87,000.00 BUDGETED IN LINE ITEM #236-000-542.000 AND EXPENDITURE IN A CORRESPONDING AMOUNT BUDGETED IN LINE ITEM #236-286-802.150**

**CHARTER TOWNSHIP OF YPSILANTI  
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A motion was made by Clerk Jarrell Roe and supported by Trustee Swanson to approve the renewal of the Recovery Court Grant contracts specifically; the Michigan Drug Court Grant Programs (MDCGP) Grant and to accept grant funds in the amount of \$3,000.00 budgeted in line item #236-000-540.000 and expenditure in a corresponding amount in line item #236-286-801.100, and the office of highway safety program (OHSP) grant and to accept grant funds in the amount of \$87,000.00 budgeted in line item #236-000-542.000 and expenditure in corresponding amount budgeted in line item #236-286-802.150.

The motion carried unanimously.

**3. REQUEST TO APPROVE PREMIER SAFETY TO SUPPLY AND INSTALL SAFETY SYSTEMS AT THE HYDRO STATION AND COMPOST FACILITY IN THE AMOUNT OF \$38,925 BUDGETED IN LINE ITEM #101-270-760.000 AND LINE ITEM #101-902-981.110**

A motion was made by Clerk Jarrell Row and supported by Trustee Peterson to approve Premier Safety to supply and install safety systems at the Hydro Station and Compost Facility.

The motion carried unanimously.

**4. REQUEST TO RECEIVE AUTHORIZATION FOR CIRCUIT COURT LITIGATION TO ABATE A PUBLIC NUISANCE AT A PROPERTY IDENTIFIED AS 7416 MAPLELAWN DR. BUDGETED IN LINE ITEM #101-729-801-023**

A motion was made by Clerk Jarrell Roe and supported by Treasurer Eldridge to authorize Circuit Court litigation to abate public nuisance at a property identified as 7416 Maplelawn Dr.

The motion carried unanimously.

**5. REQUEST TO RECEIVE AUTHORIZATION FOR CIRCUIT COURT LITIGATION TO ABATE A PUBLIC NUISANCE AT A PROPERTY IDENTIFIED AS 406 GREENLAWN ST. BUDGETED IN LINE ITEM #101-729-801-023**



**CHARTER TOWNSHIP OF YPSILANTI  
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A motion was made by Trustee Peterson and supported by Clerk Jarrell Roe to authorize Circuit Court litigation to abate public nuisance at a property identified as 406 Greenlawn St.

The motion carried unanimously.

**6. REQUEST TO RENEW THE COMCAST ENS AGREEMENT ALONG WITH  
ADDITIONAL SITES AS OUTLINED**

A motion was made by Trustee Peterson and supported by Trustee Hunter to approve the renewal of the Comcast ENS agreement along with additional sites, contingent upon attorney approval.

The motion carried unanimously.

**7. REQUEST TO RENEW THE PRIMARY INTERNET SERVICE WITH ADVANCED  
COMMUNICATIONS AND DATA AS 5Gbps FOR A 96 MONTH TERM**

A motion was made by Clerk Jarrell Roe and supported by Treasurer Eldridge to approve the renewal of the Primary Internet Service with Advanced Communications and Data as 5Gbps for a 96 month term, contingent upon attorney approval.

The motion carried unanimously.

**8. REQUEST TO WAIVE THE FINANCIAL POLICY AND PURCHASE A  
SCREENCORE REVAC 2 MATERIAL SEPARATOR FROM MAVERICK  
ENVIRONMENTAL EQUIPMENT IN THE AMOUNT OF \$88,500.00 BUDGETED  
IN LINE ITEM #597-590-971.008**

A motion was made by Clerk Jarrell Roe and supported by Treasurer Eldridge to approve the authorization to purchase a Sreencore Revac 2 Material Separator from Maverick Environmental Equipment.

**CHARTER TOWNSHIP OF YPSILANTI  
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The motion carried unanimously.

**9. REQUEST TO SET PUBLIC HEARING FOR 2025 FISCAL YEAR BUDGET**

A motion was made by Clerk Jarrell Roe and supported by Trustee Swanson to set public hearing for Tuesday, November 19 2024 at approximately 6 pm.

The motion carried unanimously.

**10. REQUEST AUTHORIZATION TO MOVE FORWARD WITH DETECTION SYSTEMS  
AND ENGINEERING CO. (DSE) TO BE THE PRIMARY CAMERA OPERATIONS  
VENDOR WITH YPSILANTI TOWNSHIP**

A motion was made by Clerk Jarrell Row and supported Treasurer Eldridge to move forward with Detection Systems and Engineering Co. (DSE) to be the Primary Camera Operations Vendor with Ypsilanti Township.

The motion carried unanimously.

**11. BUDGET AMENDMENT #13**

Clerk Jarrell Roe read Budget Amendment #13.

A motion was made by Clerk Jarrell Roe and supported by Treasurer Eldridge to accept Budget Amendment #13. (see attached)

The motion carried unanimously.

**PUBLIC COMMENTS**

There were two public comments.

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**BOARD MEMBER UPDATES**

A motion to adjourn was made by Clerk Jarrell Roe and supported by Trustee Peterson.

The meeting was adjourned at approximately 7:53 PM.

Respectfully Submitted,

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

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

*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 5, 2024 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$	1,488,295.87
HAND CHECKS -	\$	376,505.37
CREDIT CARDS PURCHASES -	\$	0.00
GRAND TOTAL -	\$	<b>1,864,801.24</b>

*HAND CHECKS*

Check Date	Check	Vendor Name	Description	Amount
Bank AP AP				
10/11/2024	198193	GUARDIAN ALARM	FORD LAKE PK, GARAGE, CIVIC CENTER ALARM	2,073.24
10/11/2024	198194	WASTE MANAGEMENT	ACCT. #6-98156-42005	457.20
10/11/2024	198195	WASTE MANAGEMENT	ACCT. #16-27603-32004	1,311.69
10/11/2024	198196	WASTE MANAGEMENT	ACCT. #6-98933-92004	6,162.95
10/11/2024	198197	WEX BANK	WEX CREDIT CARD CHARGES ENDING SEPTEMBER	1,742.38
10/17/2024	198198	GAME TIME	REPLACEMENT PLAYGROUND PARTS AT LAKEVIEW	2,487.11
10/17/2024	198199	MUNICIPAL EMERGENCY SERVICES INC	TURN OUT GEAR FOR NEW FF'S	20,494.33
10/17/2024	198200	VERIZON WIRELESS	ACCT. #742203150-00001	2,747.73
10/17/2024	198201	WASTE MANAGEMENT	ACCT. #6-99239-92003	297.27
10/17/2024	198202	WASTE MANAGEMENT	ACCT. #6-96630-02003	233,170.93
10/22/2024	198203	GENE BUTMAN FORD	REPLACEMENT - 2016 FORD EXPEDITION	1,526.94
10/23/2024	198204	CONSTELLATION NEW ENERGY	ACCOUNT #BG-301569	1,098.82
10/23/2024	198205	DTE ENERGY	STREETLIGHTS - SEPTEMBER 2024	81,690.60
10/23/2024	198206	DTE ENERGY	GAS & ELECTRIC INVOICES	14,452.63
10/23/2024	198207	FARMER & UNDERWOOD TRUCKING	HARRIS RD PARK LINE STONE DELIVERY (INV#	1,334.77
10/23/2024	198208	RHETT REYES	RECOVERY COURT PAYROLL	854.63
			RECOVERY COURT PAYROLL	1,193.25
			RECOVERY COURT PAYROLL	999.75
				<u>3,047.63</u>
10/24/2024	198209	AARON DAVIS	JUROR COMPENSATION	81.00
10/24/2024	198210	ANN BOMMARITO	JUROR COMPENSATION	81.00
10/24/2024	198211	ANTHONY FRANKLIN	JUROR COMPENSATION	33.00
10/24/2024	198212	CHARLOTTE DANIELS	JUROR COMPENSATION	81.00
10/24/2024	198213	CHELSEA DECKER	JUROR COMPENSATION	81.00
10/24/2024	198214	CHRISTOPHER KELLY	JUROR COMPENSATION	81.00
10/24/2024	198215	CLARISSA AUSTIN	JUROR COMPENSATION	81.00
10/24/2024	198216	CORRINE DUFRESNE	JUROR COMPENSATION	33.00
10/24/2024	198217	DENNIS BRAGG	JUROR COMPENSATION	33.00
10/24/2024	198218	EFRAIN CANNON	JUROR COMPENSATION	33.00
10/24/2024	198219	HANNAH FENRICH	JUROR COMPENSATION	33.00
10/24/2024	198220	JACOB HAYWARD	JUROR COMPENSATION	33.00
10/24/2024	198221	JENNIFER LERMA	JUROR COMPENSATION	81.00
10/24/2024	198222	JERRELL WALKER	JUROR COMPENSATION	33.00
10/24/2024	198223	JIMMIE JOHNSON	JUROR COMPENSATION	33.00
10/24/2024	198224	KIM PAIN	JUROR COMPENSATION	33.00
10/24/2024	198225	KRISTEN KATOPODIS	JUROR COMPENSATION	33.00
10/24/2024	198226	KRISTINA MURRAY	JUROR COMPENSATION	33.00
10/24/2024	198227	LATASHA MITCHELL	JUROR COMPENSATION	106.50
10/24/2024	198228	NAWAL CHISTY	JUROR COMPENSATION	33.00
10/24/2024	198229	NILDA PALACIO-LEWIS	JUROR COMPENSATION	81.00
10/24/2024	198230	PRESTON DOCKERY	JUROR COMPENSATION	33.00
10/24/2024	198231	REXFORD DRESSEL	JUROR COMPENSATION	33.00
10/24/2024	198232	RICARDO GOMEZ	JUROR COMPENSATION	129.00
10/24/2024	198233	RODICA NECULA	JUROR COMPENSATION	81.00
10/24/2024	198234	SHAWN MACURIO	JUROR COMPENSATION	81.00
10/24/2024	198235	STACEY DOYLE	JUROR COMPENSATION	33.00
10/24/2024	198236	ADVANCED TURF SOLUTIONS	REPLACEMENT - PLANT PROTECTANTS FOR TEES	868.65

AP TOTALS:				
Total of 44 Checks:				376,505.37
Less 0 Void Checks:				0.00
Total of 44 Disbursements:				<u>376,505.37</u>



*A/P CHECKS*

Check Date	Check	Vendor Name	Description	Amount
Bank AP AP				
11/05/2024	198237	4IMPRINT	TSHIRT GIVEAWAY FOR 5K EVENT	846.25
11/05/2024	198238	A DESIGN LINE	YPSILANTI TWP LOGO EMBROIDERY - JACKET YPSI TWP UNIFORMS OCS STAFF STAFF UNIFORMS COMMUNITY PROMOTIONS - COMMUNITY ENGAGEM	101.00 1,496.66 1,281.20 717.05 <u>3,595.91</u>
11/05/2024	198239	A.F. SMITH ELECTRIC	REPAIR WELL ON #8/2 POND	708.68
11/05/2024	198240	A.R. BROUWER COMPANY	CLUBVIEW PARK MDNR GRANT CONSTRUCTION COMMUNITY CENTER PARK MDNR GRANT CONSTRU FLP ARPA SHELTER 1-4 PROJECT FLP ARPA SHELTER 1-4 PROJECT WEST WILLOW ARPA SHELTER PROJECT	97,797.20 139,339.32 19,923.75 148,943.55 <u>1,896.70</u> 407,900.52
11/05/2024	198241	ACCUSHRED LLC	SHRED SERVICES	248.50
11/05/2024	198242	ADVANCED COMMUNICATIONS & DATA	INTERNET UTILITY SERVICE	520.55
11/05/2024	198243	ALI METAJ	PAYMENT FOR SOFTBALL GAMES OFFICIATED 10	120.00
11/05/2024	198244	ALLEN JACKSON	2024 UNIFORM ALLOWANCE REIMBURSEMENT	227.94
11/05/2024	198245	ALTERNATIVE PAVING SYSTEMS	FORD HERITAGE PK PLAYGROUND CAP REPAIR (	980.00
11/05/2024	198246	AMAZON CAPITAL SERVICES	BATTERIES & ZIP LOCKS BATTERIES & ZIP LOCKS CAUTION TAPE PENS AND INK REFILLS - ACCOUNTING TELEPHONE TRAINING ADAPTER YUBIKEY 5 NFC 2025 CALENDARS - HR COFFEE - RSD LIFT CABLES - P&G LEATHER PORTFOLIO - HR KEY HOLDER - BLDG. OPS 2025 CALENDARS - LAURIE LUTOMSKI ALUMINUM RULER - SUPERVISOR'S OFFICE KRAFT PAPER BAGS - EVENTS 2025 CALENDAR - SUPERVISOR'S OFFICE 2025 CALENDARS - HR FIBER CABLES AND TESTER 2025 CALENDARS - TREASURER 2025 CALENDARS - OCS NOTEBOOK BACKS 2025 CALENDARS - OCS STARBUCKS COFFEE - BUILDING STANDING DESK AND MAT - PLANNING SMOKE DETECTORS FOR RESIDENTS 2025 CALENDARS - RES. SERVICES CABLES AND CHARGERS CREDIT MEMO CREDIT MEMO	114.98 12.18 141.93 22.87 11.49 200.00 21.80 32.76 142.04 62.99 13.49 18.99 9.79 67.85 9.98 21.67 112.69 21.52 21.80 71.08 18.43 111.84 275.44 179.97 17.97 96.15 (179.97) (6.98) <u>1,644.75</u>
11/05/2024	198247	AMERICAN ARBITRATION ASSOC.	INITIAL ADMIN FEE 3 CASES	375.00
11/05/2024	198248	AMERICAN ARBITRATION ASSOC.	INITIAL ADMIN FEE 3 CASES	375.00
11/05/2024	198249	AMERICAN ARBITRATION ASSOC.	INITIAL ADMIN FEE 3 CASES	375.00
11/05/2024	198250	AMERICAN PLANNING ASSOCIATION	ANNUAL MEMBERSHIP DUES FOR APA (APA, MI-	173.00

Check Date	Check	Vendor Name	Description	Amount
11/05/2024	198251	ANN ARBOR CLEANING SUPPLY	CLEANING SUPPLIES - COMMUNITY CENTER	53.51
			CLEANING SUPPLIES - COMMUNITY CENTER	628.12
			CLEANING SUPPLIES - COMMUNITY CENTER	85.96
			CLEANING SUPPLIES - COMMUNITY CENTER	113.25
			TRASH BAGS - P&G	567.00
				<u>1,447.84</u>
11/05/2024	198252	ASCENTIS CORPORATION	MAINT-TIME-ANNUAL HARDWARE MAINTENANCE	3,555.00
			NOVATIME RENEWAL	431.75
				<u>3,986.75</u>
11/05/2024	198253	AUTO VALUE YPSILANTI	TRU FUEL	50.94
			FORD BLUE PAINT	15.09
			MULTIMETER PURCHASE FOR THE SHOP	44.79
			SUPPLIES	19.99
				<u>130.81</u>
11/05/2024	198254	B-BALL SKILLS LLC	PAY OUT FOR B-BALL SKILLS 10/3-10/23	727.25
11/05/2024	198255	BALLARD MARINE CONSTRUCTION LLC	GATE INSPECTION AT HYDRO STATION	32,250.00
11/05/2024	198256	BARR ENGINEERING COMPANY	PROFESSIONAL SERVICES FROM 9/1 2024 TO 1	9,027.00
11/05/2024	198257	BELFOR USA GROUP INC	7416 MAPLELAWN DR - TEMP REPAIRS PERFORM	149.31
11/05/2024	198258	BILL ERNAT CONSULTING	DEPT OF ENERGY EFFICIENT BLOCK GRANT	2,125.00
			GRANT SERVICES FROM 5/15/24-10/15/24	2,200.00
				<u>4,325.00</u>
11/05/2024	198259	BUDGET TOWING	TOW FOR VEHICLE #84 FROM FLP BOAT LAUNCH	130.00
11/05/2024	198260	CANTON TOWNSHIP	50 & BEYOND OUTING	696.00
11/05/2024	198261	CARLISLE/WORTMAN ASSOCIATES	PLANNING DEPARTMENT SUPPORT	8,960.00
11/05/2024	198262	CDW GOVERNMENT INC	APPLE MAC MINI	1,234.05
11/05/2024	198263	CERTASITE, LLC	KITCHEN HOOD INSPECTION - HEWITT ROAD	357.78
			KITCHEN HOOD INSPECTION - TEXTILE ROAD	372.35
				<u>730.13</u>
11/05/2024	198264	CHARTER TOWNSHIP OF SUPERIOR	ACCT. #HURO-007200-0000-01	47.03
11/05/2024	198265	CINTAS CORPORATION	MONTHLY SERVICE FOR AED AT CRC	134.42
			FIRST AID CABINET SERVICE - 10/21/24	7.15
			FIRST AID CABINET SERVICE - 10/21/24	7.15
			FIRST AID CABINET SERVICE - 10/21/24	65.22
			FIRST AID CABINET SERVICE - 10/21/24	39.28
			FIRST AID CABINET SERVICE - 10/21/24	81.43
			FIRST AID CABINET SERVICE - 10/21/24	38.83
			FIRST AID CABINET SERVICE - 10/21/24	7.15
			FIRST AID CABINET SERVICE - 10/21/24	24.17
			FIRST AID CABINET SERVICE - 10/21/24	7.16
				<u>411.96</u>
11/05/2024	198266	COLMAN-WOLF SANITARY SUPPLY CO	TRASH BAGS - 14B COURT	86.10
			TRASH BAGS - 14B COURT	105.34
				<u>191.44</u>
11/05/2024	198267	COMMUNICATION SQUARE LLC	MONTHLY OFFICE 365	4,560.00

Check Date	Check	Vendor Name	Description	Amount
11/05/2024	198268	CORRIGAN OIL COMPANY	ENGINE OIL FOR EQUIPMENT AT COMPOST SITE	589.65
11/05/2024	198269	CRYSTAL FLASH, INC.	FUEL FOR HQ - REGULAR FUEL FOR HQ - DIESEL DIESEL FOR GOLF EQUIPMENT 10/03/24 COMM. CENTER: REFILL GAS FUEL TANK - STA FORD LAKE PARK: REFILL GAS FUEL TANK - S FORD LAKE PARK - DIESEL FUEL FOR EQUIPME	486.63 912.57 564.13 1,034.94 1,539.26 950.77 <u>5,488.30</u>
11/05/2024	198270	DANCE WITH ELEGANCE	SUMMER LATIN DANCE FEES FALL 2024 CLASS INSTRUCTION	560.00 567.00 <u>1,127.00</u>
11/05/2024	198271	DAWN FARM	RECOVERY COURT INVOICE	5,859.00
11/05/2024	198272	DECIMA LLC	COMMUNITY CENTER RESTROOM AND SANITARY A	94,553.10
11/05/2024	198273	DETROIT LEGAL NEWS	PLANNING COMMISSION - ADS PLANNING COMMISSION - ADS PLANNING COMMISSION - ADS NOTICE OF ELECTIONS - AD NOTICE OF ELECTIONS - AD	50.00 50.00 50.00 40.00 80.00 <u>270.00</u>
11/05/2024	198274	DIUBLE EQUIPMENT INC.	SWITCH-OIL	28.82
11/05/2024	198275	DOHYOUN LEE	PAYMENT FOR YOUTH TENNIS LESSONS 9/7,14,	40.00
11/05/2024	198276	ED MARX, JR.	PAYMENT FOR SOFTBALL OFFICIATED 10/15 3	120.00
11/05/2024	198277	ELIZABETH GIORDANO	FALL YOUTH SOCCER GAMES OFFICIAL ON 10/1 FALL YOUTH SOCCER GAMES OFFICIAL ON 10/5	20.00 120.00 <u>140.00</u>
11/05/2024	198278	ERICA HOLMES	REIMBURSEMENT FOR MEAL NOT COVERED AT ME	13.40
11/05/2024	198279	FERGUSON ENTERPRISES, INC.	FAUCET+SPOUT IN LEC AND LEAK DETECTOR FAUCET+SPOUT IN LEC AND LEAK DETECTOR	212.00 57.08 <u>269.08</u>
11/05/2024	198280	FIBER LINK	MISSDIG RESPONSE AND LOCATE SERVICES	145.75
11/05/2024	198281	GARY TURNBULL	PAYMENT FOR SOFTBALL GAMES OFFICIATED 10	320.00
11/05/2024	198282	GENE BUTMAN FORD	OIL CHANGE & TIRES FOR CHIEF'S VEHICLE SERVICE FOR FM VEHICLE	2,338.05 378.19 <u>2,716.24</u>
11/05/2024	198283	GOOSE BUSTERS OF MICHIGAN, LLC	NOVEMBER BORDER COLLIE SERVICES	455.00
11/05/2024	198284	GOVERNMENTAL CONSULTANT SERVICES	PROFESSIONAL SERVICES RETAINER FEE - OCT	3,503.85
11/05/2024	198285	GRAINGER	MINI SUMP PUMP HOSE FITTINGS MAINTENANC SUPPLIES FIRE HOSE ADAPTER PIPE COUPLINGS FOR IRRIGATION REPAIR 16 MAINTENANC AND CLEANING SUPPLIES CREDIT MEMO	125.55 20.97 62.25 514.05 267.70 685.08 (610.66) <u>1,064.94</u>



Check Date	Check	Vendor Name	Description	Amount
11/05/2024	198286	GREEN OAKS GOLF COURSE	SERAFINSKI GOLF OUTING	1,612.00
11/05/2024	198287	GREG MCKINNEY	PAYMENT FOR SOFTBALL GAMES OFFICIATED 9/ PAYMENT FOR SOFTBALL GAMES OFFICIATED 10	240.00 480.00 <u>720.00</u>
11/05/2024	198288	GRIFFIN PEST SOLUTIONS	PEST CONTROL FOR #1 PEST CONTROL FOR #4 PEST CONTROL FOR #3 LEC SEPTEMBERPEST SOLUTIONS	31.00 31.00 31.00 68.00 <u>161.00</u>
11/05/2024	198289	HARTFORD STEAM BOILER INSPECTION	ROUTINE OIL TESTING ON TRANSFORMER- 2024	105.00
11/05/2024	198290	HERITAGE-CRYSTAL CLEAN, LLC	MACHINE SERVICE	358.79
11/05/2024	198291	HOME DEPOT	REPAIRS TO EAVESTROUGH OUTSIDE OF THE GO SUPPLIES FOR CRC - SPRAY FOAM (INV#20208 MAINTENANCE SUPPLY & TOOL, FLP LOCK SET MAINTENANCE SUPPLY FLP - LIGHTS (INV#618 MAINT. SUPPLIES FOR CRC - TYLER RD. MAINT. SUPPLIES - BUILDINGS MAINTENANCE SUPPLIES - VACUUM FILTER, AD MAINT. SUPPLIES - LEC MAINT. SUPPLIES - LEC MAINT. SUPPLIES - LEC MAINT. SUPPLIES - LEC MAINTENANCE SUPPLIES FOR USE AT THE COMM MAINTENANCE MATERIALS FOR USE AT REC - R P&G MAINTENANCE MATERIALS (INV#3013449) CEILING TILES - LEC AND CIVIC MAINTENANCE SUPPLIES & TOOLS - GEN. USE, MAINTENANCE SUPPLIES - 14B GENERATOR & C MAINTENANCE SUPPLIES FOR REC - LIGHT BUL CREDIT MEMO	60.94 11.96 201.44 59.40 19.48 4,058.99 110.72 121.74 36.96 19.24 127.66 41.89 40.58 299.19 92.63 122.13 68.36 47.94 <u>(3,829.99)</u> 1,711.26
11/05/2024	198292	HOMRICH, INC.	GAULT VILLAGE DEMOLITION	81,328.95
11/05/2024	198293	JENNIFER SHEPARDSON	REIMBURSEMENT FOR ASSESSING WORKSHOP	60.00
11/05/2024	198294	JIBRIL NAEEM	SEP. & OCT MEMBERSHIPS AND FALL MODERN D	1,967.00
11/05/2024	198295	JOHNSON SIGN COMPANY	REPAIR OF LEC SIGN	1,050.00
11/05/2024	198296	KAB ENTERPRISES, INC	WEST WILLOW PARK PLAYGROUND AND WALKWAY	53,907.91
11/05/2024	198297	KAB ENTERPRISES, INC	BURNS PARK PLAYGROUND AND WALKWAY RENOVA	86,209.77
11/05/2024	198298	KAREN WALLIN	REIMBURSEMENT FOR LUNCH GOING TO MERS CO	12.81
11/05/2024	198299	KCI	2025 PERSONAL PROPERTY STATEMENT MAILING WINTER 2024 TAX BILL FILE PREPARE, PRINT	228.00 9,810.00 <u>10,038.00</u>
11/05/2024	198300	LANGUAGE LINE SERVICES	SEPTEMBER INVOICE FOR INTERPRETER SERVIC	445.86
11/05/2024	198301	LAWRENCE HENDRICKS	PAYMENT FOR YOUTH TENNIS LESSONS 10/12&1	160.00
11/05/2024	198302	LILLIAN GIORDANO	FALL SOCCER GAMES WORKED 10/12 3 GAMES	75.00
11/05/2024	198303	LOOKING GOOD LAWNS	MOWING OF VARIOUS TOWNSHIP PROPERTIES (I MOWING OF VARIOUS TOWNSHIP PROPERTIES (I MOWING OF VARIOUS TOWNSHIP PROPERTIES (I HIGHWAY AND STREET TRASH CLEAN-UP	3,400.00 3,400.00 3,400.00 4,000.00 <u>14,200.00</u>

Check Date	Check	Vendor Name	Description	Amount
11/05/2024	198304	LOWE'S	FLP SUPPLY - LIGHT FOR POLE (TRANS#15523 MISC SUPPLIES MAINTENANCE SUPPLY - LIGHT SOCKET OCS (T	61.73 20.82 22.72 <hr/> 105.27
11/05/2024	198305	LUBRICATION ENGINEERS	OIL FOR HYDRO - REPLACEMENT, CREDIT ISSU GENERATOR GEARING OIL CREDIT MEMO	364.70 468.27 (364.70) <hr/> 468.27
11/05/2024	198306	MARIALANA BRANCH	PAYMENT FOR SOFTBALL GAMES OFFICIATES 10	80.00
11/05/2024	198307	MCCALLA'S FEED SERVICE, INC.	KNOX ICE MELTER (INV. 29633)	504.00
11/05/2024	198308	MCMASTER-CARR	SUPPLIES FOR MAINTENANCE AT HYDRO	555.52
11/05/2024	198309	MELISSA EVANS	REFUND - CREDIT ON ACCOUNT	15.00
11/05/2024	198310	MENARDS, INC.	FLP SUPPLY - POLE LIGHT SUPPLIES (INV#11 GUTTERS & DOWNSPOUTS REPAIR - COMMUNITY MAINT. SUPPLIES FOR CRC PAVILLION (INV#1	11.18 99.45 29.37 <hr/> 140.00
11/05/2024	198311	MESSENGER PRINTING	WILDFLOWER SEED LABELS - COMMUNITY ENGAG ROUGH APPROVAL STICKERS - OCS	220.00 130.00 <hr/> 350.00
11/05/2024	198312	MICHAEL COX	MICHAEL COX CONTRACTUAL INVOICE 09/30/20	450.00
11/05/2024	198313	MICHIGAN CAT	PARTS FOR TURNER AND LOADER AT COMPOST S	990.02
11/05/2024	198314	MICHIGAN LINEN SERVICE, INC.	LINEN SERVICE FOR STATION HQ LINEN SERVICE FOR STATION 3 LINEN SERVICE FOR STATION 4 LINEN SERVICE FOR STATION 4 LINEN SERVICE FOR STATION 3 LINEN SERVICE FOR STATION HQ LAUNDRY SERVICES 2024 LAUNDRY SERVICES 2024 LINEN SERVICE FOR COMMUNITY CENTER 10/22 MAINT. GARAGE LINEN SERVICE 10/22/24 (IN LAUNDRY FOR CIVIC CENTER 10/22/2024 (INV WEEKLY LINEN SERVICES WEEKLY LINEN SERVICES WEEKLY LINEN SERVICES LEC LAUNDRY SERVICE LINEN SERVICE FOR COMMUNITY CENTER 10/15 MAINT. GARAGE LINEN SERVICE 10/15/24 (IN LAUNDRY FOR CIVIC CENTER 10/15/2024 (INV LAUNDRY FOR CIVIC CENTER 10/1/2024 (INVO LEC LAUNDRY SERVICE LAUNDRY SERVICES 2024 LINEN SERVICE FOR STATION HQ LINEN SERVICE FOR STATION 3 LINEN SERVICE FOR STATION 4	190.40 86.26 85.03 85.03 86.26 190.40 24.00 24.00 49.50 24.00 101.10 68.50 12.00 10.50 60.25 49.50 24.00 101.10 101.10 60.25 24.00 190.40 86.26 85.03 <hr/> 1,818.87
11/05/2024	198315	MICHIGAN WORKS SOUTHEAST WORKFORCE	SUMMERWORKS INTERNS SUMMERWORKS INTERNS	306.96 307.23

Check Date	Check	Vendor Name	Description	Amount
				614.19
11/05/2024	198316	MLIVE MEDIA GROUP	JOB POSTING BUS DRIVER POSITION (INV #23	714.50
11/05/2024	198317	MUNIVATE LLC	ONSITE CONFIGURATION AND TRAINING	916.82
11/05/2024	198318	NATIONAL RECREATION & PARK	2025 ANNUAL MEMBERSHIP	700.00
11/05/2024	198319	NETWRIX CORPORATION	NETWRIX AUDITOR RENEWAL	1,963.08
11/05/2024	198320	NEXTCARE URGENT CARE MICHIGAN	PRE-EMPLOYMENT AND RANDOM DRUG SCREEN	100.00
11/05/2024	198321	NFPA INTERNATIONAL	ANNUAL MEMBERSHIP - DENSMORE	225.00
11/05/2024	198322	OAKLAND COUNTY	CLEMIS ANNUAL CONTRACT	2,160.00
11/05/2024	198323	OAKLAND UNIVERSITY	MEADOW BROOK HALL TOUR	270.00
11/05/2024	198324	OAKLAND UNIVERSITY	MEADOWBROOK TOUR DEC 4	270.00
11/05/2024	198325	OFFICE EXPRESS	BUSINESS CARDS - COMMUNITY RESOURCES	30.00
11/05/2024	198326	OKINAWAN KARATE CLUB	SUMMER AND FALL SESSION PAYOUT	716.10
11/05/2024	198327	OOMA, INC.	OOMA SERVICES	248.44
11/05/2024	198328	ORCHARD, HILTZ & MCCLIMENT INC	ENG CONST.CEILING FOR STATION 3	688.00
			CONSTRUCTION ADMINISTRATION FOR ARPA CIV	5,955.00
			CIVIC CENTER POND CONSTRUCTION ENGINEERI	5,867.50
			U-BOX WAREHOUSE - SITE PLAN REVIEW	1,200.00
			VISIBLE LEARNING CENTER - CE SERVICES	915.00
				14,625.50
11/05/2024	198329	ORKIN LLC	VERMIN ABATEMENT ON GLENWOOD AVE	796.00
			VERMIN ABATEMENT ON 142 GLENWOOD AVE	398.00
				1,194.00
11/05/2024	198330	PAIGE ROWLAND	PAYMENT FOR INSTRUCTION OF FALL 24 DANCE	432.00
11/05/2024	198331	PARKWAY SERVICES, INC.	PORTABLE TOILET RENTAL - LAKESIDE PARK (	180.00
			PORTABLE TOILET RENTAL FOR GREEN OAKS FR	260.00
			PORT A JOHN SERVICE - HYDRO	130.00
			PORT-A-POTTIES AT FORD HERITAGE SOCCER S	380.00
				950.00
11/05/2024	198332	PEPSI BEVERAGES COMPANY	BEVERAGES FOR RESALE IN THE GOLF SHOP.	360.90
			RESTOCK INVENTORY AT COMMUNITY CENTER	375.85
				736.75
11/05/2024	198333	PINTER'S FLOWERLAND, INC.	PUMPKINS, MUMS, CORN STALKS - FALL CRAFT	108.13
11/05/2024	198334	PIONEER ATHLETICS	FIELD MARKING SUPPLIES	2,139.44
11/05/2024	198335	PIRTEK	HYDRAULIC HOSE FOR GRINDER	405.80
11/05/2024	198336	PPM LANDSCAPE CONTRACTORS INC	138/150 S HARRISTREE REMOVAL/TRIMMING FR	1,700.00
11/05/2024	198337	PRIORITY ONE EMERGENCY	PATCH CHANGE & NAME ON JACKET	62.99
			DRESS SHIRT/PATCH APPLICATION	68.99
				131.98
11/05/2024	198338	RANDALL MASCHARKA	PHOTOGRAPHY SERVICES	850.00
			PHOTOGRAPHY SERVICES	500.00
				1,350.00
11/05/2024	198339	ROBERT ACTON	ROBERT ACTON CONTRACTUAL INSPECTIONS 09.	2,500.00
11/05/2024	198340	SAM'S CLUB DIRECT	SHARK VACCUM FOR THE PRO SHOP AND FOOD F	189.56
			COFFEE SUPPLIES - P&G	91.60



Check Date	Check	Vendor Name	Description	Amount
			LUNCH MEALS FOR KIDS - TRUNK OR TREAT EV	496.76
			DRINKS FOR KIDS - TRUNK OR TREAT EVENT	134.78
			TOILET PAPER, COFFEE SUPPLIES, DISH SOAP	129.32
			HALLOWEEN CANDY - TRUNK & TREAT 2024	404.64
			CONCESSION REPLENISHMENT & WATER - RECRE	81.46
				<u>1,528.12</u>
11/05/2024	198341	SAND SALES COMPANY LLC	TOP DRESSING SAND FOR GREENS IN THE FALL	2,466.07
11/05/2024	198342	SHARON KHOURY	REFUND - FLYING INTO AUTUMN	20.00
11/05/2024	198343	SHELVING + RACK SYSTEMS INC	FILE FOLDERS	4,221.00
11/05/2024	198344	SHERWIN WILLIAMS COMPANY	P&G SUPPLIES FOR VOLUNTEER PAINTING AT C	991.84
11/05/2024	198345	SHRADER TIRE & OIL	SPARE TIRES FOR TORO AND TIRE FOR TRAILER	765.53
			TIRES FOR SCREENER	611.87
				<u>1,377.40</u>
11/05/2024	198346	SIGNS BY TOMORROW	3X2 LOGO BANNERS - EVENTS	108.00
11/05/2024	198347	SITEONE LANDSCAPE SUPPLY, LLC	IRRIGATION PIPE, PARTS, AND PGR	784.04
			REC MATERIALS - DRYING MIX FOR SPORTS FI	516.21
			TARP SYSTEM FOR TRUCK 85 (DUMPER DOGG)	166.69
			MOLE BAIT, IRRIGATION TOOLS AND PARTS	455.04
				<u>1,921.98</u>
11/05/2024	198348	SOCIETY FOR HUMAN RESOURCES	MEMBERSHIP FEE - SHRM CERTIFICATION	135.00
11/05/2024	198349	SOUTHERN COMPUTER WAREHOUSE	FEITIAN OTP TOTP TOKENS	520.40
11/05/2024	198350	SPARTAN DISTRIBUTORS	2 FRONT ROLLER ASM. FOR 5410 FAIRWAYS MO	914.74
			STARTER FOR 5410 AND BELTS	703.64
			WHEEL ASM, BEARING, STUD FOR FAIRWAY UNI	882.82
				<u>2,501.20</u>
11/05/2024	198351	SPICER GROUP	WEST WILLOW PARK SHELTER REPAIR CONSTRUCT	1,400.00
			WEST WILLOW PARK WALKWAY AND PLAYGROUND	110.00
			COMMUNITY CENTER PARK PRIME PROFESSIONAL	2,080.25
			BURNS PARK WALKWAY AND PLAYGROUND REPAIR	1,350.00
			FORD HERITAGE PARK BATHROOM SITE WORK CO	1,000.00
			FORD LAKE PARK SHELTER REPAIR CONSTRUCTI	2,850.00
			LAKESIDE PARK SITE WORK CONSTRUCTION ENG	1,300.00
			APPLERIDGE PARK IMPROVEMENTS	7,724.00
				<u>17,814.25</u>
11/05/2024	198352	SPIRIT FORD INC	DUMP TRUCK #63 REPAIR	2,100.14
11/05/2024	198353	STADIUM TROPHY	MEDALS FOR SOCCER PARTICIPANTS AND TROPH	758.98
			GOLF OUTTING TROPHY	138.98
				<u>897.96</u>
11/05/2024	198354	STANDARD PRINTING	ROUGH APPROVAL LABELS - OCS	165.00
11/05/2024	198355	STAPLES* - ACCOUNT #1026071	DYMO ADDRESS LABELS - CLERKS	540.00
11/05/2024	198356	STATE OF MICHIGAN##	RENEWAL OF ASSESSOR'S CERTIFICATION. PLE	700.00
11/05/2024	198357	STEPHEN BROWN	STEVE BROWN CONTRACTUAL INSP 09.30.2024	2,150.00
11/05/2024	198358	SUNBELT RENTALS	PARKING LOT STRIPER RENTAL FOR FORD HERI	438.56
11/05/2024	198359	TAWANN HAYES III	YOUTH SOCCER GAMES OFFICIATED 10/5 &10/1	100.00
11/05/2024	198360	TERESA BRAUNLICH	REFUND - FLYING INTO AUTUMN	20.00
11/05/2024	198361	TERMINIX	PEST CONTROL SERVICES FOR GREEN OAKS ON	83.00
11/05/2024	198362	THE SWEATSHOP CUSTOM EMBROIDERY	T'S/JACKETS/JOB SHIRTS	699.00
11/05/2024	198363	THERESE FOOTE	FALL YOGA INSTRUCTION	434.00

Check Date	Check	Vendor Name	Description	Amount
11/05/2024	198364	TRENDSET COMMUNICATIONS GROUP	CABLE RUNS	351.68
11/05/2024	198365	ULLIANCE	EAP SERVICES FOR 4Q 2024	1,132.80
11/05/2024	198366	UNIVERSITY TRANSLATORS	INTERPRETER SERVICES	170.00
11/05/2024	198367	UTILITIES INSTRUMENTATION SERV	SERVICE CALL FOR PROGRAMMING 10/2/24 HYDRO SUBSTATION DOOR INTRUSION SWITCH	680.00 4,498.00
				<u>5,178.00</u>
11/05/2024	198368	VAN BUREN STEEL & FABRICATING	GATES FOR N HYDRO PARK	3,500.00
11/05/2024	198369	VAN BUREN TOWNSHIP	CONTRIBUTION TO MULTI-COMMUNITY HAZARDOU	5,000.00
11/05/2024	198370	V-CLOUD TECH	VEEAM DATA PLATFORM ADVANCED	5,512.24
11/05/2024	198371	VERIZON CONNECT FLEET USA	GPS SERVICES-SEPTEMBER 2024	956.81
11/05/2024	198372	VERMEER OF MICHIGAN, INC.	4" SCREEN FOR GRINDER	2,264.70
11/05/2024	198373	VICTORY LANE	#706 FULL SERVICE OIL CHANGE #709 FULL SERVICE OIL CHANGE #702 FULL SERVICE OIL CHANGE	75.67 98.36 88.04
				<u>262.07</u>
11/05/2024	198374	VIRGIL MINGAS	DJ FOR CRAFT SHOW	500.00
11/05/2024	198375	WASHTENAW AREA MUTUAL AID ASSOC.	IRONS AND CANS COURSE IRONS AND CANS COURSE	400.00 100.00
				<u>500.00</u>
11/05/2024	198376	WASHTENAW COUNTY TREASURER#	POLICE SERVICE UNITS FOR OCTOBER 2024	517,095.95
11/05/2024	198377	YPSILANTI ACE HARDWARE	WEED KILLER MISC SUPPLIES MAINTENANCE SUPPLIES - GREEN STUFF SEALA	31.99 17.37 9.99
				<u>59.35</u>
11/05/2024	198378	YPSILANTI COMMUNITY	LIFT - STATION MAINT. FORD BLVD - SEPT 2 LIFT - STATION MAINT. NORTH HYDRO - SEPT LIFT - STATION MAINT. FORD LK PARK - SEP LIFT STATION MAINT. TUTTLE HILL SEPT 202 LIFT - STATION MAINT. FORD LK PARK - AUG LIFT STATION MAINT. TUTTLE HILL JULY 202 LIFT STATION MAINT. TUTTLE HILL AUG 2024 LIFT - STATION MAINT. NORTH HYDRO - JULY WATER REBATE SEPTEMBER - YCUA DIESEL AND GAS CHARGES 2024	91.18 861.88 89.97 179.92 87.31 218.18 130.39 499.42 1,480.00 1,639.27
				<u>5,277.52</u>

AP TOTALS:

Total of 142 Checks:	1,488,295.87
Less 0 Void Checks:	0.00
Total of 142 Disbursements:	<u>1,488,295.87</u>

*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 19, 2024 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$	1,241,010.59
HAND CHECKS -	\$	390,407.68
CREDIT CARD PURCHASES-	\$	<u>10,888.99</u>
GRAND TOTAL -	\$	<b>1,642,307.26</b>

Clarity Health Care Deductible –

ACH EFT –	\$31,287.63 (OCTOBER)
ADMIN FEE -	\$ 1,650.09 (OCTOBER)



*HAND CHECKS*

Check Date	Check	Vendor Name	Description	Amount
Bank AP AP				
10/31/2024	198379	BLUE CROSS BLUE SHIELD OF MI	HEALTH INSURANCE - NOVEMBER 2024	196,596.83
10/31/2024	198380	BLUE CROSS BLUE SHIELD OF MI	HEALTH INSURANCE - NOVEMBER 2024	30,185.20
10/31/2024	198381	COMCAST	ACCT. #8529 10 234 0279396	153.73
10/31/2024	198382	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE - NOVEMBER 2024	13,789.79
10/31/2024	198383	GUARDIAN ALARM	CUSTOMER #54144	50.00
10/31/2024	198384	GUARDIAN ALARM	CUSTOMER #54144	500.46
10/31/2024	198385	STANDARD INSURANCE COMPANY	LIFE INSURANCE - NOVEMBER 2024 DISABILITY INSURANCE - NOVEMBER 2024	4,006.59 2,828.79
				<hr/>
				6,835.38
10/31/2024	198386	STANDARD INSURANCE COMPANY	VSP - NOVEMBER 2024	3,152.44
10/31/2024	198387	YPSILANTI COMMUNITY	ACCT. #4-085-803600-02 ACCT. #4-070-428255-01 ACCT. #4-037-360100-01 ACCT. #4-037-360200-01 ACCT. #4-074-535400-01 ACCT. #4-083-487600-01 ACCT. #4-085-789900-01 ACCT. #4-085-803450-01 ACCT. #4-087-560100-01 ACCT. #4-087-560150-01 ACCT. #4-087-560200-01	304.96 120.94 274.32 334.87 98.60 167.52 207.85 223.30 209.35 209.35 39.25
				<hr/>
				2,190.31
11/05/2024	198388	KCI	2025 PERSONAL PROPERTY STATEMENT MAILING	228.00
11/05/2024	198389	KCI	WINTER 2024 TAX BILL FILE PREPARE, PRINT	9,810.00
11/06/2024	198390	COMCAST	ACCT. #8529 10 234 0884997	142.95
11/06/2024	198391	DTE ENERGY	GAS & ELECTRIC INVOICES	4,802.23
11/06/2024	198392	VERIZON WIRELESS	ACCT. #742203150-00001	2,747.55
11/06/2024	198393	WASHTENAW COUNTY TREASURER#	BOR 7/24 FOR MULTIPLE PARCELS	9,040.11
11/06/2024	198394	WASTE MANAGEMENT	ACCT. #6-98680-82001	872.71
11/06/2024	198395	WEX BANK	WEX CREDIT CARD CHARGES ENDING OCTOBER 2	1,773.44
11/07/2024	198396	RHETT REYES	RECOVERY COURT PAYROLL RECOVERY COURT PAYROLL	1,193.25 1,128.75
				<hr/>
				2,322.00
11/08/2024	198397	COMCAST	ACCT. #8529 10 234 0124352	119.29
11/08/2024	198398	COMCAST CABLE	ACCT. #8529 01 001 0000523 (CAMERAS)	11,238.40
11/08/2024	198399	VERIZON WIRELESS	ACCT, #342201808-00001	479.63
11/08/2024	198400	WASTE MANAGEMENT	ACCT. #6-98933-92004	6,907.51
11/12/2024	198401	ALICE MULLINS	JUROR COMPENSATION	33.00
11/12/2024	198402	ANN BURNETT CASSIDY	JUROR COMPENSATION	33.00
11/12/2024	198403	ANNA REAL	JUROR COMPENSATION	33.00
11/12/2024	198404	ARTHUR HADUCH	JUROR COMPENSATION	81.00
11/12/2024	198405	BRIAN FULLIN	JUROR COMPENSATION	33.00
11/12/2024	198406	CAROL SUE CLARK	JUROR COMPENSATION	33.00
11/12/2024	198407	DENNIS LEGGETT	JUROR COMPENSATION	33.00
11/12/2024	198408	EARLETTA BAILEY	JUROR COMPENSATION	81.00
11/12/2024	198409	ELIZABETH ANN GREEN	JUROR COMPENSATION	81.00
11/12/2024	198410	ERIC BEAUDIN	JUROR COMPENSATION	33.00
11/12/2024	198411	FATIMA HAMMOUDEH	JUROR COMPENSATION	81.00
11/12/2024	198412	JOSEPH GREENE	JUROR COMPENSATION	33.00
11/12/2024	198413	JULIE ANN BOUGHNER	JUROR COMPENSATION	33.00
11/12/2024	198414	KATHLEEN DIETZ	JUROR COMPENSATION	33.00

Check Date	Check	Vendor Name	Description	Amount
11/12/2024	198415	KEJUAN JEFFERSON	JUROR COMPENSATION	33.00
11/12/2024	198416	KIMBERLY ANN BROWNING	JUROR COMPENSATION	33.00
11/12/2024	198417	LISA RICHARDSON	JUROR COMPENSATION	18.00
11/12/2024	198418	LOGAN EMMERICK	JUROR COMPENSATION	33.00
11/12/2024	198419	MARK BELL	JUROR COMPENSATION	33.00
11/12/2024	198420	MATTHEW STAFFORD	JUROR COMPENSATION	33.00
11/12/2024	198421	MATTIE DOSS	JUROR COMPENSATION	33.00
11/12/2024	198422	MUTHU JAYATISSA	JUROR COMPENSATION	33.00
11/12/2024	198423	NANA NYARKO	JUROR COMPENSATION	33.00
11/12/2024	198424	NICOLE MILKS	JUROR COMPENSATION	33.00
11/12/2024	198425	RENEE WALTNER	JUROR COMPENSATION	81.00
11/12/2024	198426	SAMANTHA SUE GALECKI	JUROR COMPENSATION	81.00
11/12/2024	198427	SANDRA KAY GARRISON	JUROR COMPENSATION	81.00
11/12/2024	198428	TAKESHYA KEGLAR	JUROR COMPENSATION	33.00
11/12/2024	198429	TAMMY LEA RICH	JUROR COMPENSATION	33.00
11/12/2024	198430	ZACHARY MITCHELL	JUROR COMPENSATION	33.00
11/12/2024	198431	ZACHARY YEO	JUROR COMPENSATION	33.00
11/12/2024	198432	CONSTELLATION NEW ENERGY	ACCOUNT #BG-301569	1,805.56
11/12/2024	198433	DTE ENERGY	STREETLIGHTS - OCTOBER 2024	82,397.38
11/12/2024	198434	WASTE MANAGEMENT	ACCT. #20-37335-53005	79.70
11/12/2024	198435	WASTE MANAGEMENT	ACCT. #14-44697-63004	185.29
11/12/2024	198436	YPSILANTI COMMUNITY	ACCT. #2-087-560650-01	51.18
			ACCT. #2-087-560500-01	99.76
			ACCT. #2-087-560610-01	92.63
			ACCT. #2-085-341000-01	37.02
			ACCT. #2-085-341010-01	128.42
			ACCT. #2-087-560450-01	28.03
			ACCT. #2-087-560550-01	106.81
			ACCT. #2-087-560600-01	113.94
				<u>657.79</u>
AP TOTALS:				
Total of 58 Checks:				390,407.68
Less 0 Void Checks:				<u>0.00</u>
Total of 58 Disbursements:				<u>390,407.68</u>



Check Date	Check	Vendor Name	Description	Amount
Bank AP AP				
11/19/2024	198437	A DESIGN LINE	CLOTHING - LOGOS - BOB KELCH	97.50
11/19/2024	198438	A.F. SMITH ELECTRIC	SECURITY LIGHTING UPGRADE COMMUNITY CENT SECURITY LIGHTING UPGRADE FLP SECURITY LIGHTING UPGRADE CIVIC GARAGE SUPPLIES FOR LIGHT FIX AT FLP (INV#70551)	6,660.00 6,380.00 4,425.00 1,246.81
				<hr/>
				18,711.81
11/19/2024	198439	ACCUSHRED LLC	SHRED SERVICES	143.50
11/19/2024	198440	ADVANCED COMMUNICATIONS & DATA	INTERNET UTILITY SERVICE	688.36
11/19/2024	198441	AIS CONSTRUCTION EQUIPMENT	#254 BACK HOE REPAIR	954.24
11/19/2024	198442	ALI METAJ	PAYMENT FOR SOFTBALL GAMES OFFICIATED 10	240.00
11/19/2024	198443	ALLGRAPHICS CORPORATION	T-SHIRTS FOR FALL BASKETBALL WITH NUMBER	771.84
11/19/2024	198444	AMAZON CAPITAL SERVICES	UPS - REPLACEMENT FOR SUBSTATION SCADA OFFICE SUPPLIES - COMMUNITY ENGAGEMENT C 1ST FLOOR KITCHEN SUPPLIES - GENERAL BATTERIES/FLOOR CLEANER RAIN GEAR FOR ALL STAFF AT YTFD 2025 CALENDAR - CLERKS THERMAL RECEIPT PAPER - TREASURER APPLE NETWORK PORT AND SPEAKERS ERASABLE INK PENS - SUPERVISOR'S OFFICE LAMINATING SHEETS - ELECTIONS 2025 CALENDAR - CLERKS PRINTER OFFICE SUPPLIES SPIKE STRIPS TO DETER BIRDS FROM NESTING SUPPLIES FOR HYDRO WIRELESS HEADSETS FOR PHONES MICROSOFT SURFACE THUNDERBOLT 4 DOCK SUPPLIES FOR HYDRO HON FILE CABINET - HR	79.55 15.90 26.95 168.56 4,054.72 23.99 20.89 158.98 5.90 51.42 23.99 81.52 157.98 34.89 111.75 821.90 1,307.94 131.99 1,033.00
				<hr/>
				8,311.82
11/19/2024	198445	AMERIGAS - YPSILANTI	LP GAS FOR GATE HOUSE	132.55
11/19/2024	198446	ASCENTIS CORPORATION	NOVATIME RENEWAL	422.90
11/19/2024	198447	B-BALL SKILLS LLC	PAY OUT FOR B-BALL SKILLS 10/23-11/5	424.50
11/19/2024	198448	BLUEALLY TECHNOLOGY SOLUTIONS	BARRACUDA MESSAGE ARCHIVER	5,225.00
11/19/2024	198449	BOUND TREE MEDICAL, LLC.	REPLENISH SUPPLIES FOR TRUCKS AND STATIO	2,518.61
11/19/2024	198450	BS & A SOFTWARE	BS&A SOFTWARE PERMIT APPLICATION SERVICE	930.00
11/19/2024	198451	BUCK'S OIL CO.	OIL RECYCLING OF OLD SLUICE GATE OIL	624.60
11/19/2024	198452	BYRNE PAINT COMPANY	PAINT SPRAYER REPAIR (INV# 00178827)	310.00
11/19/2024	198453	CANTON TOWNSHIP	VILLAGE THEATER TICKETS 50 & BEYOND	255.00
11/19/2024	198454	CDW GOVERNMENT INC	MICROSOFT SURFACE LAPTOP 6	6,185.10
11/19/2024	198455	CINTAS CORPORATION	MONTHLY SERVICE FOR AED AT CRC	134.42
11/19/2024	198456	CISLO TITLE	TITLE SEARCH INVOICES TITLE SEARCH INVOICES TITLE SEARCH INVOICES TITLE SEARCH INVOICES TITLE SEARCH INVOICES TITLE SEARCH INVOICES TITLE SEARCH INVOICES TITLE SEARCH INVOICES TITLE SEARCH INVOICES TITLE SEARCH INVOICES TITLE SEARCH INVOICES	175.00 175.00 175.00 175.00 75.00 75.00 175.00 175.00 175.00 175.00 175.00
				<hr/>
				175.00

*A/P Checks*

Check Date	Check	Vendor Name	Description	Amount
				1,375.00
11/19/2024	198457	CLEAR RATE COMMUNICATIONS, INC	ACCT. #4850408	268.81
11/19/2024	198458	COMCAST BUSINESS	ACCT. #939737137	3,670.01
11/19/2024	198459	CRYSTAL FLASH, INC.	FUEL FOR HQ - DIESEL	1,822.08
			UNLEADED FUEL FOR GOLF EQUIPMENT 10/24/2	620.55
			DIESEL FUEL FOR GOLF EQUIPMENT 10/22	515.59
			FORD LAKE PARK: REFILL GAS FUEL TANK - S	1,382.74
			FORD LAKE PARK - DIESEL FUEL FOR EQUIPME	772.17
				<u>5,113.13</u>
11/19/2024	198460	CSI EMERGENCY APPARATUS, LLC	FIRE BULL PRE MIX	1,290.00
			SURVIVOR X - ALKALINE MODEL	644.00
				<u>1,934.00</u>
11/19/2024	198461	CUETER CHRYSLER JEEP	FINAL SITE PLAN/DET ENG REVIEW CONCLUDED	2,549.50
11/19/2024	198462	DETROIT LEGAL NEWS	NOTICE OF ELECTIONS - AD	370.60
			RESOLUTION NO 2024-14 - AD	100.00
				<u>470.60</u>
11/19/2024	198463	DOHYOUN LEE	PAYMENT FOR YOUTH TENNIS LESSONS 10/26	40.00
11/19/2024	198464	ED MARX, JR.	PAYMENT FOR SOFTBALL OFFICIATED 10/22&29	320.00
11/19/2024	198465	ELIZABETH GIORDANO	FALL BASKETBALL OFFICIATING 11/2 3 GAMES	60.00
11/19/2024	198466	ELLEN TALIFARRO	WEEKEND RECORDING	486.58
11/19/2024	198467	EROP LLC	BD Bond Refund	238.00
11/19/2024	198468	GARY STAFFORD	BASKETBALL GAMES OFFICIATED 11/2 3 GAMES	60.00
11/19/2024	198469	GARY TURNBULL	PAYMENT FOR SOFTBALL GAMES OFFICIATED 10	240.00
11/19/2024	198470	GO TO ROOFING	REFUND - PERMIT FEES #PB23-1148	97.50
11/19/2024	198471	GOVERNMENTAL CONSULTANT SERVICES	PROFESSIONAL SERVICES RETAINER FEE - NOV	3,503.85
11/19/2024	198472	GRAINGER	BELTS AND FILTERS	79.72
			CLEANING SUPPLIES	128.47
			N95 MASKS FOR SAFETY STORE	139.35
			PAPER TOWEL DISPENSER FOR CIVIC. (INV#92	50.25
				<u>397.79</u>
11/19/2024	198473	GREAT LAKES CUSTOM EMBROIDERY	WCRTT OUTFITTING	232.59
11/19/2024	198474	GREG MCKINNEY	PAYMENT FOR SOFTBALL GAMES OFFICIATED 10	240.00
11/19/2024	198475	GRIFFIN PEST SOLUTIONS	LEC JUNE PEST SOLUTIONS	68.00
11/19/2024	198476	HOME DEPOT	BLINDS FOR CRC	311.84
			DUCT TAPE - ELECTIONS	23.12
			LIQUID PLUMBER - LEC	17.98
			SANTA MAILBOX SUPPLIES - COMMUNITY ENGAG	31.90
			DOOR STOPPERS - LEC	6.22
			TOOLS FOR FLP GARAGE (INV#4373333)	23.82
			GENERAL MAINTENANCE SUPPLIES AND MAINTEN	44.94
				<u>459.82</u>
11/19/2024	198477	HOWLETT LOCK & DOOR	FLP - KEY LOCK	1,055.80
			CLERK'S OFFICE REPAIR	327.50
				<u>1,383.30</u>
11/19/2024	198478	INTEGRITY BUSINESS SOLUTIONS LLC	COPY PAPER - GENERAL	599.85
11/19/2024	198479	JFR ARCHITECTS, PC	DESIGN FOR COURT SECURITY RENOVATION	45,176.00



Check Date	Check	Vendor Name	Description	Amount
11/19/2024	198480	JIBRIL NAEEM	10/21-11/3/24 MEMBERSHIPS MODERN DAY MAR	352.50
11/19/2024	198481	JUDY ANN HOLZSCHUH	CLASS INSTRUCTION	250.00
11/19/2024	198482	JUMP-A-RAMA	FALL 2 GYMNASTICS INSTRUCTION	1,689.30
11/19/2024	198483	KALITTA TURBINES, LLC	PRELIMINARY SITE PLAN APPROVAL	3,106.00
11/19/2024	198484	KALITTA TURBINES, LLC	FINAL SITE PLAN APPROVAL	251.75
11/19/2024	198485	KAYLEE O'BRYAN	MURAL AT FORD LAKE PARK	850.00
11/19/2024	198486	LANGUAGE LINE SERVICES	INTERPRETER SERVICES	594.42
11/19/2024	198487	LAWRENCE HENDRICKS	PAYMENT FOR ADULT TENNIS LESSONS 10/26&1	140.00
11/19/2024	198488	LEAH BUONODONO	FINAL FIRE WITHHOLDING RELEASE - 5790 ME	15,009.00
11/19/2024	198489	LIFE AFTER INCARCERATION	LAITR COMMUNITY BEAUTIFICATION SERVICES	9,000.00
11/19/2024	198490	LINDE GAS & EQUIPMENT INC	OXYGEN RENTAL	353.83
11/19/2024	198491	LOOKING GOOD LAWNS	LGL INVOICE YTNWM 18-1024-3 COURT ORDER	120.00
			LGL INVOICE YTNWM 19-1024-4 NOXIOUS WEED	300.00
			MOWING OF VARIOUS TOWNSHIP PROPERTIES (I	3,400.00
			LGL INVOICE YTGVC 724-2 ABATEMENT/NOXIOU	6,080.00
			LGL INVOICE ABATEMENT/NOXIOUS WEEEDS MOW	4,137.50
				<u>14,037.50</u>
11/19/2024	198492	LOWE'S	MAINTENANCE SUPPLIES	69.70
11/19/2024	198493	LUBRICATION ENGINEERS	EQUIPMENT BREATHERS	611.36
11/19/2024	198494	MAX-VIEW WINDOW WASHING, INC.	CONTRACT SERVICE - OUTDOOR WINDOW CLEANI	900.00
11/19/2024	198495	MCLAIN AND WINTERS	LEGAL SERVICES - OCTOBER 2024	167,498.61
11/19/2024	198496	MELODY WOODS	PAINTING CLASS INSTRUCTION	90.00
11/19/2024	198497	MENARDS, INC.	FENCING MATERIALS FOR CRC (INV#11747)	58.47
11/19/2024	198498	MICHIGAN LINEN SERVICE, INC.	LINEN SERVICE FOR STATION 4	85.03
			LINEN SERVICE FOR STATION 3	86.26
			LINEN SERVICE FOR STATION HQ	190.40
			LINEN SERVICE FOR STATION HQ	190.40
			LINEN SERVICE FOR STATION 3	86.26
			LINEN SERVICE FOR STATION 4	85.03
			LINEN SERVICE FOR STATION HQ	190.40
			LINEN SERVICE FOR STATION 3	86.26
			LINEN SERVICE FOR STATION 4	85.03
			LAUNDRY SERVICES 2024	24.00
			LAUNDRY SERVICES 2024	24.00
			LAUNDRY FOR CIVIC CENTER 11/5/2024 (INVO	101.10
			MAINT. GARAGE LINEN SERVICE 11/5/24 (INV	24.00
			WEEKLY LINEN SERVICES	68.50
			LAUNDRY FOR CIVIC CENTER 10/29/2024 (INV	101.10
			MAINT. GARAGE LINEN SERVICE 10/29/24 (IN	24.00
			LINEN SERVICE FOR COMMUNITY CENTER 10/29	49.50
			LINEN SERVICE FOR COMMUNITY CENTER 11/5/	49.50
			LEC LAUNDRY SERVICE	60.25
				<u>1,611.02</u>
11/19/2024	198499	MICHIGAN MECH VENTURES LLC	REFUND - RE-INSPECTION FEE	50.00
11/19/2024	198500	MICHIGAN MECH VENTURES LLC	REFUND - RE-INSPECTION FEE	50.00
11/19/2024	198501	MICHIGAN MECH VENTURES LLC	REFUND - RE-INSPECTION FEE	50.00
11/19/2024	198502	MICHIGAN MECH VENTURES LLC	REFUND - RE-INSPECTION FEE	50.00
11/19/2024	198503	MICHIGAN MUNICIPAL TREASURERS ASSOC	MEMBERSHIP AND REGISTRATION FEE FOR CLAS	99.00
			MEMBERSHIP AND REGISTRATION FEE FOR CLAS	69.00
				<u>168.00</u>
11/19/2024	198504	MICHIGAN STATE FIREMEN'S ASSOC	2025 DEPARTMENT MEMBERSHIP	100.00
11/19/2024	198505	MIDWEST POWER SYSTEMS, INC.	EMERGENCY REPAIR OF GAE #2 CYLINDER SHAF	6,200.00
11/19/2024	198506	MINUTES SERVICES LLC	ZBA & PC MEETING MINUTES	400.00

Check Date	Check	Vendor Name	Description	Amount
11/19/2024	198507	MOBILE BLASTMAN	BLASTING GRAFFITI OFF SIGNAND AT PARKS (	1,050.00
11/19/2024	198508	ONAN CAPITAL INC	COVID 19 TEST KITS FOR COMMUNITY	3,255.00
11/19/2024	198509	ORCHARD, HILTZ & MCCLIMENT INC	PRE-APP MTG - CREEKSIDE VILLAGE NORTH	350.00
11/19/2024	198510	ORCHARD, HILTZ & MCCLIMENT INC	REMAINING BALANCE - INVOICE #77926	9.00
11/19/2024	198511	ORKIN LLC	VERMIN ABATEMENT ON SHIRLEY & CLARITA	1,098.00
			VERMIN ABATEMENT ON SHIRLEY & CLARITA	497.50
				<u>1,595.50</u>
11/19/2024	198512	PARKWAY SERVICES, INC.	PORT A JOHN SERVICE - HYDRO	130.00
			PORTABLE TOILET RENTAL FOR GREEN OAKS FR	260.00
			PORTA-A-POTTIES AT N. BAY PARK FOR FALL	190.00
				<u>580.00</u>
11/19/2024	198513	PIONEER ATHLETICS	PARKS PAVEMENT PAINT (INV#224730)	378.24
11/19/2024	198514	PREMIER SAFETY & SERVICE	KEVLAR STRAPS	499.06
11/19/2024	198515	PRINTING SYSTEMS	AIRMAIL AV BALLOT OUTER ENVELOPES	89.99
			AIRMAIL AV BALLOT RETURN ENVELOPE	97.99
			ELECTION KITS AND MASTER CARDS	518.75
			VOTER INFO CARDS	419.66
				<u>1,126.39</u>
11/19/2024	198516	PRIORITY ONE EMERGENCY	CLASS A JACKET - LACHANCE	259.99
			PATCH APPLICATION FOR RAIN JACKETS	270.00
			CLASS A JACKET - WISNEWSKI	234.99
			CLASS A JACKET - DUNLEAVY	301.99
			CLASS A JACKET - HAMILTON	347.99
				<u>1,414.96</u>
11/19/2024	198517	RANDALL MASCHARKA	PHOTOGRAPHY SERVICES	300.00
11/19/2024	198518	ROBERT ACTON	ROBERT ACTON CONTRACTUAL INSPECTIONS 10.	1,050.00
11/19/2024	198519	ROWLEYS WHOLESALE	REPLACEMENT OIL FOR HYDRO SLUICE GATE SY	2,075.87
			CREDIT MEMO	(1,100.00)
				<u>975.87</u>
11/19/2024	198520	RUBBER STAMPS UNLIMITED INC	SIGNATURE CURED STAMP - ELECTIONS	21.95
11/19/2024	198521	SAM'S CLUB DIRECT	WATER AND AIR FRESHENERS - SUPERVISOR	22.42
			OPERATING SUPPLIES FOR ALL STATIONS	434.65
			HALLOWEEN CANDY - TRUNK & TREAT 2024	203.93
				<u>661.00</u>
11/19/2024	198522	SHIRLEY DUPREY	FALL TAP INSTRUCTION SESSION 2	88.20
11/19/2024	198523	SIGNS BY TOMORROW	NOTICE NON-POTABLE WATER SIGNS - PARKS	141.15
11/19/2024	198524	SITEONE LANDSCAPE SUPPLY, LLC	2 IN GATE VALVE	59.44
11/19/2024	198525	SOFTLINE SOLUTIONS	FORD HERITAGE PARK PLAYGROUND SURFACE RE	207,530.00
11/19/2024	198526	SOUTHERN COMPUTER WAREHOUSE	APPLE IPADS	974.80
			APPLE IPADS	1,478.23
				<u>2,453.03</u>
11/19/2024	198527	SPARTAN DISTRIBUTORS	MISC REPAIR PARTS FOR VEHICLE #316 TORO	1,457.99
11/19/2024	198528	SPICER GROUP	CONNECTION FEE - FORD HERITAGE PARK WATE	2,971.00



Check Date	Check	Vendor Name	Description	Amount
			COMMUNITY CENTER PARK PRIME PROFESSIONAL	2,250.00
			WEST WILLOW PARK WALKWAY AND PLAYGROUND	8,240.00
			BURNS PARK WALKWAY AND PLAYGROUND REPAIR	5,400.00
			FORD HERITAGE PARK BATHROOM SITE WORK CO	3,450.00
			FORD LAKE PARK SHELTER REPAIR CONSTRUCTI	950.00
			LAKESIDE PARK SITE WORK CONSTRUCTION ENG	2,500.00
			FORD HERITAGE PARK PLAYGROUND SURFACE RR	500.00
			APPLERIDGE PARK IMPROVEMENTS	106.50
				<u>26,367.50</u>
11/19/2024	198529	SS ENTERPRISE, INC.	PRELIMINARY SITE PLAN REVIEW COMPLETED	2,406.50
11/19/2024	198530	STANDARD PRINTING	ENVELOPES - TREASURER'S OFFICE	245.00
			ENVELOPES - CLERKS	215.00
			GREEN APPROVED STICKERS - OCS	305.00
				<u>765.00</u>
11/19/2024	198531	STARWINDS SOFTWARE INC	STARWINDS VSAN RENEWAL	8,639.04
11/19/2024	198532	STEPHEN BROWN	STEVE BROWN CONTRACTUAL INSP 10.21.2024	1,550.00
11/19/2024	198533	STERICYCLE INC	STERI-SAFE BUDGET SUBSCRIPTION	269.10
11/19/2024	198534	TERMINIX	PEST CONTROL SERVICES FOR GREEN OAKS ON	83.00
11/19/2024	198535	THE MCFATE GROUP	PRELIMINARY SITE PLAN APPROVAL	2,142.50
11/19/2024	198536	UNIVERSITY TRANSLATORS	COURT INTERPRETATION	170.00
			COURT INTERPRETATION	170.00
			COURT INTERPRETATION	170.00
				<u>510.00</u>
11/19/2024	198537	UTILITIES INSTRUMENTATION SERV	REAPIRS TO HYDRO GENERATOR CIRCUIT BREAK	5,172.99
11/19/2024	198538	VERIZON CONNECT FLEET USA	GPS SERVICES-OCTOBER 2024	956.81
11/19/2024	198539	VICTORY LANE	#705 FULL SERVICE OIL CHANGE	89.76
			#710 FULL SERVICE OIL CHANGE	76.87
			#708 FULL SERVICE OIL CHANGE	76.87
			#94 FULL SERVICE OIL CHANGE	60.60
			#77 FULL SERVICE OIL CHANGE	60.10
			#70 FULL SERVICE OIL CHANGE	89.40
			#712 FULL SERVICE OIL CHANGE	65.33
				<u>518.93</u>
11/19/2024	198540	VISIBLE LEARNING CHILD CARE	PRELIMINARY SITE PLAN REVIEW CONCLUDED	585.50
11/19/2024	198541	VISIBLE LEARNING CHILD CARE	FINAL SITE PLAN/DET ENG REVIEW COMPLETED	1,723.54
11/19/2024	198542	W.J. O'NEIL COMPANY	BOARD APPROVED P.M. 14B ANNUAL FEE	416.00
			BOARD APPROVED P.M. COMMUNITY CENTER ANN	1,182.00
			BOARD APPROVED P.M. LEC ANNUAL FEE	441.00
			BOARD APPROVED P.M. CIVIC CENTER ANNUAL	1,117.00
			TROUBLESHOOT NO A/C CAFETERIA AHU#2 AND	354.00
				<u>3,510.00</u>
11/19/2024	198543	WASHTENAW COUNTY ROAD COMMISSION	INSTALLATION OF 9 SPEED HUMPS ON GEORGE	62,428.85
11/19/2024	198544	WASHTENAW COUNTY ROAD COMMISSION	INSTALLATION OF 4 SPEED HUMPS ON BRADLEY	32,432.55
11/19/2024	198545	WASHTENAW COUNTY TREASURER#	POLICE SERVICE UNITS FOR NOVEMBER 2024	517,095.95
11/19/2024	198546	WASHTENAW-LIVINGSTON MEDICAL	FIRST RESPONDER MEDICAL REPORT FORMS	104.00
11/19/2024	198547	WEINGARTZ	CHAINSAW CHAINS, 2 CYCLE OIL, AND BAR OI	353.88
			CHAINSAW FILTERS INV# 70244952-00	24.98
				<u>378.86</u>

Check Date	Check	Vendor Name	Description	Amount
11/19/2024	198548	WEST SHORE SERVICES, INC.	2024 ANNUAL SIREN INSPECTIONS	4,800.00
11/19/2024	198549	WITMER PUBLIC SAFELY GROUP, INC	TURNOUT BAGS	507.31
11/19/2024	198550	YPSILANTI ACE HARDWARE	SUPPLIES	34.56
			TOOL MODIFICATIONS	12.99
			BEE HOUSE SUPPLIES	15.19
				<u>62.74</u>
11/19/2024	198551	YPSILANTI COMMUNITY	WATER REBATE SEPTEMBER - YCUA	1,920.00
11/19/2024	198552	YPSILANTI COMMUNITY SCHOOLS	CUSTODIAN FOR BASKETBALL COURT RENTAL	1,050.00
11/19/2024	198553	YPSILANTI TOWNSHIP PETTY CASH	PETTY CASH REIMBURSEMENT	21.60
11/19/2024	198554	YPSILANTI TOWNSHIP PETTY CASH	REIMBURSE PETTY CASH	404.00

AP TOTALS:

Total of 118 Checks:	1,241,010.59
Less 0 Void Checks:	0.00
Total of 118 Disbursements:	<u>1,241,010.59</u>

11/13/2024 03:50 PM  
 User: mharris  
 DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI  
 CHECK NUMBERS 114 - 115

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank CARDS COMERICA COMMERCIAL CARD					
11/19/2024	114 (E)	COMERICA BANK	AMWAY GRAND PLAZA HOTEL	LODGING FOR THE MERS ANNUAL CO	830.40
			MICHIGAN CHAMBER SERVICES INC	WEBINAR AND UPDATES ON THE EST	25.00
			SAM'S CLUB DIRECT	FOLDING CHAIRS - CIVIC CENTER	1,399.24
			GOLF COURSE SUPERINTENDENTS	GCSAA MEMBERSHIP FEES, SUPERIN	705.00
			GORDON FOOD SERVICE INC.	OPERATING SUPPLIES AND FOOD AN	622.28
			GORDON FOOD SERVICE INC.	OPERATING SUPPLIES AND FOOD AN	275.99
			MICHIGAN STATE UNIVERSITY	ZONING CERTIFICATE PROGRAM FOR	575.00
			UNITED STATES POST OFFICE	OVERNIGHT DELIVERY FOR POSTAGE	26.35
			UNITED STATES POST OFFICE	PASSPORT POSTAGE WEEK OF 08-19	127.50
			WASHTENAW COUNTY DEPARTMENT	BACTERIA TESTING KITS APPLERID	60.00
			HARBOR FREIGHT	TOOLS	42.37
			DETROIT LEGAL NEWS	CALENDARS	50.00
			KROGER	GIFT CARD FOR RECOVERY COURT P	250.00
			KROGER	SUPPLIES FOR FLP VOLUNTEERS -	35.11
			MARATHON PETROLEUM	GAS FOR TOWNSHIP VEHICLE	40.25
			MENARDS, INC.	2 NEODYMIUM SWING HOOK 65# MAG	28.17
			MENARDS, INC.	BEE HOUSES - BEE SUPPLIES	29.62
			MENARDS, INC.	BEE HOUSES - BEE SUPPLIES	18.85
			MICHIGAN GREENSCAPE SUPPLIES	MAINT. SUPPLIES FOR CIVIC CENT	216.25
			ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES - ACCOUNTING	17.34
			PACK N PARCEL	GROUND SHIPPING FOR OIL TEST T	19.98
			PDQ.COM CORPORATION	PDQ CONNECT	837.99
			PRAIRIE MOON NURSEY INC	INSECTOPIA SEED MIX	131.00
			SHERATON GRAND RAPIDS AIRPORT	LODGING FOR MICHAEL SARANEN TO	357.52
			SHERATON OKLAHOMA CITY DOWNTO	LODGING FOR KINGSLEY AND KELCH	1,053.78
			TWINKLE TOES SOFTWARE LLC	SCHEDULING SOFTWARE FOR HOLMES	144.00
			VIZOCOM ICT LLC	COVID 19 TEST KITS FOR COMMUNI	2,970.00
					<u>10,888.99</u>
CARDS TOTALS:					
Total of 1 Checks:					10,888.99
Less 0 Void Checks:					0.00
Total of 1 Disbursements:					<u>10,888.99</u>

# **TREASURER'S REPORT**

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

**MONTHLY TREASURER'S REPORT  
STAN ELDRIDGE  
OCTOBER 1, 2024 - OCTOBER 31, 2024**

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	13,928,190.93	3,721,259.83	3,232,778.26	14,416,672.50
101 - Payroll	228,559.73	852,240.86	817,851.44	262,949.15
101 - Willow Run Escrow	146,686.76	49.69	0.00	146,736.45
206 - Fire Department	4,488,633.10	34,323.77	722,612.43	3,800,344.44
208 - Parks Fund	15,758.62	62.17	242.22	15,578.57
213 - Roads/Bike Path/Rec/General Fund	2,079,704.62	491,776.34	318,466.88	2,253,014.08
216 - Fire Pension & OPEB Millage Fund	36,883.00	1,084.64	138.60	37,829.04
217 - Fire Special Millage Capital Fund	208,854.42	937.93	950.00	208,842.35
226 - Environmental Services	3,166,568.87	104,598.01	592,618.72	2,678,548.16
230 - Recreation	273,364.80	29,961.51	118,056.51	185,269.80
236 - 14-B District Court	185,495.79	116,846.99	140,807.77	161,535.01
244 - Economic Development	77,938.14	312.48	0.00	78,250.62
249 - Building Department Fund	1,567,876.17	78,102.42	113,501.54	1,532,477.05
250 - LDFA Tax	22,939.46	91.62	0.00	23,031.08
252 - Hydro Station Fund	1,317,025.27	32,370.67	84,439.85	1,264,956.09
266 - Law Enforcement Fund	14,506,762.97	119,732.71	707,377.25	13,919,118.43
282 - Cares Act Fund	0.00	0.00	0.00	0.00
284 - Opioid Settlement Fund	61,131.86	243.76	0.00	61,375.62
287 - Nuisance Abatement Fund	48,658.76	1,559.69	2,292.17	47,926.28
398 - LDFA 2006 Bonds	16,105.30	11.45	13,140.00	2,976.75
584 - Green Oaks Golf Course	448,672.96	76,526.69	110,317.08	414,882.57
597 - Compost Site	803,691.51	181,801.65	44,140.91	941,352.25
661 - Motor Pool	205,227.14	193,376.91	10,661.70	387,942.35
702 - General Tax Collection	40,966.32	5,406.90	36,453.99	9,919.23
703 - Current Tax Collections	2,502,388.60	984,599.89	1,389,339.08	2,097,649.41
707 - Bonds & Escrow/GreenTop	1,577,746.92	12,457.89	14,983.45	1,575,221.36
708 - Fire Withholding Bonds	87,719.09	15,553.79	0.00	103,272.88
<b>GRAND TOTAL</b>	<b>48,043,551.11</b>	<b>7,055,290.26</b>	<b>8,471,169.85</b>	<b>46,627,671.52</b>

# ATTORNEY REPORT

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GENERAL LEGAL UPDATE

# **OLD BUSINESS**

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**RESOLUTION NO. 2024-14**

**RESOLUTION TO ADOPT A REVISED SEWER USE ORDINANCE**

**WHEREAS**, the Charter Township of Ypsilanti (“Township”) Municipal Sewer Use and Industrial Waste Pretreatment Ordinance (hereinafter “Sewer Use Ordinance”), Chapter 62, section 106 through section 229, was last revised in 2010; and

**WHEREAS**, the Sewer Use Ordinance implements the provisions of the Federal Water Pollution Control Act of 1972 and all federal regulations adopted thereunder, and the Michigan Natural Resources and Environmental Protection Act and all regulations adopted thereunder, and is a local environmental protection ordinance that is required by these federal and state statutes and regulations; and

**WHEREAS**, the Sewer Use Ordinance contains provisions relating to, among other things, sewer use and construction and the local limits on the concentration of certain pollutants in wastewater discharged to the Township’s sewage works and the Ypsilanti Community Utilities Authority (YCUA) wastewater treatment plant designed to protect the integrity and operation of that wastewater treatment plant, and empowers the Township, through YCUA, to enforce these clean water environmental provisions; and

**WHEREAS**, this local enforcement authority is required by both federal and state law and includes the authority to require businesses and industries that discharge certain pollutants to self-monitor themselves and to report to YCUA, and also permits YCUA to sample and test wastewater discharges, to make on-site inspections, and to take enforcement action against violators, as required by federal and state law; and

**WHEREAS**, the Sewer Use Ordinance and federal regulations require periodic review of the limits placed on the concentration of certain pollutants in wastewater discharged to YCUA; and

**WHEREAS**, substantial revisions to the Sewer Use Ordinance are necessary due to the establishment and implementation of local limits for certain Perfluoroalkyl and Polyfluoroalkyl substances (PFAs -PFOS, PFOA, PFBS, PFNA and PFHxs); and

**WHEREAS**, Ordinance 2024-14 (hereinafter referred to as the “Ordinance”) revises and expands the scope of the Sewer Use Ordinance to, among other things, include a new section (Sec. 62-181(8)) for mitigating Perfluoroalkyl and Polyfluoroalkyl substances (PFAs) and implementation of Best Management Practices (BMPs) for the control of PFAs, which are a group of pollutants of emerging concern for YCUA and the Michigan Department of Environment, Great Lakes and Energy; and

**WHEREAS**, the Ordinance includes Special Alternative Limits (SAL) for certain compatible pollutants that will allow YCUA to better accommodate industrial and commercial needs in the community by allocating available capacity of certain compatible pollutants directly to permitted discharges; and

**WHEREAS**, the Ordinance contains revisions to existing limits and language primarily to improve clarity and adopt compatible pollutant limits to allow better implementation of the Special Alternative Limits Program; and

**WHEREAS**, the Ordinance includes revisions to existing limits for certain toxic pollutants of concern, including inclusion of instantaneous limits for available Cyanide and Bis (2-ethylhexyl) phthalate, and reduction in existing maximum allowable limits for Arsenic, Nickel and Silver; and

**WHEREAS**, the Ordinance removes promulgation dates associated with applicable regulations and deletes “from time to time” in reference to any amendments thereof, as it is sufficient to state, for example, “40 CFR Part 136 as amended.” The Ordinance also streamlines certain definitions pertaining to the wastewater discharge permits for industries, and clarifies language regarding the Fats, Oils and Grease mitigation program policy; and

**WHEREAS**, the applicable state regulations require definitions of certain terms used in the Sewer Use Ordinance to meet current standards on emerging contaminants and sample testing, to properly identify possible sources of pollution, and to more accurately define pretreatment requirements and similar provisions, all of which are incorporated into the Ordinance; and

**WHEREAS**, the Ordinance improves and brings into regulatory compliance the self-monitoring and other reporting requirements for non-domestic users of the Township sewage works and YCUA system and wastewater treatment plant, and the procedures to be engaged in by these users in sampling, testing and reporting to YCUA; and

**WHEREAS**, the Ordinance contains a new section (Sec 62-181(9)) for implementation of a “local initiative limit,” which provides another “tool” that can be used by YCUA staff to regulate a previously unevaluated pollutant.

**NOW, THEREFORE,**

**Be it resolved** that Ordinance 2024-14, which is attached hereto and which modifies Sections 62-106 through 62-229 of the Code of Ordinances, is adopted in its entirety.



YPSILANTI COMMUNITY UTILITIES AUTHORITY

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YPSILANTI, MICHIGAN 48198-9112  
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WEBSITE: [www.ycua.org](http://www.ycua.org)

October 8, 2024

**VIA ELECTRONIC MAIL**

Ms. Heather Jarrell Roe, Clerk  
CHARTER TOWNSHIP OF YPSILANTI  
7200 South Huron River Drive  
Ypsilanti, Michigan 48197

Re: **Notice of Proposed Sewer Use Ordinance Revisions**

Dear Clerk Jarrell Roe:

Please be advised that the YCUA Board of Commissioners approved a recommendation for the Board of Trustees to revise the Sewer Use Ordinance (SUO) of the Charter Township of Ypsilanti at their regular meeting on September 25, 2024. YCUA is responsible for ensuring compliance with wastewater discharges within the Township and thus must ensure the SUO contains appropriate provisions to protect the wastewater collection system and publicly owned treatment works. The proposed revisions to the SUO have been necessitated by a few non-substantial modifications to certain pollutants, recent issuance of the National Pollutant Discharge Elimination System permit requirements, requirements to control certain emerging contaminants of concerns, and certain re-evaluated toxic pollutant parameters. YCUA recently submitted the proposed revisions in the SUO to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). EGLE provided approval for the revisions on September 20, 2024.

**Basis of desired modification:** The primary purpose of developing the current SUO revisions is to enact the necessary legal authority for implementing a Special Alternative Limits (SAL) Program. A SAL Program will allow YCUA to better accommodate industrial and commercial needs in the Township by allocating available capacity directly to permitted discharges. In addition, the proposed SUO revisions incorporate re-evaluated local limits for toxic pollutants with inclusion of local limits for certain perfluoroalkyl and polyfluoroalkyl substances (PFAs -PFOS, PFOA, PFBS, PFNA and PFHxs). PFAs are a group of pollutants of emerging concern for YCUA and EGLE.

**Modified Program Description:** During the revision process, YCUA staff have also drafted additional revisions to improve the consistency and effectiveness of the SUO. Please find below a summary of some of the significant proposed revisions:

1. Remove numerous references to different permit types (e.g. industrial user permits, IPP permits, etc.) in the SUO. In an effort to improve consistency and clarity, YCUA now uses "wastewater discharge permits" throughout the SUO.
2. Remove promulgation dates associated with applicable regulations. Referring to the applicable regulation such as "40 CFR Part 136 as amended" or "as amended or revised from time to time" is sufficient.
3. Section 62-135(b): YCUA proposes a revision whereby non-significant industrial users can still be permitted by YCUA. Federal and state regulations establish criteria for significant industrial users and requires that YCUA issue permits to these facilities that meet this criteria. This would clarify the legal authority which allows YCUA to require self-monitoring and to collect surcharge revenues from such facilities that do not meet the definition of a significant industrial user.
4. Section 62-163(a) and 62-177: YCUA proposes additional language that clarifies the authority of the applicable Director to approve connections of roof downspouts, exterior foundation drains, areaway drains, unpolluted water, or other sources of surface runoff or groundwater to a building sewer or drain at his/her sole discretion.
5. Sec 62-178: YCUA proposes general language revisions to improve the clarity and consistency of SUO language with the YCUA Fats, Oil, and Grease Mitigation Program Policy. Upon approval by the YCUA Director, contract communities may implement an ordinance or written policy in lieu of this section.
6. Sec 62-181(1-3): YCUA proposes multiple revisions to existing limits and language primarily to improve clarity and adopt pollutant limits which allow better implementation of the SAL Program. In addition, the revisions under this section also include moderate revisions to certain toxic pollutants limits. Please find below a summary of the proposed revisions to this section:
  - a. Moderate increase in the surcharge thresholds for biochemical oxygen demand, total phosphorus, and ammonia-nitrogen. The proposed increases will better reflect current domestic sewage strength.
  - b. Removal of chemical oxygen demand limits from the SUO and allow implementation of this alternative parameter when deemed appropriate by the YCUA Director.
  - c. Moderate reduction in the phosphorus upper limit from 75 mg/l (milligrams per liter or parts per million) to 60 mg/l and a more significant decrease in ammonia-nitrogen limit from 700 mg/l to 175 mg/l. These suggested revisions will provide YCUA with more reserve capacity which can be made available through the SAL Program.
  - d. Inclusion of instantaneous limit of 0.22 mg/l for Available Cyanide.
  - e. Inclusion of instantaneous limit of 1.3 mg/l for Bis (2-ethylhexyl) phthalate.
  - f. A reduction in the Arsenic Limit to 0.24 mg/l from 1.0 mg/l to reflect the current Water Quality Standard and reduction in the removal rate for this pollutant.
  - g. A reduction in the Nickel Limit to 2.6 mg/l from 3.0 mg/l to reflect the reduction in the removal rate for this pollutant.
  - h. A reduction in the Silver Limit to 0.084 mg/l from 0.15 mg/l to reflect the reduction in the removal rate for this pollutant.
  - i. Inclusion of recently approved certain Perfluoroalkyl and Polyfluoroalkyl substances (PFAs -PFOS, PFOA, PFBS, PFNA and PFHxs).



7. Sec 62-181(4): YCUA proposes language for obtaining the legal authority in the SUO to implement the SAL Program.
8. Sec 62-181(8): YCUA proposes a new section for mitigating PFAs and implementation of Best Management Practices for their control.
9. Sec 62-181(9): YCUA proposes a new section for implementation of a “local initiative limit”. The development of such a limit provides another “tool” which could be used by YCUA staff to regulate a previously unevaluated pollutant.

The revised SUO and a resolution for approving it are enclosed. Please also find enclosed a current SUO with the applicable sections highlighted where the above revisions are being proposed. Please place these items on the Township Trustees’ agenda for their consideration at the October 15 and November 19, 2024, meetings. Please also forward the supporting material attached for their use in considering these SUO revisions.

Please contact me with any questions you may have regarding these revisions by phone at 734-484-4600 Ext. 116 or by email at [lblackburn@ycua.org](mailto:lblackburn@ycua.org).

Sincerely,



LUTHER BLACKBURN, Executive Director  
Ypsilanti Community Utilities Authority

Enclosures

cc w/encl.:

Ms. Brenda Stumbo, Charter Township of Ypsilanti  
Mr. Stan Eldridge, Charter Township of Ypsilanti  
Ms. Angela Rogers, Charter Township of Ypsilanti  
Mr. Wm. Douglas Winters, McLain & Winters  
Mr. Matthew T. Jane, Pear Sperling Eggan & Daniels, P.C.  
YCUA Board of Commissioners  
Mr. Sreedhar Mullapudi, YCUA  
Mr. Paul Mazur, YCUA  
YCUA File

# ORDINANCE 2024-509

## ARTICLE V. - MUNICIPAL SEWER USE AND INDUSTRIAL WASTE PRETREATMENT

[3]

Footnotes:

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Editor's note—Ord. No. 2010-406, adopted July 20, 2010, amended Art. V in its entirety, in effect repealing and reenacting said article to read as herein set out. The former Art. V, §§ 62-106—62-109, 62-122—62-140, 62-156—62-166, 62-176—62-191, and 62-201—62-207, pertained to similar subject matter and derived from Ord. No. 2001-280, adopted Oct. 2, 2001.

### DIVISION 1. – GENERALLY

#### Sec. 62-106. - Applicability of article.

This article shall apply to all users that discharge into the Ypsilanti Community Utilities Authority's (YCUA) publicly-owned treatment works (the POTW). In addition, it shall be unlawful for any user located outside the township limits to continue discharges to the POTW except as provided in this article. In addition, this article shall establish wastewater discharge permit requirements for connections or alterations to township or YCUA sewage works facilities or the POTW; govern the design, construction, alteration or use of and connection to the sewage works and POTW; regulate the discharge of wastewater into the sewage works and POTW; prohibit certain detrimental conduct; authorize the issuance of wastewater discharge permits; authorize inspections; provide for administration and enforcement of this article; establish civil and criminal penalties for violations; and authorize the enforcement of and ensure compliance within the township of the Federal Water Pollution Control Act, the Clean Water Act and the Michigan Natural Resources and Environmental Protection Act, more specifically defined herein, and rules and regulations promulgated and adopted under said acts and statutes.

(Ord. No. 2010-406, 7-20-10)

#### Sec. 62-107. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning: Act, "the Act," the Federal Water Pollution Control Act and the Clean Water Act are used interchangeably in this article and refer to Public Law 92-500, as adopted in 1972 and amended by Public Law 95-217 in 1977, and any succeeding amendments and any rules or regulations promulgated there under, as amended or revised from time to time.

Alternative discharge limit means limits set by the YCUA in lieu of the promulgated national categorical pretreatment standard for integrated facilities in accordance with the combined wastestream formula as set by the United States Environmental Protection Agency (USEPA).

Authorized representative of industrial user means:

- (1) A responsible corporate officer, if the industrial user is a corporation, who shall be a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation

or means the principal manager of one or more manufacturing, production, or operation facilities employing more than 250 persons or having a gross annual sales or expenditures exceeding \$25,000,000.00 (in second quarter 1980 dollars) if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

- (2) A general partner or proprietor if the industrial user is a partnership or proprietorship, respectively;
- (3) A duly authorized representative of the individual designated above and if all of the following apply:
  - a. The authorization is made in writing by the individual described in subsections (1) or (2) of this definition.
  - b. This authorization specifies either an individual or a position having responsibility for the overall operation of the facility from which the industrial discharge originates, such as the position of plant manager, operator of a well, or well field superintendent, or a position of equivalent responsibility, or having overall responsibility for environmental matters for the company; and
  - c. The written authorization is submitted to the director. If an authorization is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, or overall responsibility for environmental matters for the company, a new authorization satisfying the requirements of this definition shall be submitted to the YCUA prior to or together with any reports to be signed by an authorized representative.

Best management practices (BMP) means programs, practices, procedures or other directed efforts, initiated and implemented by users, which can or do lead to the reduction, conservation or minimization of pollutants being introduced into the ecosystem including, but not limited to, the YCUA publicly-owned treatment system. BMPs include, but are not limited to, equipment or technology modifications, process or procedure modifications, reformulation or design of products, substitution of raw materials, and improvements in housekeeping, maintenance, training, or inventory control, and may include technical and economic considerations. BMPs may be structural or nonstructural or both. In determining what BMPs will be required of a user in a particular case, the director may consider all relevant technological, economical, practical, and institutional considerations as determined relevant and appropriate by the director, consistent with achieving and maintaining compliance with the requirements of this article and other applicable laws and regulations.

Best management practices plan (BMPP) means a written document that describes how the BMPs will be accomplished.

Biochemical oxygen demand (BOD) means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure, five days at 20 degrees Celsius expressed in terms of weight and concentration (milligrams per liter).

Board means the Board of Commissioners of the Ypsilanti Community Utilities Authority.

Building drain means that part of the lowest horizontal piping of a drainage system which receives the drainage from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet outside the inner face of the building wall.

Building sewer means that extension from the building drain to the public sewer or other places of disposal.

Bypass means intentional diversion of wastestreams from any portion of an industrial user's treatment facility.

Chemical oxygen demand (COD) means a measure of the oxygen-consuming capacity of inorganic and organic matter present in water or wastewater. It is expressed as the amount of oxygen consumed from a chemical oxidant in a specified test. It does not differentiate between stable and unstable organic matter and thus does not necessarily correlate with biochemical oxygen demand. Also known as OC and DOC, oxygen consumed, and dichromate oxygen consumed, respectively.

City means the City of Ypsilanti, or City Council of Ypsilanti.

Combined sewer means a sewer receiving both surface runoff and sewage.

Combined wastestream means the wastestream at industrial facilities where regulated process effluent is mixed with other wastewaters (either regulated or unregulated) prior to treatment.

Compatible pollutant means a substance amenable to treatment in the wastewater treatment plant such as biochemical oxygen demand, suspended solids, pH and fecal coliform bacteria, plus additional pollutants identified in the NPDES permit if the publicly owned treatment works was designed to treat such pollutants, and in fact does remove such pollutant to a substantial degree. Examples of such additional pollutants may include: chemical oxygen demand, total organic carbon, and phosphorus and phosphorus compounds, nitrogen compounds, fats, oils and greases of animal or vegetable origin.

Composite sample means a sample formed either by continuous sampling or by mixing discrete samples obtained at intervals over a period of time. The individual samples shall be obtained through flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the YCUA. Where time-proportional composite sampling or grab sampling is authorized by the YCUA, the samples must be representative of the discharge. Manual generation of a composite sample through the collection and combining of grab samples may be approved if the user demonstrates to the satisfaction of the director that this will provide a representative sample of the effluent being discharged. The decision to allow the alternative sampling must be documented in the industrial user's file for that facility or facilities. Composite sampling protocols delineated in the user's wastewater discharge permit take precedence.

Cooling water means the water discharged from any use such as air conditioning, cooling or refrigeration, or to which the only pollutant added is heat.

Daily maximum means the concentration or mass loading that shall not be exceeded on any single calendar day. Where daily maximum limitations are expressed in terms of a concentration, the daily discharge is the arithmetical average measurement of the pollutant concentration derived from all measurements taken that day. Where daily maximum limitations are expressed in units of mass, the daily discharge is the total mass discharged during the day. If a composite sample is required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a single calendar day shall be based on the composite sample collected for that parameter on that calendar day. If grab samples are required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a calendar day shall be based on the average of all grab samples collected for that parameter on that calendar day. If only one grab sample is collected for a parameter on a given day, the determination whether the daily maximum limitation for that parameter has been exceeded for the day shall be based on the results of that single grab sample. If the pollutant concentration in any sample is less than the applicable detection limit, that value shall be regarded as zero when calculating the daily maximum concentration.

Debt service charges means the charges levied to customers of the wastewater system which are used to pay principal, interest and administrative costs of retiring the debt incurred for construction of the POTW or any part thereof.

Department of Environment, Great Lakes, and Energy (EGLE) means the State of Michigan EGLE administrator or other duly authorized official, or any successor department.

Director means the director of the YCUA or director's authorized deputy, agent or representative.

Domestic sewage means waste and wastewater from humans or household operations, which is discharged to, or otherwise enters, a POTW.

Environmental protection agency or EPA means the U.S. Environmental Protection Agency, administrator or other duly authorized official.

Fats, oils, and grease (FOG) means any hydrocarbons, fatty acids, soaps, fats, waxes, oils, or any other nonvolatile or semi-volatile material of animal, vegetable or mineral origin that is extractable by solvents in accordance with standard methods.

Flow proportional sample means a composite sample taken with regard to the flow rate of the wastestream.

Food service establishment (FSE) means a nondomestic user that engages in one or more of the following food preparation activities: cooking by frying (all methods); baking (all methods); grilling; sautéing, rotisserie cooking; broiling (all methods); boiling; blanching; roasting; toasting; poaching; infrared heating; searing; barbecuing; and any other food preparation activity that produces a hot, nondrinkable food product in or on a receptacle that requires washing.

Footing drain means a pipe or conduit, which is placed around the perimeter of a building foundation and which intentionally admits groundwater.

Garbage means solid wastes from the preparation, cooking and dispensing of food and from the handling, storage and sale of produce.

Grab sample means a sample taken from a wastestream on a one-time basis over a period of time of not more than 15 minutes without regard to the flow in the wastestream.

Holding tank waste means any waste from holding tanks such as vessels, chemical toilets, campers, trailers, septic tanks, and vacuum pump tank trucks.

Incompatible pollutant means any pollutant, which is not a compatible pollutant.

Industrial Pretreatment Program (IPP) means the YCUA Industrial Pretreatment Program adopted and approved by the Board, as amended from time to time.

Industrial wastes means the wastewater discharges from industrial, manufacturing, trade or business processes, or wastewater discharge from any structure with these characteristics, as distinct from their employee's domestic wastes or wastes from sanitary conveniences.

Industrial user means a person who contributes, causes or permits wastewater to be discharged into the POTW, including, but not limited to, a place of business, endeavor, arts, trade or commerce, whether public or private, commercial or charitable, but excludes single-family and multifamily residential dwellings with discharges consistent with domestic waste characteristics.

Infiltration means that portion of groundwater, which is unintentionally admitted to a sewer.

Interference means a discharge, alone or in conjunction with a discharge or discharges from other sources, to which both of the following provisions apply:

- (1) The discharge inhibits or disrupts the publicly owned treatment works, its treatment processes or operations, or its sludge processes, use or disposal;
- (2) Pursuant to paragraph (1) of this definition, the discharge is a cause of a violation of any requirement of the YCUA or the Act or the State Act, including an increase in the magnitude or duration of a violation, or of the prevention of sewage sludge use or disposal in compliance with the following statutory provisions and regulations or permits issued there under, or more stringent state or local regulations; Section 405 of the Clean Water Act; the Solid Waste Disposal Act, 42 USC Section 2601 et seq., including Title II, more commonly referred to as the Resource Conservation and Recovery Act, and including state regulations contained in any state sludge management plan prepared pursuant to subtitle D of the Solid Waste Disposal Act; The Clean Air Act, 42 USC Section 7401 et seq.; the Toxic Substances Control Act, 15 USC Section 2601 et seq.; the Marine Protection, Research, and Sanctuaries Act, 33 USC Section 1401 et seq.

Instantaneous maximum concentration means the maximum concentration of a pollutant allowed to be discharged at any instant in time (independent of the flow rate or duration of the sampling event). If the concentration determined by analysis of any grab sample, composite sample, or discrete portion of a composite sample exceeds the instantaneous maximum concentration, the instantaneous maximum concentration shall be deemed to have been exceeded. Any discharge of a pollutant at or above a specified instantaneous maximum concentration is a violation of the Act, this article and the YCUA industrial pretreatment program.

Local Initiative Limits means a temporary limit imposed on any user for any pollutant not specifically limited in Section 62-181, Paragraphs (1) through (3).

Mercury reduction plan means a plan to ensure that the maximum allowable mercury loading to the POTW is not exceeded as described in section 62-181 of this article.

National Categorical Pretreatment Standard, categorical pretreatment standard or categorical standard means any regulation containing pollutant discharge limits promulgated by the EPA in accordance with Sections 307(b) and (c) of the Clean Water Act, 33 USC Section 1317, which apply to a specific category of nondomestic users and which appear in 40 CFR Parts 405-471 as amended.

National Pollutant Discharge Elimination System or NPDES permit means a permit issued pursuant to Section 402 of the Act (33 USC 1342).

National Prohibitive Discharge Standard or prohibitive discharge standard means any regulation developed under the authority of Section 307(b) of the Act and 40 CFR 403.5 as amended.

Natural outlet means any outlet into a watercourse, pond, ditch, lake, or other body of surface or groundwater.

New source means any building, structure, facility, or installation from which there is or may be a discharge and for which construction commenced after the publication of proposed pretreatment standards under Section 307(c) of the Clean Water Act will be applicable to the source if the standards are thereafter promulgated in accordance with Section 307(c), and if any of the following provisions apply:

- (1) The building, structure, facility, or installation is constructed at a site at which no other source is located;
- (2) The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or
- (3) The production of wastewater-generated processes of the building, structure, facility, or installation is substantially independent of an existing source at the same site. The extent to which the new facility is engaged in the same general type of activity as the existing source and the extent of integration of the new facility with the existing plant should be considered in determining whether the process is substantially independent.

Nondomestic user means an industry, commercial establishment, or other entity that discharges wastewater to a publicly-owned treatment works other than, or in addition to, sanitary sewage.

Operation and maintenance means all work, materials, equipment, utilities, administration and other effort required to operate and maintain the POTW consistent with ensuring adequate treatment of wastewater to produce an effluent in compliance with the NPDES permit and other applicable state and federal regulations, and includes the cost of replacement.

Operator means the person responsible for the overall operation of a facility.

Owner means the person who owns a facility or part of a facility.

Pass-through means a discharge that exits the POTW into state waters in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the Act, the State Act, or the NPDES permit, including an increase in the magnitude or duration of a violation.

Person means any individual, partnership, copartnership, firm, company, corporation, limited liability company, association, joint stock company, trust, estate, governmental entity or any other legal entity, or its legal representatives, agents or assigns. The masculine gender shall include the feminine and the singular shall include the plural where indicated by the context.

PFAS Compounds mean the list of perfluoroalkyl and polyfluoroalkyl substances identified by EGLE as emerging contaminants and included on EGLE's most recent PFAS Minimum Laboratory Analyte List.

pH means a common measure of the acidity or alkalinity of an aquatic solution, as expressed in standard units (SU).

Pollutant means any of the following: substances regulated by categorical standards; substances discharged to the POTW that are required to be monitored, are limited in the POTW's permit, or are or are to be identified in the POTW's permit application; substances for which control measures on nondomestic users are necessary to avoid restricting the approved residuals management program of the POTW; substances for which control measures on nondomestic users are necessary to avoid operational problems at the POTW; substances for which control measures on nondomestic sources are necessary to avoid worker health and safety problems in the POTW.

Pollution means the manmade or man-induced alteration of the chemical, physical, biological, or radiological integrity of water.

Pretreatment or treatment means the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutants, or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into the POTW. The reduction or alteration can be obtained by physical, chemical or biological processes, process changes or other means, except as prohibited by 40 CFR 403.6(d).

Pretreatment requirements means any substantive or procedural requirement related to pretreatment, other than a pretreatment standard, imposed on a nondomestic user.

Pretreatment standards means any regulation containing pollutant discharge limits promulgated in accordance with the Clean Water Act, including but not limited to Sections 307(b-c), and the State Act. This term includes prohibited discharges and local limits defined in R 323.2303 and categorical standards.

Properly shredded garbage means garbage that has been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half-inch in any dimension.

Publicly-owned treatment works (POTW) means the treatment works owned and/or operated by the YCUA and includes the wastewater treatment plant, any devices and systems used in the storage, treatment, recycling, and reclamation of municipal sewage or industrial wastes of a liquid nature. The term also includes sewers, pipes, and other conveyances if they convey wastewater to or through the publicly owned treatment works. The term also means the municipality (the City of Ypsilanti and the Township of Ypsilanti) that has jurisdiction over indirect discharges to, and discharges from, the treatment works.

Public sewer means a sewer in which all owners of abutting properties have equal rights and is controlled by public authority.

Replacement means the replacement in whole or in part of any equipment in the POTW to ensure continuous treatment of wastewater in accordance with the NPDES permit and other state and federal regulations.

Sanitary sewer means a sewer, which carries sewage and to which storm, surface and groundwaters are not intentionally admitted.

Severe property damage means substantial physical damage to property, damage to the treatment facilities which cause them to become inoperable, or substantial or permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

Sewage or wastewater means the liquid and water-carried industrial or domestic wastes from dwellings, commercial buildings, industrial facilities and institutions, together with any groundwater, surface water, and stormwater that may be present, whether treated or untreated, which is contributed into or allowed to enter the POTW.

Sewage treatment or wastewater treatment plant means any arrangement of devices and structures used for treating sewage.

Sewage works means all municipal facilities for collecting, pumping, treating and disposing of sewage. Sewer means a pipe or conduit for carrying sewage.

Sewer service charge means the sum of any applicable user charges, surcharges and debt service charges.

Shall is mandatory; may is permissive.

Significant industrial user (SIU) means either of the following:

- (1) A nondomestic user subject to categorical pretreatment standards under 40 CFR Parts 405-471 as amended; or
- (2) A nondomestic user that, in the opinion of YCUA or of the township, has a reasonable potential to adversely affect the POTW's operation, or for violating any pretreatment standard or requirement or that contributes a process wastestream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant, or that discharge an average of 25,000 gallons per day or more of process wastewater to the POTW, excluding sanitary, noncontact cooling, and boiler blow down wastewater. Any user designated as significant may petition the township to be deleted from the list of significant industrial users on the grounds that it has no potential for adversely affecting the POTW's operation or violating any pretreatment standard or requirement.

The director may determine that a user that meets the criteria of subsections (1) and (2) of this definition above is not currently a significant industrial user, if the director finds that the user has no reasonable potential to adversely affect the operation of the POTW, to violate any pretreatment standard or requirement, or that a wastewater discharge permit is not required to meet the purposes and objectives of this article. A determination that a user is not a significant industrial user (or that a wastewater discharge permit is not required) shall not be binding and may be reversed by the director at any time based on changed circumstances, new information, or as otherwise determined necessary by the director to meet the purposes and objectives of this article.

Significant noncompliance means any of the following:

- (1) Chronic violations of wastewater discharge limits, defined as results of analyses in which 66 percent or more of all of the measurements taken for the same pollutant parameter during a six-month period exceed, by any magnitude, a numeric pretreatment standard or requirement, including instantaneous limits, as defined by 40 CFR 403.3(l) as amended;
- (2) Technical review criteria (TRC) violations, defined as results of analyses in which 33 percent or more of all of the measurements taken for the same pollutant parameter taken during a six-month period equal or exceed the product of the pretreatment standard or requirement including instantaneous limits, as defined by 40 CFR 403.3(l) as amended multiplied by the applicable technical review criteria. (Technical review criteria equals 1.4 for compatible pollutants and 1.2 for all other pollutants, except pH.);
- (3) Any other violation of a pretreatment standard or requirement as defined by 40 CFR 403.3(l) as amended, (daily maximum, longer-term average, instantaneous limits, or narrative standard) that the YCUA determines has caused, alone or in combination with other discharges, interference or pass-through, including endangering the health of township or YCUA personnel or the general public;
- (4) Any discharge of a pollutant that has caused imminent endangerment to human health, welfare, or the environment or has resulted in the YCUA's exercise of its emergency authority under Rule 323.2306(a)(vi) of the Part 23 Rules under the State Act, or its emergency authority under this article or the YCUA's IPP, to halt or prevent the discharge;
- (5) Failure to meet, within 90 days after a scheduled date, a compliance schedule milestone contained in a YCUA or other local control mechanism or enforcement order for starting construction, completing construction, or attaining final compliance;
- (6) Failure to provide, within 30 days after the due date, a required report such as, but not limited to, a baseline monitoring report, 90-day or other compliance report, periodic self-monitoring report,



or report on compliance with a compliance schedule, as required or otherwise ordered by the YCUA;

- (7) Failure to timely or accurately report noncompliance; or
- (8) Any other violation or group of violations, which may include a violation of best management practices, that YCUA determines will affect or has adversely affected the operation or implementation of the YCUA pretreatment program or operation of the POTW.

Slug, slug loading, slug discharge means either:

- (1) Any discharge of pollutants at a volume or concentration that causes upset of or interference with the POTW or causes the pass-through of pollutants to receiving waters; or
- (2) Any discharge of a pollutant(s), measured by a grab sample, at a concentration exceeding five times the composite or grab sample discharge limit; or
- (3) Any discharge of wastewater outside the pH range of 5.0 to 11.0 S.U. for either a continuous duration of greater than or equal to 15 minutes or for a sum total of 30 minutes within one day, or
- (4) Any discharge of a nonroutine, episodic nature including, but not limited to, an accidental spill or noncustomary batch discharge.

State means the State of Michigan.

State Act means Public Act 451 of 1994, the Natural Resources and Environmental Protection Act (NREPA), as amended, and any rules or regulations promulgated thereunder, as amended or revised from time to time.

Storm sewer or storm drain means a sewer which carries storm and surface waters and drainage, but excludes sewage and polluted industrial wastes.

Stormwater means any flow occurring during or following any form of natural precipitation and resulting therefrom.

Surcharge means an extra charge to cover the cost of treating, sampling and testing extra strength sewage.

Suspended solids means the total suspended matter that floats on the surface of, or is suspended in, water, wastewater or other liquids, and which is removable by laboratory filtering.

Total Kjeldahl nitrogen (TKN) means the measure of the total ammonia-nitrogen present in wastewater, after any organic nitrogen present has been converted to ammonia-nitrogen under a standard digestive procedure.

Township means the Charter Township of Ypsilanti, Michigan or its board of trustees.

Toxic pollutant means any pollutant or combination of pollutants, which is or can potentially be harmful to the public health or the environment including those listed as toxic in regulations promulgated by the administrator of the environmental protection agency under the provisions of the Act or other regulations.

User means any person who contributes, causes or allows the contribution of wastewater into the sewage works.

User charge means a charge levied on users of a treatment works for the cost of operation and maintenance of sewerage works pursuant to Section 204(b) of PL 92-500 and includes the cost of replacement.

User class means the kind of user connected to sanitary sewers including, but not limited to, residential, industrial, commercial, institutional and governmental, defined as follows:

- (1) Residential user means a user of the treatment works whose premises or buildings are used primarily as a domicile for one or more persons, including dwelling units such as detached,

semidetached and row houses, mobile homes, apartments, or permanent multifamily dwellings (transient lodging is not included, it is considered commercial);

- (2) Industrial user means any user who discharges an "industrial waste" as defined in this article or any nondomestic source who discharges pollutants to the sewage works or POTW;
- (3) Commercial user means an establishment involved in a commercial enterprise, business or service, which, based on a determination by the YCUA discharges primarily segregated domestic wastes or wastes from sanitary conveniences and which is not a residential user or an industrial user;
- (4) Institutional user means any establishment involved in a social, charitable, religious, or educational function which, based on a determination by the YCUA, discharges primarily segregated domestic wastes or wastes from sanitary conveniences; and
- (5) Governmental user means any federal, state or local government user of the wastewater treatment works.

Wastewater discharge permit means a written authorization to discharge subject to specific limits, terms, and conditions. A wastewater discharge permit is issued by the director and its terms and conditions are enforced by the YCUA IPP.

Waters of the state means all streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the state or any portion thereof.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-108. - Abbreviations.**

The following abbreviations shall have the following meanings:

ASTM	American Society for Testing and Materials.
BMP	Best management practices.
BMPP	Best management practices plan.
BOD	Biochemical oxygen demand.
CFR	Code of Federal Regulations.
COD	Chemical oxygen demand.
CWA	Clean Water Act.
EGLE	Environment, Great Lakes, and Energy Department of the State of Michigan
EPA	United States Environmental Protection Agency.
FOG	Fats, oils, and grease.
l	Liter.
LIL	Local Initiative Limits.
MAHL	Maximum Allowable Headworks Loading.
MAIL	Maximum Allowable Industrial Loading.

SAL	Special Alternative Limit
MRP	Mercury reduction plan.
mg	Milligrams.
mg/l	Milligrams per liter.
ug/l	Micrograms per liter.
ng/l	Nanograms per liter.
NPDES	National Pollutant Discharge Elimination System.
O&M	Operation and maintenance.
POTW	Publicly-owned treatment works.
SIC	Standard Industrial Classification.
SS	Suspended solids.
TKN	Total Kjeldahl Nitrogen
USC	United States Code.
WWTP	The Ypsilanti Community Utilities Authority Wastewater Treatment Plant.
WEF	Water Environment Federation.
YCUA	Ypsilanti Community Utilities Authority.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-109. - Protection from damage.**

It shall be unlawful for any unauthorized person to maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance, or equipment, which is a part of the sewage works or POTW.

(Ord. No. 2010-406, 7-20-10)

**Secs. 62-110—62-120. - Reserved.**

## **DIVISION 2. - ADMINISTRATION AND ENFORCEMENT**

### **Sec. 62-121. - Permit or authorization required.**

It shall be unlawful to discharge to the waters of the state within the township, or in any area under the jurisdiction of such township and/or to the YCUA sewage works, any wastewater except as provided by an NPDES permit and/or as authorized by the township and the YCUA in accordance with the provisions of this article.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-122. - Information required prior to connection to system.**

All industrial users proposing to connect to or to contribute to the sewage works shall submit information on the use, processes and wastewater to the director before connecting to or contributing to the sewage works. The information submitted must be sufficient for the YCUA to determine the impact of the user's discharge on the sewage works and the need for pretreatment. The user shall submit, in units and terms appropriate for evaluation, the following information:

- (1) The name, address and location of the user.
- (2) The SIC number according to the Standard Industrial Classification Manual, Bureau of the Budget, 1972, as amended; and any industrial processes subject to National Categorical Pretreatment Standards under 40 CFR Parts 405-471 as amended.
- (3) Wastewater constituents and characteristics including, but not limited to, those pollutants mentioned in sections 62-177 through 62-187 of this article, when required by the director, as determined by a reliable analytical laboratory. Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 as amended. Where Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods of any other applicable sampling and analytical procedures, including procedures suggested by the YCUA or other parties, approved by the EPA.
- (4) The time and duration of contribution.
- (5) The average daily wastewater flow rates, including daily, monthly and seasonal variations, if any.
- (6) Site plans, floor plans, mechanical and plumbing plans and details to show all sewers, sewer connections, and appurtenances by the size, location and elevation, if the user is a SIU or as required by the YCUA.
- (7) A description of activities, facilities and plant processes on the premises including all materials, which are or could be discharged.
- (8) The nature and concentration of any pollutants in the discharge, which are limited by any YCUA, state, or federal pretreatment standards, and a statement regarding whether or not the pretreatment standards are being met on a consistent basis and if not, whether additional operation and maintenance and/or additional pretreatment is required by the industrial user to meet applicable pretreatment standards.
- (9) If additional pretreatment and/or O&M will be required to meet the pretreatment standards, the shortest schedule by which the user will provide such additional pretreatment shall be provided. The completion date in this schedule shall not be later than the compliance date established for the applicable pretreatment standard. The following conditions shall apply to this schedule:
  - a. The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation

of additional pretreatment required for the user to meet the applicable pretreatment standards.

- b. No increment referred to in subsection (9)a. of this section shall exceed nine months.
  - c. Not later than 14 days following each date in the schedule and the final date for compliance, the user shall submit a progress report to the director including, as a minimum, whether or not it complied with the increment of progress to be met on such date and, if not, the date on which it expects to comply with this increment of progress, the reason for delay, and the steps being taken by the user to return the construction to the schedule established. In no event shall more than nine months elapse between such progress reports to the director.
- (10) Each product produced by type, amount, process or processes and rate of production.
  - (11) The type and amount of raw materials processed, average and maximum per day.
  - (12) The number and type of employees, hours of operation of plant and proposed or actual hours of operation of pretreatment system.
  - (13) Any other information as may be deemed by the director to be necessary to evaluate the impact of the discharge on the sewage works.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-123. - Reporting required after promulgation or revision of a pretreatment standard and reporting from a new source.**

Within 180 days of the promulgation or revision of a categorical pretreatment standard, or 180 days after the final administrative decision made upon a category determination submission under R 323.2311(2) of the Part 23 Rules promulgated under the State Act, whichever is later, existing nondomestic users subject to the categorical pretreatment standards and currently discharging, or scheduled to discharge, to the POTW shall submit, to the YCUA, a report that contains all of the information listed in this section. Where reports containing this information already have been submitted to the YCUA or EPA in compliance with the requirements of 40 CFR Part 128.140(b) as amended, the nondomestic user will not be required to submit the information again. Not less than 90 days before the commencement of a discharge, sources that become nondomestic users subsequent to the promulgation of an applicable categorical standard and new sources shall be required to submit to the YCUA a report that contains the information listed in subsections (1) to (5) of this section. New sources shall also include in this report information on the method of pretreatment the source intends to use to meet applicable pretreatment standards. New sources shall give estimates of the information requested in subsections (4) and (5) of this section. All of the following information shall be submitted pursuant to this section:

- (1) The name and address of the facility including the name of the operator and owners.
- (2) A list of any environmental control permits held by or for the facility.
- (3) A brief description of the nature, average rate of production, and standard industrial classification of the operation or operations carried out by the nondomestic user. The description shall include a facility drawing and schematic process diagram that indicates points of discharge to the POTW and from which processes the discharges originate.
- (4) Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW for each of the following:
  - a. Regulated process streams.
  - b. Other streams as necessary to allow use of the combined wastestream formula specified in R 323.2311(6). The YCUA may allow for verifiable estimates of these flows when justified by cost or feasibility considerations.
- (5) All of the following information shall be provided with respect to the measurement of pollutants:

- a. The identity of the pretreatment standards, including state or local standards, applicable to each regulated process.
  - b. The results of sampling and analysis identifying the nature and concentration or mass, where required by the standard or YCUA, of regulated pollutants in the discharge from each regulated process. Both daily maximum and average concentration or mass, where required, shall be reported. The sample shall be representative of daily operations.
  - c. A minimum of four grab samples shall be used for pH, cyanide, total phenols, oil and grease, sulfide, and volatile organics. For all other pollutants, 24-hour composite samples shall be obtained through flow-proportional composite sampling techniques. The YCUA may waive flow-proportional composite sampling for any nondomestic user that demonstrates that time-proportional sampling is representative of the discharge during the sampling period. Samples obtained through time-proportional composite sampling techniques or through a minimum of four grab samples may be approved by the director when the user demonstrates that this will provide a representative sample of the effluent being discharged.
  - d. With the exception of the pollutants specified in paragraph c. of this subsection, the user shall take a minimum of one representative sample to compile the data necessary to comply with the requirements of this subsection.
  - e. Samples should be taken immediately downstream from pretreatment facilities if the facilities exist or immediately downstream from the regulated process if pretreatment facilities do not exist. If other wastewaters are mixed with the regulated wastewater before pretreatment, the nondomestic user should measure the flows and concentrations necessary to allow use of the combined wastestream formula specified in R 323.2311(7) to evaluate compliance with the pretreatment standards. Where an alternate concentration or mass limit has been calculated in accordance with R 323.2311(5), the adjusted limit and supporting data shall be submitted to YCUA.
  - f. Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 as amended. Where Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the YCUA or other parties, approved by the EPA.
  - g. The YCUA may allow the submission of a baseline report that utilizes only historical data if the data provides information sufficient to determine the need for industrial pretreatment measures. The baseline report shall indicate the time, date, and place of sampling and the methods of analysis and shall certify that the sampling and analysis is representative of normal work cycles and expected pollutant discharges to the POTW.
- (6) A statement, reviewed by an authorized representative of the nondomestic user and certified by a qualified professional, indicating whether pretreatment standards are being met on a consistent basis and, if not, whether additional O&M or additional pretreatment is required for the nondomestic user to meet the pretreatment standards and requirements.
- (7) If additional pretreatment or O&M will be required to meet the pretreatment standards, the shortest schedule by which the nondomestic user will provide such additional pretreatment or O&M. The completion date in the schedule shall not be later than the compliance date established for the applicable pretreatment standard. All of the following conditions shall apply to compliance schedules:
- a. The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the nondomestic user to meet the applicable categorical pretreatment standards. The events may include any of the following: (i) the hiring of an engineer; (ii) completing preliminary plans; (iii) completing final plans; (iv)

executing contracts for major components; (v) commencing construction; (vi) completing construction; or (vii) other similar major events;

- b. An increment referred to in this subsection shall not be more than nine months.
  - c. Not later than 14 days following each date in the schedule and the final date for compliance, the nondomestic user shall submit a progress report to the YCUA, including, at a minimum, whether or not the user complied with the increment of progress to be met on a particular date and, if not, the date on which the user expects to comply with the increment of progress, the reason for delay, and the steps being taken by the nondomestic user to return the construction to the schedule established. Not more than nine months shall elapse between progress reports to the YCUA.
- (8) Where the nondomestic user's categorical pretreatment standard has been modified by a removal allowance under R 323.2311(7) or a fundamentally different factors variance under R 323.2313(b) at the time the nondomestic user submits the report required by this rule, the information required by subsections (6) and (7) of this section shall pertain to the modified limits.
- (9) Any changes to information requested under subsections (1) to (5) of this section shall be submitted by the nondomestic user to the YCUA within 60 days.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-124. - Additional reporting required and periodic report requirements.**

- (a) Within 90 days following the date for final compliance with applicable categorical pretreatment standards or, in the case of a new source, following commencement of the introduction of wastewater into the sewage works, POTW or the WWTP, any nondomestic user subject to pretreatment standards and requirements shall submit to the director a report containing the information required in subsections (4) through (6), inclusive, of section 62-123 of this article. For industrial users subject to equivalent mass or concentration limits established by YCUA in accordance with the procedures in R 323.2311(5) of the Part 23 Rules promulgated under the State Act or otherwise established by the Act or the State Act or rules promulgated thereunder, the report shall contain a reasonable measure of the nondomestic user's long-term production rate. For all other nondomestic users subject to categorical pretreatment standards expressed in terms of allowable pollutant discharge per unit of production, or other measure of operation, the report shall include the nondomestic user's actual production during the appropriate sampling period.
- (b) The YCUA may establish and impose mass limitations on users which are using dilution to meet applicable pretreatment standards or requirements, or in other cases in which the imposition of mass limitations is appropriate.
- (c) All of the following provisions shall apply to periodic reports on continued compliance:
  - (1) Any nondomestic user subject to a categorical pretreatment standard after the compliance date of the pretreatment standard or, in the case of a new source, after commencement of the discharge into the publicly-owned treatment works shall submit, to the YCUA semiannually, unless required more frequently in the pretreatment standard or by the YCUA, a report indicating the nature and concentration of pollutants in the effluent that are limited by the categorical pretreatment standards. In addition, the report shall include a record of measured or appropriately estimated average and maximum daily flows for the reporting period for the discharge reported in subsection 62-123(4) of this article, except that YCUA may require more detailed reporting of flows.
  - (2) Where YCUA has imposed mass limitations on nondomestic users as provided for by R 323.2311(5) of the Part 23 Rules promulgated under the State Act or where such limitations are otherwise established by the Act or the State Act or Rules promulgated there under, the report

required by subsection (a) immediately above shall indicate the mass of pollutants regulated by pretreatment standards in the discharge from the nondomestic user.

- (3) For nondomestic users subject to equivalent mass or concentration limits established by the YCUA or under the Act or the State Act or rules promulgated there under, the report required by subsection (a) immediately above shall contain a reasonable measure of the nondomestic user's long term production rate. For all other nondomestic users subject to categorical pretreatment standards expressed only in terms of allowable pollutant discharge per unit of production, or other measure of operation, the report required by subsection (a) immediately above shall include the nondomestic user's actual average production rate for the reporting period.
- (d) All categorical and noncategorical nondomestic users shall notify the YCUA immediately of all discharges that could cause problems to the POTW, including any slug loadings.
- (e) All of the following provisions apply to SIUs that are categorical industrial users or noncategorical industrial users with regards to monitoring and analysis to demonstrate continued compliance:
  - (1) The reports required in section 62-123 of this article or in this section shall contain the results of sampling and analysis of the discharge, including the flow and the nature and concentration, or production and mass when requested by the YCUA, of pollutants contained in the discharge that are limited by the applicable pretreatment standards. The sampling and analysis may be performed by the YCUA instead of the nondomestic user. Where the YCUA elects to perform the required sampling and analysis instead of the nondomestic user, the nondomestic user will not be required to submit the compliance certification required under subsection 62-123(6) and subsection (a) of this section. In addition, where the YCUA collects all the information required for the report, including flow data, the nondomestic user will not be required to submit the report. The YCUA shall provide, to the nondomestic user, within ten days after the results are available, the results of any sampling the YCUA performs for nondomestic user self-monitoring that show a violation of any pretreatment standard. Any certification required by a categorical pretreatment standard shall be included with the semiannual compliance reports.
  - (2) If sampling performed by a nondomestic user indicates a violation of pretreatment standards, the nondomestic user shall notify the YCUA within 24 hours of becoming aware of the violation. The nondomestic user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the YCUA within 30 days after becoming aware of the violation; however, the nondomestic user is not required to resample if the YCUA performs sampling at the nondomestic user at a frequency of at least once per month or if the YCUA performs sampling at the nondomestic user between the time when the nondomestic user performs its initial sampling and the time when the nondomestic user receives the results of the sampling.
  - (3) The reports required in subsection (c)(3) of this section shall be based upon data obtained through appropriate sampling and analysis performed during the period covered by the report, which data is representative of conditions occurring during the reporting period. The YCUA may establish and require a frequency of monitoring that is necessary to assess and assure compliance by nondomestic users with applicable pretreatment standards and requirements.
  - (4) All analyses shall be performed in accordance with procedures established by the EPA pursuant to Section 304(h) of the Clean Water Act and contained in 40 CFR Part 136 as amended or with any other test procedures approved by the EPA. Sampling shall be performed in accordance with the techniques approved by the EPA. Where the provisions of the Part 136 do not include sampling or analytical techniques for the pollutants in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed using validated analytical methods or any other sampling and analytical procedures, including procedures suggested by the YCUA or other parties and approved by the EPA.
  - (5) If a nondomestic user monitors any pollutant more frequently than required by the YCUA using the procedures prescribed in subsection (4) immediately above, the results of the monitoring shall be included in the report.



- (6) A minimum of one grab samples shall be used for pH, cyanide, total phenols, oil and grease, sulfide, and volatile organics. For all other pollutants, 24-hour composite samples shall be obtained through flow-proportional composite sampling techniques. The YCUA may waive flow-proportional composite sampling for any nondomestic user that demonstrates that time-proportional sampling is representative of the discharge during the sampling period. Samples obtained through time-proportional composite sampling techniques or through a minimum of four grab samples may be approved by the director or designee when the user demonstrates that this will provide a representative sample of the effluent being discharged.
- (f) The YCUA may require appropriate reporting from nondomestic users that have discharges, which are not subject to categorical pretreatment standards. Significant industrial users shall submit, to the YCUA, at least semiannually, a description of the nature, concentration, and flow of the pollutants required to be reported by the YCUA. The reports shall be based on sampling and analysis performed in the period covered by the report and performed in accordance with the techniques described in 40 CFR Part 136 as amended. Where the provisions of the Part 136 do not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the YCUA or other persons and approved by the EPA. The sampling and analysis may be performed by the YCUA instead of the significant industrial user. Where the YCUA collects all of the information required for the report, the significant industrial user will not be required to submit the report. The YCUA shall provide, to the nondomestic user, within ten days after the results are available, the results of any sampling it performs for nondomestic user self-monitoring that show a violation of any pretreatment standard. Where the YCUA performs sampling for a significant industrial user, the YCUA must perform any required repeat sampling and analysis within 30 days of becoming aware of a violation.
- (g) All periodic compliance reports shall be certified and signed by the authorized representative of the industrial user. The authorized representative shall state the following certification when submitting the periodic compliance reports to the YCUA: "I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquire of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-125. - Powers of the YCUA.**

Wastewater discharges shall be expressly subject to all provisions of this article, the Act and State Act and all other applicable regulations, rules, plans, programs and orders established by the YCUA. The YCUA may:

- (1) Limit the average and maximum wastewater constituents and characteristics.
- (2) Limit the average and maximum rate and time of discharge or make requirements for flow regulations and equalization.
- (3) Require the installation and maintenance of inspection and sampling facilities.
- (4) Establish specifications for monitoring programs which may include sampling locations, frequency of sampling, number, types and standards for tests and reporting schedule.
- (5) Establish compliance schedules.
- (6) Require submission of technical reports or discharge reports.

- (7) Require the maintaining, retaining and furnishing of plant records relating to wastewater discharge as specified by the YCUA, and affording the YCUA access thereto, and copying thereof.
- (8) Require notification of slug discharges and accidental spills.
- (9) Require other conditions as deemed appropriate by the YCUA to ensure compliance with this article, the Act and the State Act. The YCUA shall require notification of the YCUA for any new introduction of wastewater constituents or any substantial change in the volume or character of the wastewater constituents being introduced into the POTW.
- (10) Take any other action, including enforcement action, required or authorized by this article.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-126. - Sampling and monitoring facilities may be required.**

The YCUA shall, when determined necessary by the director, require to be provided and operated at the user's own expense, monitoring facilities to allow inspection, sampling, and flow measurement of the building sewer and/or internal drainage systems. The facility, sampling, and measuring equipment shall be maintained at all times in a safe and proper operating condition at the expense of the user. Whether constructed on public or private property, the sampling and monitoring facilities shall be provided in accordance with plans and specifications submitted to and approved by the YCUA and all applicable local construction standards and specifications. Construction shall be completed within 90 days following written notification by the YCUA.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-127. - Right to access of facilities for inspection, sampling, records examination, record copying or other duties.**

The YCUA shall inspect the facilities of any user to ascertain whether the purpose of this article is being met and all requirements are being complied with. Persons or occupants of premises where wastewater is created or discharged shall allow the YCUA or its representative ready access at all reasonable times to all parts of the premises for the purposes of inspection, sampling, records examination, records copying or in the performance of any of their duties. The YCUA, EGLE and EPA shall have the right to set up on the user's property, at the user's expense, such devices as are necessary to conduct sampling inspection, compliance monitoring and/or metering operations. Where a user has security measures in force which would require proper identification and clearance before entry into their premises, the user shall make necessary arrangements with their security guards or other appropriate personnel so that upon presentation of suitable identification, personnel from the YCUA, EGLE and EPA will be allowed to enter, without delay, for the purposes of performing their specific responsibilities.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-128. - Compliance with ordinance provisions required.**

- (a) Industrial users shall provide necessary wastewater treatment as required to comply with this article, the Act and State Act and shall achieve compliance with all pretreatment standards within the time limitations as specified by the federal pretreatment regulations and as required by the YCUA, the Act or the State Act. Any industrial user that qualifies, as a new source is required to have pretreatment equipment installed and operational before discharging and shall be in full compliance within 90 days of initial discharge. Any facilities required to pretreat wastewater to a level acceptable to the YCUA shall be provided, operated, and maintained at the user's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the YCUA for review and shall

be approved by the YCUA before construction of the facility. The review of such plans and operating procedures will in no way relieve the user from the responsibility of modifying the facility as necessary to produce an effluent acceptable to the YCUA under the provisions of this article, the Act or the State Act. Any subsequent changes in the pretreatment facilities or method of operation shall be reported to and be approved by the YCUA prior to the user's initiation of the changes.

- (b) As required by Section 403.8(D) (viii) of the Federal Register, the YCUA shall publish at least annually in a newspaper(s) of general circulation that provides meaningful public notice within the jurisdiction(s) served by the POTW of the industrial users, which during the previous 12 months, were in significant noncompliance with any applicable pretreatment requirements. All records relating to compliance with pretreatment standards shall be made available to officials of the EPA or EGLE upon request.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-129. - Confidentiality of information.**

Information and data on a user obtained from reports, questionnaires, permit applications, wastewater discharge permits and monitoring programs, and from inspections shall be available to the EGLE and the EPA without restriction and shall be available to the public without restriction unless the user specifically requests and is able to demonstrate to the satisfaction of the director that the release of such information would divulge information, processes or methods of production entitled to protection as trade secrets of the user, in accord with applicable provisions of the State Freedom of Information Act, Public Act 442 of 1976, as amended and Rule 323.2314 of the Part 23 Rules promulgated under the State Act.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-130. - Enforcement by township.**

All orders, directives, legal and/or equitable actions, which are necessary and appropriate to enforce this article, the Act and State Act shall be carried out by the YCUA and the township. Nothing contained in this section shall preclude the township or the YCUA from instituting, maintaining or joining any legal and/or equitable actions to enforce this article, the Act and State Act.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-131. - Records, accounts, audits, classification of users, insurance.**

- (a) The YCUA will maintain and keep proper books of records and accounts, separate from all other records and accounts, in which shall be made full and correct entries of all transactions relating to the POTW. The YCUA will cause an annual audit of such books of record and account for the preceding operating year to be made by a recognized independent certified public accountant and will supply such audit report to authorized public officials on request.
- (b) In conjunction with the audit there shall be an annual review of the sewer charge system for adequacies meeting expected expenditures for the following year.
- (c) Classification of old and new industrial users may also be reviewed annually.
- (d) The YCUA will maintain and carry insurance on all physical properties of the system, of the kinds and in the amounts normally carried by public utility companies and municipalities engaged in the operation of sewage disposal systems.
- (e) Retention of records. A user shall retain records of all monitoring information, including, all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by this article, an order, or a wastewater discharge permit, all documentation associated with best management practices, and the records of all data used

to complete the application for a wastewater discharge permit, for a period of at least three years from the date of a sample, measurement, report application or orders. This period may be extended by the YCUA at any time at the director's discretion.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-132. - Powers and authority of inspectors.**

The director and other duly authorized employees of the YCUA bearing proper credentials and identification shall be allowed to enter upon all properties for the purpose of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this article, the Act and State Act.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-133. - Enforcement process.**

- (a) Emergency suspension. The director may suspend the wastewater treatment service and/or any wastewater discharge permit issued under this article when such a suspension is necessary, in the opinion of the director, in order to stop an actual or threatened discharge that presents or may present an imminent or substantial danger to the health or welfare of persons or the environment, the POTW, or constitutes a violation of any condition of the NPDES or other permit, this article, the Act or State Act. Any user notified of a suspension of wastewater treatment services or a wastewater discharge permit shall immediately stop or eliminate its discharge into the POTW. If a user fails to immediately comply with such a suspension order and as required in this section, the YCUA shall take such steps as deemed necessary, including immediate termination or severance of the user's sewer connection to prevent or minimize damage to any person, the POTW or the environment. The YCUA will allow the user to recommence its discharge upon receipt of proof of compliance with this article and the elimination of the discharge and/or identified danger. A user whose wastewater treatment service or wastewater discharge permit has been suspended under this article shall submit, within 15 days of the suspension, a written statement to the director describing the causes of the harmful discharge and the measures taken to prevent future harmful discharges in addition to other information required by this article or otherwise required by the Act or State Act under such circumstances.
- (b) Notice letter. The minimum enforcement response that the director will use to notify a user that a violation of the local applicable sewer use ordinance or YCUA industrial pretreatment program has occurred or is occurring.
- (c) Notification of violation. Whenever the director finds that any user has violated or is violating any provision of this article or a wastewater discharge permit, an order issued under this article, the Act or State Act, the director may serve upon said user written notice of the violation. Within 30 days of receipt of such notice the user shall submit to the director an explanation of the violation and a written plan for satisfactory correction. Submission of this plan does not relieve the user of liability for any violations occurring before or after receipt of the notice of violation or as otherwise provided in this article, the Act or State Act.
- (d) Show cause order. The director may order any user violating this article or a wastewater discharge permit, an order issued under this article, the Act, or State Act, to show cause why a proposed enforcement action should not be taken. The show cause notice shall require the user to appear before the director for a show cause meeting within a reasonable time, not less than ten days after first class mailing of the order to the user's recorded or last known address. Enforcement action may be pursued whether or not a user appears at a show cause meeting and issuance of a show cause order does not relieve the user of liability for any violation occurring before or after receipt of the notice or as otherwise provided in this article, the Act, or State Act.
- (e) Consent order. The director is empowered to enter into consent orders, assurances of voluntary compliance and other similar documented agreements establishing an agreement with a user

responsible for noncompliance with an order, wastewater discharge permit, this article, the Act or State Act. Such a document may include compliance schedules, stipulated fines or penalties, the amount of which shall not be limited by the civil fine assessment provision of this article, remedial actions and signatures of the director and user. Consent orders or similar documented agreements prepared and executed under this section shall have the same force and effect as other orders issued under this article.

- (f) Compliance order. When the director finds that a user has violated or continues to violate this article, a wastewater discharge permit, an order issued under this article, the Act or State Act, an order may be issued to the user directing that, following a specified time period, sewer service shall be discontinued unless adequate treatment facilities, devices or other related appurtenances have been installed and are properly operated and compliance is otherwise achieved. Such an order may contain other requirements as might be reasonably necessary and appropriate to address the noncompliance, including, but not limited to, the installation of pre-treatment technology, additional self-monitoring and new management practices. Issuance of a compliance order does not relieve the user of liability for any violation occurring before or after receipt of the notice or as otherwise provided in this article, the Act or State Act.
- (g) Cease and desist order. When the director finds that a user has violated or continues to violate this article, a wastewater discharge permit, an order issued under this article, the Act or State Act, an order may be issued to the user responsible for the violation directing that such violations cease and desist immediately. In an emergency, the order to cease and desist may be given by telephone. In a nonemergency situation, the cease and desist order may be used to suspend or permanently revoke a wastewater discharge permit or permits. A cease and desist order may require the user to take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and terminating the discharge. Issuance of a cease and desist order does not relieve the user of liability for any violation occurring before or after receipt of the order or as otherwise provided in this article.
- (h) Termination of wastewater discharge permit. Any user who has a wastewater discharge permit who violates the following conditions of the permit or violates other provisions of this article, the Act or State Act, or any applicable state or federal law or regulation is subject to permit termination:
  - (1) Failure to accurately report wastewater constituents and characteristics;
  - (2) Failure to report significant changes in operations or wastewater constituents and characteristics;
  - (3) Refusal of reasonable access to the user's premises or records for the purpose of inspection, monitoring or sampling or for any other purpose authorized under this article, the Act or State Act;
  - (4) Failure to comply with an order issued under this article; or
  - (5) For those reasons stated in section 62-138 of this article or for any other reason for termination as provided in this article, the Act or State Act.

Such users shall be notified of the proposed wastewater discharge permit termination and shall be offered an opportunity to show cause under the provision of subsection (d) of this section, why the proposed action should not be taken.

- (i) Administrative assessments. Notwithstanding any other section of this article, any user who violates any provision of this article, a wastewater discharge permit, an order issued under this article, the Act or State Act, shall be liable to the YCUA and/or township for any expense loss or damage occasioned by reason of such violation including, but not limited to, reasonable attorney's fees and may be subject to an administrative assessment by the YCUA in an amount of \$1,000.00 per violation, per day. Each day on which noncompliance shall occur or is continued shall be deemed a separate and distinct violation. Such expense, loss, damage or assessments may be added to a user's sewer service charges and the YCUA and the township shall have such other collection rights and remedies as designated by law, the Act, the State Act and this article to collect these sewer service charges.

- (j) Judicial remedies. A person who violates any provision of this article, a wastewater discharge permit, an order issued under this article, the Act or State Act, is subject to the judicial remedies described below in addition to being responsible for a civil fine assessment or a misdemeanor or any administrative remedy or enforcement action provided for in this article:
- (1) Whenever a user has violated or continues to violate the provisions of this article, a wastewater discharge permit, an order issued under this article, the Act or the State Act, the director, through counsel, may petition the circuit court for issuance of a preliminary or permanent injunction or both to restrain or compel certain activities on the part of the user.
  - (2) Any user who has violated or continues to violate any order or wastewater discharge permit issued hereunder may be liable to the YCUA in such judicial proceedings for a civil fine assessment of \$1,000.00, plus actual damages, direct or indirect, incurred by the YCUA, per violation, per day, for as long as the violation continues. Additionally, the YCUA may recover reasonable attorney's fees; court costs and other expenses associated with any enforcement activities, including sampling, monitoring and analysis expenses.
  - (3) The director, through counsel, may petition the circuit court to impose, assess, and recover such assessments and sums. In determining the amount of liability, the court shall consider all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the magnitude or duration of the violation, any economic benefit gained by the user through the violation, corrective actions by the user, the compliance history of the user and any other relevant factor.
- (k) Liens. Any fine or other assessment issued or imposed under this article or other costs or charges imposed under this article may be added to the user's sewer service charges and the YCUA shall have such other collection rights and remedies as designated by law and this article to collect said charges, and all unpaid charges, fines, assessments, penalties and service charges shall constitute and may be recorded as a lien against the user's property if not paid within the time frame allocated by YCUA or a court for payment. The filing of such a lien shall not prevent YCUA from pursuing other collection remedies.
- (l) Appeals. Any person or user subject to enforcement action under the provisions of this article, the Act or State Act, except for civil fine assessment notices, consent orders, emergency actions under this article or judicial actions by the YCUA, may request a hearing before the director within ten days of receipt of notification of the proposed enforcement action. A hearing shall then be held by the director concerning the violation, the reasons why the enforcement action was taken, the proposed enforcement action, and the user's explanation or other relevant evidence. An appeal may be taken from the director's final decision. The following rules shall apply to the hearing and appeal:
- (1) The director may issue notices of such a hearing requiring the attendance and testimony of witnesses or the production of evidence relative to the hearing.
  - (2) In the event a request for hearing is not filed within ten days of the user's notice of an enforcement action, failure to file such a request shall be deemed a waiver of any and all hearing or appeal rights established under this article.
  - (3) A request for hearing shall state the basis for the request, the reasons in support of the request and any alternative relief, which the aggrieved party seeks.
  - (4) During the pendency of any hearing process or appeal the user must comply with the enforcement action or the YCUA order from which the appeal is taken.
  - (5) At the hearing, testimony may be taken under oath and recorded stenographically. A transcript of the hearing shall be made available to any member of the public or any party to the hearing upon payment of usual and reasonable charges.
  - (6) After the director has held such a hearing and reviewed the evidence, he may issue an order affirming, modifying or withdrawing the enforcement action.

- (7) Within 15 days from receipt of the director's final decision, the aggrieved party may appeal the decision to the board stating the grounds on which the appeal is based together with all documents, evidence, transcripts and information in support of the aggrieved party's position. In addition, the aggrieved party shall file five copies of the appeal and supporting documentation with the board and serve an additional copy on the director.
  - (8) The director shall have 30 days to respond to the appeal and to submit all evidence, documents and information in support of the director's decision and shall file five copies with the board and shall serve an additional copy on the aggrieved party.
  - (9) Within 30 days of receiving the director's response the board shall meet and review all documents and evidence pertaining to the appeal and shall issue an order affirming the director's order, affirming the director's order in part and reversing in part, or reversing the director's order in full. The board shall forward a copy of its decision to all interested parties.
- (m) Industrial pretreatment program (IPP) and enforcement response plan (ERP). This article, the Act and State Act shall also be enforced by the YCUA pursuant to a written industrial pretreatment program adopted by the YCUA as required by the Act and State Act which plan shall include those plan elements required by the Act and State Act including, but not limited to, an enforcement response plan designed to achieve enforcement of that program. That enforcement response plan shall provide for, at minimum, those powers of enforcement granted by this article, the Act and State Act.
  - (n) Time limits. The YCUA's failure to strictly comply with and/or to meet an enforcement procedure time deadline or other time deadline specified in this article, the Act, State Act, or the enforcement response plan, shall not prohibit or prevent the YCUA from taking enforcement or other action outside of or not in compliance with such a time deadline, unless the user or permittee in question has been and is able to demonstrate that it has been materially prejudiced by action taken by the YCUA outside of or not in compliance with such a time deadline.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-134. - Same—Surcharges, fees.**

The director shall establish appropriate surcharges or fees to reimburse the YCUA for the additional cost of operation and maintenance of the sewage works or POTW due to violations of this article, the Act or State Act.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-135. - Permit—Requirements for nondomestic users.**

- (a) All nondomestic users must notify the director of the nature and characteristics of their wastewater prior to commencing their discharge. The director is authorized to prepare a form for this purpose.
- (b) It shall be unlawful for significant industrial users to discharge wastewater, either directly or indirectly, into the sewage works or POTW without first obtaining a wastewater discharge permit from the YCUA. The director may require that other nondomestic users, including, but not limited to, liquid waste haulers to obtain a wastewater discharge permit as necessary to carry out the purposes of this article. Any violation of the terms and conditions of a wastewater discharge permit shall be deemed a violation of this article. Obtaining a wastewater discharge permit does not relieve a permittee of its obligation to obtain other permits required by federal, state or local law.
- (c) Any industrial user located beyond the township limits shall submit a wastewater discharge permit application within 60 days of the effective date of the ordinance from which this article is derived. New industrial users located beyond the township limits shall submit such applications to the director 60 days prior to discharging into the sewage works or POTW. Upon review and approval of such application, the director may issue a wastewater discharge permit requiring the user to abide by this

article, including all compliance monitoring, reporting, and enforcement provisions contained in this article, the Act or State Act.

- (d) Any SIU which discharges nondomestic waste into the POTW prior to the effective date of the ordinance from which this article is derived and who wishes to continue such discharges in the future, shall, within 90 days after such date, apply to the YCUA for a wastewater discharge permit and shall not cause or allow discharges to the POTW to continue after 180 days from and after the effective date of the ordinance from which this article is derived except in accordance with a wastewater discharge permit issued by the director.
- (e) Any SIU proposing to begin or recommence discharging nondomestic wastes into the sewage works or POTW must obtain a wastewater discharge permit prior to beginning or recommencing such discharge. An application for this permit must be filed at least 60 days prior to the anticipated start-up date.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-136. - Same—Application.**

- (a) In order to be considered for a wastewater discharge permit, all industrial users required to have a permit must submit the information required by section 62-122 on an application form approved by the director.
- (b) When required, plans must be certified for accuracy by a professional engineer registered in the state of Michigan.
- (c) All applications must contain the following certification statement and be signed by an authorized representative of the industrial user: "I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."
- (d) The director will evaluate the data furnished by the industrial user and may require additional information. After evaluation of the data furnished, the director may issue a wastewater discharge permit subject to terms and conditions provided herein.
- (e) At the time an application for a wastewater discharge permit is made, the user shall pay to the YCUA a permit fee in an amount established from time to time by the board, which fee shall be refunded to the user in the event the permit is denied. In addition to the above-stated permit fee, the user shall pay to the YCUA a nonrefundable permit application fee equal to the YCUA's expenses, and the YCUA expenses incurred in hiring laboratories, engineers, or other consultants, for the purpose of evaluating the permit application submitted by the user to the YCUA.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-137. - Same—Contents.**

Wastewater discharge permits shall include such conditions as are reasonably deemed necessary by the director to prevent pass-through or interference, protect the quality of the water body receiving the POTW's effluent, protect worker health and safety, facilitate POTW sludge management and disposal, protect ambient air quality, and protect against damage to the POTW collection system or plant and ensure compliance with this article, the Act and State Act. Wastewater discharge permits shall contain a statement of the duration of the permit, which shall not be more than five years; a statement of permit nontransferability without prior notification to the YCUA and provision of a copy of the existing permit to the new owner



or operator; effluent limits based on applicable general pretreatment standards, categorical pretreatment standards, local limits, and state and local law; self-monitoring, sampling, reporting, notification, and record keeping requirements, including identification of the pollutants to be monitored, sampling location, sampling frequency, and sample type, based on the applicable general pretreatment standards, categorical pretreatment standards, local limit, and state and local law; and a statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements and any applicable compliance schedule. The schedule may not extend the compliance date beyond applicable federal or state deadlines. Wastewater discharge permits may contain, but need not be limited to, the following:

- (1) Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization.
- (2) Limits on the average and/or maximum concentration, mass, or other measure of identified wastewater constituents or properties.
- (3) Requirements for the installation of pretreatment technology or construction of appropriate containment devices, or similar requirements designed to reduce, eliminate, or prevent the introduction of pollutants into the sewage works or POTW.
- (4) Development and implementation of spill control plans or other special conditions including additional management practices necessary to adequately prevent accidental, unanticipated, or routing discharges.
- (5) The unit charge or schedule of user charges and fees for the management of the wastewater discharged to the sewage works or POTW.
- (6) Requirements for installation and maintenance of inspection and sampling facilities.
- (7) Specifications for monitoring programs, which may include sampling locations, frequency of sampling, number, types, and standards for tests, and reporting schedules.
- (8) Compliance schedules.
- (9) Requirements for submission of technical reports or discharge reports.
- (10) Requirements for maintaining and retaining plant records relating to wastewater discharge as specified by the director and affording the director, or his representatives, access thereto.
- (11) Requirements for notification of any new introduction of wastewater constituents or of any substantial change in the volume or character of the wastewater being introduced in the sewage works or POTW.
- (12) Requirements for the notification of any change in the manufacturing and/or pretreatment process used by the permittee.
- (13) Requirements for notification to the YCUA of excessive, accidental, or slug discharges.
- (14) Other conditions as deemed appropriate by the director to ensure compliance with this article and state and federal laws, rules, and regulations, including the Act and State Act.
- (15) A statement that compliance with the wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable federal, state or local pretreatment standards or limits, including those which become effective during the term of the permit.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-138. - Same—Issuance process.**

- (a) Wastewater discharge permits shall be issued for a specified time period, not to exceed five years. A permit may be issued for a period less than five years, at the discretion of the director.

- (b) The director will provide all interested persons with notice of final wastewater discharge permit terms. Upon notice by the director, any person, including the industrial user, may petition to appeal the terms of the permit to the board within 30 days of the notice.
  - (1) Failure to submit a timely petition for review shall be deemed to be a waiver of the appeal.
  - (2) In its petition, the appealing party must indicate the wastewater discharge permit provisions objected to, the reasons for this objection, and the alternative condition, if any, it seeks to be placed in the wastewater discharge permit.
  - (3) The effectiveness of the wastewater discharge permit shall not be stayed pending a reconsideration by the board. If, after considering the petition and any arguments put forth by the director, the board determines that reconsideration is proper, it shall remand the permit back to the director for reissuance. Those wastewater discharge permit provisions being reconsidered by the director shall be stayed pending reissuance.
  - (4) A board's decision not to reconsider a final wastewater discharge permit shall be considered final administrative action for purposes of judicial review.
- (c) The director may modify or terminate a wastewater discharge permit for good cause including, but not limited to, the following:
  - (1) To incorporate any new or revised federal, state or local pretreatment standards or requirements.
  - (2) Material or substantial alterations or additions to the discharger's operation processes, or discharge volume or character which were not considered in drafting the effective wastewater discharge permit.
  - (3) A change in any condition in either the industrial user or the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge.
  - (4) Information indicating that the permitted discharge poses a threat to the POTW or POTW personnel or the receiving waters or the health of any person or the general public.
  - (5) Violation of any terms or conditions of the wastewater discharge permit.
  - (6) Misrepresentation or failure to disclose fully all relevant facts in the wastewater discharge permit application or in any required reporting.
  - (7) Revision of or a grant of variance from such categorical standards pursuant to 40 CFR Part 403.13 as amended.
  - (8) To correct typographical or other errors in the wastewater discharge permit.
  - (9) To reflect transfer of the facility ownership and/or operation to a new owner/operator.
  - (10) Upon request of the permittee, provided such request does not create a violation of any applicable requirements, standards, laws, or rules and regulations.
  - (11) Falsifying self-monitoring reports.
  - (12) Tampering with monitoring equipment.
  - (13) Refusing to allow timely access to the user's facility, premises and records.
  - (14) Failure to meet effluent limitations.
  - (15) Failure to pay fines.
  - (16) Failure to pay sewer charges.
  - (17) Failure to meet compliance schedules.
  - (18) As provided in section 62-133.

- (d) The filing of a request by the permittee for a wastewater discharge permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance, does not stay any wastewater discharge permit condition.
- (e) Wastewater discharge permits may be reassigned or transferred to a new owner and/or operator with prior approval of the director, if:
  - (1) The permittee must give at least 30 days' advance notice to the director; and
  - (2) The notice must include a written certification by the new owner which:
    - a. States that the new owner has no immediate intent to change the facility's operations and processes.
    - b. Identifies the specific date on which the transfer is to occur.
    - c. Acknowledges full responsibility for complying with the existing wastewater discharge permit.
- (f) Permitted industrial users shall apply for a wastewater discharge permit reissuance by submitting a complete permit application a minimum of 90 days prior to the expiration of the user's existing permit. An expired wastewater discharge permit will continue to be effective and enforceable until the permit is reissued, if:
  - (1) The industrial user has submitted a complete permit application at least 90 days prior to the expiration date of the user's existing wastewater discharge permit; and
  - (2) The failure to reissue the permit, prior to expiration of the previous wastewater discharge permit, is not due to any act or failure to act on the part of the permitted industrial user.
- (g) Nothing in this article shall be construed as preventing any special agreement or arrangement between the POTW and any user whereby wastewater of unusual strength or character is accepted into the POTW and specially treated and subject to any payments or user charges, as may be applicable. However, no discharge which violates pretreatment standards will be allowed under the terms of such special agreements. If, in the opinion of the director, the wastewater may have the potential to cause or result in any of the following circumstances, no such special agreement will be made:
  - (1) Pass through or interference; or
  - (2) Endanger municipal employees or the public.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-139. - Penalty for violation of article; liability of user.**

- (a) Any person who violates any provision of this article, a wastewater discharge permit, an order issued under this article, the Act or State Act, shall be liable to YCUA for and may be subject to a civil fine assessment of \$1,000.00 per violation, per day, plus any costs, damages and expenses, direct or indirect, incurred by the township or the YCUA in connection with the violation. Each day on which a violation continues shall be deemed a separate and distinct violation.
- (b) Any person who violates any provision of this article that is listed below shall be guilty of a misdemeanor, and upon conviction is subject to a fine of not more than \$500.00, exclusive of any civil fine assessment or other costs, damages and expenses, or by imprisonment for not more than 90 days, or both. Misdemeanor violations include:
  - (1) Intentional unpermitted discharge;
  - (2) Falsification of a monitoring report or the making of any false statement, representation or certification in any application, record, report, plan or other document filed or required to be maintained pursuant to this article;
  - (3) Improper sampling, with evidence of an intent to falsify or mislead;

- (4) Intentional failure to install monitoring equipment after a deadline established by an order issued under this article or the tampering with or knowingly rendering inaccurate any monitoring device or equipment or method required under this article;
- (5) Intentional recurring violation of a compliance schedule in a wastewater discharge permit or a violation of a compliance schedule in an order issued under this article; or
- (6) Illegal discharge when the discharge causes harm and there is evidence of intent.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-140. - Funding/fees.**

- (a) The purpose of this section is to provide for the recovery of costs from permitted industrial users of the POTW. The applicable charges or fees established by the board shall be sufficient to meet the costs of the operation, maintenance, improvement or replacement of the system, or as provided by law or by board action.
- (b) The board shall adopt charges and fees which shall include, but not necessarily limited to:
  - (1) Fees for reimbursement of costs of establishing, operating, maintaining, or improving the YCUA's industrial pretreatment programs; and enforcement response plan.
  - (2) User fees based upon volume of waste and concentration or quantity of specific pollutants in a discharge, and to cover other treatment costs including sludge handling and disposal; and
  - (3) Reasonable fees for reimbursement of costs for enforcement hearings or other enforcement action including, but not limited to, expenses regarding hearings officers, court reporters, attorney fees, and transcriptions; and
  - (4) Other fees, which the board may deem necessary, to carry out the requirements contained herein and continued in other IPP and ERP, or as may be required by law.

(Ord. No. 2010-406, 7-20-10)

**Secs. 62-141—62-155. - Reserved.**

## **DIVISION 3. - BUILDING SEWERS AND CONNECTIONS**

### **Sec. 62-156. - Permit required.**

No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof or any part of the sewage works or POTW without first obtaining written authorization from the director.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-157. - Classes of permits; application; fees.**

There shall be two classes of building sewer permits:

- (1) For residential and commercial service; and
- (2) For service to establishments producing industrial wastes. In either case, the owner or his agent shall make application on a form furnished by the YCUA. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent, in the judgment of the township or the YCUA. A permit and inspection fee for a residential or commercial building sewer permit and for an industrial building sewer permit shall be paid to the YCUA at the time the application is filed.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-158. - Costs of connection to be borne by owner; indemnification of township and YCUA.**

All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the township and the YCUA from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-159. - Separate building sewer for each building required; exception.**

A separate and independent building sewer shall be provided for every building except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, courtyard, or driveway. The building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-160. - Use of old building sewers with new buildings.**

Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the township or the YCUA, to meet all requirements of this article.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-161. - Construction specifications.**

The size, slope, alignment, and materials of construction of a building sewer; and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling the trench, shall all conform to the requirements of the building and plumbing code or other applicable rules and regulations of the township or the YCUA. In the absence of the Code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WEF Manual of Practice No. 9 shall apply.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-162. - Elevation.**

Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to enable gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-163. - Prohibited connections.**

- (a) No person shall make connection of roof downspouts, exterior foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which, in turn, is connected directly or indirectly to a public sanitary sewer or combined sewer unless specifically approved by the director. The director may approve or disapprove such connections at director's sole discretion.
- (b) The YCUA shall not allow any connection to the sanitary sewer unless there is sufficient capacity in the sewage works or POTW to convey and adequately treat the additional wastewater from the proposed connection.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-164. - Connection specifications.**

- (a) The connection of the building sewer into the public sewer shall conform to the requirements of the building and plumbing code or other applicable rules, land regulations of the YCUA or the procedures set forth in appropriate specifications of the ASTM, and the WEF Manual of Practice No. 9. All such connections shall be made gastight and watertight.
- (b) Any deviation from the prescribed procedures and materials must be approved by the YCUA before installation.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-165. - Inspection; supervision of connection.**

The contractor installing the building sewer shall notify the YCUA when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the observation of the YCUA.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-166. - Guards for excavations; restoration of public property.**

All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the township and the YCUA. Work shall also be conducted in accordance with requirements of the entity, municipal or otherwise, having jurisdiction over any affected road, easement or right-of-way.

(Ord. No. 2010-406, 7-20-10)

**Secs. 62-167—62-175. - Reserved.**

## **DIVISION 4. - USE OF PUBLIC SEWERS**

### **Sec. 62-176. - Required.**

- (a) It shall be unlawful for any person to place, deposit or allow to be deposited in an unsanitary manner upon public or private property within the township, or in any area under its jurisdiction, any human or animal excrement, garbage or other objectionable waste.
- (b) It shall be unlawful to discharge to any natural outlet, any sanitary sewage, industrial wastes, or other polluted water, except where suitable treatment has been provided in accordance with provisions of this article.
- (c) Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.
- (d) The owner of all houses, buildings, or properties used for human occupancy, employment, recreation or other purpose situated within the township and abutting on any street, alley or right-of way in which there is now located or may in the future be located a public sanitary sewer or combined sewer of the township or the YCUA, is hereby required at his expense to install suitable sewage facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this article, within 90 days after the date of official notice.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-177. - Unpolluted discharges.**

- (a) No person shall discharge or cause to be discharged any stormwater, surface water, groundwater, water from footing drains, roof water, or other unpolluted water to any sanitary sewer or sewer connection except as specifically approved by the director. The director may approve or disapprove such discharges at director's discretion or otherwise provided in this article. Any premises connected to a storm sewer shall comply with county, state and federal requirements as well as those by the township and the YCUA.
- (b) Stormwater, groundwater, water from footing drains and all other unpolluted drainage shall be discharged into such sewers as are specifically designated as combined sewers, or storm sewers, or to a natural outlet, except as otherwise provided in this article. Industrial cooling water or unpolluted process waters may be discharged upon application and approval of the YCUA and the appropriate state agency to a storm sewer, or natural outlet.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-178. - Fats, oils, and grease (FOG) interceptor and sand interceptors.**

Fats, oils, and grease (FOG) and sand interceptors shall be provided when, in the opinion of the director or in accordance with the YCUA policy, are necessary for the proper handling of liquid wastes containing fats, oils, or grease discharges in which the concentration in a grab sample exceeds the 100 mg/l limit, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for single-family or multiple-family dwelling units. All interceptors shall be of a type and capacity approved by the YCUA and in accordance with the requirements of the applicable building and plumbing code. Interceptors shall be located as to be readily and easily accessible for cleaning and inspection. Grease and oil interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, watertight and equipped with easily removable covers which when bolted into place shall be gastight and watertight. When installed, all fats, oils, and grease, and sand interceptors shall be maintained by the owner, at owner's expense, in continuously efficient operation at all times. A user may petition the director for an exemption



from having to install a FOG interceptor in accordance with provisions specified in the YCUA FOG mitigation program policy, as amended from time to time. The YCUA's FOG mitigation program policy does not apply to contract communities. Upon approval by the director, the YCUA's contract communities may implement an ordinance or written/policy in lieu of this section.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-179. - Prohibited discharges.**

No user shall contribute or cause to be contributed, directly or indirectly, any pollutant or wastewater which will pass through or interfere with the operation or performance of the sewage works.

A user may not contribute the following substances to the sewage works:

- (1) Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the sewage works or to the operation of the sewage works.
- (2) Solid or viscous substances which may cause obstruction to the flow in a sewer or other interference with the operation of the POTW.
- (3) Any wastewater having a pH less than 5.0 s.u. or greater than 11.0 s.u.; or wastewater having any other corrosive property capable of causing damage or hazard to structures, equipment, or personnel of the POTW.
- (4) Any wastewater containing toxic pollutants or of high chlorine demand in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a toxic effect in the receiving waters of the POTW, or exceed the limitation set forth in this article, in the EPA categorical pretreatment standard, or any other federal, state or county standards.
- (5) Pollutants that result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause worker health and safety problems. This prohibition includes, but is not limited to, wastewaters which contain liquids, solids, or gases that cause gases, vapors, or fumes from the discharge to exceed ten percent of the immediately dangerous to life and health (IDLH) concentration. Discharges which contain more than one pollutant which may contribute to fume toxicity shall be subject to more restrictive limitations, as determined necessary by the director. The more restrictive discharge limits shall be calculated based on the additive fume toxicity of all compounds identified or reasonably expected to be present in the discharge.
- (6) Any noxious or malodorous liquids, gases, or solids which singly or by interaction with other wastes are sufficient to create a public nuisance or hazard to life or are sufficient to prevent entry into the POTW sewers or other structures for maintenance and repair.
- (7) Any substance, which may cause the sewage, works such as residues, sludges, or scums, to be unsuitable for land application or reclamation and reuse or to interfere with the reclamation process.
- (8) Any substance which will cause the POTW to violate its NPDES permit or the receiving water quality standards.
- (9) Any wastewater with color of sufficient light absorbency to interfere with treatment plant process, prevent analytical determinations, or create any aesthetic effect on the treatment plant effluent, such as, but not limited to, dye wastes and vegetable tanning solutions.
- (10) Daily maximum concentration or mass loading shall not be exceeded on any single calendar day. Where daily maximum limitations are expressed in terms of a concentration, the daily discharge is the arithmetical measurement of the pollutant concentration derived from all measurements taken that day. Where daily maximum limitations are expressed in units of mass, the daily discharge is the total mass discharged during the day. If a composite sample is required for a

parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a single calendar day shall be based on the composite sample collected for that parameter on that calendar day. If grab samples are required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a calendar day shall be based on the average of all grab samples collected for that parameter on that calendar day. If only one grab sample is collected for a parameter on a given day, the determination whether the daily maximum limitation for that parameter has been exceeded for the day shall be based on the results of that single grab sample. If the pollutant concentration in any sample is less than the applicable detection limit, that value shall be regarded as zero when calculating the daily maximum concentration.

- (11) Any wastewater having a temperature, which will inhibit biological activity in the sewage works resulting in interference, but in no case wastewater with a temperature at the introduction into the sewage works, which exceeds 60 degrees Celsius (140 degrees Fahrenheit) or is lower than zero degrees Celsius (32 degrees Fahrenheit).
- (12) Any wastewater containing any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by applicable state or federal regulations.
- (13) Any wastewater which causes a hazard to human life or creates a public nuisance, as determined by the director.
- (14) Organic solvent extractable substances such as fats, wax, grease, or oils of petroleum origin, whether emulsified or not, in excess of 100 mg/l or containing substances which may solidify or become viscous at temperatures between 32 degrees Fahrenheit (zero degrees Celsius) and 140 degrees Fahrenheit (60 degrees Celsius).
- (15) Gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquids, solids or gases; or other pollutants which cause the wastewater to have a closed cup flashpoint of less than 140 degrees Fahrenheit (60 degrees Celsius), or which cause an exceedance of ten percent of the lower explosive limit (LEL) at any point within the collection system or containing gasoline, benzene, xylene or toluene which causes the wastewater to exceed the state surface water quality standard.
- (16) Any garbage that has not been ground by household type or other suitable garbage grinders, as determined by the director.
- (17) Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch, manure or any other solids or viscous substances capable of causing obstructions or other interferences with the proper operation of the POTW.
- (18) Toxic or poisonous substances in sufficient quantity to injure or interfere with any wastewater treatment process, or to constitute hazards to humans or animals, or to create any hazard in waters which receive the POTW effluent, which shall include, but are not limited to, wastes containing cyanide, chromium, cadmium, mercury, copper, and nickel ions.
- (19) Solids of such character and quantity that special and unusual attention is required for their handling.
- (20) Any substance which would cause the POTW to be in noncompliance with sludge use, recycle or disposal criteria pursuant to guidelines or regulations developed under the Act, the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act or other regulations or criteria for sludge management and disposal as required by the state.
- (21) Any medical or infectious wastes prohibited from being discharged under federal or state law and regulations.
- (22) Material considered a hazardous waste under the Resource Conservation and Recovery Act (RCRA).
- (23) Any commercial or industrial waste that may cause pass-through of pollutants or interference with the POTW operations or that violates federal, state, or local restrictions.

- (24) Any pollutant, including oxygen demanding pollutants (BOD etc.) released at a flow rate and/or pollutant concentration which will cause interference with the POTW.
- (25) Trucked and hauled waste, except at discharge points designated by the POTW.
- (26) Pollutants causing toxic gases, vapors, and fumes.
- (27) Any leachate from a hazardous waste landfill.
- (28) Any landfill leachate unless permitted and authorized under a written contract, within the YCUA's sole discretion, between the YCUA and the user.
- (29) Any pollutant discharge which constitutes a slug.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-180. - Promulgation of more stringent standards.**

Upon the promulgation of the national categorical pretreatment standards, alternative discharge limits, or other federal or state limitations, for a particular industrial subcategory, the pretreatment standard, if more stringent than limitations imposed under this article for sources in that subcategory, shall immediately supersede the limitations imposed under this article and shall be considered part of the article. The YCUA shall notify all affected users of the applicable reporting requirements.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-181. - Prohibited concentrations of certain pollutants and mercury reduction plan.**

(1) Instantaneous Limits. No user shall discharge wastewater such that the concentration of pollutants in any grab sample exceeds any of the following instantaneous maximum limits:

Compatible Pollutants

<u>Instantaneous Limit</u>	<u>Parameter</u>
100 mg/l	Fats, oil and grease (FOG)
5.0 S.U. minimum 11.0 S.U. maximum	pH

Toxic Pollutants

<u>Instantaneous Limit</u>	<u>Parameter</u>
1.0 mg/l	Total cyanides
0.22 mg/l	Available cyanide
1.3 mg/l	Bis(2-ethylhexyl) phthalate
1.0 mg/l	Total phenolic compounds <sup>a</sup>

<sup>a</sup> The total phenolic compounds limit is based on the discharge of any or all of the following phenolic compounds: 2-chlorophenol, 4-chlorophenol, 2,4-dichlorophenol, 2,4-dimethylphenol, 2,4-dinitrophenol, 2-methylphenol, 3-methylphenol, 4-methylphenol, 2-nitrophenol, 4-nitrophenol, and phenol. Discharge of other phenolic compounds is prohibited except as specifically authorized by the director.

(2) Daily Maximum Limits for Compatibles. No user shall discharge wastewater such that the concentration of pollutants contained in a representative daily composite sample exceeds any of the following surcharge thresholds, except as permitted by the director and upon payment by that user of the appropriate surcharge fees. No user shall discharge wastewater such that the concentration of pollutants in a representative daily composite sample exceeds any of the following maximum limits unless approved by the director in accordance with this Section:

Compatibles

<u>Surcharge Threshold</u>	<u>Maximum Limit</u>	<u>Parameter</u>
350 mg/l	1,000 mg/l	5-day BOD (biochemical oxygen demand) <sup>a</sup>
350 mg/l	2,500 mg/l	Total SS (suspended solids)
20 mg/l	60 mg/l	Total phosphorus
50 mg/l	175 mg/l	Ammonia-nitrogen <sup>b</sup>
<sup>a</sup> At the director's discretion, 5-day BOD may be replaced by COD (chemical oxygen demand) with 700 mg/l surcharge threshold and 2,000 mg/l upper limit. <sup>b</sup> At the director's discretion, ammonia-nitrogen may be replaced by TKN (total Kjeldahl nitrogen) with 50 mg/l surcharge threshold and 175 mg/l maximum limit.		

(3) Daily Maximum Limits for Toxics. No user shall discharge wastewater such that the concentration of pollutants contained in a representative daily composite sample exceeds the following maximum limits:

Inorganic Toxics

<u>Maximum Limit</u>	<u>Parameter</u>
0.24 mg/l	Arsenic
0.002 mg/l	Beryllium
0.5 mg/l	Cadmium
4.0 mg/l	Chromium (total)
3.0 mg/l	Copper
0.3 mg/l	Lead
Nondetectable <sup>a</sup>	Mercury
2.6 mg/l	Nickel
0.084 mg/l	Silver
3.0 mg/l	Zinc
<sup>a</sup> See mercury requirements of this Section	

### Organic Toxics

<u>Maximum Limit</u>	<u>Parameter</u>
Nondetectable <sup>a</sup>	Polychlorinated Biphenyls (“PCBs”)
<p><sup>a</sup> There shall be no detectable amounts of polychlorinated biphenyls discharged to a township or YCUA sanitary sewer. Polychlorinated biphenyls sampling procedures preservation and handling, and analytical protocol for compliance monitoring shall be in accordance with EPA Method 608. The level of detection, developed in accordance with the procedure specified in 40 CFR 136, shall not exceed 0.2 ug/L for polychlorinated biphenyls, unless higher levels are appropriate due to matrix interference.</p>	

### PFAS Compounds

<u>Maximum Limit</u>	<u>Parameter</u>
170 ng/l	Perfluorooctane Sulfonic acid (PFOS)
2600 ng/l	Perfluorooctanoic acid (PFOA)
13,000,000 ng/l	Perfluorobutanesulfonic acid (PFBS)
580 ng/l	Perfluorononanoic acid (PFNA)
4,100 ng/	Perfluorohexanesulfonia acid (PFHxS)

- (4) Special Alternative Limits (“SALs”). For a user’s discharge that would otherwise be prohibited by limits contained in this section, the director at the director’s discretion grant a specific SAL to that user. All SALs are subject to the following conditions:
- (a) SALs will only be issued by the director under a wastewater discharge permit or administrative order.
  - (b) SALs may be modified or terminated by the director for any reason.
  - (c) SALs do not convey any property rights or privilege of any kind whatsoever, nor shall it be construed to authorize any injury to private or public property or any invasion of personal rights, nor any violation of local, state, or federal laws or regulations.
  - (d) SALs will be limited to the following surchargeable compatible pollutants: 5-day BOD, TSS, total phosphorus, and ammonia nitrogen (or TKN).
  - (e) SALs will be developed and monitored by the YCUA industrial pretreatment program in accordance with this article and procedures approved by EGLE, including but not limited to the following:
    - i. The pollutant mass allocated to domestic users, nondomestic users, permitted industrial users, permitted industrial users with SALs, septage received by the POTW, and any other trucked waste received by the POTW shall not exceed any of the following maximum allowable headworks loadings (“MAHL”) in the aggregate:

Compatible Pollutants

<u>MAHL</u>	<u>Parameter</u>
74,700 lb/day	5-day BOD
85,400 lb/day	Total SS
1,900 lb/day	Total phosphorus
9,400 lb/day	Ammonia-nitrogen

- ii. The pollutant mass allocated to permitted industrial users, permitted industrial users with SALs, septage received by the POTW, and any other trucked waste received by the POTW shall not exceed any of the following maximum allowable industrial loadings (“MAIL”) in the aggregate:

Compatible Pollutants

<u>MAIL</u>	<u>Parameter</u>
33,900 lb/day	5-day BOD
49,600 lb/day	Total SS
803 lb/day	Total phosphorus
3,570 lb/day	Ammonia-nitrogen

- iii. The discharge concentration-equivalent of a SAL shall not exceed any collection system limitations applicable to that pollutant.
  - iv. SALs may be more restrictive than applicable federal categorical standards, but not less restrictive.
- (f) Wastewater discharge permits containing a SAL shall include, but are not limited to, the following additional requirements:
- i. Flow proportional composite sampling, except where the director authorizes the use of time proportional composite sampling *in lieu* of flow proportional sampling.
  - ii. Reporting of each SAL-regulated pollutant sample shall include concentration, applicable flow volume, and calculated discharge mass;
  - iii. Payment of corresponding extra strength surcharges in accordance with the YCUA policy on surcharging for SAL-regulated pollutants; and
  - iv. Acknowledge in writing that, as a condition of a SAL, the director may modify or terminate the SAL at director’s discretion for any reason.
- (5) The director shall annually review the wastewater quality of pollutants listed above which are discharged or proposed to be discharged to the sewage works. The director shall recommend any revisions to these limits necessary to ensure that the NPDES permit, Federal Pretreatment Standards and water resources limits are met and to ensure that the industrial discharge will not interfere with the treatment process of sludge disposal. At such time as the previously cited limits are changed by the township or the YCUA, the unit authorizing such change shall notify the remaining units of such change.

- (6) The local discharge limitation for mercury is established at the level of detection in accordance with the following:
- (a) There shall be no detectable amounts of mercury discharged to a township or the YCUA sanitary sewer. Mercury sampling procedures, preservation and handling, and analytical protocol for compliance monitoring shall be in accordance with EPA Method 245.1. The level of detection, developed in accordance with the procedure specified in 40 CFR 136 as amended, shall not exceed 0.2 ug/L for mercury, unless higher levels are appropriate due to matrix interference.
  - (b) The evaluation of potential matrix interference(s) shall include, at a minimum, the following:
    - i. A demonstration that the laboratory conducting the analysis is capable of achieving the level of detection of 0.2 ug/L in reagent water;
    - ii. A demonstration that the level of detection of 0.2 ug/L cannot be achieved in the effluent; and
    - iii. A demonstration that an attempt has been made to resolve the matrix interference(s).
  - (c) In cases where true matrix interference(s) can be demonstrated, a discharge-specific level of detection will be developed in accordance with the procedure in 40 CFR 136 as amended. Discharge specific levels of detection will be incorporated into the wastewater discharge permit of the nondomestic user.
  - (d) To ensure that the maximum allowable mercury loading to the POTW is not exceeded, the YCUA may require any nondomestic user with a reasonable potential to discharge mercury to develop, submit for approval and implement a mercury reduction plan (MRP). The MRP may be required by wastewater discharge permit if the nondomestic user has not violated the local limit for mercury, but YCUA has determined that a reasonable potential for such violation may exist. MRPs may be required in notices of violations, orders or other enforcement actions when the nondomestic user has violated the mercury local limit. At a minimum, an approvable MRP shall contain the following:
    - i. A written commitment by the nondomestic user to reduce all nondomestic discharges of mercury to levels below the level of detection within three years of the MRP's original approval date;
    - ii. Within 60 days of notification by the YCUA that a MRP is required, the nondomestic user shall supply an initial identification of all potential sources of mercury which could be discharged to the sanitary sewer system;
    - iii. Specific strategies for mercury reduction with reasonable time frames for implementation, capable of ensuring that mercury discharges will be below the specified level of detection within three years;
    - iv. A program for quarterly sampling and analysis of the nondomestic discharge for mercury in accordance with EPA Method 245.1;
    - v. A demonstration of specific, measurable and/or otherwise quantifiable mercury reductions consistent with the goal of reducing mercury discharges below the specified level of detection. Where such reductions cannot be demonstrated through normal effluent monitoring (e.g., mercury discharges are already near level of detection), the demonstration should incorporate the following:
      - a. Internal process monitoring, documenting the results of mercury reduction strategies at sampling locations within the facility (e.g., a program of regular monitoring of sink traps where mercury containing reagents had previously been disposed, but have since been substituted by non-Mercury containing compounds).
      - b. Internal and/or effluent sampling utilizing clean and/or ultra-clean sampling and analytical methods as referenced by EPA Federal Register. The results of such monitoring will not be used for compliance purposes unless performed in accordance

with EPA Method 245.1 and collected at the appropriate compliance measurement location.

- c. Loading calculations wherein the nondomestic user calculates the total mass of mercury reduced from the sanitary sewer discharge through reagent substitutions, changes in disposal practices and/or other approved MRP strategies implemented.
  - vi. A semi-annual report on the status of the mercury reduction efforts. At a minimum, these reports shall: Identify compliance or noncompliance with specific reduction commitments in the MRP; summarize the analytical, mass-based or other quantifiable demonstrations of mercury reductions performed to date; provide all applicable analytical data; provide an evaluation of effectiveness of actions taken to date; provide updates to the initial list of mercury containing compounds discharged to the sanitary sewer and propose for approval new strategies and/or modifications to the current MRP to continue and improve mercury reduction efforts; and
  - vii. Any other conditions that the YCUA deems necessary to ensure that mercury-reduction efforts are effective in achieving the goals of this section.
- (e) Failure to submit an approvable MRP within 30 days of the required due date shall constitute significant noncompliance in accordance with this section and will result in publication as a significant violator.
  - (f) A MRP may be evaluated for adequacy at any time by the YCUA. If such an evaluation determines that the mercury reduction plan is inadequate or the nondomestic user has not complied with its approved MRP, the nondomestic user will be notified. Failure to comply with the MRP requirement constitutes noncompliance. The YCUA will follow its ERP to ensure that corrective actions are taken.
  - (g) A nondomestic user may request a release from MRP requirements if all samples of the discharge for a period of one year are less than the specified level of detection; the nondomestic user has complied with the minimum monitoring frequency of quarterly sampling events; and the YCUA deems that MRP commitments have been fulfilled sufficiently to ensure continued compliance with the mercury limitation. The YCUA shall notify the nondomestic user of any release from MRP requirements in writing.
  - (h) If the MRP requirement is waived by the YCUA, the nondomestic user remains subject to the local limitation for mercury in accordance with the requirements of this article.
  - (i) Rediscovery of mercury in the nondomestic user discharge subjects said user to the submission of a new MRP, or escalation of enforcement in accordance with the ERP.
- (7) Implementation of best management practices or best management practices plan.
- (a) The director may require any user to develop and implement best management practices (BMP) to control, contain, treat, prevent, or reduce the discharge of wastewater, pollutants, or other substances from the user's premises to the POTW, as determined necessary by the director.
  - (b) In addition, the director may require a user to develop and submit a best management practices plan ("BMPP"), including an enforceable implementation schedule, for review and approval by the director. The BMPP shall be submitted within 30 days after notification by the director or as otherwise required by a wastewater discharge permit. The BMPP shall be directed at preventing the entrance of pollutants, directly or indirectly, into the POTW. The BMPP shall be available for inspection at all times at the user's premises. At a minimum, a user's BMPP shall contain all of the following elements, as determined necessary by the director, at a level of detail and in units and terms as determined necessary by the director to adequately evaluate the plan:
    - i. A statement of the purpose and objectives of the plan.
    - ii. A description of the strategies, methods, policies and procedures to prevent, minimize or reduce the introduction of pollutants into the user's discharge and to minimize waste generation.



- iii. A description of the options available to the user to control accidental spillage, leaks and drainage.
  - iv. A description of best available or practicable control technologies available for the user's specific circumstances.
  - v. A detailed facility layout and site diagram showing points of entry into the (POTWs).
  - vi. A description of the waste handling, treatment and discharge disposal facilities, including flow diagrams and process schematics.
  - vii. A description of operating and maintenance processes and procedures.
  - viii. An inventory of raw materials and a list of waste sources, including a list of all chemicals used or stored at the facility.
  - ix. A description of employee training programs, policies and procedures; continuing education programs; and participation.
  - x. A description of the user's documentation, including record keeping and forms.
  - xi. A description of monitoring activities.
  - xii. An information log of facility personnel, organization chart, emergency phone numbers, contact persons and maintenance or service representatives.
  - xiii. A certification by a qualified professional that the plan is adequate to prevent spills, leaks, slug loads, or noncustomary discharges of regulated substances, directly or indirectly, to the POTW.
  - xiv. Such other information, documents or diagrams as required by the director, including, but not limited to, any of the information required under this article, the Act, or State Law.
- (c) The BMPs or BMPP required of a user or approved for a user shall be incorporated in a wastewater discharge permit issued to the user. If the user already has a permit, the existing permit shall be modified to incorporate the BMP requirements. If the user does not currently have a permit, a permit shall be issued for that purpose.
  - (d) The director may require revisions to a user's BMPP if the director determines that the plan contains elements that are inadequate, or as otherwise determined necessary by the director to ensure compliance with applicable requirements of this article, the Act or State Law. Review of a BMPP by the director shall not relieve the user from the responsibility to modify its facility as necessary to comply with this article, the Act or State Law.
  - (e) The user reports to the director must include best management practices compliance information. The user reports must be certified and signed by the user's authorized representative.
  - (f) The user shall retain all documentation associated with best management practices for a period of at least three years from the date of an activity associated with the practices. This period may be extended by the YCUA at any time.
- (8) PFAS Compounds. Any user that has manufactured PFAS Compounds or who previously used, currently uses, or plans to use materials containing PFAS Compounds, any user or system that has a potential to discharge waste or wastewater containing PFAS, may be designated by the director as a potential source subject to the following requirements:
    - (a) A user notified of its designation as a potential source shall develop and implement plans for the reduction and elimination of PFAS Compounds. Such plans shall be submitted to the director and are subject to the director's approval. For an existing user, plans shall be submitted within ninety (90) days of the notification. For a new user, plans shall be submitted at least ninety (90) days prior to commencing discharge to the POTW.

- (b) The user's PFAS Compound monitoring program shall be in accordance with sample collection methods approved or recommended by EGLE or USEPA, and in accordance with sample analysis methods of 40 CFR Part 136 as amended or as recommended by EGLE.
  - (c) The user shall specify source reduction, treatment, best management practices (BMPs), and other actions that will be implemented to eliminate PFAS Compounds.
  - (d) The director may incorporate provisions of the user's PFAS Compound plan into a wastewater discharge permit or administrative order.
- (9) Local Initiative Limits. The director may temporarily impose a local initiative limit (LIL) on a user for any pollutant not specifically limited by this Section. A local initiative limit may be concentration or mass. Determination of the LIL may include but not be limited to the acceptable pollutant loading based on the POTW design, treatability of the pollutant at the POTW, potential to cause pass-through or interference at the POTW, current loading of the pollutant to the POTW, specific properties of the pollutant, and other relevant factors deemed appropriate by the YCUA. LILs shall be developed by the YCUA under the industrial pretreatment program and shall be subject to review by EGLE.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-182. - Sampling, measurements, tests and analyses.**

Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 as amended. Where the Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the YCUA or other parties, approved by the EPA.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-183. - Surcharge for discharges of unusual strength.**

- (a) If the character of the wastewater from any manufacturing or industrial plant or any other building or premises exceeds the limits for compatible pollutants established in section 62-181 or shall be such as to impose any unreasonable burden upon the sewers of the system or upon the sewage works or POTW in excess of a maximum limit prescribed in this article, then an additional charge shall be made over and above the regular rates, or the director shall require that such sewage be treated by the person, firm or corporation responsible for the sewage being emptied into the sewer or the right to empty such sewage shall be denied, if necessary, to protect the system or any part thereof. Surcharges required shall be computed as the weight of excess compatible pollutant in pounds multiplied by the cost per pound specified in the applicable township rate ordinance. The strength of such wastes shall be determined by composite samples taken over a sufficient period of time to insure a representative sample. The cost of sampling and testing shall be borne by the industry or establishment, whether owner or lessee. Tests shall be made by the user, at an independent laboratory, or at the YCUA wastewater treatment plant.
- (b) Any wastewater discharged into the sewage works having a compatible pollutant in excess of those prescribed in section 62-181 may be permitted by the director provided payment by the industrial concern for the full cost of treating such excess constituents in the wastewater is made and acceptance of the waste does not cause violation of EPA guidelines, NPDES requirements, the Act or State Act.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-184. - Special agreements authorized.**

With respect to compatible pollutants only, no statement contained in this article shall be construed as preventing any agreement between the director and any industrial concern whereby an industrial waste of unusual strength or character may be accepted, subject to payment therefore by the industrial concern, provided such agreement shall not violate EPA guidelines or NPDES requirements and provided user charges and surcharges as provided in this article are agreed to in the agreement.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-185. - Dilution of discharge.**

No user shall ever increase the use of process water or, in any way, attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the national categorical pretreatment standards, alternative discharge limits, or in any other pollutant-specific limitation developed by the YCUA or the state.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-186. - Accidental discharges, slug control plan and secondary containment requirements**

- (a) Where required, a user shall provide protection from accidental discharge of prohibited materials or other substances regulated by this article, the Act or State Act. Facilities to prevent accidental discharge of prohibited materials shall be provided and maintained at the owner's or user's own cost and expense. Detailed plans showing facilities and operating procedures to provide this protection shall be submitted to the director for review and shall be approved by the director before construction of the facility. All required users shall complete such a program within 90 days of notification by the director. If required by the director a user who commences contribution to the sewage works after the effective date of the ordinance from which this article derives shall not be permitted to introduce pollutants into the system until accidental discharge procedures have been approved by the director. Review and approval of such plans and operating procedures shall not relieve the industrial user from the responsibility to modify the user's facility as necessary to meet the requirements of this article, the Act or State Act. A user shall orally notify the YCUA immediately upon the occurrence of an accidental discharge of any substance prohibited by this article, or any slug loads or spills that may enter the POTW or a surface water of the State, including storm water drains. This notification shall be made by telephone at (734) 484-4600 and include location of discharge, type of waste, concentration and volume, and corrective actions.
- (b) Within five days following an accidental discharge of any substance prohibited by this article, or any slug loads or spills that may enter the POTW, the user shall submit to the director a detailed written report describing the cause of the discharge and the measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which may be incurred as a result of damage to the sewage works or POTW, fish kills, or any other damage to person or property; nor shall such notification relieve the user of any fines, civil penalties, or other liability which may be imposed by this article, the Act or State Act, or other applicable law. Failure to file a report shall be a separate violation of this article.
- (c) Slug control plan.
  - (1) Each significant industrial user shall prepare and implement an individualized slug control plan when in the opinion of the director a slug control is required. Existing significant industrial users

that do not have a YCUA-approved slug control plan shall provide an approvable slug control plan to the director within 90 days of being notified by the YCUA that a slug control plan is required. New sources that are significant industrial users shall submit a slug control plan to the director for approval before beginning to discharge. In such cases, slug control requirements shall be included in the user's wastewater discharge permit. Upon written notice from the director, users that are not significant industrial users may also be required to prepare and implement a slug control plan, and the plan shall be submitted to the director for approval as specified in the notice.

- (2) All slug control plans shall contain at least the following elements:
    - a. A description of discharge practices, including nonroutine batch discharges;
    - b. A description of stored chemicals;
    - c. The procedures for immediately notifying the director of slug discharges, including any discharge that would violate any discharge prohibition, limitation or requirement under this article, and procedures for follow-up written notification within five days of the discharge;
    - d. The procedures to prevent adverse impact from accidental spills, including inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants (including solvents), and measures and equipment for emergency response.
  - (3) If a user has submitted to the director plans or documents pursuant to other requirements of local, state or federal laws and regulations which meet all applicable requirements of the article, the director may in its discretion determine that the user has satisfied the slug plan submission requirements of this section.
  - (4) Significant industrial users must immediately notify the director of any changes at their facilities affecting their slug control plan or spill/slug potential.
- (d) Secondary containment requirements.
- (1) Each user when in the opinion of the director is required must provide and maintain at the user's sole expense secondary spill containment structures (including diking, curbing or other appropriate structures) adequate to protect all floor drains from accidental spills and discharges to the POTW of any pollutants or discharges regulated by this article, the Act or State Law.
    - a. The containment area shall be constructed so that no liquid polluting material can escape from the area by gravity through the building sewers, drains, or otherwise directly or indirectly into the POTW.
    - b. The containment or curbing shall be sufficient to hold not less than ten percent of the total volume of the tanks or containers within the secondary containment structure or provide a capacity of 100 percent of the largest single tank or container within the secondary containment structure, whichever is larger, unless a lesser containment area or alternate control measures are approved in advance by the director.
    - c. The containment structure must accommodate "squirt distance." Containers within the containment structure must be able to be placed sufficiently back from the edge of the structure so if punctured, the resulting leak will be contained.
    - d. The containment structure must be designed or operated to prevent run-on or infiltration, rain or other liquids into the secondary containment system unless the containment system has sufficient excess capacity to contain run-on, infiltration, rain, or other liquids. Excess capacity when such prevention is not provided in the system must be sufficient to contain rain precipitation from a 25-year, 24-hour rainfall event.
    - e. The containment structure shall be constructed with chemical-resistant water stops in place at all joints (if any) to be free of cracks or gaps.

- f. The containment structure shall be designed and installed to completely surround the tank or containers and to cover all surrounding earth likely to come into contact with the waste if released from the tank(s) or containers (i.e., capable of preventing lateral as well as vertical migration of the material).
  - g. All floor drains found within the containment area must be plugged and sealed.
- (2) Spill troughs and sumps within process areas must discharge to appropriate pretreatment tanks.
  - (3) Emergency containment shall also be provided for storage tanks that may be serviced by commercial haulers and for chemical storage areas.
  - (4) Solid pollutants shall be located in security areas designed to prevent the loss of the materials to the POTW.
  - (5) Detailed plans showing facilities and operating procedures to provide the protection required by this article shall be submitted to the director for review and shall be approved by the director before construction. Construction of approved containment for existing sources shall be completed within the time period specified by the director.
  - (6) No new source shall be permitted to discharge to the POTW until emergency containment facilities have been approved and constructed as required by this article.
  - (7) The director may order a user to take interim measures for emergency containment as determined necessary by the director under the circumstances.

(Ord. No. 2010-406, 7-20-10)

#### **Sec. 62-187. - Determination of sewage flow.**

To determine the sewage flow from any establishment, the YCUA may use one of the following methods:

- (1) The amount of water supplied to the premises by the public water system as shown upon the water meter if the premises are metered.
- (2) If the premises are supplied with river water or water from private wells, the amount of water supplied from such sources may be metered at the source or metered at its point of discharge prior to entry into the public sewer.
- (3) If such premises are used for an industrial or commercial purpose of such a nature that the water supplied to the premises cannot be entirely discharged into the sewer system, the estimate of the amount of sewage discharged into the sewer system made by the utilities authority from the water, gas or electric supply, or metered at its point of discharge prior to entry into the public sewer.
- (4) The volume of sewage discharged into the sewer system as determined by measurements and samples taken at a manhole installed by the owner of the property served by the sewer system at owner's own expense in accordance with the terms and conditions of the wastewater discharge permit issued by the YCUA pursuant to this article.
- (5) A figure determined by the YCUA by any combination of the foregoing or by any other equitable method.

(Ord. No. 2010-406, 7-20-10)

#### **Sec. 62-188. - Disposal at sewage treatment plant.**

Waste from industrial sewage disposal systems shall be disposed of at the POTW, or at any other refuse or disposal site approved by the director. No waters or wastes described in section 62-179 shall be disposed of at the POTW.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-189. - Bypass.**

- (a) An industrial user may allow any bypass to occur which does not cause pretreatment standards or requirements to be violated, but only if it is for essential maintenance to ensure efficient operation. If an industrial user knows in advance of the need for bypass, it shall submit prior notice to the director, if possible, at least ten days before the date of the bypass. An industrial user shall submit oral notice of an unanticipated bypass that exceeds applicable pretreatment standards to the director within 24 hours from the time the industrial user becomes aware of the bypass. A written submission shall also be provided within five days of the time the industrial user becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and, if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass.
- (b) Bypass is prohibited, and the director may take enforcement action against an industrial user for bypass, unless:
  - (1) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
  - (2) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance; and
  - (3) The industrial user submitted notice as required under this section. The director may approve an anticipated bypass, after considering its adverse effects, if the director determines that it will meet the three conditions listed in this subsection (b).

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-190. - Report of violation.**

If the results of any sampling performed by a user indicates that any violation of this article, a wastewater discharge permit, an order issued under this article, the Act or State Act has occurred, the user shall notify the YCUA within 24 hours of becoming aware of the violation and shall repeat the sampling and pollutant analysis and shall submit, in writing, the results of this repeat analysis within 30 days after becoming aware of the violation. A written follow up report shall be filed by the user with the YCUA within 30 days of a user becoming aware of the violation. The report shall specify the following:

- (1) A description of the violation, the cause thereof, and the violation's impact on the user's compliance status.
- (2) Duration of the violation, including exact dates and times of the violation, and if not corrected, the anticipated time the violation is expected to continue.
- (3) All steps taken or intended to be taken to reduce, eliminate and prevent reoccurrence of such a violation.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-191. - Notification of authorities upon discharge of hazardous waste.**

All users shall notify the director, EPA regional waste management division, and EGLE in writing of a discharge to the POTW of a substance that would be a regulated hazardous waste under any federal statute if disposed of otherwise. Such notice shall be given in accordance with 40 CFR 403.12(p) as amended.

(Ord. No. 2010-406, 7-20-10)

**Secs. 62-192—62-200. - Reserved.**

## **DIVISION 5. - PRIVATE SEWAGE DISPOSAL**

### **Sec. 62-201. - Authorized under certain conditions.**

Where a public sanitary or combined sewer is not available under the provisions of subsection 62-176(d), the building sewer shall be connected to a private sewage disposal system complying with the requirements of the county health department.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-202. [Reserved.]**

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-203. [Reserved]**

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-204. - Specifications.**

The type, capacities, location, and layout of a private sewage disposal system shall comply with all requirements of the county health department.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-205. - Connection with public sewer.**

At such time as a public sewer becomes available to a property served by a private sewage disposal system, as provided in section 62-204, a direct connection shall be made to the public sewer in compliance with this article and any septic tanks, cesspools, and similar private sewage disposal facilities shall be abandoned and filled with suitable material.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-206. - Sanitary maintenance required.**

The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense to the township or the YCUA.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-207. - Other requirements.**

No statement contained in this article shall be construed to interfere with any additional requirements that may be imposed by the state or county health department or EGLE.

(Ord. No. 2010-406, 7-20-10)

### **Secs. 62-208—62-229. - Reserved.**



# PROPOSED ORDINANCE 2024-509

## ARTICLE V. - MUNICIPAL SEWER USE AND INDUSTRIAL WASTE PRETREATMENT

[3]

Footnotes:

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Editor's note—Ord. No. 2010-406, adopted July 20, 2010, amended Art. V in its entirety, in effect repealing and reenacting said article to read as herein set out. The former Art. V, §§ 62-106—62-109, 62-122—62-140, 62-156—62-166, 62-176—62-191, and 62-201—62-207, pertained to similar subject matter and derived from Ord. No. 2001-280, adopted Oct. 2, 2001.

### DIVISION 1. – GENERALLY

#### Sec. 62-106. - Applicability of article.

This article shall apply to all users that discharge into the Ypsilanti Community Utilities Authority's (YCUA) publicly-owned treatment works (the POTW). In addition, it shall be unlawful for any user located outside the township limits to continue discharges to the POTW except as provided in this article. In addition, this article shall establish wastewater discharge permit requirements for connections or alterations to township or YCUA sewage works facilities or the POTW; govern the design, construction, alteration or use of and connection to the sewage works and POTW; regulate the discharge of wastewater into the sewage works and POTW; prohibit certain detrimental conduct; authorize the issuance of wastewater discharge permits; authorize inspections; provide for administration and enforcement of this article; establish civil and criminal penalties for violations; and authorize the enforcement of and ensure compliance within the township of the Federal Water Pollution Control Act, the Clean Water Act and the Michigan Natural Resources and Environmental Protection Act, more specifically defined herein, and rules and regulations promulgated and adopted under said acts and statutes.

(Ord. No. 2010-406, 7-20-10)

#### Sec. 62-107. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning: Act, "the Act," the Federal Water Pollution Control Act and the Clean Water Act are used interchangeably in this article and refer to Public Law 92-500, as adopted in 1972 and amended by Public Law 95-217 in 1977, and any succeeding amendments and any rules or regulations promulgated there under, as amended or revised from time to time.

Alternative discharge limit means limits set by the YCUA in lieu of the promulgated national categorical pretreatment standard for integrated facilities in accordance with the combined wastestream formula as set by the United States Environmental Protection Agency (USEPA).

Authorized representative of industrial user means:

- (1) A responsible corporate officer, if the industrial user is a corporation, who shall be a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation

or means the principal manager of one or more manufacturing, production, or operation facilities employing more than 250 persons or having a gross annual sales or expenditures exceeding \$25,000,000.00 (in second quarter 1980 dollars) if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

- (2) A general partner or proprietor if the industrial user is a partnership or proprietorship, respectively;
- (3) A duly authorized representative of the individual designated above and if all of the following apply:
  - a. The authorization is made in writing by the individual described in subsections (1) or (2) of this definition.
  - b. This authorization specifies either an individual or a position having responsibility for the overall operation of the facility from which the industrial discharge originates, such as the position of plant manager, operator of a well, or well field superintendent, or a position of equivalent responsibility, or having overall responsibility for environmental matters for the company; and
  - c. The written authorization is submitted to the director. If an authorization is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, or overall responsibility for environmental matters for the company, a new authorization satisfying the requirements of this definition shall be submitted to the YCUA prior to or together with any reports to be signed by an authorized representative.

Best management practices (BMP) means programs, practices, procedures or other directed efforts, initiated and implemented by users, which can or do lead to the reduction, conservation or minimization of pollutants being introduced into the ecosystem including, but not limited to, the YCUA publicly-owned treatment system. BMPs include, but are not limited to, equipment or technology modifications, process or procedure modifications, reformulation or design of products, substitution of raw materials, and improvements in housekeeping, maintenance, training, or inventory control, and may include technical and economic considerations. BMPs may be structural or nonstructural or both. In determining what BMPs will be required of a user in a particular case, the director may consider all relevant technological, economical, practical, and institutional considerations as determined relevant and appropriate by the director, consistent with achieving and maintaining compliance with the requirements of this article and other applicable laws and regulations.

Best management practices plan (BMPP) means a written document that describes how the BMPs will be accomplished.

Biochemical oxygen demand (BOD) means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure, five days at 20 degrees Celsius expressed in terms of weight and concentration (milligrams per liter).

Board means the Board of Commissioners of the Ypsilanti Community Utilities Authority.

Building drain means that part of the lowest horizontal piping of a drainage system which receives the drainage from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet outside the inner face of the building wall.

Building sewer means that extension from the building drain to the public sewer or other places of disposal.

Bypass means intentional diversion of wastestreams from any portion of an industrial user's treatment facility.

Chemical oxygen demand (COD) means a measure of the oxygen-consuming capacity of inorganic and organic matter present in water or wastewater. It is expressed as the amount of oxygen consumed from a chemical oxidant in a specified test. It does not differentiate between stable and unstable organic matter and thus does not necessarily correlate with biochemical oxygen demand. Also known as OC and DOC, oxygen consumed, and dichromate oxygen consumed, respectively.

City means the City of Ypsilanti, or City Council of Ypsilanti.

Combined sewer means a sewer receiving both surface runoff and sewage.

Combined wastestream means the wastestream at industrial facilities where regulated process effluent is mixed with other wastewaters (either regulated or unregulated) prior to treatment.

Compatible pollutant means a substance amenable to treatment in the wastewater treatment plant such as biochemical oxygen demand, suspended solids, pH and fecal coliform bacteria, plus additional pollutants identified in the NPDES permit if the publicly owned treatment works was designed to treat such pollutants, and in fact does remove such pollutant to a substantial degree. Examples of such additional pollutants may include: chemical oxygen demand, total organic carbon, and phosphorus and phosphorus compounds, nitrogen compounds, fats, oils and greases of animal or vegetable origin.

Composite sample means a sample formed either by continuous sampling or by mixing discrete samples obtained at intervals over a period of time. The individual samples shall be obtained through flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the YCUA. Where time-proportional composite sampling or grab sampling is authorized by the YCUA, the samples must be representative of the discharge. Manual generation of a composite sample through the collection and combining of grab samples may be approved if the user demonstrates to the satisfaction of the director that this will provide a representative sample of the effluent being discharged. The decision to allow the alternative sampling must be documented in the industrial user's file for that facility or facilities. Composite sampling protocols delineated in the user's wastewater discharge permit take precedence.

Cooling water means the water discharged from any use such as air conditioning, cooling or refrigeration, or to which the only pollutant added is heat.

Daily maximum means the concentration or mass loading that shall not be exceeded on any single calendar day. Where daily maximum limitations are expressed in terms of a concentration, the daily discharge is the arithmetical average measurement of the pollutant concentration derived from all measurements taken that day. Where daily maximum limitations are expressed in units of mass, the daily discharge is the total mass discharged during the day. If a composite sample is required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a single calendar day shall be based on the composite sample collected for that parameter on that calendar day. If grab samples are required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a calendar day shall be based on the average of all grab samples collected for that parameter on that calendar day. If only one grab sample is collected for a parameter on a given day, the determination whether the daily maximum limitation for that parameter has been exceeded for the day shall be based on the results of that single grab sample. If the pollutant concentration in any sample is less than the applicable detection limit, that value shall be regarded as zero when calculating the daily maximum concentration.

Debt service charges means the charges levied to customers of the wastewater system which are used to pay principal, interest and administrative costs of retiring the debt incurred for construction of the POTW or any part thereof.

Department of Environment, Great Lakes, and Energy (EGLE) means the State of Michigan EGLE administrator or other duly authorized official, or any successor department.

Director means the director of the YCUA or director's authorized deputy, agent or representative.

Domestic sewage means waste and wastewater from humans or household operations, which is discharged to, or otherwise enters, a POTW.

Environmental protection agency or EPA means the U.S. Environmental Protection Agency, administrator or other duly authorized official.

Fats, oils, and grease (FOG) means any hydrocarbons, fatty acids, soaps, fats, waxes, oils, or any other nonvolatile or semi-volatile material of animal, vegetable or mineral origin that is extractable by solvents in accordance with standard methods.

Flow proportional sample means a composite sample taken with regard to the flow rate of the wastestream.

Food service establishment (FSE) means a nondomestic user that engages in one or more of the following food preparation activities: cooking by frying (all methods); baking (all methods); grilling; sautéing, rotisserie cooking; broiling (all methods); boiling; blanching; roasting; toasting; poaching; infrared heating; searing; barbecuing; and any other food preparation activity that produces a hot, nondrinkable food product in or on a receptacle that requires washing.

Footing drain means a pipe or conduit, which is placed around the perimeter of a building foundation and which intentionally admits groundwater.

Garbage means solid wastes from the preparation, cooking and dispensing of food and from the handling, storage and sale of produce.

Grab sample means a sample taken from a wastestream on a one-time basis over a period of time of not more than 15 minutes without regard to the flow in the wastestream.

Holding tank waste means any waste from holding tanks such as vessels, chemical toilets, campers, trailers, septic tanks, and vacuum pump tank trucks.

Incompatible pollutant means any pollutant, which is not a compatible pollutant.

Industrial Pretreatment Program (IPP) means the YCUA Industrial Pretreatment Program adopted and approved by the Board, as amended from time to time.

Industrial wastes means the wastewater discharges from industrial, manufacturing, trade or business processes, or wastewater discharge from any structure with these characteristics, as distinct from their employee's domestic wastes or wastes from sanitary conveniences.

Industrial user means a person who contributes, causes or permits wastewater to be discharged into the POTW, including, but not limited to, a place of business, endeavor, arts, trade or commerce, whether public or private, commercial or charitable, but excludes single-family and multifamily residential dwellings with discharges consistent with domestic waste characteristics.

Infiltration means that portion of groundwater, which is unintentionally admitted to a sewer.

Interference means a discharge, alone or in conjunction with a discharge or discharges from other sources, to which both of the following provisions apply:

- (1) The discharge inhibits or disrupts the publicly owned treatment works, its treatment processes or operations, or its sludge processes, use or disposal;
- (2) Pursuant to paragraph (1) of this definition, the discharge is a cause of a violation of any requirement of the YCUA or the Act or the State Act, including an increase in the magnitude or duration of a violation, or of the prevention of sewage sludge use or disposal in compliance with the following statutory provisions and regulations or permits issued there under, or more stringent state or local regulations; Section 405 of the Clean Water Act; the Solid Waste Disposal Act, 42 USC Section 2601 et seq., including Title II, more commonly referred to as the Resource Conservation and Recovery Act, and including state regulations contained in any state sludge management plan prepared pursuant to subtitle D of the Solid Waste Disposal Act; The Clean Air Act, 42 USC Section 7401 et seq.; the Toxic Substances Control Act, 15 USC Section 2601 et seq.; the Marine Protection, Research, and Sanctuaries Act, 33 USC Section 1401 et seq.

Instantaneous maximum concentration means the maximum concentration of a pollutant allowed to be discharged at any instant in time (independent of the flow rate or duration of the sampling event). If the concentration determined by analysis of any grab sample, composite sample, or discrete portion of a composite sample exceeds the instantaneous maximum concentration, the instantaneous maximum concentration shall be deemed to have been exceeded. Any discharge of a pollutant at or above a specified instantaneous maximum concentration is a violation of the Act, this article and the YCUA industrial pretreatment program.

Local Initiative Limits means a temporary limit imposed on any user for any pollutant not specifically limited in Section 62-181, Paragraphs (1) through (3).

Mercury reduction plan means a plan to ensure that the maximum allowable mercury loading to the POTW is not exceeded as described in section 62-181 of this article.

National Categorical Pretreatment Standard, categorical pretreatment standard or categorical standard means any regulation containing pollutant discharge limits promulgated by the EPA in accordance with Sections 307(b) and (c) of the Clean Water Act, 33 USC Section 1317, which apply to a specific category of nondomestic users and which appear in 40 CFR Parts 405-471 as amended. updated language

National Pollutant Discharge Elimination System or NPDES permit means a permit issued pursuant to Section 402 of the Act (33 USC 1342).

National Prohibitive Discharge Standard or prohibitive discharge standard means any regulation developed under the authority of Section 307(b) of the Act and 40 CFR 403.5 as amended. updated language

Natural outlet means any outlet into a watercourse, pond, ditch, lake, or other body of surface or groundwater.

New source means any building, structure, facility, or installation from which there is or may be a discharge and for which construction commenced after the publication of proposed pretreatment standards under Section 307(c) of the Clean Water Act will be applicable to the source if the standards are thereafter promulgated in accordance with Section 307(c), and if any of the following provisions apply:

- (1) The building, structure, facility, or installation is constructed at a site at which no other source is located;
- (2) The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or
- (3) The production of wastewater-generated processes of the building, structure, facility, or installation is substantially independent of an existing source at the same site. The extent to which the new facility is engaged in the same general type of activity as the existing source and the extent of integration of the new facility with the existing plant should be considered in determining whether the process is substantially independent.

Nondomestic user means an industry, commercial establishment, or other entity that discharges wastewater to a publicly-owned treatment works other than, or in addition to, sanitary sewage.

Operation and maintenance means all work, materials, equipment, utilities, administration and other effort required to operate and maintain the POTW consistent with ensuring adequate treatment of wastewater to produce an effluent in compliance with the NPDES permit and other applicable state and federal regulations, and includes the cost of replacement.

Operator means the person responsible for the overall operation of a facility.

Wording changed from Sewage works to POTW

Owner means the person who owns a facility or part of a facility.

Pass-through means a discharge that exits the POTW into state waters in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the Act, the State Act, or the NPDES permit, including an increase in the magnitude or duration of a violation.

Person means any individual, partnership, copartnership, firm, company, corporation, limited liability company, association, joint stock company, trust, estate, governmental entity or any other legal entity, or its legal representatives, agents or assigns. The masculine gender shall include the feminine and the singular shall include the plural where indicated by the context.

New Definition (Emerging Contaminant)

PFAS Compounds mean the list of perfluoroalkyl and polyfluoroalkyl substances identified by EGLE as emerging contaminants and included on EGLE's most recent PFAS Minimum Laboratory Analyte List.

pH means a common measure of the acidity or alkalinity of an aquatic solution, as expressed in standard units (SU). Streamlined the definition

Pollutant means any of the following: substances regulated by categorical standards; substances discharged to the POTW that are required to be monitored, are limited in the POTW's permit, or are or are to be identified in the POTW's permit application; substances for which control measures on nondomestic users are necessary to avoid restricting the approved residuals management program of the POTW; substances for which control measures on nondomestic users are necessary to avoid operational problems at the POTW; substances for which control measures on nondomestic sources are necessary to avoid worker health and safety problems in the POTW.

Pollution means the manmade or man-induced alteration of the chemical, physical, biological, or radiological integrity of water.

Pretreatment or treatment means the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutants, or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into the POTW. The reduction or alteration can be obtained by physical, chemical or biological processes, process changes or other means, except as prohibited by 40 CFR 403.6(d).

Pretreatment requirements means any substantive or procedural requirement related to pretreatment, other than a pretreatment standard, imposed on a nondomestic user.

Pretreatment standards means any regulation containing pollutant discharge limits promulgated in accordance with the Clean Water Act, including but not limited to Sections 307(b-c), and the State Act. This term includes prohibited discharges and local limits defined in R 323.2303 and categorical standards.

Properly shredded garbage means garbage that has been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half-inch in any dimension.

Publicly-owned treatment works (POTW) means the treatment works owned and/or operated by the YCUA and includes the wastewater treatment plant, any devices and systems used in the storage, treatment, recycling, and reclamation of municipal sewage or industrial wastes of a liquid nature. The term also includes sewers, pipes, and other conveyances if they convey wastewater to or through the publicly owned treatment works. The term also means the municipality (the City of Ypsilanti and the Township of Ypsilanti) that has jurisdiction over indirect discharges to, and discharges from, the treatment works.

Public sewer means a sewer in which all owners of abutting properties have equal rights and is controlled by public authority.

Replacement means the replacement in whole or in part of any equipment in the POTW to ensure continuous treatment of wastewater in accordance with the NPDES permit and other state and federal regulations.

Sanitary sewer means a sewer, which carries sewage and to which storm, surface and groundwaters are not intentionally admitted.

Severe property damage means substantial physical damage to property, damage to the treatment facilities which cause them to become inoperable, or substantial or permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

Sewage or wastewater means the liquid and water-carried industrial or domestic wastes from dwellings, commercial buildings, industrial facilities and institutions, together with any groundwater, surface water, and stormwater that may be present, whether treated or untreated, which is contributed into or allowed to enter the POTW.

Sewage treatment or wastewater treatment plant means any arrangement of devices and structures used for treating sewage.

Sewage works means all municipal facilities for collecting, pumping, treating and disposing of sewage. Sewer means a pipe or conduit for carrying sewage.

Sewer service charge means the sum of any applicable user charges, surcharges and debt service charges.

Shall is mandatory; may is permissive.

Significant industrial user (SIU) means either of the following:

- (1) A nondomestic user subject to categorical pretreatment standards under 40 CFR Parts 405-471 as amended; or updated language
- (2) A nondomestic user that, in the opinion of YCUA or of the township, has a reasonable potential to adversely affect the POTW's operation, or for violating any pretreatment standard or requirement or that contributes a process wastestream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant, or that discharge an average of 25,000 gallons per day or more of process wastewater to the POTW, excluding sanitary, noncontact cooling, and boiler blow down wastewater. Any user designated as significant may petition the township to be deleted from the list of significant industrial users on the grounds that it has no potential for adversely affecting the POTW's operation or violating any pretreatment standard or requirement.

The director may determine that a user that meets the criteria of subsections (1) and (2) of this definition above is not currently a significant industrial user, if the director finds that the user has no reasonable potential to adversely affect the operation of the POTW, to violate any pretreatment standard or requirement, or that a wastewater discharge permit is not required to meet the purposes and objectives of this article. A determination that a user is not a significant industrial user (or that a wastewater discharge permit is not required) shall not be binding and may be reversed by the director at any time based on changed circumstances, new information, or as otherwise determined necessary by the director to meet the purposes and objectives of this article.

Significant noncompliance means any of the following:

- (1) Chronic violations of wastewater discharge limits, defined as results of analyses in which 66 percent or more of all of the measurements taken for the same pollutant parameter during a six-month period exceed, by any magnitude, a numeric pretreatment standard or requirement, including instantaneous limits, as defined by 40 CFR 403.3(l) as amended;
- (2) Technical review criteria (TRC) violations, defined as results of analyses in which 33 percent or more of all of the measurements taken for the same pollutant parameter taken during a six-month period equal or exceed the product of the pretreatment standard or requirement including instantaneous limits, as defined by 40 CFR 403.3(l) as amended multiplied by the applicable technical review criteria. (Technical review criteria equals 1.4 for compatible pollutants and 1.2 for all other pollutants, except pH.);
- (3) Any other violation of a pretreatment standard or requirement as defined by 40 CFR 403.3(l) as amended, (daily maximum, longer-term average, instantaneous limits, or narrative standard) that the YCUA determines has caused, alone or in combination with other discharges, interference or pass-through, including endangering the health of township or YCUA personnel or the general public;
- (4) Any discharge of a pollutant that has caused imminent endangerment to human health, welfare, or the environment or has resulted in the YCUA's exercise of its emergency authority under Rule 323.2306(a)(vi) of the Part 23 Rules under the State Act, or its emergency authority under this article or the YCUA's IPP, to halt or prevent the discharge;
- (5) Failure to meet, within 90 days after a scheduled date, a compliance schedule milestone contained in a YCUA or other local control mechanism or enforcement order for starting construction, completing construction, or attaining final compliance;
- (6) Failure to provide, within 30 days after the due date, a required report such as, but not limited to, a baseline monitoring report, 90-day or other compliance report, periodic self-monitoring report,

or report on compliance with a compliance schedule, as required or otherwise ordered by the YCUA;

- (7) Failure to timely or accurately report noncompliance; or
- (8) Any other violation or group of violations, which may include a violation of best management practices, that YCUA determines will affect or has adversely affected the operation or implementation of the YCUA pretreatment program or operation of the POTW.

Slug, slug loading, slug discharge means either:

- (1) Any discharge of pollutants at a volume or concentration that causes upset of or interference with the POTW or causes the pass-through of pollutants to receiving waters; or
- (2) Any discharge of a pollutant(s), measured by a grab sample, at a concentration exceeding five times the composite or grab sample discharge limit; or
- (3) Any discharge of wastewater outside the pH range of 5.0 to 11.0 S.U. for either a continuous duration of greater than or equal to 15 minutes or for a sum total of 30 minutes within one day, or
- (4) Any discharge of a nonroutine, episodic nature including, but not limited to, an accidental spill or noncustomary batch discharge.

State means the State of Michigan.

State Act means Public Act 451 of 1994, the Natural Resources and Environmental Protection Act (NREPA), as amended, and any rules or regulations promulgated thereunder, as amended or revised from time to time.

Storm sewer or storm drain means a sewer which carries storm and surface waters and drainage, but excludes sewage and polluted industrial wastes.

Stormwater means any flow occurring during or following any form of natural precipitation and resulting therefrom.

Surcharge means an extra charge to cover the cost of treating, sampling and testing extra strength sewage.

Suspended solids means the total suspended matter that floats on the surface of, or is suspended in, water, wastewater or other liquids, and which is removable by laboratory filtering.

Total Kjeldahl nitrogen (TKN) means the measure of the total ammonia-nitrogen present in wastewater, after any organic nitrogen present has been converted to ammonia-nitrogen under a standard digestive procedure.

Introduced new term to give the flexibility of monitoring Ammonia Nitrogen

Township means the Charter Township of Ypsilanti, Michigan or its board of trustees.

Toxic pollutant means any pollutant or combination of pollutants, which is or can potentially be harmful to the public health or the environment including those listed as toxic in regulations promulgated by the administrator of the environmental protection agency under the provisions of the Act or other regulations.

User means any person who contributes, causes or allows the contribution of wastewater into the sewage works.

User charge means a charge levied on users of a treatment works for the cost of operation and maintenance of sewerage works pursuant to Section 204(b) of PL 92-500 and includes the cost of replacement.

User class means the kind of user connected to sanitary sewers including, but not limited to, residential, industrial, commercial, institutional and governmental, defined as follows:

- (1) Residential user means a user of the treatment works whose premises or buildings are used primarily as a domicile for one or more persons, including dwelling units such as detached,



semidetached and row houses, mobile homes, apartments, or permanent multifamily dwellings (transient lodging is not included, it is considered commercial);

- (2) Industrial user means any user who discharges an "industrial waste" as defined in this article or any nondomestic source who discharges pollutants to the sewage works or POTW;
- (3) Commercial user means an establishment involved in a commercial enterprise, business or service, which, based on a determination by the YCUA discharges primarily segregated domestic wastes or wastes from sanitary conveniences and which is not a residential user or an industrial user;
- (4) Institutional user means any establishment involved in a social, charitable, religious, or educational function which, based on a determination by the YCUA, discharges primarily segregated domestic wastes or wastes from sanitary conveniences; and
- (5) Governmental user means any federal, state or local government user of the wastewater treatment works.

Wastewater discharge permit means a written authorization to discharge subject to specific limits, terms, and conditions. A wastewater discharge permit is issued by the director and its terms and conditions are enforced by the YCUA IPP.

Waters of the state means all streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the state or any portion thereof.

(Ord. No. 2010-406, 7-20-10)

Updated Definition for Industrial User Permits

**Sec. 62-108. - Abbreviations.**

The following abbreviations shall have the following meanings:

ASTM	American Society for Testing and Materials.
BMP	Best management practices.
BMPP	Best management practices plan.
BOD	Biochemical oxygen demand.
CFR	Code of Federal Regulations.
COD	Chemical oxygen demand.
CWA	Clean Water Act.
EGLE	Environment, Great Lakes, and Energy Department of the State of Michigan
EPA	United States Environmental Protection Agency.
FOG	Fats, oils, and grease.
I	Liter.
LIL	Local Initiative Limits.
MAHL	Maximum Allowable Headworks Loading.
MAIL	Maximum Allowable Industrial Loading.

NEW TERM

NEW TERM

<b>SAL</b>	<b>Special Alternative Limit</b> <b>NEW TERM</b>
MRP	Mercury reduction plan.
mg	Milligrams.
mg/l	Milligrams per liter.
ug/l	Micrograms per liter.
ng/l	Nanograms per liter.
NPDES	National Pollutant Discharge Elimination System.
O&M	Operation and maintenance.
POTW	Publicly-owned treatment works.
SIC	Standard Industrial Classification.
SS	Suspended solids.
<b>TKN</b>	<b>Total Kjeldahl Nitrogen</b> <b>NEW TERM</b>
USC	United States Code.
WWTP	The Ypsilanti Community Utilities Authority Wastewater Treatment Plant.
WEF	Water Environment Federation.
YCUA	Ypsilanti Community Utilities Authority.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-109. - Protection from damage.**

It shall be unlawful for any unauthorized person to maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance, or equipment, which is a part of the sewage works or POTW.

(Ord. No. 2010-406, 7-20-10)

**Secs. 62-110—62-120. - Reserved.**

## DIVISION 2. - ADMINISTRATION AND ENFORCEMENT

### Sec. 62-121. - Permit or authorization required.

It shall be unlawful to discharge to the waters of the state within the township, or in any area under the jurisdiction of such township and/or to the YCUA sewage works, any wastewater except as provided by an NPDES permit and/or as authorized by the township and the YCUA in accordance with the provisions of this article.

(Ord. No. 2010-406, 7-20-10)

### Sec. 62-122. - Information required prior to connection to system.

All industrial users proposing to connect to or to contribute to the sewage works shall submit information on the use, processes and wastewater to the director before connecting to or contributing to the sewage works. The information submitted must be sufficient for the YCUA to determine the impact of the user's discharge on the sewage works and the need for pretreatment. The user shall submit, in units and terms appropriate for evaluation, the following information:

- (1) The name, address and location of the user.
- (2) The SIC number according to the Standard Industrial Classification Manual, Bureau of the Budget, 1972, as amended; and any industrial processes subject to National Categorical Pretreatment Standards under 40 CFR Parts 405-471 as amended. Updated Description
- (3) Wastewater constituents and characteristics including, but not limited to, those pollutants mentioned in sections 62-177 through 62-187 of this article, when required by the director, as determined by a reliable analytical laboratory. Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 as amended. Where Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods of any other applicable sampling and analytical procedures, including procedures suggested by the YCUA or other parties, approved by the EPA.
- (4) The time and duration of contribution.
- (5) The average daily wastewater flow rates, including daily, monthly and seasonal variations, if any.
- (6) Site plans, floor plans, mechanical and plumbing plans and details to show all sewers, sewer connections, and appurtenances by the size, location and elevation, if the user is a SIU or as required by the YCUA.
- (7) A description of activities, facilities and plant processes on the premises including all materials, which are or could be discharged.
- (8) The nature and concentration of any pollutants in the discharge, which are limited by any YCUA, state, or federal pretreatment standards, and a statement regarding whether or not the pretreatment standards are being met on a consistent basis and if not, whether additional operation and maintenance and/or additional pretreatment is required by the industrial user to meet applicable pretreatment standards.
- (9) If additional pretreatment and/or O&M will be required to meet the pretreatment standards, the shortest schedule by which the user will provide such additional pretreatment shall be provided. The completion date in this schedule shall not be later than the compliance date established for the applicable pretreatment standard. The following conditions shall apply to this schedule:
  - a. The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation

of additional pretreatment required for the user to meet the applicable pretreatment standards.

- b. No increment referred to in subsection (9)a. of this section shall exceed nine months.
  - c. Not later than 14 days following each date in the schedule and the final date for compliance, the user shall submit a progress report to the director including, as a minimum, whether or not it complied with the increment of progress to be met on such date and, if not, the date on which it expects to comply with this increment of progress, the reason for delay, and the steps being taken by the user to return the construction to the schedule established. In no event shall more than nine months elapse between such progress reports to the director.
- (10) Each product produced by type, amount, process or processes and rate of production.
  - (11) The type and amount of raw materials processed, average and maximum per day.
  - (12) The number and type of employees, hours of operation of plant and proposed or actual hours of operation of pretreatment system.
  - (13) Any other information as may be deemed by the director to be necessary to evaluate the impact of the discharge on the sewage works.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-123. - Reporting required after promulgation or revision of a pretreatment standard and reporting from a new source.**

Within 180 days of the promulgation or revision of a categorical pretreatment standard, or 180 days after the final administrative decision made upon a category determination submission under R 323.2311(2) of the Part 23 Rules promulgated under the State Act, whichever is later, existing nondomestic users subject to the categorical pretreatment standards and currently discharging, or scheduled to discharge, to the POTW shall submit, to the YCUA, a report that contains all of the information listed in this section. Where reports containing this information already have been submitted to the YCUA or EPA in compliance with the requirements of 40 CFR Part 128.140(b) as amended, the nondomestic user will not be required to submit the information again. Not less than 90 days before the commencement of a discharge, sources that become nondomestic users subsequent to the promulgation of an applicable categorical standard and new sources shall be required to submit to the YCUA a report that contains the information listed in subsections (1) to (5) of this section. New sources shall also include in this report information on the method of pretreatment the source intends to use to meet applicable pretreatment standards. New sources shall give estimates of the information requested in subsections (4) and (5) of this section. All of the following information shall be submitted pursuant to this section:

- (1) The name and address of the facility including the name of the operator and owners.
- (2) A list of any environmental control permits held by or for the facility.
- (3) A brief description of the nature, average rate of production, and standard industrial classification of the operation or operations carried out by the nondomestic user. The description shall include a facility drawing and schematic process diagram that indicates points of discharge to the POTW and from which processes the discharges originate.
- (4) Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW for each of the following:
  - a. Regulated process streams.
  - b. Other streams as necessary to allow use of the combined wastestream formula specified in R 323.2311(6). The YCUA may allow for verifiable estimates of these flows when justified by cost or feasibility considerations.
- (5) All of the following information shall be provided with respect to the measurement of pollutants:

- a. The identity of the pretreatment standards, including state or local standards, applicable to each regulated process.
  - b. The results of sampling and analysis identifying the nature and concentration or mass, where required by the standard or YCUA, of regulated pollutants in the discharge from each regulated process. Both daily maximum and average concentration or mass, where required, shall be reported. The sample shall be representative of daily operations.
  - c. A minimum of four grab samples shall be used for pH, cyanide, total phenols, oil and grease, sulfide, and volatile organics. For all other pollutants, 24-hour composite samples shall be obtained through flow-proportional composite sampling techniques. The YCUA may waive flow-proportional composite sampling for any nondomestic user that demonstrates that time-proportional sampling is representative of the discharge during the sampling period. Samples obtained through time-proportional composite sampling techniques or through a minimum of four grab samples may be approved by the director when the user demonstrates that this will provide a representative sample of the effluent being discharged.
  - d. With the exception of the pollutants specified in paragraph c. of this subsection, the user shall take a minimum of one representative sample to compile the data necessary to comply with the requirements of this subsection.
  - e. Samples should be taken immediately downstream from pretreatment facilities if the facilities exist or immediately downstream from the regulated process if pretreatment facilities do not exist. If other wastewaters are mixed with the regulated wastewater before pretreatment, the nondomestic user should measure the flows and concentrations necessary to allow use of the combined wastestream formula specified in R 323.2311(7) to evaluate compliance with the pretreatment standards. Where an alternate concentration or mass limit has been calculated in accordance with R 323.2311(5), the adjusted limit and supporting data shall be submitted to YCUA.
  - f. Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 as amended. Where Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the YCUA or other parties, approved by the EPA.
  - g. The YCUA may allow the submission of a baseline report that utilizes only historical data if the data provides information sufficient to determine the need for industrial pretreatment measures. The baseline report shall indicate the time, date, and place of sampling and the methods of analysis and shall certify that the sampling and analysis is representative of normal work cycles and expected pollutant discharges to the POTW.
- (6) A statement, reviewed by an authorized representative of the nondomestic user and certified by a qualified professional, indicating whether pretreatment standards are being met on a consistent basis and, if not, whether additional O&M or additional pretreatment is required for the nondomestic user to meet the pretreatment standards and requirements.
- (7) If additional pretreatment or O&M will be required to meet the pretreatment standards, the shortest schedule by which the nondomestic user will provide such additional pretreatment or O&M. The completion date in the schedule shall not be later than the compliance date established for the applicable pretreatment standard. All of the following conditions shall apply to compliance schedules:
- a. The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the nondomestic user to meet the applicable categorical pretreatment standards. The events may include any of the following: (i) the hiring of an engineer; (ii) completing preliminary plans; (iii) completing final plans; (iv)

executing contracts for major components; (v) commencing construction; (vi) completing construction; or (vii) other similar major events;

- b. An increment referred to in this subsection shall not be more than nine months.
  - c. Not later than 14 days following each date in the schedule and the final date for compliance, the nondomestic user shall submit a progress report to the YCUA, including, at a minimum, whether or not the user complied with the increment of progress to be met on a particular date and, if not, the date on which the user expects to comply with the increment of progress, the reason for delay, and the steps being taken by the nondomestic user to return the construction to the schedule established. Not more than nine months shall elapse between progress reports to the YCUA.
- (8) Where the nondomestic user's categorical pretreatment standard has been modified by a removal allowance under R 323.2311(7) or a fundamentally different factors variance under R 323.2313(b) at the time the nondomestic user submits the report required by this rule, the information required by subsections (6) and (7) of this section shall pertain to the modified limits.
  - (9) Any changes to information requested under subsections (1) to (5) of this section shall be submitted by the nondomestic user to the YCUA within 60 days.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-124. - Additional reporting required and periodic report requirements.**

- (a) Within 90 days following the date for final compliance with applicable categorical pretreatment standards or, in the case of a new source, following commencement of the introduction of wastewater into the sewage works, POTW or the WWTP, any nondomestic user subject to pretreatment standards and requirements shall submit to the director a report containing the information required in subsections (4) through (6), inclusive, of section 62-123 of this article. For industrial users subject to equivalent mass or concentration limits established by YCUA in accordance with the procedures in R 323.2311(5) of the Part 23 Rules promulgated under the State Act or otherwise established by the Act or the State Act or rules promulgated thereunder, the report shall contain a reasonable measure of the nondomestic user's long-term production rate. For all other nondomestic users subject to categorical pretreatment standards expressed in terms of allowable pollutant discharge per unit of production, or other measure of operation, the report shall include the nondomestic user's actual production during the appropriate sampling period.
- (b) The YCUA may establish and impose mass limitations on users which are using dilution to meet applicable pretreatment standards or requirements, or in other cases in which the imposition of mass limitations is appropriate.
- (c) All of the following provisions shall apply to periodic reports on continued compliance:
  - (1) Any nondomestic user subject to a categorical pretreatment standard after the compliance date of the pretreatment standard or, in the case of a new source, after commencement of the discharge into the publicly-owned treatment works shall submit, to the YCUA semiannually, unless required more frequently in the pretreatment standard or by the YCUA, a report indicating the nature and concentration of pollutants in the effluent that are limited by the categorical pretreatment standards. In addition, the report shall include a record of measured or appropriately estimated average and maximum daily flows for the reporting period for the discharge reported in subsection 62-123(4) of this article, except that YCUA may require more detailed reporting of flows.
  - (2) Where YCUA has imposed mass limitations on nondomestic users as provided for by R 323.2311(5) of the Part 23 Rules promulgated under the State Act or where such limitations are otherwise established by the Act or the State Act or Rules promulgated there under, the report

required by subsection (a) immediately above shall indicate the mass of pollutants regulated by pretreatment standards in the discharge from the nondomestic user.

- (3) For nondomestic users subject to equivalent mass or concentration limits established by the YCUA or under the Act or the State Act or rules promulgated there under, the report required by subsection (a) immediately above shall contain a reasonable measure of the nondomestic user's long term production rate. For all other nondomestic users subject to categorical pretreatment standards expressed only in terms of allowable pollutant discharge per unit of production, or other measure of operation, the report required by subsection (a) immediately above shall include the nondomestic user's actual average production rate for the reporting period.
- (d) All categorical and noncategorical nondomestic users shall notify the YCUA immediately of all discharges that could cause problems to the POTW, including any slug loadings.
- (e) All of the following provisions apply to SIUs that are categorical industrial users or noncategorical industrial users with regards to monitoring and analysis to demonstrate continued compliance:
  - (1) The reports required in section 62-123 of this article or in this section shall contain the results of sampling and analysis of the discharge, including the flow and the nature and concentration, or production and mass when requested by the YCUA, of pollutants contained in the discharge that are limited by the applicable pretreatment standards. The sampling and analysis may be performed by the YCUA instead of the nondomestic user. Where the YCUA elects to perform the required sampling and analysis instead of the nondomestic user, the nondomestic user will not be required to submit the compliance certification required under subsection 62-123(6) and subsection (a) of this section. In addition, where the YCUA collects all the information required for the report, including flow data, the nondomestic user will not be required to submit the report. The YCUA shall provide, to the nondomestic user, within ten days after the results are available, the results of any sampling the YCUA performs for nondomestic user self-monitoring that show a violation of any pretreatment standard. Any certification required by a categorical pretreatment standard shall be included with the semiannual compliance reports.
  - (2) If sampling performed by a nondomestic user indicates a violation of pretreatment standards, the nondomestic user shall notify the YCUA within 24 hours of becoming aware of the violation. The nondomestic user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the YCUA within 30 days after becoming aware of the violation; however, the nondomestic user is not required to resample if the YCUA performs sampling at the nondomestic user at a frequency of at least once per month or if the YCUA performs sampling at the nondomestic user between the time when the nondomestic user performs its initial sampling and the time when the nondomestic user receives the results of the sampling.
  - (3) The reports required in subsection (c)(3) of this section shall be based upon data obtained through appropriate sampling and analysis performed during the period covered by the report, which data is representative of conditions occurring during the reporting period. The YCUA may establish and require a frequency of monitoring that is necessary to assess and assure compliance by nondomestic users with applicable pretreatment standards and requirements.
  - (4) All analyses shall be performed in accordance with procedures established by the EPA pursuant to Section 304(h) of the Clean Water Act and contained in 40 CFR Part 136 as amended or with any other test procedures approved by the EPA. Sampling shall be performed in accordance with the techniques approved by the EPA. Where the provisions of the Part 136 do not include sampling or analytical techniques for the pollutants in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed using validated analytical methods or any other sampling and analytical procedures, including procedures suggested by the YCUA or other parties and approved by the EPA.
  - (5) If a nondomestic user monitors any pollutant more frequently than required by the YCUA using the procedures prescribed in subsection (4) immediately above, the results of the monitoring shall be included in the report.

- (6) A minimum of one grab samples shall be used for pH, cyanide, total phenols, oil and grease, sulfide, and volatile organics. For all other pollutants, 24-hour composite samples shall be obtained through flow-proportional composite sampling techniques. The YCUA may waive flow-proportional composite sampling for any nondomestic user that demonstrates that time-proportional sampling is representative of the discharge during the sampling period. Samples obtained through time-proportional composite sampling techniques or through a minimum of four grab samples may be approved by the director or designee when the user demonstrates that this will provide a representative sample of the effluent being discharged.
- (f) The YCUA may require appropriate reporting from nondomestic users that have discharges, which are not subject to categorical pretreatment standards. Significant industrial users shall submit, to the YCUA, at least semiannually, a description of the nature, concentration, and flow of the pollutants required to be reported by the YCUA. The reports shall be based on sampling and analysis performed in the period covered by the report and performed in accordance with the techniques described in 40 CFR Part 136 as amended. Where the provisions of the Part 136 do not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the YCUA or other persons and approved by the EPA. The sampling and analysis may be performed by the YCUA instead of the significant industrial user. Where the YCUA collects all of the information required for the report, the significant industrial user will not be required to submit the report. The YCUA shall provide, to the nondomestic user, within ten days after the results are available, the results of any sampling it performs for nondomestic user self-monitoring that show a violation of any pretreatment standard. Where the YCUA performs sampling for a significant industrial user, the YCUA must perform any required repeat sampling and analysis within 30 days of becoming aware of a violation.
- (g) All periodic compliance reports shall be certified and signed by the authorized representative of the industrial user. The authorized representative shall state the following certification when submitting the periodic compliance reports to the YCUA: "I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquire of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-125. - Powers of the YCUA.**

Wastewater discharges shall be expressly subject to all provisions of this article, the Act and State Act and all other applicable regulations, rules, plans, programs and orders established by the YCUA. The YCUA may:

Updated wording

- (1) Limit the average and maximum wastewater constituents and characteristics.
- (2) Limit the average and maximum rate and time of discharge or make requirements for flow regulations and equalization.
- (3) Require the installation and maintenance of inspection and sampling facilities.
- (4) Establish specifications for monitoring programs which may include sampling locations, frequency of sampling, number, types and standards for tests and reporting schedule.
- (5) Establish compliance schedules.
- (6) Require submission of technical reports or discharge reports.



- (7) Require the maintaining, retaining and furnishing of plant records relating to wastewater discharge as specified by the YCUA, and affording the YCUA access thereto, and copying thereof.
- (8) Require notification of slug discharges and accidental spills.
- (9) Require other conditions as deemed appropriate by the YCUA to ensure compliance with this article, the Act and the State Act. The YCUA shall require notification of the YCUA for any new introduction of wastewater constituents or any substantial change in the volume or character of the wastewater constituents being introduced into the POTW.
- (10) Take any other action, including enforcement action, required or authorized by this article. New Provision added

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-126. - Sampling and monitoring facilities may be required.**

The YCUA shall, when determined necessary by the director, require to be provided and operated at the user's own expense, monitoring facilities to allow inspection, sampling, and flow measurement of the building sewer and/or internal drainage systems. The facility, sampling, and measuring equipment shall be maintained at all times in a safe and proper operating condition at the expense of the user. Whether constructed on public or private property, the sampling and monitoring facilities shall be provided in accordance with plans and specifications submitted to and approved by the YCUA and all applicable local construction standards and specifications. Construction shall be completed within 90 days following written notification by the YCUA.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-127. - Right to access of facilities for inspection, sampling, records examination, record copying or other duties.**

The YCUA shall inspect the facilities of any user to ascertain whether the purpose of this article is being met and all requirements are being complied with. Persons or occupants of premises where wastewater is created or discharged shall allow the YCUA or its representative ready access at all reasonable times to all parts of the premises for the purposes of inspection, sampling, records examination, records copying or in the performance of any of their duties. The YCUA, EGLE and EPA shall have the right to set up on the user's property, at the user's expense, such devices as are necessary to conduct sampling inspection, compliance monitoring and/or metering operations. Where a user has security measures in force which would require proper identification and clearance before entry into their premises, the user shall make necessary arrangements with their security guards or other appropriate personnel so that upon presentation of suitable identification, personnel from the YCUA, EGLE and EPA will be allowed to enter, without delay, for the purposes of performing their specific responsibilities.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-128. - Compliance with ordinance provisions required.**

- (a) Industrial users shall provide necessary wastewater treatment as required to comply with this article, the Act and State Act and shall achieve compliance with all pretreatment standards within the time limitations as specified by the federal pretreatment regulations and as required by the YCUA, the Act or the State Act. Any industrial user that qualifies, as a new source is required to have pretreatment equipment installed and operational before discharging and shall be in full compliance within 90 days of initial discharge. Any facilities required to pretreat wastewater to a level acceptable to the YCUA shall be provided, operated, and maintained at the user's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the YCUA for review and shall

be approved by the YCUA before construction of the facility. The review of such plans and operating procedures will in no way relieve the user from the responsibility of modifying the facility as necessary to produce an effluent acceptable to the YCUA under the provisions of this article, the Act or the State Act. Any subsequent changes in the pretreatment facilities or method of operation shall be reported to and be approved by the YCUA prior to the user's initiation of the changes.

- (b) As required by Section 403.8(D) (viii) of the Federal Register, the YCUA shall publish at least annually in a newspaper(s) of general circulation that provides meaningful public notice within the jurisdiction(s) served by the POTW of the industrial users, which during the previous 12 months, were in significant noncompliance with any applicable pretreatment requirements. All records relating to compliance with pretreatment standards shall be made available to officials of the EPA or EGLE upon request.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-129. - Confidentiality of information.**

Information and data on a user obtained from reports, questionnaires, permit applications, wastewater discharge permits and monitoring programs, and from inspections shall be available to the EGLE and the EPA without restriction and shall be available to the public without restriction unless the user specifically requests and is able to demonstrate to the satisfaction of the director that the release of such information would divulge information, processes or methods of production entitled to protection as trade secrets of the user, in accord with applicable provisions of the State Freedom of Information Act, Public Act 442 of 1976, as amended and Rule 323.2314 of the Part 23 Rules promulgated under the State Act.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-130. - Enforcement by township.**

All orders, directives, legal and/or equitable actions, which are necessary and appropriate to enforce this article, the Act and State Act shall be carried out by the YCUA and the township. Nothing contained in this section shall preclude the township or the YCUA from instituting, maintaining or joining any legal and/or equitable actions to enforce this article, the Act and State Act.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-131. - Records, accounts, audits, classification of users, insurance.**

- (a) The YCUA will maintain and keep proper books of records and accounts, separate from all other records and accounts, in which shall be made full and correct entries of all transactions relating to the POTW. The YCUA will cause an annual audit of such books of record and account for the preceding operating year to be made by a recognized independent certified public accountant and will supply such audit report to authorized public officials on request.
- (b) In conjunction with the audit there shall be an annual review of the sewer charge system for adequacies meeting expected expenditures for the following year.
- (c) Classification of old and new industrial users may also be reviewed annually.
- (d) The YCUA will maintain and carry insurance on all physical properties of the system, of the kinds and in the amounts normally carried by public utility companies and municipalities engaged in the operation of sewage disposal systems.
- (e) Retention of records. A user shall retain records of all monitoring information, including, all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by this article, an order, or a wastewater discharge permit, all documentation associated with best management practices, and the records of all data used

to complete the application for a wastewater discharge permit, for a period of at least three years from the date of a sample, measurement, report application or orders. This period may be extended by the YCUA at any time at the director's discretion.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-132. - Powers and authority of inspectors.**

The director and other duly authorized employees of the YCUA bearing proper credentials and identification shall be allowed to enter upon all properties for the purpose of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this article, the Act and State Act.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-133. - Enforcement process.**

- (a) Emergency suspension. The director may suspend the wastewater treatment service and/or any wastewater discharge permit issued under this article when such a suspension is necessary, in the opinion of the director, in order to stop an actual or threatened discharge that presents or may present an imminent or substantial danger to the health or welfare of persons or the environment, the POTW, or constitutes a violation of any condition of the NPDES or other permit, this article, the Act or State Act. Any user notified of a suspension of wastewater treatment services or a wastewater discharge permit shall immediately stop or eliminate its discharge into the POTW. If a user fails to immediately comply with such a suspension order and as required in this section, the YCUA shall take such steps as deemed necessary, including immediate termination or severance of the user's sewer connection to prevent or minimize damage to any person, the POTW or the environment. The YCUA will allow the user to recommence its discharge upon receipt of proof of compliance with this article and the elimination of the discharge and/or identified danger. A user whose wastewater treatment service or wastewater discharge permit has been suspended under this article shall submit, within 15 days of the suspension, a written statement to the director describing the causes of the harmful discharge and the measures taken to prevent future harmful discharges in addition to other information required by this article or otherwise required by the Act or State Act under such circumstances.
- (b) Notice letter. The minimum enforcement response that the director will use to notify a user that a violation of the local applicable sewer use ordinance or YCUA industrial pretreatment program has occurred or is occurring.
- (c) Notification of violation. Whenever the director finds that any user has violated or is violating any provision of this article or a wastewater discharge permit, an order issued under this article, the Act or State Act, the director may serve upon said user written notice of the violation. Within 30 days of receipt of such notice the user shall submit to the director an explanation of the violation and a written plan for satisfactory correction. Submission of this plan does not relieve the user of liability for any violations occurring before or after receipt of the notice of violation or as otherwise provided in this article, the Act or State Act.
- (d) Show cause order. The director may order any user violating this article or a wastewater discharge permit, an order issued under this article, the Act, or State Act, to show cause why a proposed enforcement action should not be taken. The show cause notice shall require the user to appear before the director for a show cause meeting within a reasonable time, not less than ten days after first class mailing of the order to the user's recorded or last known address. Enforcement action may be pursued whether or not a user appears at a show cause meeting and issuance of a show cause order does not relieve the user of liability for any violation occurring before or after receipt of the notice or as otherwise provided in this article, the Act, or State Act.
- (e) Consent order. The director is empowered to enter into consent orders, assurances of voluntary compliance and other similar documented agreements establishing an agreement with a user

responsible for noncompliance with an order, wastewater discharge permit, this article, the Act or State Act. Such a document may include compliance schedules, stipulated fines or penalties, the amount of which shall not be limited by the civil fine assessment provision of this article, remedial actions and signatures of the director and user. Consent orders or similar documented agreements prepared and executed under this section shall have the same force and effect as other orders issued under this article.

- (f) Compliance order. When the director finds that a user has violated or continues to violate this article, a wastewater discharge permit, an order issued under this article, the Act or State Act, an order may be issued to the user directing that, following a specified time period, sewer service shall be discontinued unless adequate treatment facilities, devices or other related appurtenances have been installed and are properly operated and compliance is otherwise achieved. Such an order may contain other requirements as might be reasonably necessary and appropriate to address the noncompliance, including, but not limited to, the installation of pre-treatment technology, additional self-monitoring and new management practices. Issuance of a compliance order does not relieve the user of liability for any violation occurring before or after receipt of the notice or as otherwise provided in this article, the Act or State Act.
- (g) Cease and desist order. When the director finds that a user has violated or continues to violate this article, a wastewater discharge permit, an order issued under this article, the Act or State Act, an order may be issued to the user responsible for the violation directing that such violations cease and desist immediately. In an emergency, the order to cease and desist may be given by telephone. In a nonemergency situation, the cease and desist order may be used to suspend or permanently revoke a wastewater discharge permit or permits. A cease and desist order may require the user to take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and terminating the discharge. Issuance of a cease and desist order does not relieve the user of liability for any violation occurring before or after receipt of the order or as otherwise provided in this article.
- (h) Termination of wastewater discharge permit. Any user who has a wastewater discharge permit who violates the following conditions of the permit or violates other provisions of this article, the Act or State Act, or any applicable state or federal law or regulation is subject to permit termination:
  - (1) Failure to accurately report wastewater constituents and characteristics;
  - (2) Failure to report significant changes in operations or wastewater constituents and characteristics;
  - (3) Refusal of reasonable access to the user's premises or records for the purpose of inspection, monitoring or sampling or for any other purpose authorized under this article, the Act or State Act;
  - (4) Failure to comply with an order issued under this article; or
  - (5) For those reasons stated in section 62-138 of this article or for any other reason for termination as provided in this article, the Act or State Act.

Such users shall be notified of the proposed wastewater discharge permit termination and shall be offered an opportunity to show cause under the provision of subsection (d) of this section, why the proposed action should not be taken.

- (i) Administrative assessments. Notwithstanding any other section of this article, any user who violates any provision of this article, a wastewater discharge permit, an order issued under this article, the Act or State Act, shall be liable to the YCUA and/or township for any expense loss or damage occasioned by reason of such violation including, but not limited to, reasonable attorney's fees and may be subject to an administrative assessment by the YCUA in an amount of \$1,000.00 per violation, per day. Each day on which noncompliance shall occur or is continued shall be deemed a separate and distinct violation. Such expense, loss, damage or assessments may be added to a user's sewer service charges and the YCUA and the township shall have such other collection rights and remedies as designated by law, the Act, the State Act and this article to collect these sewer service charges.

- (j) Judicial remedies. A person who violates any provision of this article, a wastewater discharge permit, an order issued under this article, the Act or State Act, is subject to the judicial remedies described below in addition to being responsible for a civil fine assessment or a misdemeanor or any administrative remedy or enforcement action provided for in this article:
- (1) Whenever a user has violated or continues to violate the provisions of this article, a wastewater discharge permit, an order issued under this article, the Act or the State Act, the director, through counsel, may petition the circuit court for issuance of a preliminary or permanent injunction or both to restrain or compel certain activities on the part of the user.
  - (2) Any user who has violated or continues to violate any order or wastewater discharge permit issued hereunder may be liable to the YCUA in such judicial proceedings for a civil fine assessment of \$1,000.00, plus actual damages, direct or indirect, incurred by the YCUA, per violation, per day, for as long as the violation continues. Additionally, the YCUA may recover reasonable attorney's fees; court costs and other expenses associated with any enforcement activities, including sampling, monitoring and analysis expenses.
  - (3) The director, through counsel, may petition the circuit court to impose, assess, and recover such assessments and sums. In determining the amount of liability, the court shall consider all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the magnitude or duration of the violation, any economic benefit gained by the user through the violation, corrective actions by the user, the compliance history of the user and any other relevant factor.
- (k) Liens. Any fine or other assessment issued or imposed under this article or other costs or charges imposed under this article may be added to the user's sewer service charges and the YCUA shall have such other collection rights and remedies as designated by law and this article to collect said charges, and all unpaid charges, fines, assessments, penalties and service charges shall constitute and may be recorded as a lien against the user's property if not paid within the time frame allocated by YCUA or a court for payment. **The filing of such a lien shall not prevent YCUA from pursuing other collection remedies.** **New Line added**
- (l) Appeals. Any person or user subject to enforcement action under the provisions of this article, the Act or State Act, except for civil fine assessment notices, consent orders, emergency actions under this article or judicial actions by the YCUA, may request a hearing before the director within ten days of receipt of notification of the proposed enforcement action. A hearing shall then be held by the director concerning the violation, the reasons why the enforcement action was taken, the proposed enforcement action, and the user's explanation or other relevant evidence. An appeal may be taken from the director's final decision. The following rules shall apply to the hearing and appeal:
- (1) The director may issue notices of such a hearing requiring the attendance and testimony of witnesses or the production of evidence relative to the hearing.
  - (2) In the event a request for hearing is not filed within ten days of the user's notice of an enforcement action, failure to file such a request shall be deemed a waiver of any and all hearing or appeal rights established under this article.
  - (3) A request for hearing shall state the basis for the request, the reasons in support of the request and any alternative relief, which the aggrieved party seeks.
  - (4) During the pendency of any hearing process or appeal the user must comply with the enforcement action or the YCUA order from which the appeal is taken.
  - (5) At the hearing, testimony may be taken under oath and recorded stenographically. A transcript of the hearing shall be made available to any member of the public or any party to the hearing upon payment of usual and reasonable charges.
  - (6) After the director has held such a hearing and reviewed the evidence, he may issue an order affirming, modifying or withdrawing the enforcement action.

- (7) Within 15 days from receipt of the director's final decision, the aggrieved party may appeal the decision to the board stating the grounds on which the appeal is based together with all documents, evidence, transcripts and information in support of the aggrieved party's position. In addition, the aggrieved party shall file five copies of the appeal and supporting documentation with the board and serve an additional copy on the director.
  - (8) The director shall have 30 days to respond to the appeal and to submit all evidence, documents and information in support of the director's decision and shall file five copies with the board and shall serve an additional copy on the aggrieved party.
  - (9) Within 30 days of receiving the director's response the board shall meet and review all documents and evidence pertaining to the appeal and shall issue an order affirming the director's order, affirming the director's order in part and reversing in part, or reversing the director's order in full. The board shall forward a copy of its decision to all interested parties.
- (m) Industrial pretreatment program (IPP) and enforcement response plan (ERP). This article, the Act and State Act shall also be enforced by the YCUA pursuant to a written industrial pretreatment program adopted by the YCUA as required by the Act and State Act which plan shall include those plan elements required by the Act and State Act including, but not limited to, an enforcement response plan designed to achieve enforcement of that program. That enforcement response plan shall provide for, at minimum, those powers of enforcement granted by this article, the Act and State Act.
  - (n) Time limits. The YCUA's failure to strictly comply with and/or to meet an enforcement procedure time deadline or other time deadline specified in this article, the Act, State Act, or the enforcement response plan, shall not prohibit or prevent the YCUA from taking enforcement or other action outside of or not in compliance with such a time deadline, unless the user or permittee in question has been and is able to demonstrate that it has been materially prejudiced by action taken by the YCUA outside of or not in compliance with such a time deadline.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-134. - Same—Surcharges, fees.**

The director shall establish appropriate surcharges or fees to reimburse the YCUA for the additional cost of operation and maintenance of the sewage works or POTW due to violations of this article, the Act or State Act.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-135. - Permit—Requirements for nondomestic users.**

- (a) All nondomestic users must notify the director of the nature and characteristics of their wastewater prior to commencing their discharge. The director is authorized to prepare a form for this purpose.
- (b) It shall be unlawful for significant industrial users to discharge wastewater, either directly or indirectly, into the sewage works or POTW **without first obtaining a wastewater discharge permit from the YCUA. The director may require that other nondomestic users, including, but not limited to, liquid waste haulers to obtain a wastewater discharge permit as necessary to carry out the purposes of this article.** Any violation of the terms and conditions of a wastewater discharge permit shall be deemed a violation of this article. Obtaining a wastewater discharge permit does not relieve a permittee of its obligation to obtain other permits required by federal, state or local law. **Language Streamlined**
- (c) Any industrial user located beyond the township limits shall submit a wastewater discharge permit application within 60 days of the effective date of the ordinance from which this article is derived. New industrial users located beyond the township limits shall submit such applications to the director 60 days prior to discharging into the sewage works or POTW. Upon review and approval of such application, the director may issue a wastewater discharge permit requiring the user to abide by this

article, including all compliance monitoring, reporting, and enforcement provisions contained in this article, the Act or State Act.

- (d) Any SIU which discharges nondomestic waste into the POTW prior to the effective date of the ordinance from which this article is derived and who wishes to continue such discharges in the future, shall, within 90 days after such date, apply to the YCUA for a wastewater discharge permit and shall not cause or allow discharges to the POTW to continue after 180 days from and after the effective date of the ordinance from which this article is derived except in accordance with a wastewater discharge permit issued by the director.
- (e) Any SIU proposing to begin or recommence discharging nondomestic wastes into the sewage works or POTW must obtain a wastewater discharge permit prior to beginning or recommencing such discharge. An application for this permit must be filed at least 60 days prior to the anticipated start-up date.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-136. - Same—Application.**

- (a) In order to be considered for a wastewater discharge permit, all industrial users required to have a permit must submit the information required by section 62-122 on an application form approved by the director.
- (b) When required, plans must be certified for accuracy by a professional engineer registered in the state of Michigan.
- (c) All applications must contain the following certification statement and be signed by an authorized representative of the industrial user: "I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."
- (d) The director will evaluate the data furnished by the industrial user and may require additional information. After evaluation of the data furnished, the director may issue a wastewater discharge permit subject to terms and conditions provided herein.
- (e) At the time an application for a wastewater discharge permit is made, the user shall pay to the YCUA a permit fee in an amount established from time to time by the board, which fee shall be refunded to the user in the event the permit is denied. In addition to the above-stated permit fee, the user shall pay to the YCUA a nonrefundable permit application fee equal to the YCUA's expenses, and the YCUA expenses incurred in hiring laboratories, engineers, or other consultants, for the purpose of evaluating the permit application submitted by the user to the YCUA.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-137. - Same—Contents.**

Wastewater discharge permits shall include such conditions as are reasonably deemed necessary by the director to prevent pass-through or interference, protect the quality of the water body receiving the POTW's effluent, protect worker health and safety, facilitate POTW sludge management and disposal, protect ambient air quality, and protect against damage to the POTW collection system or plant and ensure compliance with this article, the Act and State Act. Wastewater discharge permits shall contain a statement of the duration of the permit, which shall not be more than five years; a statement of permit nontransferability without prior notification to the YCUA and provision of a copy of the existing permit to the new owner

or operator; effluent limits based on applicable general pretreatment standards, categorical pretreatment standards, local limits, and state and local law; self-monitoring, sampling, reporting, notification, and record keeping requirements, including identification of the pollutants to be monitored, sampling location, sampling frequency, and sample type, based on the applicable general pretreatment standards, categorical pretreatment standards, local limit, and state and local law; and a statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements and any applicable compliance schedule. The schedule may not extend the compliance date beyond applicable federal or state deadlines. Wastewater discharge permits may contain, but need not be limited to, the following:

- (1) Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization.
- (2) Limits on the average and/or maximum concentration, mass, or other measure of identified wastewater constituents or properties.
- (3) Requirements for the installation of pretreatment technology or construction of appropriate containment devices, or similar requirements designed to reduce, eliminate, or prevent the introduction of pollutants into the sewage works or POTW.
- (4) Development and implementation of spill control plans or other special conditions including additional management practices necessary to adequately prevent accidental, unanticipated, or routing discharges.
- (5) The unit charge or schedule of user charges and fees for the management of the wastewater discharged to the sewage works or POTW.
- (6) Requirements for installation and maintenance of inspection and sampling facilities.
- (7) Specifications for monitoring programs, which may include sampling locations, frequency of sampling, number, types, and standards for tests, and reporting schedules.
- (8) Compliance schedules.
- (9) Requirements for submission of technical reports or discharge reports.
- (10) Requirements for maintaining and retaining plant records relating to wastewater discharge as specified by the director and affording the director, or his representatives, access thereto.
- (11) Requirements for notification of any new introduction of wastewater constituents or of any substantial change in the volume or character of the wastewater being introduced in the sewage works or POTW.
- (12) Requirements for the notification of any change in the manufacturing and/or pretreatment process used by the permittee.
- (13) Requirements for notification to the YCUA of excessive, accidental, or slug discharges.
- (14) Other conditions as deemed appropriate by the director to ensure compliance with this article and state and federal laws, rules, and regulations, including the Act and State Act.
- (15) A statement that compliance with the wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable federal, state or local pretreatment standards or limits, including those which become effective during the term of the permit.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-138. - Same—Issuance process.**

- (a) Wastewater discharge permits shall be issued for a specified time period, not to exceed five years. A permit may be issued for a period less than five years, at the discretion of the director.



- (b) The director will provide all interested persons with notice of final wastewater discharge permit terms. Upon notice by the director, any person, including the industrial user, may petition to appeal the terms of the permit to the board within 30 days of the notice.
  - (1) Failure to submit a timely petition for review shall be deemed to be a waiver of the appeal.
  - (2) In its petition, the appealing party must indicate the wastewater discharge permit provisions objected to, the reasons for this objection, and the alternative condition, if any, it seeks to be placed in the wastewater discharge permit.
  - (3) The effectiveness of the wastewater discharge permit shall not be stayed pending a reconsideration by the board. If, after considering the petition and any arguments put forth by the director, the board determines that reconsideration is proper, it shall remand the permit back to the director for reissuance. Those wastewater discharge permit provisions being reconsidered by the director shall be stayed pending reissuance.
  - (4) A board's decision not to reconsider a final wastewater discharge permit shall be considered final administrative action for purposes of judicial review.
- (c) The director may modify or terminate a wastewater discharge permit for good cause including, but not limited to, the following:
  - (1) To incorporate any new or revised federal, state or local pretreatment standards or requirements.
  - (2) Material or substantial alterations or additions to the discharger's operation processes, or discharge volume or character which were not considered in drafting the effective wastewater discharge permit.
  - (3) A change in any condition in either the industrial user or the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge.
  - (4) Information indicating that the permitted discharge poses a threat to the POTW or POTW personnel or the receiving waters or the health of any person or the general public.
  - (5) Violation of any terms or conditions of the wastewater discharge permit.
  - (6) Misrepresentation or failure to disclose fully all relevant facts in the wastewater discharge permit application or in any required reporting.
  - (7) Revision of or a grant of variance from such categorical standards pursuant to 40 CFR Part 403.13 as amended.
  - (8) To correct typographical or other errors in the wastewater discharge permit.
  - (9) To reflect transfer of the facility ownership and/or operation to a new owner/operator.
  - (10) Upon request of the permittee, provided such request does not create a violation of any applicable requirements, standards, laws, or rules and regulations.
  - (11) Falsifying self-monitoring reports.
  - (12) Tampering with monitoring equipment.
  - (13) Refusing to allow timely access to the user's facility, premises and records.
  - (14) Failure to meet effluent limitations.
  - (15) Failure to pay fines.
  - (16) Failure to pay sewer charges.
  - (17) Failure to meet compliance schedules.
  - (18) As provided in section 62-133.

- (d) The filing of a request by the permittee for a wastewater discharge permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance, does not stay any wastewater discharge permit condition.
- (e) Wastewater discharge permits may be reassigned or transferred to a new owner and/or operator with prior approval of the director, if:
  - (1) The permittee must give at least 30 days' advance notice to the director; and
  - (2) The notice must include a written certification by the new owner which:
    - a. States that the new owner has no immediate intent to change the facility's operations and processes.
    - b. Identifies the specific date on which the transfer is to occur.
    - c. Acknowledges full responsibility for complying with the existing wastewater discharge permit.
- (f) Permitted industrial users shall apply for a wastewater discharge permit reissuance by submitting a complete permit application a minimum of 90 days prior to the expiration of the user's existing permit. An expired wastewater discharge permit will continue to be effective and enforceable until the permit is reissued, if:
  - (1) The industrial user has submitted a complete permit application at least 90 days prior to the expiration date of the user's existing wastewater discharge permit; and
  - (2) The failure to reissue the permit, prior to expiration of the previous wastewater discharge permit, is not due to any act or failure to act on the part of the permitted industrial user.
- (g) Nothing in this article shall be construed as preventing any special agreement or arrangement between the POTW and any user whereby wastewater of unusual strength or character is accepted into the POTW and specially treated and subject to any payments or user charges, as may be applicable. However, no discharge which violates pretreatment standards will be allowed under the terms of such special agreements. If, in the opinion of the director, the wastewater may have the potential to cause or result in any of the following circumstances, no such special agreement will be made:
  - (1) Pass through or interference; or
  - (2) Endanger municipal employees or the public.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-139. - Penalty for violation of article; liability of user.**

- (a) Any person who violates any provision of this article, a wastewater discharge permit, an order issued under this article, the Act or State Act, shall be liable to YCUA for and may be subject to a civil fine assessment of \$1,000.00 per violation, per day, plus any costs, damages and expenses, direct or indirect, incurred by the township or the YCUA in connection with the violation. Each day on which a violation continues shall be deemed a separate and distinct violation.
- (b) Any person who violates any provision of this article that is listed below shall be guilty of a misdemeanor, and upon conviction is subject to a fine of not more than \$500.00, exclusive of any civil fine assessment or other costs, damages and expenses, or by imprisonment for not more than 90 days, or both. Misdemeanor violations include:
  - (1) Intentional unpermitted discharge;
  - (2) Falsification of a monitoring report or the making of any false statement, representation or certification in any application, record, report, plan or other document filed or required to be maintained pursuant to this article;
  - (3) Improper sampling, with evidence of an intent to falsify or mislead;

- (4) Intentional failure to install monitoring equipment after a deadline established by an order issued under this article or the tampering with or knowingly rendering inaccurate any monitoring device or equipment or method required under this article;
- (5) Intentional recurring violation of a compliance schedule in a wastewater discharge permit or a violation of a compliance schedule in an order issued under this article; or
- (6) Illegal discharge when the discharge causes harm and there is evidence of intent.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-140. - Funding/fees.**

- (a) The purpose of this section is to provide for the recovery of costs from permitted industrial users of the POTW. The applicable charges or fees established by the board shall be sufficient to meet the costs of the operation, maintenance, improvement or replacement of the system, or as provided by law or by board action.
- (b) The board shall adopt charges and fees which shall include, but not necessarily limited to:
  - (1) Fees for reimbursement of costs of establishing, operating, maintaining, or improving the YCUA's industrial pretreatment programs; and enforcement response plan.
  - (2) User fees based upon volume of waste and concentration or quantity of specific pollutants in a discharge, and to cover other treatment costs including sludge handling and disposal; and
  - (3) Reasonable fees for reimbursement of costs for enforcement hearings or other enforcement action including, but not limited to, expenses regarding hearings officers, court reporters, attorney fees, and transcriptions; and added new wording
  - (4) Other fees, which the board may deem necessary, to carry out the requirements contained herein and continued in other IPP and ERP, or as may be required by law.

(Ord. No. 2010-406, 7-20-10)

**Secs. 62-141—62-155. - Reserved.**

## **DIVISION 3. - BUILDING SEWERS AND CONNECTIONS**

### **Sec. 62-156. - Permit required.**

No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof or any part of the sewage works or POTW without first obtaining written authorization from the director.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-157. - Classes of permits; application; fees.**

There shall be two classes of building sewer permits:

- (1) For residential and commercial service; and
- (2) For service to establishments producing industrial wastes. In either case, the owner or his agent shall make application on a form furnished by the YCUA. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent, in the judgment of the township or the YCUA. A permit and inspection fee for a residential or commercial building sewer permit and for an industrial building sewer permit shall be paid to the YCUA at the time the application is filed.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-158. - Costs of connection to be borne by owner; indemnification of township and YCUA.**

All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the township and the YCUA from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-159. - Separate building sewer for each building required; exception.**

A separate and independent building sewer shall be provided for every building except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, courtyard, or driveway. The building sewer from the front building may be extended to the rear building and the whole considered as one building sewer.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-160. - Use of old building sewers with new buildings.**

Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the township or the YCUA, to meet all requirements of this article.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-161. - Construction specifications.**

The size, slope, alignment, and materials of construction of a building sewer; and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling the trench, shall all conform to the requirements of the building and plumbing code or other applicable rules and regulations of the township or the YCUA. In the absence of the Code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WEF Manual of Practice No. 9 shall apply.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-162. - Elevation.**

Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to enable gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-163. - Prohibited connections.**

- (a) No person shall make connection of roof downspouts, exterior foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which, in turn, is connected directly or indirectly to a public sanitary sewer or combined sewer unless specifically approved by the director. The director may approve or disapprove such connections at director's sole discretion.
- (b) The YCUA shall not allow any connection to the sanitary sewer unless there is sufficient capacity in the sewage works or POTW to convey and adequately treat the additional wastewater from the proposed connection.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-164. - Connection specifications.**

- (a) The connection of the building sewer into the public sewer shall conform to the requirements of the building and plumbing code or other applicable rules, land regulations of the YCUA or the procedures set forth in appropriate specifications of the ASTM, and the WEF Manual of Practice No. 9. All such connections shall be made gastight and watertight.
- (b) Any deviation from the prescribed procedures and materials must be approved by the YCUA before installation.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-165. - Inspection; supervision of connection.**

The contractor installing the building sewer shall notify the YCUA when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the observation of the YCUA.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-166. - Guards for excavations; restoration of public property.**

All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the township and the YCUA. Work shall also be conducted in accordance with requirements of the entity, municipal or otherwise, having jurisdiction over any affected road, easement or right-of-way.

Added New Language

(Ord. No. 2010-406, 7-20-10)

**Secs. 62-167—62-175. - Reserved.**

## **DIVISION 4. - USE OF PUBLIC SEWERS**

### **Sec. 62-176. - Required.**

- (a) It shall be unlawful for any person to place, deposit or allow to be deposited in an unsanitary manner upon public or private property within the township, or in any area under its jurisdiction, any human or animal excrement, garbage or other objectionable waste.
- (b) It shall be unlawful to discharge to any natural outlet, any sanitary sewage, industrial wastes, or other polluted water, except where suitable treatment has been provided in accordance with provisions of this article.
- (c) Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.
- (d) The owner of all houses, buildings, or properties used for human occupancy, employment, recreation or other purpose situated within the township and abutting on any street, alley or right-of way in which there is now located or may in the future be located a public sanitary sewer or combined sewer of the township or the YCUA, is hereby required at his expense to install suitable sewage facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this article, within 90 days after the date of official notice.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-177. - Unpolluted discharges.**

- (a) No person shall discharge or cause to be discharged any stormwater, surface water, groundwater, water from footing drains, roof water, or other unpolluted water to any sanitary sewer or sewer connection except as specifically approved by the director. The director may approve or disapprove such discharges at director's discretion or otherwise provided in this article. Any premises connected to a storm sewer shall comply with county, state and federal requirements as well as those by the township and the YCUA.
- (b) Stormwater, groundwater, water from footing drains and all other unpolluted drainage shall be discharged into such sewers as are specifically designated as combined sewers, or storm sewers, or to a natural outlet, except as otherwise provided in this article. Industrial cooling water or unpolluted process waters may be discharged upon application and approval of the YCUA and the appropriate state agency to a storm sewer, or natural outlet.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-178. - Fats, oils, and grease (FOG) interceptor and sand interceptors.**

Fats, oils, and grease (FOG) and sand interceptors shall be provided when, in the opinion of the director or in accordance with the YCUA policy, are necessary for the proper handling of liquid wastes containing fats, oils, or grease discharges in which the concentration in a grab sample exceeds the 100 mg/l limit, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for single-family or multiple-family dwelling units. All interceptors shall be of a type and capacity approved by the YCUA and in accordance with the requirements of the applicable building and plumbing code. Interceptors shall be located as to be readily and easily accessible for cleaning and inspection. Grease and oil interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, watertight and equipped with easily removable covers which when bolted into place shall be gastight and watertight. When installed, all fats, oils, and grease, and sand interceptors shall be maintained by the owner, at owner's expense, in continuously efficient operation at all times. A user may petition the director for an exemption

from having to install a FOG interceptor in accordance with provisions specified in the YCUA FOG mitigation program policy, as amended from time to time. **The YCUA's FOG mitigation program policy does not apply to contract communities. Upon approval by the director, the YCUA's contract communities may implement an ordinance or written/policy in lieu of this section.**

Updated  
Language

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-179. - Prohibited discharges.**

No user shall contribute or cause to be contributed, directly or indirectly, any pollutant or wastewater which will pass through or interfere with the operation or performance of the sewage works.

A user may not contribute the following substances to the sewage works:

- (1) Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the sewage works or to the operation of the sewage works.
- (2) Solid or viscous substances which may cause obstruction to the flow in a sewer or other interference with the operation of the POTW.
- (3) Any wastewater having a pH less than 5.0 s.u. or greater than 11.0 s.u.; or wastewater having any other corrosive property capable of causing damage or hazard to structures, equipment, or personnel of the POTW.
- (4) Any wastewater containing toxic pollutants or of high chlorine demand in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a toxic effect in the receiving waters of the POTW, or exceed the limitation set forth in this article, in the EPA categorical pretreatment standard, or any other federal, state or county standards.
- (5) Pollutants that result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause worker health and safety problems. This prohibition includes, but is not limited to, wastewaters which contain liquids, solids, or gases that cause gases, vapors, or fumes from the discharge to exceed ten percent of the immediately dangerous to life and health (IDLH) concentration. Discharges which contain more than one pollutant which may contribute to fume toxicity shall be subject to more restrictive limitations, as determined necessary by the director. The more restrictive discharge limits shall be calculated based on the additive fume toxicity of all compounds identified or reasonably expected to be present in the discharge.
- (6) Any noxious or malodorous liquids, gases, or solids which singly or by interaction with other wastes are sufficient to create a public nuisance or hazard to life or are sufficient to prevent entry into the POTW sewers or other structures for maintenance and repair.
- (7) Any substance, which may cause the sewage, works such as residues, sludges, or scums, to be unsuitable for land application or reclamation and reuse or to interfere with the reclamation process.
- (8) Any substance which will cause the POTW to violate its NPDES permit or the receiving water quality standards.
- (9) Any wastewater with color of sufficient light absorbency to interfere with treatment plant process, prevent analytical determinations, or create any aesthetic effect on the treatment plant effluent, such as, but not limited to, dye wastes and vegetable tanning solutions.
- (10) Daily maximum concentration or mass loading shall not be exceeded on any single calendar day. Where daily maximum limitations are expressed in terms of a concentration, the daily discharge is the arithmetical measurement of the pollutant concentration derived from all measurements taken that day. Where daily maximum limitations are expressed in units of mass, the daily discharge is the total mass discharged during the day. If a composite sample is required for a



parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a single calendar day shall be based on the composite sample collected for that parameter on that calendar day. If grab samples are required for a parameter, the determination whether the daily maximum limitation for that parameter has been exceeded on a calendar day shall be based on the average of all grab samples collected for that parameter on that calendar day. If only one grab sample is collected for a parameter on a given day, the determination whether the daily maximum limitation for that parameter has been exceeded for the day shall be based on the results of that single grab sample. If the pollutant concentration in any sample is less than the applicable detection limit, that value shall be regarded as zero when calculating the daily maximum concentration.

- (11) Any wastewater having a temperature, which will inhibit biological activity in the sewage works resulting in interference, but in no case wastewater with a temperature at the introduction into the sewage works, which exceeds 60 degrees Celsius (140 degrees Fahrenheit) or is lower than zero degrees Celsius (32 degrees Fahrenheit).
- (12) Any wastewater containing any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by applicable state or federal regulations.
- (13) Any wastewater which causes a hazard to human life or creates a public nuisance, as determined by the director.
- (14) Organic solvent extractable substances such as fats, wax, grease, or oils of petroleum origin, whether emulsified or not, in excess of 100 mg/l or containing substances which may solidify or become viscous at temperatures between 32 degrees Fahrenheit (zero degrees Celsius) and 140 degrees Fahrenheit (60 degrees Celsius).
- (15) Gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquids, solids or gases; or other pollutants which cause the wastewater to have a closed cup flashpoint of less than 140 degrees Fahrenheit (60 degrees Celsius), or which cause an exceedance of ten percent of the lower explosive limit (LEL) at any point within the collection system or containing gasoline, benzene, xylene or toluene which causes the wastewater to exceed the state surface water quality standard.
- (16) Any garbage that has not been ground by household type or other suitable garbage grinders, as determined by the director.
- (17) Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch, manure or any other solids or viscous substances capable of causing obstructions or other interferences with the proper operation of the POTW.
- (18) Toxic or poisonous substances in sufficient quantity to injure or interfere with any wastewater treatment process, or to constitute hazards to humans or animals, or to create any hazard in waters which receive the POTW effluent, which shall include, but are not limited to, wastes containing cyanide, chromium, cadmium, mercury, copper, and nickel ions.
- (19) Solids of such character and quantity that special and unusual attention is required for their handling.
- (20) Any substance which would cause the POTW to be in noncompliance with sludge use, recycle or disposal criteria pursuant to guidelines or regulations developed under the Act, the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act or other regulations or criteria for sludge management and disposal as required by the state.
- (21) Any medical or infectious wastes prohibited from being discharged under federal or state law and regulations.
- (22) Material considered a hazardous waste under the Resource Conservation and Recovery Act (RCRA).
- (23) Any commercial or industrial waste that may cause pass-through of pollutants or interference with the POTW operations or that violates federal, state, or local restrictions.

- (24) Any pollutant, including oxygen demanding pollutants (BOD etc.) released at a flow rate and/or pollutant concentration which will cause interference with the POTW.
- (25) Trucked and hauled waste, except at discharge points designated by the POTW.
- (26) Pollutants causing toxic gases, vapors, and fumes.
- (27) Any leachate from a hazardous waste landfill.
- (28) Any landfill leachate unless permitted and authorized under a written contract, within the YCUA's sole discretion, between the YCUA and the user.
- (29) Any pollutant discharge which constitutes a slug.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-180. - Promulgation of more stringent standards.**

Upon the promulgation of the national categorical pretreatment standards, alternative discharge limits, or other federal or state limitations, for a particular industrial subcategory, the pretreatment standard, if more stringent than limitations imposed under this article for sources in that subcategory, shall immediately supersede the limitations imposed under this article and shall be considered part of the article. The YCUA shall notify all affected users of the applicable reporting requirements.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-181. - Prohibited concentrations of certain pollutants and mercury reduction plan.**

(1) Instantaneous Limits. No user shall discharge wastewater such that the concentration of pollutants in any grab sample exceeds any of the following instantaneous maximum limits:

Definition refined

Compatible Pollutants

<u>Instantaneous Limit</u>	<u>Parameter</u>
100 mg/l	Fats, oil and grease (FOG)
5.0 S.U. minimum 11.0 S.U. maximum	pH

EXISTING

Toxic Pollutants

<u>Instantaneous Limit</u>	<u>Parameter</u>
1.0 mg/l	Total cyanides
New Parameter 0.22 mg/l	Available cyanide
New Parameter 1.3 mg/l	Bis(2-ethylhexyl) phthalate
1.0 mg/l	Total phenolic compounds <sup>a</sup>

<sup>a</sup> The total phenolic compounds limit is based on the discharge of any or all of the following phenolic compounds: 2-chlorophenol, 4-chlorophenol, 2,4-dichlorophenol, 2,4-dimethylphenol, 2,4-dinitrophenol, 2-methylphenol, 3-methylphenol, 4-methylphenol, 2-nitrophenol, 4-nitrophenol, and phenol. Discharge of other phenolic compounds is prohibited except as specifically authorized by the director.

(2) Daily Maximum Limits for Compatibles. No user shall discharge wastewater such that the concentration of pollutants contained in a representative daily composite sample exceeds any of the following surcharge thresholds, except as permitted by the director and upon payment by that user of the appropriate surcharge fees. No user shall discharge wastewater such that the concentration of pollutants in a representative daily composite sample exceeds any of the following maximum limits unless approved by the director in accordance with this Section: **Definition refined**

Readjusted the Maximum Headworks Loading, Limits for Surcharge thresholds, Maximum Headworks Loadings remain the same. Established from the 2015 Study

**Compatibles**

	<u>Surcharge Threshold</u>	<u>Maximum Limit</u>	<u>Parameter</u>
Previously 300 mg/L	350 mg/l	1,000 mg/l	5-day BOD (biochemical oxygen demand) <sup>a</sup>
	350 mg/l	2,500 mg/l	Total SS (suspended solids)
Previously 15 mg/L	20 mg/l	60 mg/l	Previously 75 mg/L Total phosphorus
Previously 30 mg/L	50 mg/l	175 mg/l	Previously 700 mg/L Ammonia-nitrogen <sup>b</sup>

<sup>a</sup>At the director's discretion, 5-day BOD may be replaced by COD (chemical oxygen demand) with 700 mg/l surcharge threshold and 2,000 mg/l upper limit.

<sup>b</sup>At the director's discretion, ammonia-nitrogen may be replaced by TKN (total Kjeldahl nitrogen) with 50 mg/l surcharge threshold and 175 mg/l maximum limit.

(3) Daily Maximum Limits for Toxics. No user shall discharge wastewater such that the concentration of pollutants contained in a representative daily composite sample exceeds the following maximum limits:

**Inorganic Toxics**

	<u>Maximum Limit</u>	<u>Parameter</u>
<b>NEW LOWER LIMIT</b>	0.24 mg/l	Arsenic
	0.002 mg/l	Beryllium
	0.5 mg/l	Cadmium
	4.0 mg/l	Chromium (total)
	3.0 mg/l	Copper
	0.3 mg/l	Lead
	Nondetectable <sup>a</sup>	Mercury
<b>NEW LOWER LIMIT</b>	2.6 mg/l	Nickel
<b>NEW LOWER LIMIT</b>	0.084 mg/l	Silver
	3.0 mg/l	Zinc

<sup>a</sup> See mercury requirements of this Section

**Organic Toxics**

<b>Maximum Limit</b>	<b>Parameter</b>
<b>Nondetectable<sup>a</sup></b>	<b>Polychlorinated Biphenyls (“PCBs”)</b>

<sup>a</sup> There shall be no detectable amounts of polychlorinated biphenyls discharged to a township or YCUA sanitary sewer. Polychlorinated biphenyls sampling procedures preservation and handling, and analytical protocol for compliance monitoring shall be in accordance with EPA Method 608. The level of detection, developed in accordance with the procedure specified in 40 CFR 136, shall not exceed 0.2 ug/L for polychlorinated biphenyls, unless higher levels are appropriate due to matrix interference.

**NEW EMERGING CONTAMINANTS,  
YCUA NPDES PERMIT REQUIRED  
PARAMETERS, LIMITS ESTABLISHED  
FROM 2023 STUDY**

**PFAS Compounds**

<b>Maximum Limit</b>	<b>Parameter</b>
<b>170 ng/l</b>	<b>Perfluorooctane Sulfonic acid (PFOS)</b>
<b>2600 ng/l</b>	<b>Perfluorooctanoic acid (PFOA)</b>
<b>13,000,000 ng/l</b>	<b>Perfluorobutanesulfonic acid (PFBS)</b>
<b>580 ng/l</b>	<b>Perfluorononanoic acid (PFNA)</b>
<b>4,100 ng/l</b>	<b>Perfluorohexanesulfonia acid (PFHxS)</b>

- (4) Special Alternative Limits (“SALs”). For a user’s discharge that would otherwise be prohibited by limits contained in this section, the director at the director’s discretion grant a specific SAL to that user. All SALs are subject to the following conditions:
- (a) SALs will only be issued by the director under a wastewater discharge permit or administrative order.
  - (b) SALs may be modified or terminated by the director for any reason.
  - (c) SALs do not convey any property rights or privilege of any kind whatsoever, nor shall it be construed to authorize any injury to private or public property or any invasion of personal rights, nor any violation of local, state, or federal laws or regulations.
  - (d) SALs will be limited to the following surchargeable compatible pollutants: 5-day BOD, TSS, total phosphorus, and ammonia nitrogen (or TKN).
  - (e) SALs will be developed and monitored by the YCUA industrial pretreatment program in accordance with this article and procedures approved by EGLE, including but not limited to the following:
    - i. The pollutant mass allocated to domestic users, nondomestic users, permitted industrial users, permitted industrial users with SALs, septage received by the POTW, and any other trucked waste received by the POTW shall not exceed any of the following maximum allowable headworks loadings (“MAHL”) in the aggregate:

**NEW METHOD OF ALLOCATING SURCHARGE LIMITS FOR COMPATIBLE POLLUTANTS- INCLUDING PROCEDURES, LIMITS**

**Compatible Pollutants**

<b>MAHL</b>	<b>Parameter</b>
<b>74,700 lb/day</b>	<b>5-day BOD</b>
<b>85,400 lb/day</b>	<b>Total SS</b>
<b>1,900 lb/day</b>	<b>Total phosphorus</b>
<b>9,400 lb/day</b>	<b>Ammonia-nitrogen</b>

- ii. The pollutant mass allocated to permitted industrial users, permitted industrial users with SALs, septage received by the POTW, and any other trucked waste received by the POTW shall not exceed any of the following maximum allowable industrial loadings (“MAIL”) in the aggregate:

**Compatible Pollutants**

<b>MAIL</b>	<b>Parameter</b>
<b>33,900 lb/day</b>	<b>5-day BOD</b>
<b>49,600 lb/day</b>	<b>Total SS</b>
<b>803 lb/day</b>	<b>Total phosphorus</b>
<b>3,570 lb/day</b>	<b>Ammonia-nitrogen</b>

- iii. The discharge concentration-equivalent of a SAL shall not exceed any collection system limitations applicable to that pollutant.
  - iv. SALs may be more restrictive than applicable federal categorical standards, but not less restrictive.
- (f) Wastewater discharge permits containing a SAL shall include, but are not limited to, the following additional requirements:
- i. Flow proportional composite sampling, except where the director authorizes the use of time proportional composite sampling *in lieu* of flow proportional sampling.
  - ii. Reporting of each SAL-regulated pollutant sample shall include concentration, applicable flow volume, and calculated discharge mass;
  - iii. Payment of corresponding extra strength surcharges in accordance with the YCUA policy on surcharging for SAL-regulated pollutants; and
  - iv. Acknowledge in writing that, as a condition of a SAL, the director may modify or terminate the SAL at director’s discretion for any reason.
- (5) The director shall annually review the wastewater quality of pollutants listed above which are discharged or proposed to be discharged to the sewage works. The director shall recommend any revisions to these limits necessary to ensure that the NPDES permit, Federal Pretreatment Standards and water resources limits are met and to ensure that the industrial discharge will not interfere with the treatment process or sludge disposal. At such time as the previously cited limits are changed by the township or the YCUA, the unit authorizing such change shall notify the remaining units of such change.

- (6) The local discharge limitation for mercury is established at the level of detection in accordance with the following:
- (a) There shall be no detectable amounts of mercury discharged to a township or the YCUA sanitary sewer. Mercury sampling procedures, preservation and handling, and analytical protocol for compliance monitoring shall be in accordance with EPA Method 245.1. The level of detection, developed in accordance with the procedure specified in 40 CFR 136 as amended, shall not exceed 0.2 ug/L for mercury, unless higher levels are appropriate due to matrix interference.
  - (b) The evaluation of potential matrix interference(s) shall include, at a minimum, the following:
    - i. A demonstration that the laboratory conducting the analysis is capable of achieving the level of detection of 0.2 ug/L in reagent water;
    - ii. A demonstration that the level of detection of 0.2 ug/L cannot be achieved in the effluent; and
    - iii. A demonstration that an attempt has been made to resolve the matrix interference(s).
  - (c) In cases where true matrix interference(s) can be demonstrated, a discharge-specific level of detection will be developed in accordance with the procedure in 40 CFR 136 as amended. Discharge specific levels of detection will be incorporated into the wastewater discharge permit of the nondomestic user.
  - (d) To ensure that the maximum allowable mercury loading to the POTW is not exceeded, the YCUA may require any nondomestic user with a reasonable potential to discharge mercury to develop, submit for approval and implement a mercury reduction plan (MRP). The MRP may be required by wastewater discharge permit if the nondomestic user has not violated the local limit for mercury, but YCUA has determined that a reasonable potential for such violation may exist. MRPs may be required in notices of violations, orders or other enforcement actions when the nondomestic user has violated the mercury local limit. At a minimum, an approvable MRP shall contain the following:
    - i. A written commitment by the nondomestic user to reduce all nondomestic discharges of mercury to levels below the level of detection within three years of the MRP's original approval date;
    - ii. Within 60 days of notification by the YCUA that a MRP is required, the nondomestic user shall supply an initial identification of all potential sources of mercury which could be discharged to the sanitary sewer system;
    - iii. Specific strategies for mercury reduction with reasonable time frames for implementation, capable of ensuring that mercury discharges will be below the specified level of detection within three years;
    - iv. A program for quarterly sampling and analysis of the nondomestic discharge for mercury in accordance with EPA Method 245.1;
    - v. A demonstration of specific, measurable and/or otherwise quantifiable mercury reductions consistent with the goal of reducing mercury discharges below the specified level of detection. Where such reductions cannot be demonstrated through normal effluent monitoring (e.g., mercury discharges are already near level of detection), the demonstration should incorporate the following:
      - a. Internal process monitoring, documenting the results of mercury reduction strategies at sampling locations within the facility (e.g., a program of regular monitoring of sink traps where mercury containing reagents had previously been disposed, but have since been substituted by non-Mercury containing compounds).
      - b. Internal and/or effluent sampling utilizing clean and/or ultra-clean sampling and analytical methods as referenced by EPA Federal Register. The results of such monitoring will not be used for compliance purposes unless performed in accordance

with EPA Method 245.1 and collected at the appropriate compliance measurement location.

- c. Loading calculations wherein the nondomestic user calculates the total mass of mercury reduced from the sanitary sewer discharge through reagent substitutions, changes in disposal practices and/or other approved MRP strategies implemented.
  - vi. A semi-annual report on the status of the mercury reduction efforts. At a minimum, these reports shall: Identify compliance or noncompliance with specific reduction commitments in the MRP; summarize the analytical, mass-based or other quantifiable demonstrations of mercury reductions performed to date; provide all applicable analytical data; provide an evaluation of effectiveness of actions taken to date; provide updates to the initial list of mercury containing compounds discharged to the sanitary sewer and propose for approval new strategies and/or modifications to the current MRP to continue and improve mercury reduction efforts; and
  - vii. Any other conditions that the YCUA deems necessary to ensure that mercury-reduction efforts are effective in achieving the goals of this section.
- (e) Failure to submit an approvable MRP within 30 days of the required due date shall constitute significant noncompliance in accordance with this section and will result in publication as a significant violator.
  - (f) A MRP may be evaluated for adequacy at any time by the YCUA. If such an evaluation determines that the mercury reduction plan is inadequate or the nondomestic user has not complied with its approved MRP, the nondomestic user will be notified. Failure to comply with the MRP requirement constitutes noncompliance. The YCUA will follow its ERP to ensure that corrective actions are taken.
  - (g) A nondomestic user may request a release from MRP requirements if all samples of the discharge for a period of one year are less than the specified level of detection; the nondomestic user has complied with the minimum monitoring frequency of quarterly sampling events; and the YCUA deems that MRP commitments have been fulfilled sufficiently to ensure continued compliance with the mercury limitation. The YCUA shall notify the nondomestic user of any release from MRP requirements in writing.
  - (h) If the MRP requirement is waived by the YCUA, the nondomestic user remains subject to the local limitation for mercury in accordance with the requirements of this article.
  - (i) Rediscovery of mercury in the nondomestic user discharge subjects said user to the submission of a new MRP, or escalation of enforcement in accordance with the ERP.
- (7) Implementation of best management practices or best management practices plan.
- (a) The director may require any user to develop and implement best management practices (BMP) to control, contain, treat, prevent, or reduce the discharge of wastewater, pollutants, or other substances from the user's premises to the POTW, as determined necessary by the director.
  - (b) In addition, the director may require a user to develop and submit a best management practices plan ("BMPP"), including an enforceable implementation schedule, for review and approval by the director. The BMPP shall be submitted within 30 days after notification by the director or as otherwise required by a wastewater discharge permit. The BMPP shall be directed at preventing the entrance of pollutants, directly or indirectly, into the POTW. The BMPP shall be available for inspection at all times at the user's premises. At a minimum, a user's BMPP shall contain all of the following elements, as determined necessary by the director, at a level of detail and in units and terms as determined necessary by the director to adequately evaluate the plan:
    - i. A statement of the purpose and objectives of the plan.
    - ii. A description of the strategies, methods, policies and procedures to prevent, minimize or reduce the introduction of pollutants into the user's discharge and to minimize waste generation.

- iii. A description of the options available to the user to control accidental spillage, leaks and drainage.
  - iv. A description of best available or practicable control technologies available for the user's specific circumstances.
  - v. A detailed facility layout and site diagram showing points of entry into the (POTWs).
  - vi. A description of the waste handling, treatment and discharge disposal facilities, including flow diagrams and process schematics.
  - vii. A description of operating and maintenance processes and procedures.
  - viii. An inventory of raw materials and a list of waste sources, including a list of all chemicals used or stored at the facility.
  - ix. A description of employee training programs, policies and procedures; continuing education programs; and participation.
  - x. A description of the user's documentation, including record keeping and forms.
  - xi. A description of monitoring activities.
  - xii. An information log of facility personnel, organization chart, emergency phone numbers, contact persons and maintenance or service representatives.
  - xiii. A certification by a qualified professional that the plan is adequate to prevent spills, leaks, slug loads, or noncustomary discharges of regulated substances, directly or indirectly, to the POTW.
  - xiv. Such other information, documents or diagrams as required by the director, including, but not limited to, any of the information required under this article, the Act, or State Law.
- (c) The BMPs or BMPP required of a user or approved for a user shall be incorporated in a wastewater discharge permit issued to the user. If the user already has a permit, the existing permit shall be modified to incorporate the BMP requirements. If the user does not currently have a permit, a permit shall be issued for that purpose.
  - (d) The director may require revisions to a user's BMPP if the director determines that the plan contains elements that are inadequate, or as otherwise determined necessary by the director to ensure compliance with applicable requirements of this article, the Act or State Law. Review of a BMPP by the director shall not relieve the user from the responsibility to modify its facility as necessary to comply with this article, the Act or State Law.
  - (e) The user reports to the director must include best management practices compliance information. The user reports must be certified and signed by the user's authorized representative.
  - (f) The user shall retain all documentation associated with best management practices for a period of at least three years from the date of an activity associated with the practices. This period may be extended by the YCUA at any time.
- (8) PFAS Compounds. Any user that has manufactured PFAS Compounds or who previously used, currently uses, or plans to use materials containing PFAS Compounds, any user or system that has a potential to discharge waste or wastewater containing PFAS, may be designated by the director as a potential source subject to the following requirements:
- (a) A user notified of its designation as a potential source shall develop and implement plans for the reduction and elimination of PFAS Compounds. Such plans shall be submitted to the director and are subject to the director's approval. For an existing user, plans shall be submitted within ninety (90) days of the notification. For a new user, plans shall be submitted at least ninety (90) days prior to commencing discharge to the POTW.

**NEW PFAS LANGUAGE TO CONTROL HEADWORKS  
LOADING OF PFAS**



- (b) The user's PFAS Compound monitoring program shall be in accordance with sample collection methods approved or recommended by EGLE or USEPA, and in accordance with sample analysis methods of 40 CFR Part 136 as amended or as recommended by EGLE.
  - (c) The user shall specify source reduction, treatment, best management practices (BMPs), and other actions that will be implemented to eliminate PFAS Compounds.
  - (d) The director may incorporate provisions of the user's PFAS Compound plan into a wastewater discharge permit or administrative order.
- (9) Local Initiative Limits. The director may temporarily impose a local initiative limit (LIL) on a user for any pollutant not specifically limited by this Section. A local initiative limit may be concentration or mass. Determination of the LIL may include but not be limited to the acceptable pollutant loading based on the POTW design, treatability of the pollutant at the POTW, potential to cause pass-through or interference at the POTW, current loading of the pollutant to the POTW, specific properties of the pollutant, and other relevant factors deemed appropriate by the YCUA. LILs shall be developed by the YCUA under the industrial pretreatment program and shall be subject to review by EGLE.

**INTRODUCING NEW DEFINITION TO GIVE LEGAL AUTHORITY TO  
EVALUATE LOCAL INITIATIVE LIMITS FOR POLLUTANTS NOT  
ESTABLISHED IN THE SEWER USE ORDINANCE**

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-182. - Sampling, measurements, tests and analyses.**

Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 as amended. Where the Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the YCUA or other parties, approved by the EPA.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-183. - Surcharge for discharges of unusual strength.**

- (a) If the character of the wastewater from any manufacturing or industrial plant or any other building or premises exceeds the limits for compatible pollutants established in section 62-181 or shall be such as to impose any unreasonable burden upon the sewers of the system or upon the sewage works or POTW in excess of a maximum limit prescribed in this article, then an additional charge shall be made over and above the regular rates, or the director shall require that such sewage be treated by the person, firm or corporation responsible for the sewage being emptied into the sewer or the right to empty such sewage shall be denied, if necessary, to protect the system or any part thereof. Surcharges required shall be computed as the weight of excess compatible pollutant in pounds multiplied by the cost per pound specified in the applicable township rate ordinance. The strength of such wastes shall be determined by composite samples taken over a sufficient period of time to insure a representative sample. The cost of sampling and testing shall be borne by the industry or establishment, whether owner or lessee. Tests shall be made by the user, at an independent laboratory, or at the YCUA wastewater treatment plant.
- (b) Any wastewater discharged into the sewage works having a compatible pollutant in excess of those prescribed in section 62-181 may be permitted by the director provided payment by the industrial concern for the full cost of treating such excess constituents in the wastewater is made and acceptance of the waste does not cause violation of EPA guidelines, NPDES requirements, the Act or State Act.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-184. - Special agreements authorized.**

With respect to compatible pollutants only, no statement contained in this article shall be construed as preventing any agreement between the director and any industrial concern whereby an industrial waste of unusual strength or character may be accepted, subject to payment therefore by the industrial concern, provided such agreement shall not violate EPA guidelines or NPDES requirements and provided user charges and surcharges as provided in this article are agreed to in the agreement.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-185. - Dilution of discharge.**

No user shall ever increase the use of process water or, in any way, attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the national categorical pretreatment standards, alternative discharge limits, or in any other pollutant-specific limitation developed by the YCUA or the state.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-186. - Accidental discharges, slug control plan and secondary containment requirements**

SOME WORDINGS REFINED  
STREAMLINE

- (a) Where required, a user shall provide protection from accidental discharge of prohibited materials or other substances regulated by this article, the Act or State Act. Facilities to prevent accidental discharge of prohibited materials shall be provided and maintained at the owner's or user's own cost and expense. Detailed plans showing facilities and operating procedures to provide this protection shall be submitted to the director for review and shall be approved by the director before construction of the facility. All required users shall complete such a program within 90 days of notification by the director. If required by the director a user who commences contribution to the sewage works after the effective date of the ordinance from which this article derives shall not be permitted to introduce pollutants into the system until accidental discharge procedures have been approved by the director. Review and approval of such plans and operating procedures shall not relieve the industrial user from the responsibility to modify the user's facility as necessary to meet the requirements of this article, the Act or State Act. A user shall orally notify the YCUA immediately upon the occurrence of an accidental discharge of any substance prohibited by this article, or any slug loads or spills that may enter the POTW or a surface water of the State, including storm water drains. This notification shall be made by telephone at (734) 484-4600 and include location of discharge, type of waste, concentration and volume, and corrective actions.
- (b) Within five days following an accidental discharge of any substance prohibited by this article, or any slug loads or spills that may enter the POTW, the user shall submit to the director a detailed written report describing the cause of the discharge and the measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which may be incurred as a result of damage to the sewage works or POTW, fish kills, or any other damage to person or property; nor shall such notification relieve the user of any fines, civil penalties, or other liability which may be imposed by this article, the Act or State Act, or other applicable law. Failure to file a report shall be a separate violation of this article.
- (c) Slug control plan.
  - (1) Each significant industrial user shall prepare and implement an individualized slug control plan when in the opinion of the director a slug control is required. Existing significant industrial users

that do not have a YCUA-approved slug control plan shall provide an approvable slug control plan to the director within 90 days of being notified by the YCUA that a slug control plan is required. New sources that are significant industrial users shall submit a slug control plan to the director for approval before beginning to discharge. In such cases, slug control requirements shall be included in the user's wastewater discharge permit. Upon written notice from the director, users that are not significant industrial users may also be required to prepare and implement a slug control plan, and the plan shall be submitted to the director for approval as specified in the notice.

- (2) All slug control plans shall contain at least the following elements:
    - a. A description of discharge practices, including nonroutine batch discharges;
    - b. A description of stored chemicals;
    - c. The procedures for immediately notifying the director of slug discharges, including any discharge that would violate any discharge prohibition, limitation or requirement under this article, and procedures for follow-up written notification within five days of the discharge;
    - d. The procedures to prevent adverse impact from accidental spills, including inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants (including solvents), and measures and equipment for emergency response.
  - (3) If a user has submitted to the director plans or documents pursuant to other requirements of local, state or federal laws and regulations which meet all applicable requirements of the article, the director may in its discretion determine that the user has satisfied the slug plan submission requirements of this section.
  - (4) Significant industrial users must immediately notify the director of any changes at their facilities affecting their slug control plan or spill/slug potential.
- (d) Secondary containment requirements.
- (1) Each user when in the opinion of the director is required must provide and maintain at the user's sole expense secondary spill containment structures (including diking, curbing or other appropriate structures) adequate to protect all floor drains from accidental spills and discharges to the POTW of any pollutants or discharges regulated by this article, the Act or State Law.
    - a. The containment area shall be constructed so that no liquid polluting material can escape from the area by gravity through the building sewers, drains, or otherwise directly or indirectly into the POTW.
    - b. The containment or curbing shall be sufficient to hold not less than ten percent of the total volume of the tanks or containers within the secondary containment structure or provide a capacity of 100 percent of the largest single tank or container within the secondary containment structure, whichever is larger, unless a lesser containment area or alternate control measures are approved in advance by the director.
    - c. The containment structure must accommodate "squirt distance." Containers within the containment structure must be able to be placed sufficiently back from the edge of the structure so if punctured, the resulting leak will be contained.
    - d. The containment structure must be designed or operated to prevent run-on or infiltration, rain or other liquids into the secondary containment system unless the containment system has sufficient excess capacity to contain run-on, infiltration, rain, or other liquids. Excess capacity when such prevention is not provided in the system must be sufficient to contain rain precipitation from a 25-year, 24-hour rainfall event.
    - e. The containment structure shall be constructed with chemical-resistant water stops in place at all joints (if any) to be free of cracks or gaps.

- f. The containment structure shall be designed and installed to completely surround the tank or containers and to cover all surrounding earth likely to come into contact with the waste if released from the tank(s) or containers (i.e., capable of preventing lateral as well as vertical migration of the material).
  - g. All floor drains found within the containment area must be plugged and sealed.
- (2) Spill troughs and sumps within process areas must discharge to appropriate pretreatment tanks.
  - (3) Emergency containment shall also be provided for storage tanks that may be serviced by commercial haulers and for chemical storage areas.
  - (4) Solid pollutants shall be located in security areas designed to prevent the loss of the materials to the POTW.
  - (5) Detailed plans showing facilities and operating procedures to provide the protection required by this article shall be submitted to the director for review and shall be approved by the director before construction. Construction of approved containment for existing sources shall be completed within the time period specified by the director.
  - (6) No new source shall be permitted to discharge to the POTW until emergency containment facilities have been approved and constructed as required by this article.
  - (7) The director may order a user to take interim measures for emergency containment as determined necessary by the director under the circumstances.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-187. - Determination of sewage flow.**

To determine the sewage flow from any establishment, the YCUA may use one of the following methods:

- (1) The amount of water supplied to the premises by the public water system as shown upon the water meter if the premises are metered.
- (2) If the premises are supplied with river water or water from private wells, the amount of water supplied from such sources may be metered at the source or metered at its point of discharge prior to entry into the public sewer.
- (3) If such premises are used for an industrial or commercial purpose of such a nature that the water supplied to the premises cannot be entirely discharged into the sewer system, the estimate of the amount of sewage discharged into the sewer system made by the utilities authority from the water, gas or electric supply, or metered at its point of discharge prior to entry into the public sewer.
- (4) The volume of sewage discharged into the sewer system as determined by measurements and samples taken at a manhole installed by the owner of the property served by the sewer system at owner's own expense in accordance with the terms and conditions of the wastewater discharge permit issued by the YCUA pursuant to this article.
- (5) A figure determined by the YCUA by any combination of the foregoing or by any other equitable method.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-188. - Disposal at sewage treatment plant.**

Waste from industrial sewage disposal systems shall be disposed of at the POTW, or at any other refuse or disposal site approved by the director. No waters or wastes described in section 62-179 shall be disposed of at the POTW.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-189. - Bypass.**

- (a) An industrial user may allow any bypass to occur which does not cause pretreatment standards or requirements to be violated, but only if it is for essential maintenance to ensure efficient operation. If an industrial user knows in advance of the need for bypass, it shall submit prior notice to the director, if possible, at least ten days before the date of the bypass. An industrial user shall submit oral notice of an unanticipated bypass that exceeds applicable pretreatment standards to the director within 24 hours from the time the industrial user becomes aware of the bypass. A written submission shall also be provided within five days of the time the industrial user becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and, if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass.
- (b) Bypass is prohibited, and the director may take enforcement action against an industrial user for bypass, unless:
  - (1) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
  - (2) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance; and
  - (3) The industrial user submitted notice as required under this section. The director may approve an anticipated bypass, after considering its adverse effects, if the director determines that it will meet the three conditions listed in this subsection (b).

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-190. - Report of violation.**

If the results of any sampling performed by a user indicates that any violation of this article, a wastewater discharge permit, an order issued under this article, the Act or State Act has occurred, the user shall notify the YCUA within 24 hours of becoming aware of the violation and shall repeat the sampling and pollutant analysis and shall submit, in writing, the results of this repeat analysis within 30 days after becoming aware of the violation. A written follow up report shall be filed by the user with the YCUA within 30 days of a user becoming aware of the violation. The report shall specify the following:

- (1) A description of the violation, the cause thereof, and the violation's impact on the user's compliance status.
- (2) Duration of the violation, including exact dates and times of the violation, and if not corrected, the anticipated time the violation is expected to continue.
- (3) All steps taken or intended to be taken to reduce, eliminate and prevent reoccurrence of such a violation.

(Ord. No. 2010-406, 7-20-10)

**Sec. 62-191. - Notification of authorities upon discharge of hazardous waste.**

All users shall notify the director, EPA regional waste management division, and EGLE in writing of a discharge to the POTW of a substance that would be a regulated hazardous waste under any federal statute if disposed of otherwise. Such notice shall be given in accordance with 40 CFR 403.12(p) as amended.

(Ord. No. 2010-406, 7-20-10)

**Secs. 62-192—62-200. - Reserved.**

## **DIVISION 5. - PRIVATE SEWAGE DISPOSAL**

### **Sec. 62-201. - Authorized under certain conditions.**

Where a public sanitary or combined sewer is not available under the provisions of subsection 62-176(d), the building sewer shall be connected to a private sewage disposal system complying with the requirements of the county health department.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-202. [Reserved.]**

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-203. [Reserved]**

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-204. - Specifications.**

The type, capacities, location, and layout of a private sewage disposal system shall comply with all requirements of the county health department.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-205. - Connection with public sewer.**

At such time as a public sewer becomes available to a property served by a private sewage disposal system, as provided in section 62-204, a direct connection shall be made to the public sewer in compliance with this article and any septic tanks, cesspools, and similar private sewage disposal facilities shall be abandoned and filled with suitable material.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-206. - Sanitary maintenance required.**

The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense to the township or the YCUA.

(Ord. No. 2010-406, 7-20-10)

### **Sec. 62-207. - Other requirements.**

No statement contained in this article shall be construed to interfere with any additional requirements that may be imposed by the state or county health department or EGLE.

(Ord. No. 2010-406, 7-20-10)

### **Secs. 62-208—62-229. - Reserved.**

# **NEW BUSINESS**

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## MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Michael Saranen, Operations Manager

Date: November 7, 2024

Subject: **Request to Waive Financial Policy and Approve UIS as a Single Source to Provide Services as Listed in Quote # 241870 for Spillway Gate programmable logic controller isolation at the Hydro Station in the Amount of \$27,995.00, budgeted in line 252-535-971.001**

In recent years there has been a push to improve safety and compliance around hydroelectric dams across the country. The Township's operating staff engage in several activities ensuring a safe operation. We have identified a vulnerability within the operational systems and are asking for approval to address this matter.

Currently, the operational systems are linked. The primary programmable logic controller (PLC) at the dam shares data with the second PLC. This is a single point failure that will render the second PLC inoperative if the primary PLC lost data or is interrupted.

Hydro Operations and UIS have developed a plan to resolve the single point issue, which will increase the safety and reliability of the operational platform.

I recommend this upgrade to the current operation platform to be done by UIS of Dexter, MI, who is our service provider for the Hydro Station.

I am asking the Board to waive the financial policy and approve UIS of Dexter, MI, as a single source vendor in the amount of \$27,995.00 and is budgeted in Hydro Fund line 252-535-971.001.

If you have any questions, please contact me.

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**FW: PLC Isolation Project**


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**From** Administration <administration@teamuis.com>

**Date** Tue 10/29/2024 10:37 AM

**To** Michael Saranen <msaranen@ypsitownship.org>

**Cc** Ken Wesley <Ken.Wesley@teamuis.com>

 2 attachments (393 KB)

241870 UIS Hydro and Gate PLC Isolation edits .docx; Certificate - 2024-10-29T103306.662.pdf;

You don't often get email from administration@teamuis.com. [Learn why this is important](#)

Good morning Michael,

Per our CFO, Chris Knight, the edits to the Terms and Conditions are acceptable. Attached is our current COI. Please let me know if you need anything else.

Thank you.

**Tina Ferraro**

Project Administrator

**Utilities Instrumentation Service,  
Inc.**

Division of Team UIS

2290 Bishop Circle E.

Dexter, MI 48130

O- 734-424-1200 ext: 2314

F – 734-424-0031

E – [tina.ferraro@teamuis.com](mailto:tina.ferraro@teamuis.com)



[www.teamuis.com](http://www.teamuis.com)

[What we do video](#)

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**From:** Chris Knight <Chris.Knight@teamuis.com>

**Sent:** Monday, October 28, 2024 4:54 PM

**To:** Ken Wesley <Ken.Wesley@teamuis.com>; Administration <administration@teamuis.com>

**Subject:** RE: PLC Isolation Project

The T&Cs are fine.

All the Best,

Chris Knight  
CFO

**Team UIS**

2290 Bishop Circle E.  
Dexter, MI 48130  
C – 734-645-1428  
O – 734-424-1200 ext: 2302  
F – 734-424-0031  
E – [chris.knight@teamuis.com](mailto:chris.knight@teamuis.com)



[www.teamuis.com](http://www.teamuis.com)  
[What we do video](#)

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**From:** Ken Wesley <[Ken.Wesley@teamuis.com](mailto:Ken.Wesley@teamuis.com)>  
**Sent:** Monday, October 28, 2024 10:55 AM  
**To:** Chris Knight <[Chris.Knight@teamuis.com](mailto:Chris.Knight@teamuis.com)>; Administration <[administration@teamuis.com](mailto:administration@teamuis.com)>  
**Subject:** FW: PLC Isolation Project

Chris,

Please review the attached quote with marked up T&C and let me know if we can accept the requested revisions.

Admin Team,

Please send Michael an updated COI.

Thanks,

**Ken Wesley**  
UIS SCADA COO  
UIS SCADA, Inc.  
Division of Team UIS  
2290 Bishop Circle E.  
Dexter, MI 48130

C- 734-787-6410  
O- 734-424-1200 ext: 2301  
F – 734-424-0031  
E – [ken.wesley@teamuis.com](mailto:ken.wesley@teamuis.com)



[www.teamuis.com](http://www.teamuis.com)  
[What we do video](#)

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**From:** Michael Saranen <[msaranen@ypsitownship.org](mailto:msaranen@ypsitownship.org)>  
**Sent:** Monday, October 28, 2024 10:51 AM  
**To:** Ken Wesley <[Ken.Wesley@teamuis.com](mailto:Ken.Wesley@teamuis.com)>  
**Subject:** PLC Isolation Project

Ken

Attached are edits to the Terms and Conditions for the PLC Isolation Project. The edits are in red.

I am also checking to see if the UIS COI we have is still valid, if not I'll be asking for an updated COI.

Please let me know if you have any questions. If UIS is acceptable to the changes, please indicate that. If all possible please respond by Wednesday Nov 6th.

Thank you Mike



<b>Date</b>	October 16, 2024	<b>Customer</b>	Ypsilanti Township	<b>To</b>	Michael Saranen
<b>Description</b>	Hydro and Gate PLC Isolation				
<b>Quote #</b>	241870				
<b>Estimator</b>	Ken Wesley	<b>Email</b>	ken.wesley@teamuis.com		

<b>Scope of Work</b>	<b>Cost</b>
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**Main Hydro PLC Panel Modifications**

Provide necessary labor to remove the Sluice Gate transducer signals, PLC terminations, and power supplies from this panel.

Provide necessary PLC and VT SCADA programming modifying these signals.

**Sluice Gate PLC Panel Modifications**

Furnish and install one (1) 30"H x 20"W x 10"D panel to replace existing.

Install existing PLC panel equipment into new panel.

Furnish and install necessary I/O cards and 24VDC power supplies for the six (6) existing Sluice Gate position transducer signals.

Provide necessary PLC and VT SCADA programming modifying these signals.

**Addition of New Head Level Transducer**

Furnish one (1) 0-10' H2O Level Rat transducer with bellows to interface with the Sluice Gate Control PLC.

Provide labor to assist Hydro staff installing the new transducer.

Provide necessary labor and materials to interface the new level transducer with the Sluice Gate control PLC.

Provide necessary PLC and VT SCADA programming for this new signal.

**SCADA Networking Modifications**

Furnish and install necessary CAT6 cable to provide redundant SCADA net work for both PLC panels and VT SCADA Nodes.

Provide startup and test of the new Network connections.

Provide necessary PLC I/O drawing modifications for the project PLC modifications and new Network connections.

**Total:** \$27,995.00

UIS SCADA Approved by

Date October 16, 2024

**Please make Purchase Orders/Subcontracts out to: UIS SCADA, Inc. and reference Quote #241870**

***Client Acceptance when the Client will not be providing a PO or Contract to UIS SCADA, Inc.***

Client authorizes Utilities Instrumentation Service, Inc. to proceed with the work and agrees to comply with the attached Terms and Conditions.

Signature

Name

Title

Date

Exclusions and Clarifications

Pricing includes only the items listed above; anything not explicitly listed above is not included in our proposed scope of work.

Our quote is based on straight time during normal hours of 7:00 A.M. to 3:30 P.M., Monday through Friday, unless specified otherwise.

Our price is valid for thirty (30) days, after which time UIS SCADA, Inc. reserves the right to review and modify any and all portions of its proposal.

This proposal contains pricing and other information confidential and proprietary to UIS SCADA, Inc. and disclosure of the contents of this letter and any attachments to persons or organizations outside of this agreement is not authorized without specific written permission from UIS SCADA, Inc.

Team UIS - TERMS AND CONDITIONS

- 1. Offer. These Terms and Conditions ("Terms") apply to all products and services, including without limitation, computer software program(s) and software as a service ("SaaS Services") provided to Client under an Order Confirmation with Utilities Instrumentation Services, Inc., Utilities Instrumentation Services – Ohio, LLC., UIS SCADA, Inc., and/or UIS Renewable Power, Inc., as applicable ("Team UIS").
2. Acceptance. A contract is formed when Client accepts the Order Confirmation by written acknowledgement, by accepting the Products and/or Services, or other issued acceptance documents for the Products and/or Services.
3. Prices. Prices for Products and/or Services shall be set forth in the Order Confirmation. Unless otherwise expressly stated in the Order Confirmation: (a) prices for Products specified in the Order Confirmation do not include storage, handling, packaging, or transportation charges; and (b) prices do not include any applicable taxes.
4. Payment Terms. Unless otherwise expressly stated in the Order Confirmation, all accounts are payable in U.S. currency thirty (30) forty-five (45) days from the date of Team UIS's invoice.
5. Shipping and Delivery. All sales of Products are F.O.B. Team UIS's plant unless otherwise specified in the Order Confirmation.
6. Proprietary Materials. Team UIS shall have and retain all rights, title and interest, including all intellectual property rights, in and to all Products, Services and associated materials, including, without limitation, all related reports, specifications, designs and any other property, tangible or intangible (including software and SaaS Services), furnished by Team UIS in connection with or under the applicable Order Confirmation ("Proprietary Materials").
7. Licenses. Team UIS does not grant to Client any license with respect to the Products, and any such license terms with respect to the Products shall be governed solely by the licenses, if any, provided solely by the third-party manufacturers of such products.
8. SaaS Services. A. Team UIS will provide Client with the SaaS Services, and allow Authorized Users to access the SaaS Services in connection with Client's use of the SaaS Services, as set forth in the applicable Order Confirmation.
B. Client is responsible for all activities conducted under its Authorized User logins and for its Authorized Users' compliance with this Agreement.
C. Except as otherwise explicitly provided in this Agreement, Client and its Authorized Users will not, and will not permit third parties to: (a) use the SaaS Services except as expressly authorized in this Agreement; (b) access or use the SaaS Services to circumvent or exceed the applicable restrictions; (c) use any device, software, or routine that interferes or disrupts any application, function, or use of the SaaS Services; (d) copy, modify, translate, transmit, reproduce, distribute, republish, display, frame, or mirror the SaaS Services, except as permitted by this Agreement; (e) decompile, reverse-compile, disassemble, reverse-engineer or otherwise reduce to human-perceivable form all or any part of the SaaS Services or any part of the SaaS Services or otherwise attempt to discover any source code or create derivative works of the SaaS Services or any part of the SaaS Services; (f) rent, lease, resell, sublicense, or otherwise permit third parties to access or use the SaaS Services; (g) use the SaaS Services to provide services to third parties (e.g., as a service bureau or to otherwise provide data processing services to third parties); (h) circumvent or disable any security or other technological features or measures of any SaaS Services or any part of the SaaS Services; (i) use the SaaS Services to build a similar or competitive product or service; (j) create user accounts under false or fraudulent pretenses; (k) except as provided in an Order Confirmation, create shared or generic identifications and passwords to any SaaS Services; (l) use the SaaS Services in a manner that is contrary to applicable law or in violation of any third party rights of privacy or intellectual property rights; (m) use the SaaS Services to send or store viruses, worms, time bombs, trojan horses, or other harmful or malicious code, files, scripts, agents or programs; (n) access the SaaS Services for purposes of monitoring its availability, performance or functionality, or for any other benchmarking or competitive purposes; (o) remove, alter or obscure any of the intellectual property rights notice(s) or restrictive legend(s) embedded in or that Team UIS otherwise provides with the SaaS Services; (p) interfere with or disrupt the integrity or performance of the SaaS Services; or (q) obtain unauthorized access to the SaaS Services (including without limitation permitting access to or use of the SaaS Services via another system or tool, the primary effect of which is to enable input of requests or transactions by other than Authorized Users).
D. Client shall at all times: (a) provide Team UIS with good faith cooperation and access to such information, facilities, and equipment as may be reasonably required by Team UIS in order to provide the SaaS Services, including, but not limited to, providing Client materials and security access, information, and software interfaces to Client's business applications; (b) provide such personnel assistance as may be reasonably requested by Team UIS from time to time; and (c) carry out in a timely manner all other Client responsibilities set forth in this Agreement.
E. Client is responsible for complying with any applicable laws relating to its or any Authorized User's use of the SaaS Services including, without limitation, all applicable privacy, electronic communications and data protection laws, rules, regulations, and regulatory guidelines, as well as any applicable self-regulatory guidelines. Without limiting the generality of the foregoing, Client is solely responsible for: (a) ensuring that Client and Team UIS, acting on Client's behalf, have the right to collect, use and share Client any personal data and related materials via the SaaS Services; and (b) providing adequate notice to, and obtaining any necessary consents as required under applicable laws, with respect to the Client materials and Client intellectual property collected, used and shared by Client, or by Team UIS on Client's behalf, via the SaaS Services.
Notwithstanding any other provision of this Agreement, Client or any Authorized User shall not use the SaaS Services to collect, upload, retrieve, transmit, send, or store (i) any information that could directly identify a person, including, without limitation, government issued ID numbers, individual medical or health information (including protected health information under HIPAA), individual financial information, an individual's name (last name plus first name or first initial), or birth date; (ii) security codes, passwords, credit or debit card

numbers; (iii) any data that falls under the sensitive or special data definitions of any applicable privacy law or self-regulatory principle; or (iv) any data collected from sites directed to children under the age of sixteen (16) or from children whose age Client knows to be under sixteen (16) in violation of applicable law. Team UIS and its designees shall have the right (but not the obligation) in their sole discretion to refuse or remove any Client materials or Client intellectual property that violate any of the terms of this Agreement or any applicable law. F. In connection with the operation of the SaaS Services, Team UIS may collect and analyze data in aggregate and anonymous form with respect to the use and effectiveness of the SaaS Services (the "Aggregate Data"). Client hereby irrevocably authorizes Team UIS to collect data in an aggregate and anonymous form for supporting, improving, and marketing the SaaS Services. Customer acknowledges and agrees that Team UIS will exclusively own all right, title, and interest in and to all Aggregate Data and other analytics and output data generated or provided by Team UIS or the SaaS Services. G. Client or Authorized Users providing any suggestions, enhancement requests, recommendations, corrections or other feedback (collectively, "Feedback") is strictly voluntary. If Client or any Authorized User provides any Feedback to Team UIS, orally or in writing, Client hereby grants to Team UIS and its affiliates a worldwide, perpetual, irrevocable, royalty-free license to use and incorporate into the SaaS Services any Feedback. H. Team UIS may immediately suspend the SaaS Services if Team UIS reasonably determines that the Client is not materially complying with this Agreement, or Client is using the SaaS Services in a manner that could cause damage to Team UIS's business or reputation, or otherwise reflect unfavorably upon Team UIS, its affiliates, or its partners. Team UIS shall notify the Client promptly following any such suspension taking effect.

**9. Design.** Team UIS is not responsible for the design of the Products and will not, under any circumstances, have any warranty, indemnification or other liability or obligations with respect to Products to the extent related to or arising out of the design and/or specifications for such Products. Suggestions by Team UIS as to design, use and suitability of the Products are made in good faith; provided, however, Buyer assumes full responsibility for accepting and/or using such suggestions.

**10. Warranty.** (a) Team UIS warrants, that at the time of delivery, the Products will conform to the specifications, if any, that are a part of the Order Confirmation. Client understands and hereby expressly agrees that any claim for defective materials, defective manufacture, or any other claim with respect to the Products shall be made directly to the manufacturer of the Product and not the Team UIS. Team UIS makes no warranties, either express or implied, regarding defective materials, defective manufacture, or any other claim with respect to Products. Team UIS may, at its sole election, and as Client's sole remedy, make an allowance, repair, or replace such quantity of the Products as shall prove to be defective, then Client shall hold and make available for inspection and testing by Team UIS all Products claimed by Client to be defective. (b) Services provided by Team UIS under an Order Confirmation will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. (c) THE TEAM UIS DISCLAIMS, AND CLIENT HEREBY EXPRESSLY WAIVES, ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED OR STATUTORY, WITH RESPECT TO THE PRODUCTS AND/OR SERVICES, AND/OR THE RESULTS OBTAINED FROM THEIR USE BY CLIENT AND/OR ITS USERS, INCLUDING, WITHOUT LIMITATION,

ANY STATUTORY OR IMPLIED WARRANTIES OF NON-INFRINGEMENT, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. TEAM UIS HEREBY DISCLAIMS ANY AND ALL LIABILITY FOR THE USE OR PERFORMANCE OF THE SERVICES AND/OR PRODUCTS SELECTED BY THE PARTIES HEREBY EXPRESSLY ACKNOWLEDGE AND AGREE THAT THE UNIFORM COMMERCIAL CODE AND ANY SPECIFIC STATE ADOPTIONS THEREOF SHALL NOT GOVERN THE RIGHTS AND OBLIGATIONS OF THE PARTIES UNDER THESE TERMS OR ANY ORDER CONFIRMATION.

**11. Liability Limitation.** Specific performance shall not be available to Client as a remedy in connection with Team UIS's providing of the Products and/or Services. Monetary damages against Team UIS shall be limited to the dollar amount charged to Client for the applicable order placed by Client and accepted by Team UIS for any of the Services and/or Products alleged to be the cause of any loss or damage, whether founded in contract, tort (including negligence), strict liability or otherwise, arising out of, or resulting from any cause whatsoever, including without limitation: (a) any order placed by Client and accepted by Team UIS or Team UIS's performance or breach; or (b) the design, manufacture, delivery, sale, repair, replacement or use of any such Products. IN NO EVENT SHALL TEAM UIS BE LIABLE TO CLIENT FOR ANY SPECIAL, INDIRECT, EXEMPLARY, INCIDENTAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, LOSS OF ANTICIPATED PROFITS, LOSS OF USE, LOSS OF REVENUE AND COST OF CAPITAL) ARISING OUT OF OR RELATING TO THE AGREEMENT, INCLUDING WITHOUT LIMITATION THE ORDER CONFIRMATION, ANY RELATED PURCHASE ORDER, OR THE SERVICE AND/OR PRODUCTS. ANY AGREEMENT VARYING OR EXTENDING THE REMEDIES SPECIFICALLY STATED HEREIN WILL BE BINDING ON TEAM UIS ONLY WHEN SPECIFICALLY AGREED TO IN WRITING BY TEAM UIS AND SPECIFICALLY REFERENCING THIS SECTION.

**12. Insurance.** Team UIS has in effect commercial general liability, umbrella, cyber, workers compensation, employer's liability, and automobile insurance coverage. A certificate of insurance is available upon request. Customer shall have property ~~and course of construction/builder's risk insurance~~ for the full value of the site including any improvements made pursuant to this Contract and will provide Team UIS with proof of insurance upon request.

# of Days Prior to Scheduled Work	Cancellation Fee (% of Contract)
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13. **Termination.** In the event that Client fails to perform any of its obligations stated in the Agreement, including the Order Confirmation or any related purchase order and fails to cure such breach within 

30	5.00%
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 ten (10) days after receipt of written notice from the Team UIS specifying such breach, the Team UIS may at its option immediately terminate the Order Confirmation and/or any related purchase orders. Upon any such termination by Team UIS: (a) Team UIS shall be relieved of any further obligation to Client (including, without limitation, any obligation with respect to delivery or transition of supply); (b) Client shall be liable to Team UIS for the immediate payment of amounts then billed to date by Team UIS to Client; (c) Client shall purchase and pay Team UIS immediately for all raw materials, components, work in process and finished goods acquired by Team UIS in connection with the Order Confirmation and/or any related purchase orders; and (d) Client shall immediately reimburse Team UIS for all other loss, cost or expense of Team UIS as a result of the termination of the Order Confirmation or any related purchase order.

14. **Right of Entry.** If applicable, Client shall provide for Team UIS's right to enter the property owned by the Client and/or others in order for Team UIS to perform the Services in the Order Confirmation. The Client agrees, to the fullest extent permitted by law, to indemnify and hold Team UIS and his or her subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and costs of defense) for injury or loss arising or allegedly arising from procedures associated with testing or investigative activities or discovery of hazardous materials or suspected hazardous materials on said property.

15. **Force Majeure.** Team UIS shall not be liable for any delay or failure to perform any obligation under this Agreement if such delay or failure is caused by circumstances beyond its reasonable control, including, without limitation, acts of God or public authority, riots or other public disturbances, labor disputes of any kind, electrical or power outages, utilities or telecommunications failures, earthquake, storms or other elements of nature, acts or orders of government, pandemics, acts of terrorism or war, or acts by third parties, failure of Client to provide required information, or the change in cost or availability of raw materials, components or services based on market conditions, supplier actions or contract disputes ("Force Majeure Event"). During a Force Majeure Event, Team UIS's obligations under the Order Confirmation and any related purchase order shall be suspended and Team UIS shall not have any obligation to provide Client with Products or Services from other sources or to pay or reimburse Client for any additional costs to Client of obtaining substitute Products or Services, nor shall Team UIS be liable for any damages to Client arising from or related to a Force Majeure Event.

16. **Governing law.** The contract shall be governed by the laws of Michigan

17. **Employee Solicitation.** Employee Solicitation. Client agrees not to hire, attempt to hire, or retain as consultants or otherwise, employees and/or consultants of Team UIS directly or through a third-party entity during the employment or consulting period and for a period of one (1) year subsequent to the employee's and/or consultant's last day of work for Team UIS regardless of the circumstances surrounding employee's cause of termination of employment.

18. **Indemnification.** Client holds harmless, indemnifies, and will defend Team UIS and its related or affiliated entities including their respective officers, agents and employees against any claims, liabilities, expenses, charges, fines and related losses including attorney's fees and expenses to the extent directly or indirectly caused by Client's (including those acting on behalf of Client) (a) negligent acts of omissions and involving property damage or bodily injury; (b) breach of the terms of the Agreement between the parties; or (c) violation of applicable law. This provision shall apply even if there is concurrent negligence but shall not apply to property damage or bodily injury arising solely from Team UIS's negligence. Liability per above is not limited by limits of workers compensation coverage. **"Nothing herein shall be construed to waive, limit, or restrict any governmental immunity defense available to the Charter Township of Ypsilanti."**

19. **Survival/Entire Agreement/Waiver/Applicable Laws.** These Terms shall survive and continue in full force and effect following the expiration, cancellation or termination of an Order Confirmation and any related purchase order. The Order Confirmation, including these Terms and any other attachments, exhibits or supplements specifically referenced in the Order Confirmation, constitutes the entire agreement between Team UIS and Client with respect to the matters contained in the Order Confirmation and supersedes all prior oral or written representations and agreements. Except as otherwise provided in these Terms, the Order Confirmation may only be modified by a written agreement signed by Team UIS. Waiver by Team UIS of any of the terms or conditions of the Order Confirmation shall be effective only if in writing and signed by Team UIS, and shall not constitute a waiver of such terms as to any subsequent events or conditions, whether similar or dissimilar. No course of dealing or custom in the trade shall constitute a modification or waiver by Team UIS of any right. This Agreement is governed by the laws of the State of Michigan, except for its choice of laws provisions.

20. **Electronic Signature.** THE CONTRACT MAY BE SIGNED OR ACCEPTED ELECTRONICALLY, CONVEYING CUSTOMER'S ACCEPTANCE. COMPLIANCE WITH THE CONTRACT THROUGH ELECTRONIC MEANS INCLUDING, BUT NOT LIMITED TO, EMAIL ACKNOWLEDGEMENT, AND CUSTOMER'S ELECTRONIC SIGNATURE WILL BE DEEMED VALID AND BINDING. IF CUSTOMER CONTESTS THE VALIDITY OF THE CONTRACT BASED ON THE MEANS OF ELECTRONIC OR OTHER FORM OF EXECUTION OR ACCEPTANCE BY THE PARTIES AND THE CONTRACT IS HELD BY A COURT OR ARBITRATOR TO BE VALID, THE CUSTOMER SHALL PAY THE ATTORNEYS' FEES AND EXPENSES OF TEAM UIS ARISING FROM THE CUSTOMER'S CONTEST OF THE CONTRACT'S VALIDITY.

21. **Escalation.** Any material that has been quoted as a part of this project is calculated based upon current prices. The market for these materials is volatile, and sudden price increases could occur. Team UIS agrees to use its best efforts to obtain the lowest prices possible from our suppliers. However, should there be an increase in the price of materials that are purchased after the execution of contract Team UIS reserves the right to adjust the contract for the increase. Team UIS will provide timely written notice to the Client if this were to occur.

22. **Postponement.** In the event that the Client postpones the project, Team UIS reserves the right to charge the Client for costs incurred that will cause the project to exceed the original cost estimate. Team UIS will provide timely written notice to the Client if this were to occur.

23. **Cancellation.** In the event that the Client cancels the work once the work has been scheduled by Team UIS, Team UIS reserves the right to charge the Client as follows:

15	7.50%
7	10.00%
3	15.00%



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



**YPSILANTI  
TOWNSHIP**  
— HYDRO DAM OPERATIONS —

Trustees  
John Newman II  
Gloria Peterson  
Debbie Swanson  
Jimmie Wilson Jr

## MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Michael Saranen, Operation Manager

Date: November 7<sup>th</sup>, 2024

Subject: **Request to Approve a Professional Service Contract with Ayres, of Eau Claire, Wisconsin, for Services Outline in the AYRES Proposal dated August 20<sup>th</sup>, 2024, to complete the Part 12 Comprehensive Assessment (CA) for the Hydro Station in the Amount of \$389,600.00 to be charged to the outlined line items below.**

The Hydro Station is due to have an independent safety inspection by an outside consultant team. Unlike the annual inspection conducted by the Federal Energy Regulatory Commission (FERC), the 2025/2026 5-year inspection will be a deep dive into the dam's construction, design, conducted studies, structural performance, operation, maintenance, and compliance.

After months of searching for a qualified CA Team, we have 2 proposals to consider. Barr Engineering reviewed the proposals to make sure the proposed team were qualified, and scope of work was complete. Both proposals are acceptable with Stantec Team slight edge in experience. Other considerations include proposed workplan, firm location, and cost.

Staff reviewed the proposals, Barr Review and direct communications with each firm. The recommendations are to approve AYRES for this CA. AYRES cost was higher than Stantec, however after you factor in the additional work needed the actual cost to the Township would be higher. This CA will start in 2025 and go through early 2027.

It is requested of the Board to approve AYRES in the amount of \$389,600.00 pending review by counsel and is budgeted in Hydro Safety ARPA and Hydro Fund line items.

101.902.981.110 \$ 340,002.00

252.535.801.000 \$ 49,598.00

If you have any questions, please contact me.

## Review of Ayres and Stantec proposals for the 2025 Ford Lake part 12D Comprehensive Assessment

### General Comments:

Both Proposals seem well prepared and comprehensive. Either proposal seems acceptable.

The Ayres proposed IC Team seems somewhat less experienced than Stantec. However, the Ayres IC Team specifically identifies FERC Part 12 experience, and that experience is limited in general. The Stantec Team is more senior and more experienced, in general, but limited specific FERC experience is cited. I would give the Stantec IC Team a greater chance of being approved by FERC for this CA. The Ayres Team would also likely get approved, but they may have to supplement their resumes.

The proposed scope of work for each proposal seems comprehensive and well thought out. Both proposals identify and provide all the necessary components for a Part 12D Comprehensive Assessment. Again, either proposal seems acceptable. The Ayres proposal apparently includes hydrologic, hydraulic and consequences assessment work which the Stantec does not. In my review, the Stantec proposal indicates greater insight, experience and understanding of the Part 12D CA process.

The Schedules for both proposals seem reasonable. The Price proposals also seem reasonable and comparable if the H&H and consequences work is removed from the Ayres proposal.

### Specific Comments on Ayres proposal:

#### IC Team

- Facilitator - Pete Haug has prior FERC facilitation experience
- Lead IC/ Geology Geotech SME – Adam Prochaska – FERC SME experience no IC experience noted
- CO IC/H&H Consequences SME – Mike Rogne – no FERC IC experience noted, no FERC SME experience noted
- Structural SME – BJ Siljenberg – no FERC SME experience noted

#### Proposed Scope of Work

- Ayres proposes to use LifeSim as opposed to Reclamations Consequences Estimating Methodology (RCEM) to estimate life loss consequences for this facility.

RCEM would likely be acceptable to FERC and less costly. If this is removed from scope – no harm, no foul.

- Ayres proposes gate testing scenarios that appear to exceed FERC testing requirements.
- Ayres proposes dive inspections and embankment and reservoir rim surveys but no confined space entry. This may exceed FERC requirements
- Ayres proposes an in-person PFMA (at an undisclosed location, presumably at the owner facility) and an in-person L2RA at their Eau Claire Office. In-person PFMA and virtual L2RA have been accepted by FERC.
- Ayres proposes to prepare a draft and final PFMA report. FERC has not required a separate PFMA Report in my experience.

#### Specific Comments on Stantec Proposal:

##### IC Team

- Facilitator – Jason Heidlin – FERC approved IC, facilitator experience but no FERC facilitator approval cited
- IC/Structural SME - Mike Rogers – significant experience but no FERC approval cited
- Geotech and Geology SME – Kyle Blakely – significant Geotech, geology experience not cited, no FERC SME experience cited
- H&H/Consequences SME – Christopher Gifford-Miears - significant experience, no FERC SME experience cited
- I think the FERC, when reviewing the Inspection Plan will ask for resumes showing experience more specific FERC CA work. If Stantec would revise their resumes accordingly, they would most likely get approved by FERC.

##### Proposed Scope of Work

- Stantec will use previously identified PFM's to inform the site inspection and the PFM brainstorming session – this may not be consistent with my understanding of FERC Guidelines.
- Stantec proposes to perform dive and confined space entry inspections.
- There are confusing statements in the proposal about the site inspection combined with the PFMA work session. However, there is a separate line item in the budget for a site inspection. Stantec proposes an in-person PFMA (at an undisclosed location, presumably at the owner facility) and a virtual L2RA session.

- Stantec acknowledges potential efficiencies they could gain to reduce the length of the L2RA session.
- Stantec offers an optional Risk Training for PFMA/L2RA participants – this could be helpful to consider.
- The Stantec proposal includes a ODSP Audit which the Ayres Proposal did not. An ODSP Audit is not required by FERC Part 12 guidelines. The ODSP Audit Scope seems comprehensive.
- The line-item cost for the site inspection seems high especially if it is part of the PFMA session.

Other specific comments provided within each Proposal document.

November 7, 2024 (revision 1 to extend dates)

Charter Township of Ypsilanti  
Michael Saranen, Operation Manager  
7200 S Huron River Dr.  
Ypsilanti MI 48197  
Sent to: msaranen@ypsitownship.org  
Phone: (734) 544-3741

Re: Ford Lake Dam Comprehensive Assessment

Dear Mr. Saranen:

Thank you for the opportunity to submit this proposal for professional services for completing the Ford Lake Dam Comprehensive Assessment (CA). This letter presents our proposed scope of services, time schedule, fee, and contract terms and conditions.

### Project Description

Charter Township of Ypsilanti (Owner) owns the Ford Lake Dam and operates the dam under license by the Federal Energy Regulatory Commission (FERC) as Project No. 5334. The Project address 2727 Bridge Rd, Ypsilanti Mi 48198 and is located on the Huron River in Washtenaw County, Michigan. Ford Lake Dam is located approximately four miles downstream of the City of Ypsilanti, Michigan, and approximately three miles upstream of the City of Belleville, Michigan.

The FERC issued a letter to Owner dated March 25, 2024. Ayres will complete the scope of services as described within the FERC letter, but we have extended the scheduled due dates to accommodate the proposed inspection forces.

### Scope of Services

To complete the CA, we propose the following specific scope of services, which is in accordance with the provided Request for Proposal's Scope of Work:

1. Participate in a kickoff and coordination call to understand Licensee's goals and discuss strategies for a successful CA and L2RA to meet the FERC requirements listed in 18 CFR 12.37.
2. Review the Digital Project Archive, historical correspondence, instrumentation records, previous reports, and available project information.
3. Prepare an Inspection Plan for Licensee review and submittal to FERC. The plan will include resumes, approach, technical complexity, and all the section requirements listed in FERC guidelines.
4. Distribute PIPR section assignments to the subject matter experts, coordinate field trips with Licensee's delegate, and keep the project on schedule as far as Ayres can control. Ayres' team will assess the structure in accordance with FERC guidelines for geological, geotechnical, structural, hydraulic, mechanical, and operational compliance with FERC and industry-standard recommendations. Our assessment will include a representative selection of independent computations such as weights, forces, geotechnical parameters, gate rating parameters, interaction equations, instrumentation correlations, and other items necessary to fulfill the FERC's "independent" assessment standard. We do not expect to do advanced computations (such as seep/slope numerical stability models, computational fluid dynamics models, or finite element models), but we have budgeted to prepare computations consistent with FERC expectations that we have confirmed whether STID conclusions are reasonable. The earlier "homework" paragraph describes the level of detail we expect to complete for our assessment.

5. Prepare and submit to the FERC a Part 12D Pre-Inspection Preparation Report (PIPR). Ayres understands that an incomplete PIPR may result in rejection of team members, delays of the project, and the FERC issuing resubmittal requirements or conditions for additional information requests. Therefore, we understand how important a complete, well-supported, and accurate PIPR is to keeping the project on track for submittal by the FERC deadline.
6. If FERC comments on the PIPR are received at least two weeks prior to the PFMA session, we will prepare a written response for Licensee to submit to FERC that addresses each comment. So far, Ayres has only had one request for additional information from our five PIPR submittals (we put information in an appendix rather than in one PIPR section so had to issue a short letter to FERC).
7. Submit a safety plan to Licensee at least 30 days prior to field inspections.
8. Travel to dam during a snow-free and ice-free period and complete field explorations and observations of the project. Field inspections offer opportunity to (1) visually confirm what each person has read or written, (2) look for additional information that might not have been recognized in the STID, and (3) build team dynamics faster as multiple subject matter experts look at and discuss the same onsite object. We do expect these field operations in support of our inspection:
  - a. During the onsite inspection, Ayres expects to witness three different gate openings. As an example of what we are doing for our other CAs, three tests are expected to fulfill the comprehensive assessment expectations and support conversations expected during the L2RA. We realize these gate opening tests are sometimes challenging for owners, and we are willing to discuss alternative proposals with Licensee and FERC.
    - i. Ayres anticipates that a single gate full-open test can be performed for this project. If this is not true, we would expect that a gate would be opened fully behind a dewatering bulkhead (installed by Ypsilanti Charter Township).
    - ii. The second test will include opening a gate under station service power to a safe discharge that does not endanger dam safety or lives downstream. However, FERC has encouraged doing these tests in spring when river flows allow higher gate tests; and Ayres staff would travel to the site to witness these gate operations. The gate opening time (feet per minute) will be measured, and amperages/pressures will be recorded for operating equipment. If uniform gate operations are not part of the dam's standard operating procedures, the team may request that this test be repeated for the center gate and a side gate to check hydraulic pattern impacts.
    - iii. The third test would be a partial open gate test under backup power, and this test will also incorporate backup power equipment setup, changes in hoist used, etc. as applicable to the dam.
  - b. Separate of the inspection above, Ayres will conduct a downstream underwater dive. Our field team will also conduct spot checks for embankment profiles, crest elevations, headwater and tailwater readings compared to staff gauge readings, and select rim surveys where legal access is permitted.
  - c. Ayres has not budgeted to complete confined space inspections.
9. Facilitate and participate in an original (from scratch) potential failure modes analysis (PFMA) session in accordance with FERC Chapter 17. Our team has budgeted to do this in-person, which from experience we find to be the most efficient use of time. As part of the PFMA, we will:
  - a. Prepare and present a project summary and overview to the PFMA team, including an understanding of the project's design, construction, physical features, operation, loading conditions, and instrumentation.
  - b. Do independent brainstorming of PFMs ahead of the PFMA to develop adverse/favorable factors that each subject matter expert believes important to the PFMA discussion.
  - c. Participate during the PFMA session to brainstorm, develop detailed descriptions, identify adverse and favorable factors, screen PFMs, identify dam safety management activities, risk reduction measures, and surveillance and monitoring guidance for each PFM, and confirm that the breach inundation models we have completed are sufficient to address the PFM's hazard.

- d. Conclude the PFMA session by identifying follow-up studies or other information needed to evaluate PFMs, developing major findings and understandings, and preparing a draft and final PFMA report for Licensee feedback.
10. After the PFMA, Ayres will compile a digital OneNote page for each identified potential failure mode and compile a set of documents we plan to use for potential failure mode risk elicitation. This shall be submitted to Licensee at least 10 business days prior to the L2RA.
11. After the PFMA and field gate tests, we will finalize the Hydrologic Hazard Assessment using RMC-BestFit software, available historical and paleoflood information, available plant records and gauge records, and available regional skew studies. Maximum gate opening will be set as that provable by the field full gate open test.
12. After the PFMA, we will prepare up to three additional simplified breach/inundation models (in addition to reviewing the project's accepted dam failure analysis) and develop consequence estimations informed by Microsoft structure database (calibrated with our onsite inventory of structure heights), local census information, and up to two phone interviews with local emergency management agency representatives. The model we use will be provided to the Licensee but will not be suitable (without additional improvements that we could do later as an Additional Service) for development into Emergency Action Plan maps.
13. Because there is significant processing and preparation needed to take PFMs to risk elicitation, we expect four to eight weeks to elapse between the PFMA and L2RA.
14. Lead and participate in a L2RA in accordance with FERC Chapter 18. To save expensive travel costs the consulting teams, Ayres will host this meeting in a large room at our headquarters in Eau Claire. The facilitator will work with Licensee to confirm the meeting room selection and provided accommodations are suitable. Ayres' team expects to do the following during the L2RA.
  - a. Minimize biases and maximize confidence in the L2RA outcomes by the facilitator controlling the process but not controlling the final opinions.
  - b. Develop estimates of loading probability times failure probability for each PFM carried forward.
  - c. Develop estimates of consequence probability for each PFM carried forward. The consequences will be informed by the breach analyses, emergency management response, and impacted structures.
  - d. Engage in subject matter expert debate with the facilitator assigning a best-available value for final risk and f-n chart plot position for each PFM, noting that dissensions will be tracked.
  - e. Provide a notetaker and recorder for the L2RA who will track statements made by subject matter experts, develop real-time spreadsheet summaries of discussion, compile elicitation software output to track estimates, and compile any new risk reduction measures brainstormed during the L2RA.
15. Prepare a L2RA report (as an appendix to the CA Report) and submit to Licensee for review and comment.
16. Prepare a CA Report (CAR) in accordance with current FERC guidelines. Ayres will:
  - a. Provide a draft CAR to Licensee for review comments. Report format will comply with the RFP requests and FERC guidelines.
  - b. After receiving written comments from Licensee, participate in an interview (pre-CAR review meeting) with Licensee about the CAR results. This meeting will occur prior to finalizing the CAR.
  - c. Address comments received from Licensee on the draft report and during the interview and prepare a final CAR that Licensee will submit to FERC.
  - d. Provide electronic files of the CAR for Licensee to submit to FERC. FERC guidelines state that paper copy submittals are to be prepared, but Ayres notes that in the FERC's 17 November 2022 email guidance, they no longer require paper copies of anything other than the STID.
17. Participate in an interview (CAR review meeting) with FERC about the CAR results. We will submit a draft of our presentation to Licensee at least two weeks prior to this interview. The presentation is due to FERC one week prior to the interview.

18. Review FERC comments on the CAR with Licensee and brainstorm a path toward resolution of the comments. This debrief session will help Licensee and Ayres both reduce uncertainty for future CA opportunities.

### **Responsibilities of Owner and Others**

The Owner shall designate in writing a representative authorized to act in the Owner's behalf, and shall furnish required information, approvals and decisions as expeditiously as necessary for the orderly progress of Ayres' services.

Ayres shall be entitled to rely on the accuracy and completeness of necessary project information supplied by the Owner.

Owner (Licensee) and others are responsible for the following:

- Providing an organized set of applicable project information to Ayres. This includes photographs ideally identified by year, project correspondence from past dam safety reviews and inspections, drawings and reports that document dam modifications and dam safety studies, and the latest computations' supporting computer files such as GeoSlope embankment models, Tainter gate stress analyses, HEC-RAS analyses, DamBrk models, etc.
- Providing access to the project site (all dam components, adjacent rim areas, downstream valley sidewalls for geological inspection, and other locations as needed), to complete the inspections and analyses. Site access will also include unlocking piezometer caps, embankment toe drain cleanouts, etc. Note that Ayres does not plan to enter any confined space, such as penstocks, powerhouse units, or other permitted confined spaces.
- Scheduling required coordination calls with the FERC.
- If a major flood happens between now and the field inspection, we would like the Licensee to take a five minute or longer video of the project from two fixed positions – one looking downstream from the deck at the full width of the tailrace and another video looking sideways at the tailrace from either the left or right bank so that we can see the hydraulic conditions. These videos would be reviewed by Ayres to better understand hydraulic risks associated with spillway releases. We would also like the opportunity to see these events in person (with travel covered under our existing budget) if our schedule permits.
- Reviewing submitted reports and providing timely feedback on additional considerations for the IC team to review.
- For meetings held at places other than Ayres' office building in Wisconsin, arrange for and pay for the meeting place venues, working lunches, and meeting room equipment.
- Providing electrical/mechanical and instrumentation operators who understand the project well, and who are intimately familiar with the dam's operational standards, existing equipment limitations/challenges, and instrumentation. Where the current dam operators all have less than five years of experience on the project, Ayres recommends that former operators who might have had decades of experience be brought into the L2RA and allowed to input supporting points for likely and unlikely factors. Any compensation or contract agreement would be directly with Licensee.
- Providing at least one dam safety subject matter expert who will provide elicitation estimates for inclusion in the L2RA report.
- Submitting the final versions of the Part 12D Inspection Plan, CA-PIPR, and CAR to the FERC.
- Submitting the plan and schedule to address the IC team's recommendations from the CAR.

### **Additional Services**

We do not anticipate that services beyond those described above will be needed to fulfill the FERC requirements for this inspection, L2RA, and final CA report. We have not budgeted to perform or permit-required confined space entry, numerical models, emergency action plan maps, etc.; but if these are required, then these would also be additional services.



**Time Schedule**

If this proposal is signed no later than the deadline below, Ayres will begin working on the CA no later than January 1, 2025. We expect to submit the final CA report to FERC no later than January 15, 2027.

**Fee**

We will perform the above services for a lump sum amount of \$389,600.

**Contract Terms and Conditions**

Attached are "Contract Terms and Conditions" which will apply to the services and which are incorporated into this proposal by reference.

**Acceptance**

If this proposal and terms and conditions are acceptable to you, a signature on the enclosed copy of this letter will serve as our authorization to proceed.

This proposal is valid until December 31, 2024 unless extended by us in writing.

Proposed by Consultant:

Ayres Associates Inc



Anthony Alvarado  
Vice President

Accepted by Owner:

\_\_\_\_\_  
Owner's Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Attachments: Contract Terms and Conditions



**AYRES ASSOCIATES  
CONTRACT TERMS AND CONDITIONS**

**1. Performance of Services:** Consultant shall perform the services outlined in its proposal to Owner in consideration of the stated fee and payment terms.

**2. Billing and Payment:** Invoices for Consultant's services shall be submitted to Owner on a monthly basis. Invoices shall be due and payable within 30 days from date of invoice. If any invoice is not paid within 30 days, Consultant may, after giving 7 days' notice, without waiving any claim or right against Owner, and without liability whatsoever to Owner, suspend or terminate the performance of services. Accounts unpaid 30 days after the invoice date will be subject to a monthly service charge of 1.5% on the unpaid balance, or the maximum rate of interest permitted by law, if less. Payment will be credited first to any interest owed to Consultant, then to principal. The amount of any excise, value-added, gross receipts, or sales taxes that may be imposed on payments shall be added to the Consultant's compensation. Owner shall pay all costs of collection, including reasonable attorney's fees and costs incurred by consultant, in collecting any amounts due from Owner. No deductions or offsets shall be made from Consultant's compensation or expenses on account of any setoffs or back charges. If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Consultant in writing of the specific basis for doing so, may withhold only the portion so disputed, and must pay the undisputed portion.

**3. Access to Site:** Owner shall furnish right-of-entry on the project site for Consultant and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of services. Consultant will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

**4. Location of Utilities:** Consultant shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend Consultant in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information or instructions which have been furnished to Consultant by others.

**5. Hazardous Materials:** In the event that unanticipated potentially hazardous materials are encountered during the course of the project, Owner agrees to negotiate a revision to the scope of services, time schedule, fee, and contract terms and conditions. If a mutually satisfactory agreement cannot be reached between both parties, the contract shall be terminated and Owner agrees to pay Consultant for all services rendered, including reasonable termination expenses. Owner acknowledges that Consultant is performing professional services for Owner and that Consultant is not and will not be required to become an "owner", "arranger", "operator", "generator" or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended, which are or may be encountered at or near the site in connection with Consultant's activities under this agreement.

**6. Insurance:** Consultant shall maintain Workers' Compensation, General Liability, and Automobile Liability Insurance during its services for Owner. Consultant shall furnish a Certificate of Insurance to Owner upon written request. Owner agrees that Consultant shall not be liable or responsible to Owner for any loss, damage, or liability beyond the amounts, limits, exclusions, and conditions of such insurance.

**7. Limitation of Professional Liability:** **Owner agrees to limit Consultant's professional liability for any and all claims for loss, damage or injury, including but not limited to, claims for negligence, professional errors or omissions, strict liability, and breach of contract or warranty, to an amount of \$50,000.00 or Consultant's fee, whichever is greater. In the event that Owner does not wish to limit Consultant's professional liability to this sum, Consultant agrees to raise the limitation of liability to a sum not to exceed \$1,000,000.00 for increased consideration of ten percent (10%) of the total fee or \$500.00, whichever is greater, upon receiving Owner's written request prior to the start of Consultant's services.**

**8. Opinions of Probable Costs:** Consultant's opinions of probable project costs are made on the basis of Consultant's experience, qualifications and judgment; but Consultant cannot and does not guarantee that actual project costs will not vary from opinions of probable cost.

**9. Construction Review:** Consultant does not accept responsibility for the design of a construction project unless the Consultant's contract includes review of the contractor's shop drawings, product data, and other documents, and includes site visits during construction in order to ascertain that, in general, the work is being performed in accordance with the construction contract documents.

**10. Construction Observation:** On request, Consultant shall provide personnel to observe construction in order to ascertain that, in general, the work is being performed in accordance with the construction contract documents. This construction observation shall not make Consultant a guarantor of the contractor's work. The contractor shall continue to be responsible for the accuracy and adequacy of all construction performed. In accordance with generally accepted practice, the contractor will be solely responsible for the methods of construction, direction of personnel, control of machinery, and falsework, scaffolding, and other temporary construction aids. In addition, all matters related to safety in, on, or about the construction site shall be under the direction and control of the contractor and Consultant shall have no responsibility in that regard. Consultant shall not be

required to verify any part of the work performed unless measurements, readings, and observations of that part of the construction are made by Consultant's personnel.

**11. Standard of Performance:** The standard of care for all professional services performed or furnished by Consultant under this contract will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant does not make any warranty or guarantee, expressed or implied, nor is this contract subject to the provisions of any uniform commercial code. Similarly, Consultant will not accept those terms and conditions offered by Owner in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

**12. Ownership and Use of Documents:** All documents produced by Consultant under this contract are instruments of Consultant's professional service and Consultant owns the documents including all associated copyrights and the right of reuse at the discretion of the Consultant. Engineer grants Owner a limited license to use the documents on the project, project extension and for related uses of the Owner subject to receipt of full payment due, and such license to Owner shall not create any rights in third parties. Owner shall indemnify and hold harmless Consultant and its officers, directors, employees and Subconsultants from all claims, damages, losses, and expenses, including reasonable attorney fees, arising out of or resulting from any use, reuse, or modification of documents without written verification, completion or adaptation by Consultant.

**13. Electronic Files:** Owner and Consultant agree that any electronic files furnished by either party shall conform to the specifications agreed to at the time this contract is executed. Electronic files furnished by either party shall be subject to an acceptance period of 60 days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files. Owner is aware that differences may exist between the electronic files delivered and the printed hard-copy documents. In the event of a conflict between the hard-copy documents prepared by Consultant and electronic files, the hard-copy documents shall govern.

**14. Financial and Legal Services:** Consultant's services and expertise do not include the following services, which shall be provided by Owner if required: (1) Accounting, bond and financial advisory (including, if applicable, "municipal advisor" services as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) and the municipal advisor registration rules issued by the Securities and Exchange Commission), independent cost estimating, and insurance counseling services; (2) Legal services with regard to issues pertaining to the Project as Owner requires, Contractor(s) raises, or Consultant reasonably requests; and (3) Such auditing services as Owner requires to ascertain how or for what purpose any Contractor has used the money paid.

**15. Termination of Services:** This contract may be terminated at any time by either party should the other party fail to perform its obligations hereunder. In the event of termination for any reason whatsoever, Owner shall pay Consultant for all services rendered to the date of termination, all reimbursable expenses incurred prior to termination, and reasonable termination expenses incurred as the result of termination. Consultant shall have no liability to Owner on account of termination for cause by Consultant.

**16. Controlling Law:** This contract is to be governed by the law of the place of business of Consultant at the address in its proposal to Owner.

**17. Assignment of Rights:** Neither Owner nor Consultant shall assign, sublet or transfer any rights under or interest in this contract (including, but without limitation, moneys that may become due or moneys that are due) without the written consent of the other, except to the extent mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this contract. Nothing contained in this paragraph shall prevent Consultant from employing such independent subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

**18. Third Party Benefits:** This contract does not create any benefits for any third party.

**19. Dispute Resolution:** Owner and Consultant agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice prior to exercising their rights under the following dispute resolution provision. If direct negotiations fail, Owner and Consultant agree that they shall submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this contract or the breach thereof to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association effective on the date of this contract prior to exercising other rights under law.

**20. Exclusion of Special, Indirect, Consequential, and Liquidated Damages:** Consultant shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the project or this contract.

**21. Betterment:** If, due to Consultant's negligence, a required item or component of the project is omitted from the construction documents, Consultant's liability shall be limited to the reasonable cost of correction of the construction, less what Owner's cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that Consultant will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.

**22. Severability:** To the extent that any provision of this contract is finally adjudged invalid by a court of competent jurisdiction, that provisions shall be deleted or modified, as necessary, to make it enforceable, and the remaining provisions of this contract shall remain in full force and effect and be binding upon the parties hereto.

**23. Entire Agreement:** This agreement contains the parties entire understanding and supersedes all prior negotiations or agreements over the services described herein. This contract may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

**24. Notice of Lien Rights:** Ayres Associates Inc. hereby notifies owner that persons or companies furnishing labor or materials, including engineering, architectural, and surveying services, for the improvement of or construction on owner's land may have lien rights on owner's land and buildings if not paid. Owner should give a copy of this notice to their mortgage lender, if any. Ayres Associates Inc. agrees to cooperate with the owner and owner's lender, if any, for resolution of POTENTIAL LIEN claims made as part of this contract.



# 2025 Ford Lake Part 12D Comprehensive Assessment

FERC # 5334

Township of Ypsilanti

August 20, 2024

Ingenuity, Integrity, and Intelligence.

[www.AyresAssociates.com](http://www.AyresAssociates.com)



August 20, 2024

Dear Mr. Saranen:

Thank you for the opportunity to submit this proposal for professional services for completing a Comprehensive Assessment (CA) and Level 2 Risk Analysis (L2RA) for the Ford Lake Project. This letter presents our proposed scope of services, time schedule, fee, and contract terms and conditions.

## Project Description

The Federal Energy Regulatory Commission (FERC) established qualifications for completing a comprehensive assessment in 18 CFR 12 and guidelines for the process in FERC Engineering Guidelines for the Evaluation of Hydropower Projects, Chapters 16, 17, and 18.

## Team Qualifications and Approach

We understand the Licensee desires experts to do the CA and L2RA correctly and efficiently, noting the project's schedule is accelerated and the project has some long-standing structural and geotechnical challenges. Our team of experts include:

- **Facilitator** – Pete Haug, project manager and principal-in-charge
- **Lead IC** – Dr. Adam Prochaska, geologic and geotechnical engineering
- **Co IC** – Mike Rogney, hydraulic and hydrologic engineering, consequences expert, owner dam safety plan and emergency action plan reviewer
- **Subject Matter Expert** – BJ Siljenberg, structural engineering including hoists/gates, concrete stability, concrete structures
- **Note Taker** – Michael Leopold
- **L2RA Recorder** – Nicholas Johansen, consequences modeler

Ayres has attended each type of FERC training event offered on the CA and L2RA process. We completed Comprehensive Assessments for Xcel Menomonie and Wisconsin River Power Company Castle Rock already, and we are scheduled to complete Chalk Hill, High Falls, and French Landing Comprehensive Assessments in 2024.

Ayres has participated in multiple feedback conversations with the FERC on the Comprehensive Assessment process, including participation in roundtables and presentations at Midwest Hydropower Group, National Hydropower Association, and United States Society on Dams. We have received constructive and mostly-positive feedback from Chicago Region on our first Comprehensive Assessments and have adapted our approach accordingly for the proposed Ford Lake Project.

We believe Ayres' plan has three key points that reduce process inefficiency:

- Ayres and RJH have teamed on multiple Part 12 inspections and spillway erodibility studies, and our team members have all participated together on eight Part 12 inspections and five Comprehensive Assessments. Ayres and Hatch teamed together on the \$28M Byllesby Dam powerhouse replacement project and are currently teaming together on the FERC Box Canyon Comprehensive Assessment project. Ayres and Underwater Inspectors have teamed together on the Wisconsin Department of Transportation's master contract for bridge inspections. In addition to working with Ayres on dives for state dams, Underwater Inspectors has also worked for FERC-licensed dam owners on other Part 12 inspections.
- Ayres has been a leader in submitting thorough Pre-Inspection Preparation Reports (PIPR), and the FERC has commented on our very robust PIPRs. Our belief is that by the time the PIPR is written, the IC team must already know what the key risk drivers are, have already done envelope calculations to assess key stability and hydraulic and geotechnical concerns, and have already concluded what additional studies are required to support the L2RA. This helps us better brainstorm potential failure modes (PFMs), choosing reasonable ones rather than going down a list of non-applicable or physically impossible scenarios; fewer PFMs lead to more time devoted to concentrating on risk drivers.
- Ayres is committed to improving the Comprehensive Assessment's process efficiencies. We have successfully used OneNote real-time document sharing, shared OneDrive file systems, Microsoft Forms and Socratic risk elicitation software, and spreadsheets that simplify and sort potential failure modes as they are written. FERC regional staff can provide a reference for how efficiently our team has completed screening and potential failure mode development sessions.
- We are assigning each of the above experts "homework" to be done ahead of the PIPR submittal so that the FERC will be confident the PFMA and L2RA will be similarly well-done. While the FERC Guidelines imply no advanced computations are necessary for L2RA, the FERC states that existing computations must be verified and potential failure modes should be reasonably developed. We found the following screening level assessments to be very helpful to complete as part of the PIPR and therefore be used to efficiently screen potential failure modes:
  - ◆ Embankment filter compatibility check
  - ◆ Seismic liquefaction potential for all drilling logs
  - ◆ Gate rating curves with orifice flow check of gate and deck constrictions
  - ◆ Stability sensitivity to foundation friction angle and drain efficiency
  - ◆ Tailrace erodibility and overtopping erodibility if overtopping is not remote
  - ◆ Geological profile and section views that summarize foundation explorations
  - ◆ Seismic loading on gates and piers
  - ◆ Lanes and Bligh Creep ratio checks for structural underseepage
- Based on one-on-one interactions with FERC's lead reviewers, Ayres strongly believes that the Reclamation Estimating Consequence Methodology is not suitable for projects that have more than 10 homes in the hydraulic shadow. Based on our initial review of the area below the dam, we propose that a two-dimensional HEC-RAS flow model coupled with LifeSim is a better choice for modeling consequences on this dam.
- Ayres is assigning Ypsilanti Charter Township fieldwork deliverables as described in the Responsibilities of Owners and Others section. Ayres will provide guidance for this fieldwork, especially where previous fieldwork methods and scope may not be complete enough for the expected CA and L2RA requirements.

## Scope of Services

To complete the CA and L2RA, we propose the following specific scope of services, which is in accordance with the provided Request for Proposal's Scope of Work:

1. Participate in a kickoff and coordination call to understand Licensee's goals and discuss strategies for a successful CA and L2RA to meet the FERC requirements listed in 18 CFR 12.37.
2. Review the Digital Project Archive, historical correspondence, instrumentation records, previous reports, and available project information. Our team will review the following per FERC Engineering Guidelines Chapter 16:

- Owners Dam Safety Program (ODSP)
  - Dam Safety Surveillance and Monitoring Plan (DSSMP) and the last five Dam Safety Surveillance and Monitoring Reports (DSSMRs)
  - Hazard potential classification
  - Emergency action plan
  - Public safety plan
  - Operations and maintenance programs
  - Spillway adequacy
  - Supporting Technical Information Document (STID)
3. Prepare an Inspection Plan for Licensee review and submittal to FERC. The plan will include resumes, approach, technical complexity, and all the section requirements listed in FERC guidelines.
  4. Distribute PIPR section assignments to the subject matter experts, coordinate field trips with Licensee's delegate, and keep the project on schedule as far as Ayres can control. Ayres' team will assess the structure in accordance with FERC guidelines for geological, geotechnical, structural, hydraulic, mechanical, and operational compliance with FERC and industry-standard recommendations. Our assessment will include a representative selection of independent computations such as weights, forces, geotechnical parameters, gate rating parameters, interaction equations, instrumentation correlations, and other items necessary to fulfill the FERC's "independent" assessment standard. We do not expect to do advanced computations (such as seep/slope numerical stability models, computational fluid dynamics models, or finite element models), but we have budgeted to prepare computations consistent with FERC expectations that we have confirmed whether STID conclusions are reasonable. The earlier "homework" paragraph describes the level of detail we expect to complete for our assessment.
  5. Prepare and submit to the FERC a Part 12D Pre-Inspection Preparation Report (PIPR). Ayres understands that an incomplete PIPR may result in rejection of team members, delays of the project, and the FERC issuing resubmittal requirements or conditions for additional information requests. Therefore, we understand how important a complete, well-supported, and accurate PIPR is to keeping the project on track for submittal by the FERC deadline
  6. If FERC comments on the PIPR are received at least two weeks prior to the PFMA session, we will prepare a written response for Licensee to submit to FERC that addresses each comment. So far, Ayres has only had one request for additional information from our five PIPR submittals (we put information in an appendix rather than in one PIPR section so had to issue a short letter to FERC).
  7. Submit a safety plan to Licensee at least 30 days prior to field inspections.
  8. Travel to dam during a snow-free and ice-free period and complete field explorations and observations of the project. Field inspections offer opportunity to (1) visually confirm what each person has read or written, (2) look for additional information that might not have been recognized in the STID, and (3) build team dynamics faster as multiple subject matter experts look at and discuss the same onsite object. We do expect these field operations in support of our inspection:
    - During the onsite inspection, Ayres expects to witness three different gate openings. As an example of what we are doing for our other CAs, three tests are expected to fulfill the comprehensive assessment expectations and support conversations expected during the L2RA. We realize these gate opening tests are sometimes challenging for owners, and we are willing to discuss alternative proposals with Licensee and FERC.
      - ◆ Ayres anticipates that a single gate full-open test can be performed for this project. If this is not true, we would expect that a gate would be opened fully behind a dewatering bulkhead (installed by Ypsilanti Charter Township).
      - ◆ The second test will include opening a gate under station service power to a safe discharge that does not endanger dam safety or lives downstream. However, FERC has encouraged doing these tests in spring when river flows allow higher gate tests; and Ayres staff would travel to the site to witness these gate operations. The gate opening time (feet per minute) will be measured, and amperages/pressures will be recorded for operating equipment. If uniform gate operations are not part of the dam's standard operating procedures, the team may request that this test be repeated for the center gate and a side gate to check hydraulic pattern impacts.



- ◆ The third test would be a partial open gate test under backup power, and this test will also incorporate backup power equipment setup, changes in hoist used, etc. as applicable to the dam.
  - Separate of the inspection above, Ayres will conduct a downstream underwater dive. Our field team will also conduct spot checks for embankment profiles, crest elevations, headwater and tailwater readings compared to staff gauge readings, and select rim surveys where legal access is permitted.
  - Ayres has not budgeted to complete confined space inspections.
9. Facilitate and participate in an original (from scratch) potential failure modes analysis (PFMA) session in accordance with FERC Chapter 17. Our team has budgeted to do this in-person, which from experience we find to be the most efficient use of time. As part of the PFMA, we will:
    - Prepare and present a project summary and overview to the PFMA team, including an understanding of the project's design, construction, physical features, operation, loading conditions, and instrumentation.
    - Do independent brainstorming of PFMs ahead of the PFMA to develop adverse/favorable factors that each subject matter expert believes important to the PFMA discussion.
    - Participate during the PFMA session to brainstorm, develop detailed descriptions, identify adverse and favorable factors, screen PFMs, identify dam safety management activities, risk reduction measures, and surveillance and monitoring guidance for each PFM, and confirm that the breach inundation models we have completed are sufficient to address the PFM's hazard.
    - Conclude the PFMA session by identifying follow-up studies or other information needed to evaluate PFMs, developing major findings and understandings, and preparing a draft and final PFMA report for Licensee feedback.
  10. After the PFMA, Ayres will compile a digital OneNote page for each identified potential failure mode and compile a set of documents we plan to use for potential failure mode risk elicitation. This shall be submitted to Licensee at least 10 business days prior to the L2RA.
  11. After the PFMA and field gate tests, we will finalize the Hydrologic Hazard Assessment using RMC-BestFit software, available historical and paleoflood information, available plant records and gauge records, and available regional skew studies. Maximum gate opening will be set as that provable by the field full gate open test.
  12. After the PFMA, we will prepare up to three additional simplified breach/inundation models (in addition to reviewing the project's accepted dam failure analysis) and develop consequence estimations informed by Microsoft structure database (calibrated with our onsite inventory of structure heights), local census information, and up to two phone interviews with local emergency management agency representatives. The model we use will be provided to the Licensee but will not be suitable (without additional improvements that we could do later as an Additional Service) for development into Emergency Action Plan maps.
  13. Because there is significant processing and preparation needed to take PFMs to risk elicitation, we expect four to eight weeks to elapse between the PFMA and L2RA.
  14. Lead and participate in a L2RA in accordance with FERC Chapter 18. To save expensive travel costs the consulting teams, Ayres will host this meeting in a large room at our headquarters in Eau Claire. The facilitator will work with Licensee to confirm the meeting room selection and provided accommodations are suitable. Ayres' team expects to do the following during the L2RA:
    - Minimize biases and maximize confidence in the L2RA outcomes by the facilitator controlling the process but not controlling the final opinions.
    - Develop estimates of loading probability times failure probability for each PFM carried forward.
    - Develop estimates of consequence probability for each PFM carried forward. The consequences will be informed by the breach analyses, emergency management response, and impacted structures.
    - Engage in subject matter expert debate with the facilitator assigning a best-available value for final risk and f-n chart plot position for each PFM, noting that dissensions will be tracked.
    - Provide a notetaker and recorder for the L2RA who will track statements made by subject matter experts, develop real-time spreadsheet summaries of discussion, compile elicitation software output to track estimates, and compile any new risk reduction measures brainstormed during the L2RA.

15. Prepare a L2RA report (as an appendix to the CA Report) and submit to Licensee for review and comment.
16. Prepare a CA Report (CAR) in accordance with current FERC guidelines. Ayres will:
  - Provide a draft CAR to Licensee for review comments. Report format will comply with the RFP requests and FERC guidelines.
  - After receiving written comments from Licensee, participate in an interview (pre-CAR review meeting) with Licensee about the CAR results. This meeting will occur prior to finalizing the CAR.
  - Address comments received from Licensee on the draft report and during the interview and prepare a final CAR that Licensee will submit to FERC.
  - Provide electronic files of the CAR for Licensee to submit to FERC. FERC guidelines state that paper copy submittals are to be prepared, but Ayres notes that in the FERC's 17 November 2022 email guidance, they no longer require paper copies of anything other than the STID.
17. Participate in an interview (CAR review meeting) with FERC about the CAR results. We will submit a draft of our presentation to Licensee at least two weeks prior to this interview. The presentation is due to FERC one week prior to the interview.
18. Review FERC comments on the CAR with Licensee and brainstorm a path toward resolution of the comments. This debrief session will help Licensee and Ayres both reduce uncertainty for future CA opportunities.

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## Conflict of Interest

We do not see any conflicts of interest. Neither Hatch, nor RJH, nor Ayres have recollection of working on this dam.

## Subcontractors

Ayres has included on our team Dr. Adam Prochaska with RJH Consultants (Colorado) as a subject matter expert in geotechnical and geological engineering. We have also contracted with BJ Siljenberg with Hatch (Minnesota) as a subject matter expert in structural engineering. We have also contracted with Eric Hogden with Underwater Inspectors to do the tailrace dives.

## Fee

Ayres proposes to complete this service as a fixed fee item, in the amount of **\$389,600** for the above services.

## Contract Terms and Conditions

Ayres standard terms and conditions are attached.

## Acceptance

If this proposal is acceptable to you, providing us with a written notice to proceed will serve as acceptance and authorize us to proceed with this project.

Proposed by Consultant  
Ayres Associates Inc.

A handwritten signature in black ink, appearing to read "Peter E. Haug". The signature is stylized and includes a small square mark at the bottom right.

Peter E. Haug, PE  
Manager – Water Resources

# Schedule



# Firm Qualifications

## Ayres

In the late 1950s when former World War II pilot Owen Ayres started as a structural engineer in a one-room office in Wisconsin, one of the main company assets was an old Plymouth station wagon. Instead of a raise, Owen was offered a chance to one day buy the company. He did just that, and decades later that tiny office and beat-up Plymouth have turned into multiple offices and hundreds of employees across the country. Ayres was founded in Wisconsin in 1959.

With a team of nearly 400 innovative problem-solvers nationwide, we stand with integrity behind thousands of projects that strengthen communities and our country's infrastructure, economy, and environment.

### AYRES' SERVICES

Water Resources + River Engineering	Architecture
Structural Design + Inspection	Transportation
Surveying + Aerial Mapping	Landscape Architecture
Civil + Municipal Engineering	Planning + Development
Environmental	Telecommunications + SUE

## Water Resources Engineering

We have been privileged to work with municipal, county, and utility clients throughout the United States on a variety of water control structure projects. Our facilitator is based in our Eau Claire office, with additional staff in Green Bay and Fort Collins.

We have designed dam improvements, complete dam replacements, and dam removals. We also provide our clients with assistance during bid letting and construction observation/administration.

### AREAS OF EXPERTISE

Dam rehabilitation and design	FERC inspection and compliance
Dam removal design	Hydraulic structures
Stream restoration	River engineering
Bridge hydraulics and scour evaluations	Floodplain mapping and regulatory compliance
1-D, 2-D, and 3-D (CFD) hydraulic modeling	Hydrologic modeling

“I think this was absolutely a unique project. We had some bumps along the way. That’s for sure. But we were able to work through them, and now we have something great to show for it. I think what Ayres came up with was a great solution; it was the best compromise possible. They were able to address the very real safety concerns we had about the dam while still maintaining the beauty and historic charm that we love so much.”

**Michele Peterson**  
City Administrator/Clerk  
City of Lanesboro, MN

## RJH

RJH's most experienced clients know that the greatest risk and uncertainty on their projects is often underground – that's why they turn to their team of geotechnical engineers and engineering geologists for reliable site characterization and practical solutions. RJH is an industry leader in investigating, evaluating, and identifying solutions to overcome challenges to projects presented by variable soil, rock, and groundwater conditions.

They offer a full range of geotechnical and geological engineering services – primarily in support of our dam, levee, reservoir, and water conveyance practices – but also for geostructural applications including excavation support systems, earthen retention systems, and foundations.

RJH knows that effective geotechnical engineering includes more than just performing investigations; it involves the art of interpreting site conditions and understanding how these integrate with design. Their team includes several experts with dual licensure as professional engineers and professional geologists. This integrated knowledge in both geotechnical engineering and geology allows us to effectively identify key data and information needed early in the project to properly characterize a site and develop reliable geotechnical design solutions.

## Hatch

Hatch embraces your visions as our their and partner with you to develop ideas that are smarter, more efficient, and innovative. Their global network of 10,000 professionals work on the world's toughest challenges.

Changes in precipitation patterns, regulatory hurdles, aging infrastructure, and striking a balance between energy generation and environmental conservation are all top of mind. Efforts to address climate change have spurred heavy investment in renewable energy all around the world. At the same time, developing nations are searching for new sources of electricity and better ways of managing their freshwater resources to meet the needs of their growing populations; while in more developed regions, operators are trying to optimize the value of their existing assets while ensuring that reliability and safety is maintained.

Advances in technology and digitalization are opening a new era of possibilities and opportunities. Repowering and refurbishing existing facilities are more feasible, new and large projects are now more plausible, and hydroelectric energy storage is leading to increased grid reliability.

With so much riding on finding new sources of clean, affordable electric power, we push to develop innovative approaches and cost-effective solutions. The world's future may very well depend on overcoming these challenges and harnessing these valuable resources. With expertise that spans across the full hydroelectric value chain, Hatch can help!



## Pete Haug, PE

### Facilitator

Pete serves as manager for Ayres' Water Resources group with a primary focus on hydraulic structures and dam inspections. For more than 11 years, he worked on dam safety studies for the Columbia River and Snake River dams, focused on physical models of spillway forces, structural pressure (lift joints, cavitation, uplift), tailrace erosion (bedrock erodibility, ball milling, and flip jet deflectors), and high velocity conveyances. His latter career with Ayres and the Midwestern dams has expanded to bedrock spillway assessments, bedrock grouting, arch dam design, structural stability, powerhouse design, and Part 12D dam safety inspections.

#### Total Experience

25 Years (13 at Ayres)

#### Registrations

Registered Professional Engineer, MI, MN, WI, IA, MT, OH, WA, ID, NE, CO

#### Education

MS, Civil and Environmental Engineering, University of Iowa

BS, Civil Engineering, Rose-Hulman Institute of Technology

#### Memberships

United States Society on Dams, Hydraulics Committee

United States Society on Dams, Dam Decommissioning Committee

American Concrete Institute

Association of State Dam Safety Officials

American Society of Civil Engineers (state, national, and local)

National Society of Professional Engineers (Wisconsin chapter)

Engineers Without Borders

#### SQRA Experience

- Facilitator, French Landing Hydroelectric Project, Eagle Creek Renewable Energy, MI
- Subject Matter Expert in Hydraulic Structures, Chalk Hill Dam, WEC Energy, MI
- Subject Matter Expert Hydraulics and Hydrology, Castle Rock Dam, WEC Energy, WI
- Co-Independent Consultant, Menomonie Dam, Xcel Energy, WI
- Notetaker and Project Manager, High Falls Hydroelectric Project, WEC Energy, WI

#### Required Training Completed to Date

IN-PERSON CLASS	TITLE	TRAINER	DATE
DLS 102A	Intro to FERC SQRA Process and Guidelines	FERC/USACE	July 2022
DLS 103	Leveraging PFMA to Perform SQRA	USSD	October 2020
DLS 214	Hydrologic Hazard Analysis Training for L2RA	FERC/USACE	October 2022
DLS 113	SQRA Facilitator Training	USSD	October 2022
ONLINE TRAINING	TITLE	TRAINER	DATE
DLS 104	Best Practices in Dam & Levee Safety Risk Analysis	USACE	October-November 2022
RMC-2018-13	Annotated Readings in History of Risk Analysis in Dam Safety	USACE	October 2022



### Recent Training

FERC's 18 CFR Part 12D High Hazard Federally Regulated Inspections Conference (7 hours), 2015

ASDSO Relearning how to do Piezometric Data Seepage Evaluation (2 hours), 2019

Filters and Drainage Systems for Embankment Dams (2 hours), 2020.

Rock Scour Assessment for Dams, Spillways, and Water Conveyance Structures (2 hours), 2020

USSD's Leveraging Potential Failure Modes Analysis to Perform Semi-Quantitative Risk Assessment Training (21 hours), 2020

From his work on the 1,185 MW Wanapum Dam in Washington to the 330-foot-high Hells Canyon spillway in Idaho and from the 163-foot-high Kingsley Dam embankment to the 34,000-foot-long Sutherland embankment, Pete has been widely exposed to geotechnical, hydraulic, structural, and regulatory challenges. He is an avid hydrosurveyor and a proponent of advanced dam monitoring practices for scour, movement, and other stability failure modes. He has participated in numerous potential failure mode analysis meetings, both as the engineer-of-record and also as an independent Consultant.

### Part 12D Independent Consultant and FERC Inspection Experience

#### **FERC P-2536 ECRE Little Quinnesec Falls Part 12D Inspection, Niagara, WI**

- Independent Consultant for the 2022 Part 12D inspection and potential failure modes analysis review.

#### **FERC P-2523 ECRE Oconto Falls Upper Part 12D Inspection, Oconto Falls, WI**

- Independent Consultant for the 2022 Part 12D inspection and potential failure modes analysis review.

#### **FERC P-1417 Central Nebraska Public Power and Irrigation District Part 12D Inspection, Holdrege, NE**

- Independent Consultant for the Kingsley Dam, Jeffrey Dam, Johnson Dam, and 75-mile-long supply canal Part 12D inspections in September 2022. Project includes a 28-foot-diameter morning glory spillway with 80-feet-per-second velocities, an unlined rock cut spillway, and 163-foot-high zoned **earthfill dam**.

#### **FERC P-1835 Keystone Diversion and Sutherland/Maloney Part 12D Inspection, North Platte, NE**

- Completed the dewatered inspection and Paxton Siphon (14-foot diameter, 7,000 feet long) inspection in 2021. Completed the Part 12D Inspections for Maloney Dam, Sutherland Dam, Keystone Dam, and Korty Dam along with 63 miles of canal structures. Complex foundation of loess soils on coarse gravel with **suffusion and suffosion potential**. Keystone has roller compacted concrete and **fuse plug spillway**.

#### **FERC P-10855 Dead River Part 12D Inspection, Marquette, MI**

- Independent Consultant for the Hoist Dam, McClure Dam, and Silver Lake Dam Part 12D inspection. Project included a 70-foot-tall intake tower and **gravity arch spillway**, hydraulic fill embankments with filter blankets and stabilization measures, and 13,000-foot-long penstock with 400 feet of head. Project has category I seepage PFM for high sand embankments.

#### **FERC P-10856 Au Train Part 12D Inspection, Au Train, MI**

- Independent Consultant for the Au Train and Whitefish Rivers Part 12D inspection. Project included a 4,500-foot-long loose sand overlying peat embankment across the Whitefish River, a 1,500-foot-long embankment over timber crib with filter blankets and stabilization measures, and a



2,500-foot-long penstock with 134 feet of head.

#### **FERC P-1960, Flambeau Hydro Station Consultant's Safety Inspection Report (2017) and Tainter Gate Bridge Inspection and Analysis 2019, Ladysmith, WI**

- Independent Consultant with five-year follow-up commitment. Also was project manager for tainter gate hoist bridge analysis after two buckled members found.

#### **FERC P-6299, Byllesby Dam Part 12D Inspection, and Part 12 CSIR Supplement, Cannon Falls, MN**

- Independent Consultant for Ambursen Dam with very low reinforcement on dolomitic limestone foundation.

#### **FERC P-2587, Xcel 2018 Superior Falls CSIR, and Xcel Energy - Superior Falls New Right Embankment, Saxon, WI**

- Independent Consultant. Found rim overtopping issues and submitted design report for embankment raise.

#### **Xcel 2018 Saxon Falls CSIR, Saxon, WI**

- Independent Consultant for a dam with **Holland Ackerman Holland clay tile drains**.

#### **Xcel 2018 Dells CSIR, and Xcel - Dells Hydro - Apron Scour Investigation, Eau Claire, WI**

- Assisted Part 12D inspector with **apron scour** analysis, including a 3-D Computational Fluid Dynamics model of the entire dam.

#### **FERC P-1981, Stiles Hydro 10th CSIR Updates, and Stiles Hydro 11th CSIR Updates, Oconto, WI**

- Project manager for Part 12D inspection. Assisted Part 12D inspector with review of findings, including rim overtopping locations, **spillway apron scour, uplift analysis, and powerhouse stability** review.

#### **FERC P-2663, Minnesota Power Pillager 2014 Part 12, Pillager, MN**

- Assisted Jim Bakken, Independent Consultant, with Part 12D inspection of timber crib on timber pile dam converted to concrete gravity structure.

#### **FERC P-2567, Xcel Wisconsin CSIR, Chippewa County, WI**

- Assisted Jim Bakken, Independent Consultant, with Part 12D inspection.

### **Level 2 Risk Assessment Experience**

#### **FERC P-9951 ECRE French Landing Hydroelectric Project, Ann Arbor, MI.**

- Facilitator for 1925 dam with barrel **arch spillway**, sector gate spillway, powerhouse with wafer valve undersluices and inside spill discharge, abandoned fish ladder, siphon spillway operation, and clay embankments with gapped clay tiles.

#### **FERC P-1984 WRPCO Castle Rock Part 12D Comprehensive Assessment, Mauston, WI**

- Subject Matter Expert in Hydraulic and Hydrologic Engineering. The 1951-era dam is a concrete gravity dam with complex tainter gate operating system (common controls, short stroke hydraulic cylinders) and extensive embankments on alluvial foundation with a history of seepage. Tailrace has a history of degradation and is highly susceptible to scour.

#### **FERC P-2181 Xcel Energy Menomonie Part 12D Comprehensive Assessment, Menomonie, WI**

- Co-Independent Consultant and Subject Matter Expert in Hydraulic and Hydrologic Engineering for PFMA session and L2RA session. The 1955-era dam is a **concrete gravity dam** with complex tainter gate operating system (common controls, short stroke hydraulic cylinders) and post-tensioned anchors.

**FERC P-2394 WE Energies Chalk Hill Part 12D Comprehensive Assessment, WI**

- Subject matter expert in hydraulic structures. The 1927-era dam has embankments with Holland Ackerman Holland clay tile drains and a partial height core wall. The radial gate piers have cracking issues near the trunnion anchorages.

**FERC P-2394 WE Energies Brule Part 12D Comprehensive Assessment, WI**

- Under contract to be the Co-Independent Consultant in 2026. The 1919-era dam has complex hydrology and hydraulics, a **fuse plug spillway**, and a right embankment with a history of geotechnical challenges and issues.

**FERC P-8315, Sartell Dam Part 12D Inspection, Sartell, MN**

- Led a semi-quantitative risk assessment for potential failure modes analysis and assisted with the Part 12D inspection. Included development of hydrologic hazard curve for semi-quantitative risk assessment screening for client. Dam founded on grouted timber crib and piles. Dam included two long bascule spillway gates, three small tainter gates, a grouted timber crib gravity dam on alluvial foundation, extensive sheetpile cutoff walls, and challenges of Mississippi River ice and debris passage.

**FERC P-6228, Cascade Dam Part 12D Inspection, Grand Rapids, MI**

- Subject matter expert for hydraulic structures and hydraulic performance. Independent Consultant for Part 12D inspection and assisted with the semi-quantitative risk assessment for potential failure modes analysis. Included development of hydrologic hazard curve for semi-quantitative risk assessment screening for client. Dam included a **barrel arch concrete spillway** with tainter gates, **tailrace erosion** concerns, and an embankment with corewall. Powerhouse included a future unit bay that was used for extra spill capacity (wicket gates, no turbine).

**FERC P-3071 Rapidan Dam Part 12D Inspection, Mankato, MN**

- Subject matter expert for hydraulic structures and hydraulic performance. Independent Consultant for Part 12D inspection and assisted with a screening level semi-quantitative risk assessment. Included development of hydrologic hazard curve for semi-quantitative risk assessment screening for client. Dam included an Ambursen slab on buttress gravity spillway with small tainter gates, debris and ice plugging issues, and a tailwater flood that damaged the powerhouse units.

**FERC Design and Construction Experience****FERC P-2114, Wanapum Dam Modifications, Public Utility District No. 2 of Grant County, WA**

- Lead project engineer for bedrock erodibility study for Wanapum's spillway during the probable maximum flood. Tested multiple gate operation patterns and flowrates to confirm expected scour profiles for the 12 gates (each 50 feet wide by 75 feet tall) on this 185-foot-tall and 1,185 MW project.
- Assistant engineer for cavitation and pressure distribution study for Wanapum's Future Unit Fish Bypass chute spillway.
- Lead project engineer for spillway gate rating and hydraulic capacity study for Wanapum's spillway.

**FERC P-1971, Hells Canyon Dam Spillway, Idaho Power Company, Boise, ID**

- Assistant project engineer for spillway scour assessment of this 330-foot-tall spillway.
- Lead project engineer for apron ball-milling study for spillway during various gate operations.

**FERC P-1940, WPS Tomahawk Detached Dike Stability, Tomahawk, WI**

- Designed Type I and Type II filters for 1,200-foot-long, 18-foot-high rim dike.

**FERC P-10856, Au Train Spillway Gates and Levee Raise, Au Train, MI**

- Engineer of Record for storage reservoir dike stability and seepage improvements. 5,000-foot-long, 25-foot-high dike required flatter slopes and a two-stage engineered filter. Dam owner has since applied for license surrender for economic reasons. Construction on hold, pending state and federal permits.

**FERC P-6299, Byllesby Turbine and Powerhouse Upgrades, Construction Phase Services, Cannon Falls, MN**

- Project manager on aspect of project involving construction phase support services. Broader project involves study and design for upgrades to powerhouse and equipment at Dakota County's Byllesby Dam. Study includes turbine management, historical river flow rates, historical power production data, and current turbine information. Team is designing improvements to accommodate two SAXO turbines within century-old powerhouse building shell. Services include prequalifying potential equipment suppliers; preparing technical specifications for turbine equipment; collecting HD laser scan of existing powerhouse interior, and analyzing costs involved in various scenarios for placement of cranes, penstock configuration, vertical Kaplan units, and generation control equipment. Team will provide 3D Revit models for up to three alternatives. Design provided for concrete repairs, roof design, raceways, control room, repairs and enhancements for two buttresses, and structural supports and modifications needed to accommodate staged installation of turbine machinery on this \$24 million project.

**FERC P-2561, TRC Sho-Me Scour Hole Repair and Aquatic Organism Passage, Niangua River, MO**

- Designed scour hole repairs and supervised stability analysis.

**FERC P-6299, Byllesby Dam Existing Facility Capital Improvements, Grouting Design, Cannon Falls, MN**

- Responsible for project management. Project involved engineering services for 18 improvement projects at Byllesby Dam. Primary design tasks included designing bedrock spillway grouting plans, planning 8,000 square feet of spillway ogee resurfacing, evaluating structural cause and solution for north powerhouse buttress wall cracks, developing solutions for various dam leaks and minor cracking, evaluating entrance bridge load capacity, and inspecting trip gate mechanisms for damage. About 1,600 cubic feet of grout was placed at various thicknesses and injection patterns to seal voids in spillway's sandy dolomite. Original concrete on highest spillway section needed replacement, involving removal of 5,000-plus cubic feet of concrete. Spillway resurfacing involved double-layer resurfacing with less costly shotcrete over woven wire mesh, filling all but the top 2 inches of ogee, followed by 2-inch-thick layer of polymer-modified high strength shotcrete for final top wearing layer. Innovative design saved County more than \$100,000. Facility is high-hazard FERC dam, and project included preliminary design, final design, and FERC submittal for construction authorization.

**FERC P-10805, Black River Partners Hatfield Hydro Canal Construction, Hatfield, WI**

- Assisted with design and construction engineering of stability improvements to canal embankments. Project involved providing construction phase services for repairs to three sections of Power Canal. Three-year construction project required multiple iterations of submittals, including revisions to material lists, borrow pits, and construction methods. Construction administration tasks included reviewing contractor submittals and FERC requirements as a variety of FERC inspectors ordered changes throughout this project.

**FERC P-1984, WRPCO Castle Rock Tailrace Evaluation, Adams, WI**

- Reviewer for tailrace degradation evaluation.

**FERC P-1835, Gerald Gentlemen Station Sutherland Cooling Pond, Sutherland, NE**

- Reviewer of the 2-D and 3-D Computational Fluid Dynamics model analyses for the Sutherland pond baffle performance.

**FERC P-9003, Xcel Riverdale Gate Replacement, Riverdale, WI**

- Reviewer of the 3-D Computational Fluid Dynamics model analysis for the apron endsill modifications for energy dissipation.

**Melrose Mill Pond Dam Preliminary and Final Design and Construction Services, Melrose, WI**

- Responsible for project management. Project began with conducting geotechnical explorations at Village of Melrose's old mill pond dam to determine design parameters for bedrock shear and bearing capacity. Ayres designed a 50-foot-

tall concrete arch dam and low-level gated outlet works. Construction for \$1.8 million project is expected to start after final permits are approved by the Wisconsin Department of Natural Resources (WDNR).

#### **FERC P-0710, Balsam Row Dam Fish Passage Design, Shawano County, WI**

- Water resources engineer. Upper Wolf River was historically some of the best spawning grounds for sturgeon, but Balsam Row Hydroelectric Plant and Shawano Mill dam prevent sturgeon from freely navigating upriver to spawn on the rocky shoals near Keshena Falls. Project required extensive coordination with WDNR, F&WS, FERC, MITW, and licensee. Ayres designed 400-foot-long nature-like fishway (pool and riffle), full trap and sort facility for checking fish health, dam safety improvements (cutoff walls, drain filters, and isolating head gate), and owner access improvements (culvert, parking lot). Construction is estimated at \$1.5 million, but the project owner is awaiting final funding from state and federal agencies.

#### **Washburn County Minong Feasibility Study, Minong, WI**

- Served as project manager and engineer of record. Responsible for hydraulic engineering. County retained Ayres to complete feasibility study at Minong Flowage Dam. A 29-foot-high concrete gate and powerhouse structure impounds a 1,600-acre-foot reservoir and supports one of Wisconsin's best wild rice habitats. Improvements include adding 50% more spillway flow capacity; replacing three slide gates and two flashboard bays; reconstructing six spillway piers; stabilizing the steep embankments; repairing an inoperable sluiceway gate; replacing sections of a deteriorated sluice gate trash rack; adding a new stepped spillway; and replacing the old apron with a dentated endsill. Powerhouse's downstream retaining wall was also replaced as part of project. Construction vibrations were limited to avoid damage to remaining powerhouse and dam, and construction was completed with only a 5-foot drawdown of the reservoir. County had only four of 22 original 1936 design drawings, so many design details had to be field-modified for differing site conditions. Construction contractor also overcame numerous setbacks, such as 10-year flood during construction, discovery of 5-foot-high by 40-foot-wide voids under existing dam, very high phreatic surfaces in embankments, large spillway toe boils, and stuck gate opening that threatened to drain one of state's premier wild rice flowages and cold water fisheries. Project was completed for a total cost of \$1.77 million.

## Qualifications for Pete Haug

See Section 5 of Relevant Risk Assessment and Facilitation Experience That Support Facilitating and Participating in USACE, FERC, and TVA Risk Assessments, (Reference RMC-TR-2021-01)

Pete's resume follows for further consideration and proof of his qualifications to be a subject matter expert in multiple areas of hydraulic structures and hydrology.

### Dam and Levee Safety Experience

Minimum number of years of dam or levee experience

Pete has more than 25 years which exceeds the minimum requirement of 10 years.

- Pete served 12 years with the IIHR-Hydrosience & Engineering research laboratories at the University of Iowa as both a research engineer and the physical shop manager for hydraulic model studies. Studies included gate rating analyses for Grant County, Idaho Power, Chelan County; apron ball milling and spillway erosion studies for dams from 50 to 330 feet high; chute pressure and emergency stop log closure studies for the Wanapum Future Unit Fish Bypass chute; channel stability assessments for sand scour near multiple nuclear plant intakes; vorticity studies of pump intakes and spillway gates; and soil/sand erosion studies for multiple river and riverbank structures.
- Pete has served 13 years at Ayres and is the senior project manager for hydraulic structures. He has designed concrete arch dams, concrete spillways, energy dissipation systems; analyzed bedrock and sand erodibility below dams (channel stability assessments); supervised cementitious grouting of voids under multiple dams; computed uplift profiles and stability for multiple structures; completed Part 12 inspections for some of the largest Midwest dams (Kingsley, Sutherland, Hoist, Byllesby); and overseen the design and construction of multiple seepage mitigation measures for sand embankment dams. Pete is the technical lead for Ayres' Flow-3D numerical modeling group and has completed pressure assessment studies for ogees and apron blocks, riverbed erosion potential studies, hydraulic jump stability assessments, and more.

Primary author on dam or levee analysis, design or construction

**A selected sample of papers/publications follows. This exceeds the minimum requirement of 5.**

- 1) Haug and Weber. "Removal of Rock from Wanapum Dam Spillway Apron." University of Iowa. Limited Distribution Report. June 2006.
- 2) Haug and Weber. "Probable Maximum Flood Scour Study for Wanapum Dam." University of Iowa. Limited Distribution Report. January 2006.
- 3) Lyons, Haug, Carrica, and Weber. "Model Studies of a Future Unit Fish Bypass for Wanapum Dam." University of Iowa. Limited Distribution Report. May 2005.
- 4) Haug and Weber. "Wanapum Dam Gate Rating." University of Iowa. Limited Distribution Report. March 2005.
- 5) Haug and Odgaard. "Hydraulic Model Studies for Fish Passage through an Overflow-Underflow Gate Combination at Rock Island Dam." University of Iowa. Limited Distribution Report. July 2004.
- 6) Haug and Odgaard. "Sedimentation Study for Nebraska Public Power District's Cooper Nuclear Station." University of Iowa. Limited Distribution Report. April 2004.
- 7) Haug, Li, and Weber. "Summary of Hydraulic and CFD Models for Wanapum Dam." January 2003.
- 8) Haug and Weber. "Hydraulic Modeling for Hells Canyon Dam Spillway Deflector Design: Phase Two – Three-Dimensional Model." University of Iowa. Limited Distribution Report. March 2002.
- 9) Jain and Haug. "Hydraulic Model Studies of Circulating-Water System for New Madrid Power Plant." University of Iowa. Limited Distribution Report. March 2001.
- 10) Weber, Young, and Haug. "Hydraulic Model Testing of ESBS Perforated Plate Vibrations" (USACE McNary and Lower Granite Dams). University of Iowa. Limited Distribution Report. May 2000.
- 11) Haug. "Wanapum Dam Spillway Deflectors." University of Iowa. Masters Thesis. May 2000.

- 12) Haug, Aadland, and Cox. "Balancing Ecosystem Objectives in Design of a Lake Sturgeon Passage Facility." Hydrovision 2016 Presentation Delivered by Haug.
- 13) Haug. "Managing Uncertainties During Hydropower Dam Removals." USSD Accepted Conference Paper and Presentation Delivered by Haug. April 2015.
- 14) Haug. "Spillway Capacity and Discharge Uncertainty – Why Do Rating Curves Rarely Agree with Flow Measurement Records?" Hydrovision 2012 Accepted Conference Paper and Presentation Delivered by Haug.
- 15) Haug and Peterson. "Legal Challenges to Permitting Low Hazard Dam Removals." ASDSO 2012 Dam Safety Conference Accepted Paper and Presentation Delivered by Haug.

#### Presentation on Case Study of Dam Failure Incident

- 1) Presented "Lessons learned on the Bylesby Dam Shotcrete Failure" – presentation to 40 engineers in Eau Claire WI 4/14/2021
- 2) Silver Lake Dam failure – presented erodibility research for grassed and non-grassed channels below spillways to legal team
- 3) Also attended these presentations:
  - a. Ethics: The St. Francis Dam Failures – Mary McElroy – February 2020
  - b. Review of the 1938 Construction Slide at Fort Peck Dam – ASDSO – August 2019
  - c. Findings of Oroville Dam Spillway Forensic Investigation – January 2018

Lead technical role for one or more technical disciplines for dam or levee analyses

**A selected sample of projects as lead technical role follows. This exceeds the minimum of 5.**

#### **Pete was the Engineer of Record for these selected sand embankment dam projects:**

- 1) Tomahawk Dam (WI) Left Detached Dike rehabilitation – 2020, slope stability modeling and seepage mitigation filter design and was onsite/oncall engineer for evaluation of boils found during construction
- 2) Bylesby Dam Perimeter Dike (MN) – 2012, raised about 1000 feet of perimeter dike, flattened the downstream slope, added two stage filter, and designed piezometer monitoring program
- 3) Upper and Lower Camelot Dams (WI) – 2012, added two stage toe filters to safety convey groin and toe seepage for 24-foot high homogenous sand embankments in Adams County, WI
- 4) Sherwood Dam (WI) Two stage blanket filter on sand embankment – 2011, added 3000 CY of two stage toe filters to safety convey groin and toe seepage for 34-foot high, 500-foot long homogenous sand embankment in Adams County, WI
- 5) Straight Lake Dam (WI) Sheet pile core wall addition – 2010, added embankment corewall to poorly compacted earthfill dam that was part of sensitive Ice Age Trail corridor

#### **Pete was the Engineer of Record for these selected riverbed erodibility studies:**

- 6) Grand Rapids Energy Center / Blandin (MN) – 2021, Flow3D modeling of hydrodynamic fluctuations on alluvial Mississippi River to assess performance improvements for adding apron and chute blocks to spillway
- 7) Dells Hydro (WI) – 2020, Flow3D modeling of hydrodynamic fluctuations on partly sandstone/partly alluvial riverbed below dam with non-conventional stilling basin (partially collapsed) to assess options for reducing erosion potential
- 8) Duane Arnold Energy Center (IA), 2004-2019, annual and post-flood hydrosurveys and walking channel stability analysis of sand riverbed near nuclear plant's cooling water intake, including assessment of channel control vanes, riprap revetment and spur dikes, and sheetpile control weir functionality
- 9) Minong Dam (WI) – 2013, apron ball milling lead to large voids under spillway founded on alluvial (glacial) substrate, so led project to grout foundation with sand-cement, enlarge spillway 50%, add energy dissipation blocks and convert old ogee to stepped spillway

- 10) Byllesby Dam (MN) Bedrock erodibility grouting program – 2013, led project and field observation for 1,600 cubic feet of cementitious grouting in soluble foundation near spillway apron
- 11) Superior Falls Dam (MI) Spillway apron and scour repairs – 2014, during Part 12 inspection found scour hole nearly as deep as dam is tall, led project to repair scour hole

**Pete was the Engineer of Record for these selected concrete dam projects:**

- 12) Byllesby Dam (MN) Powerhouse replacement – 2017-2024, still being constructed, extensive concrete demolition and bedrock excavation below Ambursen Dam, multiple global stability analyses for each phase of construction, piezometric and accelerometer movement monitoring
- 13) Boney Falls Dam (MI) Spillway ogee replacement – 2020-2024, Shotcrete overlay of spillway ogees and evaluation of profile smoothness in relation to hydraulic performance
- 14) Stiles Dam (WI) Future unit floor beam supports – 2012, retrofit design for concrete beam under powerhouse floor with excessive spalling and insufficient reinforcement
- 15) Galesville Mill Dam (WI) Right gravity dam section replacement – 2020, complex stability analysis for retaining wall with high equipment surcharge, multiple internal mill dam remnants
- 16) Fawn Lake Dam (WI) Outlet works replacement – 2017, replaced 48-inch discharge pipe and control structure for clay core dam with sand shell, onsite engineer for liquefiable sand foundation conditions discovered during construction

**Pete was the Engineer of Record for these selected spillway analysis projects:**

- 17) Lake Chelan Dam (WA) – 2022, complete gate rating curve and project hydraulic capacity curve extending well above probable maximum flood
- 18) Byllesby Dam (MN) New spillway construction with large gates – 2013, added 36000 cfs in spillway capacity, including erodibility analyses, gate rating for entire dam, earth embankment raise and filter blankets for perimeter dike, new piezometer and movement monitoring system
- 19) Petenwell Dam and Castle Rock Dam (WI) gate rating curves – 2011, completed comparison of spillway coefficients with literature and model studies for dams of similar ogee conditions
- 20) Melrose Dam (WI) Timber arch dam replacement with concrete arch dam – 2014, completed multiple 3D finite element models for thermal / ice / water loads for 2 to 8 feet thick single curved 50-foot tall arch dam, completed Flow3D modeling of crest and apron pressures, designed gated outlet works for 1000-year flood
- 21) Superior Falls Dam (MI) New Right Embankment – 2019, did rating curve and resolved rim overtopping issues by adding new right embankment
- 22) Wanapum Dam (WA) Spillway gate rating and uncertainty analysis – 2005, did the physical modeling, analytical research, and full uncertainty analysis for a spillway gate rating on a large Columbia River dam.

More projects and details about the above projects are listed on Pete's resume.

## Risk Analysis Experience

Pete was the facilitator for French Landing Hydroelectric Project's Comprehensive Assessment, due December 2024.

Pete was the project manager and subject matter expert for Castle Rock Dam's Comprehensive Assessment, due December 2023.

Pete was the co-independent Consultant for Menomonie Dam's Comprehensive Assessment.

Pete facilitated Eagle Creek Renewable Energy's Sartell Dam (MN) risk analysis session as part of ECRE's portfolio risk



assessment in 2021. Pete participated in two other risk analysis sessions for Cascade Dam (MI) and Rapidan Dam (MN). in 2021. Sartell Dam is on the alluvial Mississippi River and underseepage leading to internal erosion and tailrace erosion leading to stability were two of the investigated risk drivers.

Pete has been an approved Part 12 inspector and conducted PFMA reviews for multiple dams where risk of seepage was heightened (163-foot tall Kingsley Dam, 92-foot tall Flambeau Dam, 70-foot tall Hoist Dam, 67-foot tall Sutherland Dam) and erodible tailraces (40-foot tall Cascade Dam, 37-foot tall Silver Lake Dam, 18-foot tall Keystone Dam). Pete participated in pre-construction risk reduction PFMA sessions for Byllesby Dam and Au Train Dam (sessions held at FERC-CRO).

More details about projects are listed on Pete's resume.

## Training Courses

Training [Per RMC-TR-2021-01]

Pete attended DLS-102A Introduction to FERC SQRA Process and Guidelines, led by Nate Snorteland, Eric Gross, and others in July 2022 in Sacramento. (1 day)

Pete attended DLS-103 Leveraging PFMA to Perform SQRA, led by USSD's trainers and delivered by interactive online training in October 2020. (21.5 hours delivered in a weeklong live online training)

Pete attended DLS-214 RMC-RFA and RMC-Bestfit, led by Eric Gross and Sharon Schultz in October 2022 at USACE-RMC in Denver. (2.5 days)

Pete attended DLS-113 Facilitator Training, led by USSD's trainers in October 2022 in Denver. (2 days)

Pete has watched the online video series for DLS-104 Best Practices in Dam & Levee Safety Risk Analysis, which is available online as a recorded presentation. The session videos were viewed from: [https://www.youtube.com/channel/UCTcud9Y9CQALy\\_m519tnW2A/videos](https://www.youtube.com/channel/UCTcud9Y9CQALy_m519tnW2A/videos). Pete also read the Best Practices pdfs available online at: <https://www.usbr.gov/damsafety/risk/methodology.html>

Also, Pete has read "Annotated Readings in the History of Risk Analysis in Dam Safety" RMC-2018-13

## Training [Per Table 2-2 of FERC March 2016 RIDM Guidelines]

### **Pete has attended the following:**

- 1) Additional report writing and Part 12 seminars:
  - a. Expectations of Semi-Quantitative Risk Analysis – ASDSO Doug Boyer – March 2021
  - b. How to Conduct a Successful PFMA – ASDSO Doug Boyer – December 2018
  - c. Effective Technical Writing, Parts 1 and 3 – Hurley Write – February and March 2016
  - d. FERC's 18 CFR Part 12D Inspections Conference – 7hrs – May 2015
- 2) Geotechnical Review Classes
  - a. Filters and Drainage Systems for Embankment Dams – ASDSO John France – Jan 2020
  - b. Introduction to Rock Mechanics – ASCE Fulvio Tonon – January 2017
  - c. Introduction to Grouting in Rock – ASCE Michael Byle – August 2016
  - d. Strength Selection for Static Slope Analysis – ASDSO John France – May 2016
  - e. Foundation Preparation and Treatment for Dam Construction – ASDSO John France – October 2014



- f. Internal Erosion and Piping Consideration. Part 2 – ASDSO – June 2010
- g. Geotechnical Review of Embankment, Part 1 and 2 – ASDSO – May 2010
- 3) Structural Review Classes
  - a. Cold Weather Concreting Practical Approach – American Concrete Institute – November 2018
  - b. Failures due to Concrete Volume Change and Restraint – American Concrete Institute – October 2017
  - c. Approach to Design, Placing, and Protecting Concrete – June 2017
  - d. Overview of Chemical Admixtures for Concrete – American Concrete Institute – April 2017
- 4) Hydraulics Review Classes
  - a. Advanced Culvert Hydraulics with HECRAS – ASCE Matthew Zeve – March 2020
  - b. Rock Scour Assessment for Dams, Spillways, and other Water Conveyance Structures – ASDSO George Annondale – February 2020
  - c. Introduction to Cavitation in Chutes and Spillways – ASDSO – March 2018
  - d. Introduction to Design of Erosion Control Measures Using Riprap – January 2017
  - e. Erosion and Debris Control – July 2013
- 5) Instrumentation Review Classes
  - a. Use of Remote Sensing in Dam Safety – ASDSO – July 2021
  - b. Satellite Data Analytics: A New Tool in Risk Management for Reservoir Safety – Rezatec Katie Whittington – June 2020
  - c. Libby Dam Slope Stability Radar System – USACE Sharon Gelinis – May 2020
  - d. Relearn Piezometric Data Seepage Evaluation – ASDSO Richard Olsen – May 2019
  - e. Drones and Unmanned Aerial Systems – March 2015

## Licensure

Pete holds an active Professional Engineering license in Wisconsin and nine other states.



## Mike Rogney, PE

### Hydraulics and Hydrology Expert

Mike joined Ayres' Water Resources Group in 2023, bringing ten years of experience in the dam safety industry. Prior to joining Ayres he helped implement the Dam Safety and Floodplain Management Program for the State of Wisconsin as a Water Regulations and Zoning Engineer with the Wisconsin Department of Natural Resources (July 2013 – May 2023). His experience includes providing engineering analysis of dams, such as dam inspections, drafting engineering reports, review and approval of complex dam repair and reconstructions, hydrologic and hydraulic analyses, and response to significant flood event and dam failures. Mike completed two assignments as the acting **State Dam Safety Engineer** for the State of Wisconsin. One in 2018 and another in 2021. Each assignment was 1 – 2 months.

#### Total Experience

11 Years (6 months at Ayres)

#### Registrations

Registered Professional Engineer, Civil Water Resources, WI

#### Education

BS, Biological Systems Engineering (Natural Resource and Environmental Engineering Specialization), University of Wisconsin- Madison

#### Memberships

National Hydropower Association

Association of State Dam Safety Officials

#### Relevant Training

ASDSO Michigan Failure/ Pandemic – Impacts to the ASDSO Peer Review Process, 2022 (2 hours)

ASDSO Improving the Dam Safety Design Review Process, 2022 (2 hours)

ASDSO Instrumentation in Dams – Selection and Installation, 2022 (2 hours)

#### FERC Experience

##### **FERC P-2433 – Grand Rapids Hydrologic Hazard Assessment | 2024**

- Developed hydrologic hazard assessment using RMC-BestFit and RMC-RFA, developed a HECRAS2D consequences model, and presented information for client's use in classifying dam as low hazard.

##### **FERC P-2394 – Chalk Hill Comprehensive Assessment I 2024**

- Processed and **analyzed instrumentation data**, including piezometers, control monuments, seepage, and soundings, as part of the Pre-Inspection Preparation Plan (PIPR) for the Chalk Hill Hydroelectric Project Comprehensive Assessment.

##### **FERC P-2596 – High Falls Comprehensive Assessment I 2024**

- Processed and analyzed **instrumentation data**, including piezometers, control monuments, and seepage, as part of the Pre-Inspection Preparation Plan (PIPR) for the High Falls Hydroelectric Project Comprehensive Assessment.

##### **FERC P-9951 – French Landing Comprehensive Assessment I 2024**

- Processed and analyzed **instrumentation data**, including piezometers, and control monuments, as part of the Pre-Inspection Preparation Plan (PIPR) for the French Landing Hydroelectric Project Comprehensive Assessment.

##### **FERC P-2395 – Pixley Hydroelectric Project Supporting Technical Information Document (STID) Updates I 2024**

- Prepared and completed required revisions to the STID for the Pixley Hydroelectric Project. Included updates to Section 1 related to the Probable Failure Mode Analysis (PFMA), Section 2, Section 3, Section 7, and Section 8, of the STID for Renewable World Energies (licensee is Flambeau Hydro, LLC).

##### **FERC P-2473 – Crowley Hydroelectric Project Supporting Technical Information Document (STID) Updates I 2024**

- Prepared and completed required revisions to the STID for the Crowley Hydroelectric Project. Included updates to Section 1 related to the Probable Failure Mode Analysis (PFMA), Section 2, Section 3, Section

6, Section 7, and Section 8, of the STID for Renewable World Energies (licensee is Flambeau Hydro, LLC).

ASDSO Rock Grouting Principles for New and Remedial Dam Projects, 2022 (2 hours)

ASDSO HEC-HMS with Application to Dam Safety Technical Seminar, 2021(21 hours)

ASDSO Basic Soil Mechanics Technical Seminar, University of Kentucky, 2019 (17 hours)

National Dam Safety Program Technical Seminar – Interim Risk Reduction Measures and Rehabilitation – Emergency Management Institute, 2018

Repair of Concrete – University of Wisconsin Madison Engineering Professional Development, 2018

Wisconsin Emergency Management - ICS-300 Intermediate Incident Command System for Expanding Incidents, 2018 (16 hours)

Modeling 1D Unsteady Flow Using HEC-RAS Version 5 – University of Wisconsin-Madison Engineering Professional Development, 2018

Advanced Modeling Using HEC-RAS, University of Wisconsin-Madison Engineering Professional Development, 2018

**FERC P-11797 – Three Rivers Hydroelectric Project Supporting Technical Information Document (STID) Updates I 2024**

- Prepared and completed required revisions to the STID for the Three Rivers Hydroelectric Project. Included updates to Section 1 related to the Probable Failure Mode Analysis (PFMA), and Section 6, of the STID for Renewable World Energies (licensee is Flambeau Hydro, LLC).

**FERC P-10856 – Au Train Hydroelectric Project Supporting Technical Information Document (STID) Updates I 2024**

- Prepared and completed required revisions to the STID for the Au Train Hydroelectric Project. Included updates to Section 1 related to the Probable Failure Mode Analysis (PFMA), Section 2, Section 3, Section 4, Section 6, Section 7, and Section 8, Section 10, and Section 11, of the STID for Renewable World Energies (licensee is Flambeau Hydro, LLC).

**FERC 10489 – River Falls Hydroelectric Projects, Powell Falls Dam Decommissioning I 2020 - 2022**

- Coordinated a drawdown of the Powell Falls Dam related to licensing and dam safety requirements.
- Completed multiple **dam safety inspections** of the Powell Falls concrete gravity dam and powerhouse during decommissioning project.
- Includes attending numerous on-site inspections and site visits with FERC Inspectors and the Independent Consultant.
- **Joined FERC inspector** during inspection of the Junction Falls Hydroelectric Project.

**FERC P-6467 – Lake Neshonoc Hydroelectric Project I 2018-2019**

- Coordinated a temporary drawdown with Eagle Creek Renewable Energy and FERC related to the repair of the flashboards at the Lake Neshonoc Hydroelectric Project on the La Crosse River near La Crosse, Wisconsin.

**FERC P-2567 – Wisconsin Hydroelectric Project I Multiple Dates (exact unknown)**

- Joined Part 12D FERC Inspections of the Lake Wisconsin Hydroelectric Project. Accompanied FERC Inspectors, Xcel Energy and Independent Consultant on multiple inspections of the Lake Wisconsin Dam. Includes embankments, gates and powerhouse facility. Also includes attendance of an EAP Tabletop exercise in Eau Claire, Wisconsin.

**FERC P-2491 – Jim Falls Hydroelectric Project I (exact inspection date unknown)**

- **Joined Part 12D FERC Inspection** of the Jim Falls Hydroelectric Project. Accompanied FERC Inspector and Xcel Energy on the inspection of the Jim Falls Dam. Includes **embankments, gates, and powerhouse facility**.

**FERC P-2697 – Cedar Falls Hydroelectric Project I Multiple Dates (exact unknown)**

- Attended tabletop and functional exercises for the Cedar Falls Hydroelectric Project in Menomonie, Wisconsin. Assisted Wisconsin Department of Natural Resources – Office of Energy with engineering review of coffer dam and in-stream work implemented as part of Spillway Modification project for the Cedar Falls Project.

**FERC P-2639 – Cornell Hydroelectric Project | exact date unknown**

- Attended and contributed to FERC license renewal discussions between FERC, Wisconsin Department of Natural Resources and Xcel Energy (licensee is Northern States Power Co). Involved a site visit to the facility and meeting in Cornell, Wisconsin to discuss initial stages of the license renewal process.

**Non-FERC Experience****Echo Lake Dam Spillway Improvement Project – Burlington, WI | 2024**

- Completed a **hydrologic and hydraulic analysis** to size the proposed crest gates required to increase and improve the spillway at the Echo Lake Dam in accordance with the State of Wisconsin Dam Safety regulations and requirements. Includes both **one-dimensional and two-dimensional** modeling to satisfy the submergence criteria for spillway capacity.

**Little Falls Dam Reconstruction – Willow River State Park, Hudson, WI | 2018-2020**

- Lead permitting and dam safety engineer for the **complete reconstruction of the Little Falls Dam** in Willow River State Park, near Hudson, WI.
- Involved numerous inspections both prior and during construction, coordination of a breach of the old structure, coordination of a controlled drawdown, complete removal of an existing concrete dam, design discussions with consultant, and reconstruction of a new concrete dam containing four crest gates, and strategically designed slide gates to account for environmental concerns. Project also involved emergency response during large flood in March 2019 as a result of a breach of the sheetpile cofferdam and on-call input for construction related issues.

**St. Croix Falls Hydroelectric Dam – St. Croix Falls, WI | 2013-2023**

- Lead permitting and **dam safety reviewer** for the St. Croix Falls Hydroelectric Dam in St. Croix Falls, WI.
- The St. Croix Falls dam is a FERC-Exempt facility, owned by Xcel Energy (Northern States Power Co.) which fell under Wisconsin Dam Safety Jurisdiction. The facility contains eight (8) generating units and spans the St. Croix River into the State of Minnesota (Taylors Falls Wall). Experience includes multiple inspections, review and approval of a multiple-year repair of the downstream tailrace bays, and coordination of numerous drawdowns related to repair of flashboards.

**Rock Falls Dam Removal, Town of Rock Falls, WI | 2020**

- Lead permitting and **dam safety reviewer** for plans and specifications related to the removal of the Rock Falls Dam.
- Coordinated and managed the removal of the Rock Falls Dam with the Wisconsin Department of Transportation in conjunction with replacement of the State Highway 85 bridge, as the dam was abandoned as ownerless. Consisted of removing the concrete dam, including the overflow spillway and historic/mill powerhouse and restoring the natural rock falls.

**Lake Altoona Dam Repair Project – Altoona, WI | 2016-2017**

- Lead permitting and **dam safety reviewer** for plans and specifications related to the tainter gate anchorage concrete and pier repairs.
- Project involved replacement of the concrete piers containing the trunnion pins. Involved an emergency drawdown due to unsafe concrete conditions found during demolition of the piers. Also involved emergency response for spring flooding near record levels and on-call input for construction related issues.

**Dam Safety Engineer for the Wisconsin Department of Natural Resources | 2013-2023**

- Lead permitting and **dam safety engineer** for a large section of Northwest Wisconsin. Includes implementing and enforcing the Dam Safety and Floodplain Program for the State of Wisconsin, providing engineering analysis and support to communities, regional staff, other governmental agencies, consultants and the public.
- Experience includes completion of several dam inspections, including concrete, earthen, and hydroelectric generation, components.
- Review and approval of plans and specifications for several dam repair and reconstruction projects, ranging from concrete the earthen structural components.



## Michael Leopold, EIT, GIT

### Note Taker

Michael joined Ayres in 2018, bringing three years of experience as a civil engineer. His background includes designing site, grading, construction, structural, and as-built plans. He has significant experience in geotechnical analysis of soils, soil drilling with logging, laboratory testing to ASTM standards, and conducting reports to provide recommendations for site development, foundation design, and structural loading.

His field experience includes inspecting for Abandoned Mine Land projects, subdivision utility replacement, and new construction. Asphalt, concrete, and soil material testing was conducted daily for physical and engineering properties. From his work completing the processes of drafting and analysis of materials, Michael also has established his capability for calculating isolated, mat, and continuous footing parameters for new construction, as well as analyzing, interpreting, and mitigating existing structures.

### Total Experience

7 Years (4 at Ayres)

### Registrations

Engineer Intern, SD

Geologist-in-Training, WY

### Education

BS, Geological Engineering,  
South Dakota School of Mines  
and Technology

### Recent Training

DLS 104 Online Training Videos,  
USACE, 2024

### FERC Experience

#### **[Undergoing FERC Licensing]. Giles Reservoir Dam Embankment Exploration, Piezometers, and STID, Xcel Energy | 2024**

- Assisted with observation of drilling operations in earthen embankment. Concrete gravity dam is 32 feet tall with one tainter gate and a hollow rollway. The concrete dam is founded on timber piles and has 875 feet of embankment with clay tile underdrains.

#### **FERC P-2396. Box Canyon Dam Comprehensive Assessment, Siskiyou County, CA | 2024-2025**

- Proposed note taker and recorder for the comprehensive assessment with level 2 risk analysis. Concrete gravity dam is 1100-feet-long and 209-feet-high and has a powerhouse.

#### **FERC P-2394. Chalk Hill Comprehensive Assessment, WI/MI border | 2023-2024**

- Assistant note taker during PFMA. 43-foot-tall concrete dam with 11 tainter gates and three powerhouse units, all founded on igneous bedrock. 3,321-square-mile drainage basin with complex upper basin storage dams. Embankment contains clay tile drains. 560 kip stranded post-tensioned anchors in spillway.

#### **FERC P-2595 High Falls Comprehensive Assessment, Crivitz, WI | 2023-2024**

- Assistant note taker during PFMA. Multiple concrete gravity dams and earthen embankments on mostly plutonic bedrock foundation. Net head is 83 feet on 7.5MW powerhouse. Dam contains both 1953-era and 2008-era post-tensioned anchors. The 1910-era dam has both filtered and unfiltered embankments, upstream paving on embankments, and multiple rim overtopping points.

#### **FERC P-10856 Au Train Spillway Replacement, Au Train, MI | 2021-2022**

- Geological engineering reviewer for comparison study between FERC-accepted foundation strengths for Silver Lake and McClure dams and proposed foundation strengths for Au Train's North Dam, a 1,500-foot-long and 40-foot-tall earthen embankment and 98-foot-wide concrete gravity overflow spillway founded on moderately hard dolomite.



**FERC P-2390-01 Big Falls Hydroelectric Slope Stability, Xcel Energy | 2021**

- Assisted with preparing the drilling plan, researching site geology and geotechnical engineering considerations, preparing exhibits for the drilling plan, and studying previous geotechnical reports to minimize future drilling operation risk and maximize success. The drilling site was the 23-foot-tall right embankment of sand to silty sand on top of soil foundation.

**FERC P-1940 WPS Tomahawk Hydro, Tomahawk, WI | 2020-2021**

- Reviewer for geotechnical investigation and lead embankment stability modeler (GeoSlope/W stability model and GeoSeep/W seepage model). The drilling site was the 23-foot-tall right embankment of sand to silty sand on top of soil foundation.

**FERC P-9003 Riverdale Hydroelectric Project, Xcel Energy | 2019**

- Assisted with preparing the drilling plan, researching site geology and geotechnical engineering considerations, preparing stratigraphy exhibits for the drilling plan, and studying previous geotechnical reports to minimize future drilling operation risk and maximize success. The drilling site was the 22-foot-tall right embankment of silty sand on top of coarse sand and gravel alluvium.

**FERC P-2390-02 Turtle-Flambeau Hydroelectric Project, Xcel Energy, Park Falls, WI | 2018-2022**

- Responsible for edits to 2012 drawings for changes to Dike 10 and 11 (new dikes necessary to be constructed to isolate rim overtopping locations (including roads) to accommodate the probable maximum flood on a large storage dam. Dikes are up to five feet in height, hundreds of feet long, and are comprised of new silty sand placed over silty sand native soils over schist bedrock foundation.

**FERC P-1981 Stiles Hydro, Oconto, WI | 2018-2021**

- Reviewer for geotechnical investigation and lead embankment stability modeler (GeoSlope/W stability model and GeoSeep/W seepage model). 1620-foot-long and 30-foot-high silty sand embankment with silty clay core. Responsible for assisting with design of two-stage engineered seepage filters and slope stability berm.

**FERC P-10805 Hatfield Hydroelectric Project, Black River Partners, Black River Falls, WI | 2018-2019**

- Responsible for updating and preparing the construction report final model of about half the length of a 12,600-foot-long and up to 65-foot-high power canal embankment slope stabilization and engineered filter improvement project using GeoSlope/W stability model and GeoSeep/W seepage models. Canal consists of very loose to medium dense sand over schist bedrock.

**FERC P-2894 Black Brook Hydroelectric Project, Renewable World Energies, Somerset, WI | 2018-2019**

- Responsible for geologic stratigraphy / strength interpretations and lead embankment stability modeler (GeoSlope/W stability model and GeoSeep/W seepage model) for a 1620-foot-long and 31-foot-high silt and silty sand embankment with concrete corewall.

**Non-FERC Experience****Clam Falls Hydroelectric Dam Replacement, Polk County, WI | 2024**

- Completed foundation inspection for placement of drains, inspected bedrock fractures for continuity and joint sets, conducted baseline bridge abutment inspection, and inspected basalt bedrock foundation for asperities. Project involves removing hydromachinery in powerhouse, adding foundation and intermediate lift drains against a fractured bedrock hillside, placement of mass concrete, post-tension anchoring into basalt, and replacement of a 100-year-old concrete spillway with a new gravity spillway that uses vertical slide gates. Construction started in 2024 and is expected to be completed by 2025.

**Hogchute Carson Dam, Grand Junction, CO | 2020-2022**

- Responsible for geologic stratigraphy / strength interpretations and lead embankment stability modeler (GeoSlope/W stability model and GeoSeep/W seepage model). 900-foot-long and 51-foot-high silty sand core and rock shell embankment at elevation 9851 feet.



## Nick Johansen, CFM

### L2RA Recorder

Nick brings over a decade of professional experience to his work as a water resources engineering staff member at Ayres. Nick's duties involve hydrologic and hydraulic analyses, preparation of preliminary and final plans and specifications to ensure that designs meet standards and code requirements, quantity calculations and cost estimating, and construction observation.

Nick's experience includes one- and two-dimensional river and dam hydraulic model development, HEC Lifesim consequence estimating, floodplain modeling and mapping, streambank remediation, and sanitary sewer collection and treatment plant processes and maintenance. Among his specializations are GIS creation, invasive weed identification, and management of specialty herbicide applications.

#### Select Experience

##### **FERC P-2181 Xcel Energy Menomonie Part 12D Comprehensive Assessment, Menomonie, WI | 2023**

- L2RA recorder for the entire Level 2 Risk Assessment. Assisted risk based consequence assessment through the creation of 2-D hydraulic modeling and implementation of HEC Lifesim, to create probable life loss estimates.

##### **FERC P-1984 WRPCO Castle Rock Part 12D Comprehensive Assessment, Mauston, WI**

- Coordinated the solicitation and risk recording and plotting during the four days of in-person L2RA. Assisted risk based consequence assessment through the conversion of the existing 1-D hydraulic model to a modern 2-D hydraulic modeling using HEC-RAS for probable life loss estimation.

##### **FERC P-2596 – High Falls Comprehensive Assessment I 2024**

- Assisted risk based consequence assessment through the creation of 2-D hydraulic modeling and implementation of HEC Lifesim, to create probable life loss estimates.

##### **FERC P-2394 – Chalk Hill Comprehensive Assessment I 2024**

- Assisted risk based consequence assessment through the creation of 2-D hydraulic modeling and implementation of HEC Lifesim, to create probable life loss estimates.

##### **FERC P-9951 – French Landing Comprehensive Assessment I 2024**

- Assisted risk based consequence assessment through the creation of 2-D hydraulic modeling and implementation of HEC Lifesim, to create probable life loss estimates.

##### **Chetek Dam Failure Analysis - Ten Mile Lake Dike Outlet, Barron County, WI**

- Created hydraulic modeling and floodplain mapping for a Dam Failure Analysis. Coordinated with multiple agencies to obtain approval and implementation for the client.

#### Total Experience

13 Years

#### Certifications

ASFPM Certified Floodplain Manager, ASFPM

#### Education

BS, Environmental Engineering, University of Wisconsin-Platteville

#### Recent Training

ASDSO- HECRAS  
ASDSO-HECRAS 2-D

**Forest County, Town of Hiles, West Pine Lake Road over Wolf River Bridge and Dam, Hiles, WI**

- Conducted detailed hydraulic analysis for the replacement of an existing integrated road crossing and stop log structure with a new hand operated crest gate structure and separate bridge structure. Coordinated with multiple agencies to ensure that all necessary floodplain requirements were met.

**USH 63 Culvert/Mill Pond Dam Bayfield County Analysis and Design, Bayfield County, WI**

- Assisted in the replacement of an existing drop inlet dam structure with a single span girder bridge through creation of hydraulic modeling used for structure sizing and rehabilitation of the upstream stream channel.






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## ADAM B. PROCHASKA, PH.D., P.E., P.G. GEOTECHNICAL AND GEOLOGICAL ENGINEER

### BACKGROUND

Dr. Prochaska is a geotechnical and geological engineer who has over 15 years of experience with investigations and evaluations of dams and hydraulic structures. Responsibilities include geologic field mapping, dam safety inspections and risk assessments, design and implementation of subsurface exploration programs, evaluation of field and laboratory test results and development of material properties, geotechnical modeling and analyses, evaluation and interpretation of geotechnical instrumentation data, geotechnical and embankment design, and construction engineering services.

### EDUCATION

Ph.D., Geological Engineering, Colorado School of Mines, 2007

M.S., Geotechnical Engineering, Purdue University, 2004

B.S., Civil Engineering, University of Wisconsin-Platteville, 2002

### PROFESSIONAL REGISTRATION

Registered Professional Engineer: Wisconsin, Colorado, Nebraska

Registered Professional Geologist: Nebraska, New York, Wyoming

### RELEVANT EXPERIENCE

#### **CHALK HILL HYDROELECTRIC PROJECT, MENOMINEE COUNTY, MICHIGAN AND MARINETTE COUNTY, WISCONSIN.**

Geotechnical and Geologic Subject Matter Expert (SME) as a subconsultant to Ayres Associates, Inc. (Ayres) for a FERC Part 12D Comprehensive Assessment. The dam has 27.4 feet of normal head and includes about 1500 feet of **embankment**, an 11-bay gated spillway with capacity of 38,000 cfs at normal pool, and a 3-unit powerhouse with 7,000 kW capacity. The dam is founded on **granular glacial drift** and metavolcanic bedrock. Responsibilities are ongoing and include providing geotechnical input during Pre-Inspection Preparation Report (PIPR) and final report preparation, a Site inspection, and PFMA and L2RA workshops.

#### **HIGH FALLS HYDROELECTRIC PROJECT, MARINETTE COUNTY, WISCONSIN.**

Geotechnical and Geologic SME as a subconsultant to Ayres for a FERC Part 12D Comprehensive Assessment. The dam has 82.9 feet of normal head and includes about 3,400 feet of embankment, concrete gravity dam sections, a 6-bay gated spillway with capacity of 13,000 cfs at normal pool, and a 5-unit powerhouse with 7,500 kW capacity. The dam is founded on sandy **glacial drift** and plutonic bedrock. Responsibilities are ongoing and include providing geotechnical input during Pre-Inspection Preparation Report (PIPR) and final report preparation, a Site inspection, and PFMA and L2RA workshops.

## ADAM B. PROCHASKA, PH.D., P.E., P.G.

### CASTLE ROCK HYDROELECTRIC PROJECT, ADAMS AND JUNEAU COUNTIES, WISCONSIN.

Geotechnical and Geologic SME as a subconsultant to Ayres for a FERC Part 12D Comprehensive Assessment. The dam has 31.4 feet of normal head and includes about 3.5 miles of **embankment**, an 18-bay gated spillway with capacity of 157,000 cfs at normal pool, and a 5-unit powerhouse with 15,000 kW capacity. The dam is founded on **alluvial sand** about 100 feet thick. Responsibilities included providing geotechnical input during Pre-Inspection Preparation Report (PIPR) and final report preparation, a Site inspection, and PFMA and L2RA workshops.

### MENOMONIE DAM HYDROELECTRIC PROJECT, DUNN COUNTY, WISCONSIN.

Geotechnical and Geologic SME as a subconsultant to Ayres for a FERC Part 12D Comprehensive Assessment. The dam has about 30.5 feet of normal head and includes about 200 feet of **embankment**, non-overflow concrete gravity dam sections, a 6-bay gated spillway with capacity of about 62,000 cfs at normal pool, and a 2-unit powerhouse with 5.4 MW capacity. The dam is founded on Cambrian-age sandstone (Eau Claire Formation) and concrete structures rely on post-tensioned anchors for adequate stability. Responsibilities included providing geotechnical and geological input during PIPR and final report preparation, a site inspection, and PFMA and L2RA workshops.

### COMPREHENSIVE DAM SAFETY EVALUATIONS (CDSEs, VARIOUS LOCATIONS IN COLORADO, FOR THE COLORADO OFFICE OF THE STATE ENGINEER.

Geotechnical and Geologic SME to perform CDSEs (risk assessments) of all high-hazard dams in Colorado. Responsible for reviewing available information, developing reasonable estimates of **loading conditions and consequences**, and participating in risk workshops to identify the likelihood and consequences of the risk-driving PFMs.

### LITTLE KING RANCH DAM, GRAND COUNTY, COLORADO.

Lead Geotechnical Engineer responsible for evaluating dam safety issues related to excessive seepage through fractured sandstone abutments. The reservoir has a storage capacity of 1,090 ac-ft and features a **zoned earth embankment** dam that is about 500 feet long and 57 feet tall. Developed and implemented a geotechnical investigation plan targeted at evaluating potential failure modes. Lead Geotechnical Engineer for a potential failure modes analysis and for developing rehabilitation alternatives to address potential failure modes. Developed a rehabilitation design for a partial reservoir liner to provide adequate dam safety and reduce seepage losses.

### SOUTH BOULDER CREEK REGIONAL DETENTION FACILITY, BOULDER COUNTY, COLORADO.

Lead Geotechnical and Geological Engineer for design of a flood control dam along South Boulder Creek that will consist of constructing an earthen embankment, combination floodwall and spillway, outlet works tunnel, and groundwater conveyance system. Responsible for the design and oversight of subsurface investigations that included rock coring, Packer testing, geophysical seismic refraction surveys, and groundwater modeling to evaluate the effects of project components on the regional aquifer. Also evaluated potential failure modes for the spillway wall founded on a **permeable alluvial foundation** and led spillway geotechnical analyses.



## ADAM B. PROCHASKA, PH.D., P.E., P.G.

### **KINGSLEY HYDROELECTRIC PROJECT, KEITH, LINCOLN, AND GOSPER COUNTIES, NEBRASKA.**

Geotechnical and Geological Engineer as a subconsultant to Ayres during the FERC Part 12D Independent Consultant Safety Inspection of a hydroelectric system that includes three embankment dams (Kingsley Dam, Johnson Lake Dam, Jeffrey Canyon Dam) and three powerhouses. Kingsley Dam is a 2-mile-long, 163-foot-high zoned hydraulic fill embankment dam that is founded on a permeable alluvial foundation and contains a partial foundation **seepage barrier**. Johnson Lake Dam and Jeffrey Canyon Dam are **earthen embankments** 47 and 70 feet tall respectively and are founded on eolian deposits. The combined capacity of the three powerhouses is 90MW. Services include a watered inspection, and an assessment of previously identified Potential Failure Modes.

### **NORTH PLATTE/KEYSTONE DIVERSION DAM PROJECT, KEITH AND LINCOLN COUNTIES, NEBRASKA.**

Geotechnical and Geological Engineer as a subconsultant to Ayres during the FERC Part 12D Independent Consultant Safety Inspection of a hydroelectric system that includes two diversion dams, 40 miles of canals, an inverted siphon beneath the South Platte River and I-80, and two **embankment** dams and reservoirs up to 67 feet tall. Services included watered and dewatered inspections, and assessments of Potential Failure Modes.

### **KINGSLEY DAM SLOPE STABILITY AND SEEPAGE EVALUATION, KEITH COUNTY, NEBRASKA.**

Lead Geotechnical Engineer for evaluating embankment stability and seepage conditions for a 2-mile-long, 163-foot-high zoned hydraulic fill embankment dam. The dam is founded on a permeable alluvial foundation and contains a partial foundation seepage barrier. Responsible for evaluating existing geotechnical and **instrumentation data**, calibrating **seepage models** to observed instrumentation data, and using the calibrated models to evaluate seepage conditions and embankment stability under flood load conditions.

### **HATFIELD HYDROELECTRIC PROJECT, JACKSON COUNTY, WISCONSIN.**

Project Geotechnical and Geological Engineer as a subconsultant to Ayres during the subsurface investigation along a 2-mile-long canal embankment that has a history of **seepage failures**. Professional services were provided to satisfy FERC requirements for having a geotechnical engineer on-site who has experience drilling in dams. Responsibilities included logging 1130 feet of soil borings and bedrock core within 23 boreholes; performing in situ hydraulic conductivity tests; installing four piezometers; preparation of a data report; and providing consulting services to Ayres during development of subsurface profiles, material properties, and seepage modeling.

### **LAKE REDSTONE DAM, SAUK COUNTY, WISCONSIN.**

Project Geotechnical Engineer as a subconsultant to Ayres during a geologic assessment of bedrock stability within the spillway channel. Work was performed in response to concerns by the Wisconsin Department of Natural Resources about displacement of bedrock blocks in the spillway. Work also included subsurface investigations of the dam and abutment, and evaluating seepage conditions in the left dam abutment.

### **ROCK FALLS DAM REMOVAL ERODIBILITY EVALUATION, DUNN COUNTY, WISCONSIN.**

Geotechnical Engineer as a subconsultant to Ayres responsible for the evaluation of streambed **erodibility** during removal of a concrete mill dam situated at the head of a waterfall. Engineering services were provided to evaluate the rate of waterfall headcutting after the



## ADAM B. PROCHASKA, PH.D., P.E., P.G.

stabilizing effects of the dam and concrete apron were removed. Responsibilities included geologic mapping and performing two borings to collect geotechnical data, and evaluating the susceptibility of the waterfall to headcutting erosion during various recurrence interval floods.

### **BRULE CREEK WATERSHED – SITE 1A DAM REMEDIAL REPAIR, KEITH COUNTY, NEBRASKA.**

Lead Geotechnical and Geological Engineer for the remedial repair of a 55-foot-tall flood control dam founded on collapsible soil. Performed a dam inspection; and designed and executed a site investigation that included **geologic mapping**, drilling through the dam, and excavating two test trenches. Performed stability, seepage, and deformation modeling; and auxiliary spillway erodibility evaluations. Performed a dam safety assessment, performed geotechnical analyses to evaluate failure modes and risks, and developed repair concepts to address dam safety deficiencies and bring the dam into compliance with standards enforced by the Natural Resources Conservation Service and State of Nebraska Dam Safety. Project Engineer of Record during construction of the rehabilitation.

### **LAKE BRONSON DAM REHABILITATION, KITSON COUNTY, MINNESOTA.**

Project Engineer and Lead Geotechnical and Geological Engineer for preliminary design of a spillway rehabilitation at a 4,100-ac-ft reservoir impounded by a 34-foot-high embankment dam. The spillway requires rehabilitation because of insufficient hydraulic capacity, structural deterioration, and **foundation seepage** issues. Responsibilities included review of existing subsurface data and instrumentation data, seepage modeling, and leading a subsurface exploration to collect additional subsurface data and install new piezometers.

### **RUETER-HESS DAM AND RESERVOIR, DOUGLAS COUNTY, COLORADO.**

Geotechnical Engineer during design and construction of a 196-foot embankment dam that will impound about 72,000 ac-ft. Responsibilities included geologic mapping and subsurface investigations of the auxiliary spillway foundation; seepage, stability, and **deformation analyses** for the embankment and ancillary structures; and erodibility analyses of the spillway channel.

### **HUME LAKE DAM STRUCTURAL EVALUATION, FRESNO COUNTY, CALIFORNIA.**

Lead Geological Engineer to evaluate the static and dynamic structural stability of a 50-foot-tall, **multi-arch, reinforced concrete dam**. Responsibilities included a site visit and geologic reconnaissance, reviewing existing information from previous site investigations to characterize foundation conditions, developing **foundation stratigraphy** and rock mass properties to use during 3-dimensional finite element stability modeling, evaluating fracture orientations to identify foundation blocks that were susceptible to sliding, and developing **interface friction** properties to use during stability analyses of foundation rock blocks.



## STRUCTURAL ENGINEERING SUBJECT MATTER EXPERT

Brian (BJ) Siljeborg, MSc, PE

SENIOR CIVIL / STRUCTURAL ENGINEER

**Education & Qualifications**

MSc, Civil Engineering - Structural, University of Minnesota - Twin Cities, Minneapolis Minnesota, United States, 2009

BASc, Civil Engineering - Structural, University of Minnesota - Twin Cities, Minneapolis Minnesota, United States, 2007

**Experience**

16 Years

**Engineering Services Capabilities**

Structural design, dam safety, concrete analysis and design, steel hydraulic gates and bearings, pile foundation systems, soil nails, sheet pile wall systems, shell and frame based finite element analyses of steel and concrete structures, inspections

BJ possesses extensive engineering expertise in assessing and designing structural features and modifications of hydraulic structures and buildings. This work includes field inspections, repair designs, and replacement designs for various components such as dam spillways, stilling basins, drainage systems, piers, steel gates, river closure structures, flood walls, and flood wall road closures. BJ has also inspected and designed coastal infrastructure, including anchored sheet pile walls and flood walls. BJ also serves as a project manager leading teams, managing project scope, schedules, and budgets, and coordinating with clients/owners and regulators. Guided by experiences with risk-based-design in dam and flood control projects, BJ brings risk-based thinking to his inspection and design roles.

## RELEVANT PROJECT EXPERIENCE

**Rum River Dam Safety Inspection, City of Anoka, Anoka, MN, United States (2023–2024), Project Manager, Structural Engineer of Record.** The project scope entailed a dam safety inspection of the Rum River Dam located in Anoka, Minnesota. Review included an onsite inspection, bathymetric survey, and dive inspection. Features included a **spillway, stilling basin, abutment walls**, training wall, tainter **gate**, and embankments. Inspection results were located, photographed, and prioritized. Results were presented in a final report. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications. BJ performed the onsite inspection, developed the report, and coordinated the surveyors and dive inspectors.

**Ozark Beach Dam Head Gates 1-4 Structural Evaluation, Liberty Utilities, Forsyth, MO, United States (2023–2024), Project Manager, Structural Engineer of Record.** The project scope entailed the inspection, assessment, and structural analysis of eight 17-foot high by 9-foot-wide vertical lift **gates** subject to 50 feet of water head pressure. The inspection included steel thickness measurements and steel coupon strength tests which informed the structural analysis. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications. BJ also coordinated with the field inspectors and junior level staff and was engineer of record for the report and analysis.

**Brainerd Phase II Generation Study, Brainerd Public Utilities, Brainerd, MN, United States (2023–2024), Structural Engineer of Record.** The project scope entailed the evaluation of the existing **powerhouse** for additional power production. This included the consideration of an additional floor added to the top of the building and head **gates** to accommodate the additional turbines. As part of the project, BJ performed a comprehensive review of existing drawings, inspection reports, and design reports that potentially impact the proposed modifications. BJ developed alternative layouts for turbines, head **gates**, trash rack clearing device, a building, and miscellaneous **tailrace** and **intake** modifications. BJ also developed a Class 4 cost estimate for structural features.

**Cooke Hydro Dam Head Gate Replacement Design and Construction Support, Consumers Energy Company, Oscoda, MI, United States (2022–2024), Project Manager, Structural Engineer of Record.** The project scope entailed the design of replacement radial (tainter) **gates** measuring 22.5-feet tall by 25-feet wide and 27-feet tall by 17.5-feet wide, respectively, which serve as head **gates** for turbine **intakes**. The design was performed in accordance with FERC and USACE criteria and subject to FERC regulatory review. BJ performed an analysis of existing trash rack frame for bulkhead dewatering loading and designed a stoplog system.

**Sylvan 2023 Potential Failure Mode (PFM) Analyses, Minnesota Power, Brainerd, MN, United States (2022–2024), Project Manager, Structural Engineer of Record.** The project scope entailed the structural stability analyses of **powerhouse, spillway, stilling basin**, and retaining **wall** stability Geotechnical on seepage analysis, properties, and fuse plug properties Breach analysis of fuse plug for flood flow report summarizing 14 PFMs and the analyses assumptions, methods, and results for each



**Scanlon Tainter Gate Design and Construction Support, Minnesota Power, Scanlon, MN, United States (2022–2024), Project Manager, Structural Engineer of Record.** The project scope entailed the design of replacement of seven 25-foot by 16-foot-high **spillway** tainter **gates** and construction phase services. Design included replacement of entire **gate** including all **gate** members and the bearing housing. A hydrology and hydraulic study was included to develop the rating curves at the site. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications for the design and construction phases of the project and managed coordination of all disciplines (H&H, Structural, and Mechanical).

**Lake Alvin Spillway Inspection, Assessment, and Replacement Design, South Dakota Department of Game, Fish & Parks, Harrisburg, SD, United States (2022–2024), Structural Engineer of Record.** The project scope entailed the inspection and assessment of an existing 70-foot wide by 35-foot high **spillway** and the design of a replacement stepped-style **spillway**. The design included the design of related site grading, sub-structure drainage system layout and design, and temporary construction bypass design. As part of the project, BJ was the engineer of record for structural drawings and was responsible for directing younger engineers on the design of **retaining walls**, the stepped **spillway**, **stilling basin**, and drainage design. BJ was responsible for the coordination of structural drawings with other discipline staff (geotechnical, hydraulics, and civil/site)

**Mississippi River Lock and Dam #5 Fish Deterrent Study Design and Construction Support, University of Minnesota, Winona, MN, United States (2021–2023), Project Manager, Structural Engineer of Record.** The project scope entailed a feasibility study of the installation of a fish deterrent on the downstream end of the Lock and Dam #5 Lock near Winona, MN. Considerations of the study included engineering impacts to the lock, operational coordination with the USACE, and environmental impacts of the deterrent. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications for the project. BJ led a multi-disciplinary team including several engineering disciplines and environmental scientists and presented the findings to a diverse group of stakeholders at the conclusion of the project.

**Dubay Dam Part 12 Dam Safety Inspection, Consolidated Waterpower Company, Junction City, WI, United States (2021–2023), Project Manager, Structural Engineer.** The project scope involved a dam periodic safety inspection and PFMA for Dubay Dam. The dam site included an earthen embankment dam, **spillway** with 11 tainter **gates**, and a **powerhouse**. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications for the project. BJ conducted a dam safety site inspection and participated in a PFMA where he also served as the PFMA note taker. BJ assisted with the assembly of Part 12D Inspection Report.

**Odland Dam Spillway Replacement Design, Bidding, and Construction Support, Golden Valley County Water Resources Board, Beach, ND, United States (2018–2022), Project Manager, Structural Engineer of Record.** The project scope entailed the assessment of an existing 25-foot high by 100-foot-wide ogee-style **spillway**, design of a replacement ogee-style **spillway**, **stilling basin**, **abutment walls**, and **wingwalls**. The scope included bidding support and construction management. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications for the project. BJ worked with a team who evaluated options for replacing the spillway and present a comprehensive study including replacement cost estimates. BJ led a team who develop detailed designs and cost estimates, incorporating geotechnical analysis, hydraulic considerations, civil/site layout, and structural engineering. BJ compiled bid documents and oversaw the public bidding process and managed construction phase services.

**Chippewa Falls Pier A and Trash Sluice Gate Replacement Design and Construction Support, Xcel Energy, Chippewa Falls, WI, United States (2020–2022), Project Manager, Structural Engineer of Record.** The project scope entailed the replacement of a 4-foot-wide **spillway pier** and adjacent sluice **gate**. Temporary support of an overhead operator's bridge and cofferdam were included in the project scope. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications for the project. BJ served as structural senior engineer of record and managed submittals and reviews with the client and contractor.

**Barkley Dam Fish Deterrent System Design and Construction Support, Fish Guidance Systems, Grand Rivers, KY, United States (2018–2020), Project Manager, Structural Engineer of Record.** The project scope entailed the installation of a fish deterrent system at the downstream end of the Barkley Dam Lock. The installation included a sound/light/bubbler deterrent system placed on the river bottom and support mechanical and electrical systems. The design included a barge impact resistant structure for the underwatering components and close coordination with the existing lock structure. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications for the project. BJ served as structural senior engineer of record and managed submittals and reviews with the client, owner, and US Corps of Engineers – the owner/operator of the lock.

**Grafton Flood Control Project River Closure Structure, KLJ, Grafton, ND, United States (2014–2018), Structural Engineer of Record.** The project scope entailed the design of a pile founded concrete closure wall system crossing the Park River. The structure was composed of a 24-inch-thick wall atop a pile cap with six 10-foot-wide sluice **gates**. BJ managed the structural engineering scope and coordinated with multiple engineers and drafters to produce drawings and specifications for the structure. BJ conducted select site visits during construction, reviewed daily site visit reports and reviewed construction submittals for compliance with the contract drawings and specifications.





**Island Lake Sluice Gate Replacement Construction Potential Failure Mode Analysis (PFMA), Minnesota Power, Duluth, MN, United States (2017–2017), Project Manager, Structural Engineer.** The project scope entailed conducting a PFMA for the construction phase of the sluice gate replacement. The structural features subject to consideration included a barrel **arch**, **spillway piers**, cofferdam, slab, and **wingwalls**. Follow-up actions resulted in finite element modelling of the **arch** and **piers** for additional construction load cases. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications for the project. BJ participated in the PFMA as contributor and note taker and managed updates to the PFMA report. BJ also performed a shell-based finite element model of the **arch** and **pier** structures for various construction loading scenarios.

**Balsam Lake Dam and Outlet Design and Construction Support, Minnesota Department of Natural Resources, Bovey, MN, United States (2016–2018), Project Manager, Lead Structural Design Engineer.** The project scope entailed the design of a 25-foot-wide x 6-foot-tall concrete **spillway** and **abutment wall** structure rehabilitation in Northern Minnesota. Design and construction phase services were included. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications for the project. BJ served as structural senior engineer of record, performed structural computations, and managed construction phase services including submittal review and comment, periodic field inspections, and payment application review and comment.

**Brainerd Dam Spillway Apron Replacement Design and Construction Support, Brainerd Public Utilities, Brainerd, MN, United States (2015–2017), Engineer of Record.** The project scope entailed the design of a **spillway apron** repair and overlay. Important considerations included design of a seepage system, controlling cracking in the large overlay, and accommodating a multi-phased construction approach. As part of the project, BJ performed stability and strength computations for the **spillway apron** which included global stability of the larger **spillway** section and involved close coordination with hydraulic engineers to account for overburden pressures and geotechnical engineers to account for uplift pressures. BJ developed a structural drawings and developed cost estimates at each design phase. BJ reviewed construction submittals and field reports for compliance with the drawings and specifications.

**Albert Lea Lake Outlet Structure Replace Design and Construction Support, Shell Rock River Watershed District, Albert Lea, MN, United States (2013–2015), Lead Structural Design Engineer, Engineer of Record.** The project scope entailed the design of a 100-ft wide x 8-ft tall dam removal and replacement with rock rapids, a stoplog drawdown structure, and a fish deterrent structure. As part of the project, BJ served as engineer of record and was responsible for computations, drawing coordination, and interdisciplinary coordination. BJ produced cost estimates at all design phases and provided construction administration services including site visits, inspection report production, and submittal review and approval.

**Island Lake Sluice Gate Replacement Design and Construction Support, Minnesota Power, Duluth, MN, United States (2012–2020), Project Manager, Structural Engineer of Record.** The project scope entailed the design of **pier** extensions and bulkhead design enabling dewatering to access and replace sluice **gates** located 50 feet below the water surface. As part of the project, BJ: Managed the scope, schedule, budget, invoicing, and client communications for the project. Assessed existing **piers** and designed necessary reinforcements to accommodate increased hydrostatic pressure. Utilized a shell-based finite element method to evaluate the existing **arch** dam under various construction loading conditions. Created detailed layouts and specifications for the replacement sluice **gates**. Coordinated with the client and the Federal Energy Regulatory Commission (FERC). Provided construction observation during construction and review submittal documents. Developed an instrumentation plan and reviewed deflection data during construction to monitor for changes.

**Calkins Bridge Fish Passage Foundation Repairs Design and Construction Support, Consumers Energy, Allegan, MN, United States (2016–2020), Project Manager, Structural Engineer.** The project scope entailed the design of sheet piling and flowable fill to repair an undermined fishway with a wood pile foundation system that also served as a **bridge support pier**. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications for the project. BJ developed drawings and specifications for the sheet piling and flowable fill. Developed stability computations confirming pile foundation system would not be negatively impacted by fill. Reviewed site visit reports and construction submittals for compliance with the contract drawings and specifications.

**Mina Lake Dam Spillway Replacement Design and Construction, South Dakota Department of Game, Fish & Parks, Aberdeen, SD, United States (2019–2023), Project Manager.** Project scope entailed the design of a replacement ogee-style 150-foot-wide x 30-foot tall **spillway** and associated **abutment walls** and **wing walls**. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications for the project. BJ managed the coordination between engineering disciplines including with hydraulic engineers to account for overburden pressures and geotechnical engineers to account for uplift pressures. BJ developed cost estimates at each design phase. BJ reviewed construction submittals and field reports for compliance with the drawings and specifications.

**Oxbow-Higgins-Bakke Flood Control System Structural Design, Houston-Moore Group, LLC, Oxbow, ND, United States (2014–2020), Structural Engineer.** Project scope entailed the design of a pump station, intake structure, and outlet structure. BJ was responsible for the structural design of the intake structure and outlet structure. BJ performed the necessary computations and coordinated construction drawings with a drafter. BJ conducted select site visits during construction, reviewed daily site visit reports and reviewed construction submittals for compliance with the contract drawings and specifications.



**Pisgah Dam Spillway Wall Repair Design and Construction Support, Otter Tail Power Company, Fergus Falls, MN, United States (2012–2014), Project Manager, Structural Engineer.** Project scope entailed the design of **spillway wing wall** replacements and repairs. As part of the project, BJ managed the scope, schedule, budget, invoicing, and client and agency communications for the project. BJ served as design engineer and performed the necessary computations proving the repair design met USACE and FERC standards. BJ reviewed construction submittals and field reports for compliance with the drawings and specifications.

**Lock and Dam 5 Spillway Bridge Inspection, US Army Corps of Engineers, Winona, MN, United States (2010), Engineer-in-training and Inspector.** Project scope entailed the inspection of fracture critical operator's **bridge** members crossing tainter **gate** and roller **gate** bays at the Mississippi River Lock & Dam #5 **Spillway**. BJ made observations, took photos, collected notes, and assisted with report production which ultimately produced a prioritized list of repair recommendations.

**New Orleans LPV-149 and LPV-107 Flood Wall Reaches, US Army Corps of Engineers, New Orleans, LA, United States (2009-2012), Engineer-in-Training.** Project scope entailed the design of pile founded concrete "T-Wall" flood **walls**. BJ performed stability and strength analyses of the **walls**, foundations, and piles according to evolving criteria published by the USACE. Project scope included construction services where submittals and field reports for compliance with the drawings and specifications in addition to occasional site inspections.

**Lower Saint Anthony Falls Lock and Dam Cofferdam System, US Army Corps of Engineers, Minneapolis, MN, United States (2009-2010), Engineer-in-Training.** Project scope entailed the design of a steel framed and sheet pile coffer dam system providing dry access to **spillway piers** for concrete repairs.





**RESOLUTION 2024-23**

**Authorizing the Charter Township of Ypsilanti  
to Sell to Purchasers Makinley Angle and Joshua R.  
Angle Two Vacant Parcels Located at 1609 Outer Lane  
Drive and 1619 Outer Lane Drive**

***WHEREAS***, the Charter Township of Ypsilanti holds title to two vacant parcels located at 1609 Outer Lane Drive and 1619 Outer Lane Drive, title of which includes the legal descriptions of the two vacant parcels as follows:

**Parcel 1:**

**K-11-14-402-013**, 1609 Outer Lane Drive, Ypsilanti, MI 48198 with a legal description of YP#104-1004: Lots 1324 & 1325, Watsonia Park Subdivision; 0.221 acres.

**Parcel 2:**

**K-11-14-402-014**, 1619 Outer Lane Drive, Ypsilanti, MI 48198 with a legal description of YP#104-1003: Lot 1323, Watsonia Park Subdivision; 0.111 acres; and

***WHEREAS***, on **August 27, 2024** Makinley Angle and Joshua R. Angle requested of the Ypsilanti Township Assessing Department to purchase the two vacant lots as described above which they intend to combine with the vacant parcel which they own and is located at

1629 Outer Lane Drive which property is contiguous to the Township's two vacant parcels, all of which are located on Outer Lane Drive (a copy of said aerial depicting all three lots being attached hereto), and;

**WHEREAS**, at a regular Board meeting held on **September 17, 2024** the Ypsilanti Township Board of Trustees authorized the sale of the two vacant lots to Purchasers Makinley Angle and Joshua R. Angle which according to the "**Market Valuation Report**" prepared by Deputy Assessor Brian McCleery dated **September 25, 2024** are valued at **\$11,500**, and;

**WHEREAS**, on the **25<sup>th</sup> of October, 2024** Purchasers Makinley Angle and Joshua R. Angle signed the proposed "**Purchase Agreement**" (a copy of which is attached hereto and incorporated by reference) in which they will remit to the Township the sum of **\$11,500** in accordance with the Market Valuation Report dated **September 25, 2024**.

**NOW, THEREFORE THE YPSILANTI CHARTER TOWNSHIP BOARD OF TRUSTEES HEREBY RESOLVES AS FOLLOWS:**

1. That the Township Board accepts the Purchase Offer submitted hereto and authorizes the execution of the "**Purchase Agreement**" by Supervisor Brenda L. Stumbo and Clerk Heather Jarrell Roe.

2. That the Township authorizes Supervisor Stumbo and Clerk Roe to execute all documents required by Ciso Title to effectuate the

transfer of the two vacant parcels to Purchasers Makinley Angle and Joshua R. Angle once a closing date has been scheduled.

3. That a certified copy of this Resolution be forwarded to Cislo Title as set forth in Paragraph 23 of the Purchase Agreement.

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



**YPSILANTI  
TOWNSHIP**  
—ASSESSMENT DEPARTMENT—

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**Trustees**  
John Newman II  
Gloria Peterson  
Debbie Swanson  
Ryan Hunter

Date: October 28, 2024

To: Ypsilanti Township Board

From: Brian McCleery,  
Deputy Assessor

Re: Agenda Item to Authorize Property Sale to Makinley & Joshua  
Angle

K-11-14-402-013 1609 Outer Lane Drive

K-11-14-402-014 1619 Outer Lane Drive

The Assessor's Office is requesting approval to finalize the sale of the above properties to Ms. Angle and her father Mr. Angle for \$11,500 plus all closing costs.

The above properties are adjacent to a lot that they currently own. It is their plan to build two homes, one for Makinley and one for her sister. She has agreed to combine the above property with her existing lot and create two buildable lots.

Attached you will find the purchase agreement, property record cards and aerial photographs of the property. If you have any questions or need more information, please don't hesitate in contacting me.

## PURCHASE AGREEMENT

*This Purchase Agreement (Agreement)* made this \_\_\_\_ day of October, 2024, between *Makinley Angle* whose address is 1435 Blossom Avenue, Ypsilanti, MI 48198 and *Joshua R. Angle* whose address is 1435 Blossom Avenue (hereinafter referred to as “*Purchasers*”) and the *Charter Township of Ypsilanti*, a Michigan Charter Township, whose administrative offices are located at 7200 S. Huron River Drive, Ypsilanti, MI 48197 (hereinafter “*Seller*”).

### WITNESSETH:

Whereas, *Seller* owns two vacant parcels of land located in the Charter Township of Ypsilanti, Washtenaw County, State of Michigan, which parcels are identified as follows:

**Parcel 1:**

**K-11-14-402-013, 1609 Outer Lane Drive, Ypsilanti, MI 48198** with a legal description of YP#104-1004: Lots 1324 & 1325, Watsonia Park Subdivision; 0.221 acres.

**Parcel 2:**

**K-11-14-402-014, 1619 Outer Lane Drive, Ypsilanti, MI 48198** with a legal description of YP#104-1003: Lot 1323, Watsonia Park Subdivision; 0.111 acres.

Whereas, *Purchasers* are interested in acquiring the aforementioned parcels owned by *Seller*, which parcels are located at 1609 Outer Lane Drive and 1619 Outer Lane Drive, Ypsilanti, MI, 48198 (hereinafter "*Properties*").

It is hereby agreed as follows:

1. *Description of the Properties.*

Both the *Seller* and the *Purchasers* agree that the legal descriptions of the *Properties* were previously verified by Brian McCleery on *September 25, 2024* wherein a "*Market Valuation*" for the two parcels was prepared by Deputy Assessor McCleery. This Market Valuation Report prepared by Deputy Assessor McCleery provides both *Seller* and *Purchasers* with a definitive legal description and acreage content.

2. *Purchase Price.*

The Purchase Price for the *Properties* shall be *Eleven Thousand and five hundred dollars* payable by certified or cashier's check at the closing, subject to the provisions of paragraph 7.

3. *Conveyance.*

At the closing, the *Seller* agrees to convey its legal interest in the *Properties* to the *Purchasers* by a covenant deed, subject to easements and restrictions of record and rights of way of record including all restrictions as set forth in Paragraph 13.

4. *Title Commitment and Title Insurance.*

The *Seller* shall deliver to the *Purchasers* a title insurance commitment issued by *Cislo Title Company*, 1894 Whittaker Rd, Ypsilanti, MI 48197, certified to the *Purchasers*, within *ten (10)* days after the signing of the *Purchase Agreement* to be followed with a final title insurance policy to be issued after closing. The cost of the title insurance commitment and the title insurance policy shall be paid by the *Purchasers*.

5. *Title Objections.*

Once *Purchasers* have received the title insurance commitment from *Cislo Title Company* the *Purchasers* shall have *seven (7)* days to review the title shown by the commitment. If the title is not satisfactory, the *Purchasers* must give the *Sellers* written notice of the deficiencies in title that must be corrected. The *Seller* shall then have *seven (7)* days to cure the defects and have the commitment reissued in a form that meets the requirements of the *Purchasers'* written notice. If the defects cannot be corrected by that date, the *Purchasers* may either waive the defects or terminate this *Agreement*, and have its Deposit refunded upon five (5) days written notice of this election. The *Purchasers* shall pay the entire costs of the title insurance premium at the time of closing.

6. *Due Diligence/Contingencies.*

Closing shall be contingent upon the occurrence of the following:

A. *Purchasers'* satisfaction with the title insurance commitment.

B. Once *Purchasers* timely notify *Seller* that it elects to close as herein required, the earnest money deposit shall be nonrefundable and shall be applied as a credit on the *Purchase Price* at closing. See Paragraph 7.

C. Once *Purchasers* notify *Seller* that it elects to close as herein required, by so doing *Purchasers* thereby affirm that it has thoroughly inspected the physical condition of the *Properties*. Furthermore, by so doing *Purchasers* acknowledge that they are satisfied with and that the *Seller* has made no representations or warranties with respect to the *Property*, and that the *Purchasers* take the *Property* at closing in “*as is*” condition.

7. *Earnest Money Deposit and Termination.*

*Purchasers* have deposited with *Seller* the sum of \$1,000 as a good faith deposit. Said deposit shall be deposited with the offices of the Ypsilanti Township Treasurer and deposited into an FDIC institution and shall be applied to the *Purchase Price* at closing. In the event *Purchasers*, after their election to close, fails to consummate the transaction contemplated hereby through no fault of *Seller*, the deposit shall be forfeited to *Seller* as liquidated damages. Any and all sums deposited hereunder shall be applied or refunded as provided herein. If the *Seller* refuses or fails to close,



*Purchasers*, at their option, may elect to have as its sole and exclusive remedy either specific performance of this *Purchase Agreement* or have the deposit refunded to it in termination of this *Purchase Agreement*.

8. *Taxes and Assessments.*

The *Purchasers* shall pay all special assessments on the *Properties* that are assessed on or before the effective date of this *Agreement*. The *Purchasers* shall pay all assessments that arise after the effective date of this *Agreement*. Michigan real estate taxes on the *Properties* shall be prorated to the date of closing, according to due dates, under the assumptions that taxes are paid in advance. *Purchasers* shall pay for all state and local transfer taxes.

9. *Closing.*

The closing shall take place within *thirty* (30) days from the date *Purchasers* notify *Seller* of its election to close as provided in Paragraph 6C or as otherwise agreed to by the parties, but in any event, said closing shall be held prior to *November 30, 2024* unless agreed to by the parties. The closing shall be held at *Cislo Title Company*. The *Seller* shall be responsible for preparing the documents for the closing. The documents shall be delivered to the *Purchasers* for review at least *three (3)* days before the closing. At the closing, the *Seller* shall sign and deliver the Covenant Deed for the *Property* to the *Purchasers* as herein described subject to the Restrictions set forth in Paragraph 13. The *Purchasers* shall pay the real

estate transfer taxes. The *Purchasers* shall pay for the recording fees and prepare and file all recording and transfer affidavits. Both the *Seller* and *Purchasers* shall sign a closing statement memorializing the transaction.

10. *Real Estate Brokers, Third Party Claims and Attorneys Fees.*

*Purchasers* represent and warrant that there are no claims or amounts due for any brokerage or salesman commissions or fees or for any finders' fees in connection with the transaction set forth in this *Purchase Agreement*. *Seller* likewise represents and warrants that there are no third party claims or amounts due for any brokerage or salesman commissions or fees or for any finders fees in connection with the transaction set forth, in this Purchase Agreement unless otherwise agreed to specifically between *Seller* and any broker. Each party further agrees to indemnify and hold and save the other party harmless from any claims or demands for commissions by persons claiming by or through such other party in connection with the transactions set forth in this *Purchase Agreement*. These representations and warranties shall survive the closing.

11. *Notices.*

Any notice required or permitted to be given or served upon any party hereto in connection with this *Purchase Agreement* shall be deemed to be completed and legally sufficient:

- A. When personally delivered with written acknowledgement of receipt; or

- B. One business day following the date it is deposited with an expedited mail service company for delivery on the next business day; or
- C. By facsimile transmission; or
- D. Two business days after the date when deposited in the United States Mail, certified, return receipt requested, postage prepaid; addressed as follows:

*If to Seller:* Charter Township of Ypsilanti  
7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Attention: Clerk Heather Jarrell Roe

*If to Purchaser:* Makinley Angle  
Joshua Angle  
1435 Blossom Avenue  
Ypsilanti, MI 48198

*With a copy to  
Counsel for Seller:* Wm. Douglas Winters  
McLain & Winters  
61 North Huron St.  
Ypsilanti, MI 48197  
fax – 734-481-8909  
mcwinlaw@gmail.com

12. **Possession.**

The **Seller** shall deliver possession of the **Property** to **Purchasers** at the time of closing.

13. **Restrictions to Deed.**

**Purchasers** agree to combine the two vacant parcels to wit:  
1609 and 1619 Outer Lane Drive with the parcel owned by Purchasers

located at 1629 Outer Lane Drive and shall file all necessary documents with the Ypsilanti Township Assessing Department.

*Purchasers* agree that the covenant deed conveyed by *Seller* shall be restricted in the following manner: Said properties cannot be utilized for the construction of more than two single family residential structures which cannot be utilized as rental properties without the consent of the Charter Township of Ypsilanti Board of Trustees. These restrictions shall survive the closing.

14. *Entire Agreement.*

This *Purchase Agreement* constitutes the entire agreement of the parties and all prior or contemporaneous oral or written agreements, understandings, representations and statements are merged into this *Purchase Agreement*. Neither this *Purchase Agreement* nor any provision hereon may be waived, modified, amended, discharged or terminated except by an instrument in writing signed by the party against which the enforcement is sought and then only to the extent set forth in such instrument.

15. *Governing Law.*

This *Purchase Agreement* shall be governed by, construed, and enforced in accordance with the laws of the State of Michigan.

16. *Further Assurances.*

Each party shall do, execute, acknowledge and deliver all such further acts, instruments and assurances and take all such further action before or after the closing as shall be necessary or desirable to fully carry out this *Purchase Agreement* and to fully consummate and effect the transactions contemplated hereby.

17. *No Third Party Benefits.*

This *Purchase Agreement* is for the sole and exclusive benefit of the parties hereto and their respective successors and assigns and no third party is intended to or shall have any rights hereunder.

18. *Time is the Essence.*

Time is of the essence in the performance of this *Purchase Agreement*.

19. *Interpretation.*

This *Purchase Agreement* shall not be construed more strictly against one party than against the other merely by virtue of the fact that it may have been prepared primarily by counsel for one of the parties, it being recognized that both *Seller* and *Purchasers* have contributed substantially and materially to the preparation of this *Purchase Agreement*.

20. *Counterparts.*

This *Purchase Agreement* and any document or instrument executed pursuant hereto may be executed in any number of counterparts, each of

which shall be deemed to be an original, but all of which together shall constitute one and the same document.

21. *Successor and Assigns.*

This *Purchase Agreement* and the covenants, conditions and obligations set forth herein shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, successors, administrators, representatives and assigns.

22. *Captions and Pronouns.*

The section headings of the paragraphs contained herein are for convenience only and do not limit, define or construe the contents of such paragraphs. Whenever a personal pronoun is used in the neuter or gender, it shall be deemed to include masculine and feminine unless the context indicates to the contrary.

23. *Corporate Resolution.*

Simultaneous with the signing of this *Purchase Agreement*, *Seller* shall provide *Purchasers* and Cisko Title Agency with a certified resolution made pursuant to a duly held meeting of the Township Board of Trustees authorizing this transaction and designating the officers empowered to sign all necessary documents.

24. *Effective Date.*

The date shown on page 1 shall be the effective date of this *Agreement*.

**WITNESSED:**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**SELLER:**

\_\_\_\_\_  
Charter Township of Ypsilanti  
Brenda L. Stumbo, Supervisor

Dated: \_\_\_\_\_

\_\_\_\_\_  
Charter Township of Ypsilanti  
Heather Jarrell Roe, Clerk

Dated: \_\_\_\_\_

**PURCHASERS:**

Shawna Waibel  
Brian McCleod

Shawna Waibel  
Brian McCleod

Makinley Angle  
Dated: 10/25/2024

Joshua Angle  
Dated: 10-25-24

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.

Property Address: 1609 OUTER LANE DR  
 Class: RESIDENTIAL-VACAN Zoning: R-5 Building Permit(s) Date Number Status

School: VAN BUREN PUB SCHOOLS  
 P.R.E. 0% MAP #: R 585 511 00

Owner's Name/Address: CHARTER TWP OF YPSILANTI  
 7200 S HURON RIVER DR YPSILANTI MI 48197

2025 Est TCV Tentative

Improved  Vacant  Land Value Estimates for Land Table 00900.EXEMPT - YPSILANTI TWP 900

Public Improvements: \* Factors \*  
 Description Frontage Depth Front Depth Rate %Adj. Reason Value

80 Actual Front Feet, 0.22 Total Acres Total Est. Land Value = 0

Tax Description: YP#104-1004: LOTS 1324 & 1325, WATSONIA PARK SUBDIVISION.

Comments/Influences: X Dirt Road  
 X Gravel Road  
 X Paved Road  
 X Storm Sewer  
 X Sidewalk  
 X Water  
 X Sewer  
 X Electric  
 X Gas  
 X Curb  
 Street Lights  
 Standard Utilities  
 Underground Utils.

Topography of Site: X Level  
 Rolling  
 Low  
 High  
 Landscaped  
 Swamp  
 Wooded  
 Pond  
 Waterfront  
 Ravine  
 Wetland  
 Flood Plain

Year Land Value Building Value Assessed Value Board of Review Tribunal/Other Taxable Value

2025 EXEMPT EXEMPT EXEMPT

2024 EXEMPT EXEMPT EXEMPT

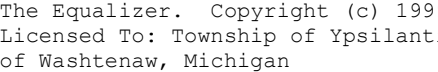
2023 0 0 0

2022 0 0 0

Who When What

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\*\*\* Information herein deemed reliable but not guaranteed\*\*\*





Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.			
Property Address		Class: RESIDENTIAL-VACAN		Zoning: R-5	Building Permit(s)	Date	Number	Status			
1619 OUTER LANE DR		School: VAN BUREN PUB SCHOOLS									
Owner's Name/Address		P.R.E. 0%		MAP #: R 585 510 00							
CHARTER TWP OF YPSILANTI 7200 S HURON RIVER DR YPSILANTI MI 48197		2025 Est TCV Tentative									
Tax Description		Improved	X	Vacant	Land Value Estimates for Land Table 00900.EXEMPT - YPSILANTI TWP 900						
YP#104-1003: LOT 1323, WATSONIA PARK SUBDIVISION.		Public Improvements		* Factors *							
Comments/Influences		Dirt Road		Description	Frontage	Depth	Front	Depth	Rate %Adj.	Reason	Value
		Gravel Road		40 Actual Front Feet, 0.11 Total Acres		40.00	120.45	1.0000	1.0000	0 100	0
		X Paved Road		Total Est. Land Value =							0
		X Storm Sewer									
		X Sidewalk									
		X Water									
		X Sewer									
		X Electric									
		X Gas									
		X Curb									
		Street Lights									
		Standard Utilities									
		Underground Utils.									
		Topography of Site									
		X Level									
		Rolling									
		Low									
		High									
		Landscaped									
		Swamp									
		Wooded									
		Pond									
		Waterfront									
		Ravine									
		Wetland									
		Flood Plain									
		Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value			
		2025	EXEMPT	EXEMPT	EXEMPT			EXEMPT			
		2024	EXEMPT	EXEMPT	EXEMPT			EXEMPT			
		2023	0	0	0			0			
		2022	0	0	0			0			



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\*\*\* Information herein deemed reliable but not guaranteed\*\*\*



# STATE

## OUTER LN

# 1-94

# COOLIDGE





## **RESOLUTION 2024-24**

### **Authorizing the Charter Township of Ypsilanti to Sell to Purchasers Thomas R. Hensley and Nalinee Hensley One Vacant Parcel Located at 1751 Smith Street**

**WHEREAS**, the Charter Township of Ypsilanti holds title to a vacant parcel located at 1751 Smith Street, title of which includes the legal description of the vacant parcel as follows:

**K-11-14-483-010**, 1751 Smith St., Ypsilanti, MI 48198 with a legal description of YP#104-772 lot 1092 Watsonia Park Subdivision; 0.13 acres; and

**WHEREAS**, on **July 26, 2024** Thomas R. Hensley and Nalinee Hensley requested of the Ypsilanti Township Assessing Department to purchase the vacant lot as described above which they intend to combine with their residential property located at 1745 Smith Street which property is contiguous to the Township's vacant parcel (a copy of said aerial depicting both lots being attached hereto), and;

**WHEREAS**, at a regular Board meeting held on **August 20, 2024** the Ypsilanti Township Board of Trustees authorized the sale of the vacant lot to Purchasers Thomas R. Hensley and Nalinee Hensley which according to the "**Market Valuation Report**" prepared by Deputy Assessor Brian McCleery dated **August 26, 2024** was valued at **\$6,400**, and;

**WHEREAS**, on the **28<sup>th</sup>** of **October, 2024** Purchasers Thomas R. Hensley and Nalinee Hensley signed the proposed “**Purchase Agreement**” (a copy of which is attached hereto and incorporated by reference) in which they will remit to the Township the sum of **\$6,400** in accordance with the Market Valuation Report dated **August 26, 2024**.

**NOW, THEREFORE THE YPSILANTI CHARTER TOWNSHIP BOARD OF TRUSTEES HEREBY RESOLVES AS FOLLOWS:**

1. That the Township Board accepts the Purchase Offer submitted hereto and authorizes the execution of the “**Purchase Agreement**” by Supervisor Brenda L. Stumbo and Clerk Heather Jarrell Roe.

2. That the Township authorizes Supervisor Stumbo and Clerk Roe to execute all documents required by Ciso Title to effectuate the transfer of the vacant parcel to Purchasers Thomas R. Hensley and Nalinee Hensley once a closing date has been scheduled.

3. That a certified copy of this Resolution be forwarded to Ciso Title as set forth in Paragraph 23 of the Purchase Agreement.

---

**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

Date: October 28, 2024

To: Ypsilanti Township Board

From: Brian McCleery,  
Deputy Assessor

Re: Agenda Item to Authorize Property Sale to Mr. and Mrs. Hensley  
K-11-14-483-010 1751 Smith St

The Assessor's Office is requesting approval to finalize the sale of the above property to Mr. and Mrs. Hensley for \$6,400 plus all closing costs.

The above property is adjacent to the Hensley's home, and they have agreed to combine the lot with their home. As this lot has a 40' frontage and is not buildable, the rental restriction was not added to this purchase agreement.

Attached you will find the purchase agreement, property record cards and aerial photographs of the property. If you have any questions or need more information, please don't hesitate in contacting me.

## PURCHASE AGREEMENT

*This Purchase Agreement (Agreement)* made this \_\_\_\_ day of October, 2024, between *Thomas Hensley*, a married man, whose address is 1745 Smith Street, Ypsilanti, MI 48198 (hereinafter referred to as "*Purchaser*") and the *Charter Township of Ypsilanti*, a Michigan Charter Township, whose administrative offices are located at 7200 S. Huron River Drive, Ypsilanti, MI 48197 (hereinafter "*Seller*").

### WITNESSETH:

Whereas, *Seller* owns one vacant parcel of land located in the Charter Township of Ypsilanti, Washtenaw County, State of Michigan, which parcel is identified as follows:

K-11-14-483-010, 1751 Smith St., Ypsilanti, MI 48198 with a legal description of YP#104-772 lot 1092 Watsonia Park Subdivision; 0.13 acres,

Whereas, *Purchaser* is interested in acquiring the aforementioned parcel owned by *Seller*, which parcel is located at 1751 Smith St., Ypsilanti, MI, (hereinafter "*Property*").

It is hereby agreed as follows:

1.     *Description of the Property.*

Both the *Seller* and the *Purchaser* agree that the legal description of the *Property* was previously verified by Brian McCleery on *August 26, 2024*

wherein a “*Market Valuation*” for the parcel was prepared by Deputy Assessor McCleery. This Market Valuation Report prepared by Deputy Assessor McCleery provides both *Seller* and *Purchaser* with a definitive legal description and acreage content.

2. *Purchase Price.*

The Purchase Price for the *Property* shall be *Six Thousand and four hundred dollars* payable by certified or cashier’s check at the closing, subject to the provisions of paragraph 7.

3. *Conveyance.*

At the closing, the *Seller* agrees to convey its legal interest in the *Property* to the *Purchaser* by a covenant deed, subject to easements and restrictions of record and rights of way of record including all restrictions as set forth in Paragraph 13.

4. *Title Commitment and Title Insurance.*

The *Seller* shall deliver to the *Purchaser* a title insurance commitment issued by *Cislo Title Company*, 1894 Whittaker Rd, Ypsilanti, MI 48197, certified to the *Purchaser*, within *ten (10)* days after the signing of the *Purchase Agreement* to be followed with a final title insurance policy to be issued after closing. The cost of the title insurance commitment and the title insurance policy shall be paid by the *Purchaser*.

5. *Title Objections.*

Once *Purchaser* has received the title insurance commitment from *Cislo Title Company* the *Purchaser* shall have *seven (7)* days to review the title shown by the commitment. If the title is not satisfactory, the *Purchaser* must give the *Seller* written notice of the deficiencies in title that must be corrected. The *Seller* shall then have *seven (7)* days to cure the defects and have the commitment reissued in a form that meets the requirements of the *Purchaser's* written notice. If the defects cannot be corrected by that date, the *Purchaser* may either waive the defects or terminate this *Agreement*, and have its Deposit refunded upon five (5) days written notice of this election. The *Purchaser* shall pay the entire costs of the title insurance premium at the time of closing.

6. *Due Diligence/Contingencies.*

Closing shall be contingent upon the occurrence of the following:

- A. *Purchaser's* satisfaction with the title insurance commitment.
- B. Once *Purchaser* timely notifies *Seller* that it elects to close as herein required, the earnest money deposit shall be nonrefundable and shall be applied as a credit on the *Purchase Price* at closing. See Paragraph 7.
- C. Once *Purchaser* notifies *Seller* that it elects to close as herein required, by so doing *Purchaser* thereby affirms that it has



thoroughly inspected the physical condition of the *Property*. Furthermore, by so doing *Purchaser* acknowledges that they are satisfied with and that the *Seller* has made no representations or warranties with respect to the *Property*, and that the *Purchaser* take the *Property* at closing in “*as is*” condition.

7. *Earnest Money Deposit and Termination.*

*Purchaser* has deposited with *Seller* the sum of \$1,000 as a good faith deposit. Said deposit shall be deposited with the offices of the Ypsilanti Township Treasurer and deposited into an FDIC institution and shall be applied to the *Purchase Price* at closing. In the event *Purchaser*, after its election to close, fails to consummate the transaction contemplated hereby through no fault of *Seller*, the deposit shall be forfeited to *Seller* as liquidated damages. Any and all sums deposited hereunder shall be applied or refunded as provided herein. If the *Seller* refuses or fails to close, *Purchaser*, at their option, may elect to have as its sole and exclusive remedy either specific performance of this *Purchase Agreement* or have the deposit refunded to it in termination of this *Purchase Agreement*.

8. *Taxes and Assessments.*

The *Purchaser* shall pay all special assessments on the *Property* that are assessed on or before the effective date of this *Agreement*. The *Purchaser* shall pay all assessments that arise after the effective date of this *Agreement*. Michigan real estate taxes on the *Property* shall be prorated to

the date of closing, according to due dates, under the assumptions that taxes are paid in advance. *Purchaser* shall pay for all state and local transfer taxes.

9. *Closing.*

The closing shall take place within *thirty* (30) days from the date *Purchaser* notifies *Seller* of its election to close as provided in Paragraph 6C or as otherwise agreed to by the parties, but in any event, said closing shall be held prior to *November 30, 2024* unless agreed to by the parties. The closing shall be held at *Cislo Title Company*. The *Seller* shall be responsible for preparing the documents for the closing. The documents shall be delivered to the *Purchaser* for review at least *three (3)* days before the closing. At the closing, the *Seller* shall sign and deliver the Covenant Deed for the *Property* to the *Purchaser* as herein described subject to the Restrictions set forth in Paragraph 13. The *Purchaser* shall pay the real estate transfer taxes. The *Purchaser* shall pay for the recording fees and prepare and file all recording and transfer affidavits. Both the *Seller* and *Purchaser* shall sign a closing statement memorializing the transaction.

10. *Real Estate Brokers, Third Party Claims and Attorneys Fees.*

*Purchaser* represents and warrants that there are no claims or amounts due for any brokerage or salesman commissions or fees or for any finders' fees in connection with the transaction set forth in this *Purchase Agreement*. *Seller* likewise represents and warrants that there are no third

party claims or amounts due for any brokerage or salesman commissions or fees or for any finders fees in connection with the transaction set forth, in this Purchase Agreement unless otherwise agreed to specifically between *Seller* and any broker. Each party further agrees to indemnify and hold and save the other party harmless from any claims or demands for commissions by persons claiming by or through such other party in connection with the transactions set forth in this *Purchase Agreement*. These representations and warranties shall survive the closing.

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Any notice required or permitted to be given or served upon any party hereto in connection with this *Purchase Agreement* shall be deemed to be completed and legally sufficient:

- A. When personally delivered with written acknowledgement of receipt; or
- B. One business day following the date it is deposited with an expedited mail service company for delivery on the next business day; or
- C. By facsimile transmission; or
- D. Two business days after the date when deposited in the United States Mail, certified, return receipt requested, postage prepaid; addressed as follows:

*If to Seller:* Charter Township of Ypsilanti  
7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Attention: Clerk Heather Jarrell Roe

*If to Purchaser:* Thomas Hensley  
1745 Smith St.  
Ypsilanti, MI 48198

*With a copy to  
Counsel for Seller:* Wm. Douglas Winters  
McLain & Winters  
61 North Huron St.  
Ypsilanti, MI 48197  
fax – 734-481-8909  
mcwinlaw@gmail.com

12. *Possession.*

The *Seller* shall deliver possession of the *Property* to *Purchaser* at the time of closing.

13. *Restrictions to Deed.*

*Purchaser* agrees to combine the vacant parcel located at 1751 Smith Street with the parcel owned by *Purchaser* located at 1745 Smith Street which shall be combined at no charge to the purchaser and shall file all necessary documents with the Ypsilanti Township Assessing Department.

14. *Entire Agreement.*

This *Purchase Agreement* constitutes the entire agreement of the parties and all prior or contemporaneous oral or written agreements, understandings, representations and statements are merged into this *Purchase Agreement*. Neither this *Purchase Agreement* nor any provision hereon may be waived, modified, amended, discharged or terminated except

by an instrument in writing signed by the party against which the enforcement is sought and then only to the extent set forth in such instrument.

15. *Governing Law.*

This *Purchase Agreement* shall be governed by, construed, and enforced in accordance with the laws of the State of Michigan.

16. *Further Assurances.*

Each party shall do, execute, acknowledge and deliver all such further acts, instruments and assurances and take all such further action before or after the closing as shall be necessary or desirable to fully carry out this *Purchase Agreement* and to fully consummate and effect the transactions contemplated hereby.

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This *Purchase Agreement* is for the sole and exclusive benefit of the parties hereto and their respective successors and assigns and no third party is intended to or shall have any rights hereunder.

18. *Time is the Essence.*

Time is of the essence in the performance of this *Purchase Agreement*.

19. *Interpretation.*

This *Purchase Agreement* shall not be construed more strictly against one party than against the other merely by virtue of the fact that it

may have been prepared primarily by counsel for one of the parties, it being recognized that both *Seller* and *Purchaser* have contributed substantially and materially to the preparation of this *Purchase Agreement*.

20. *Counterparts.*

This *Purchase Agreement* and any document or instrument executed pursuant hereto may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same document.

21. *Successor and Assigns.*

This *Purchase Agreement* and the covenants, conditions and obligations set forth herein shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, successors, administrators, representatives and assigns.

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23. *Corporate Resolution.*

Simultaneous with the signing of this *Purchase Agreement*, *Seller* shall provide *Purchaser* and Cislo Title Agency with a certified resolution

made pursuant to a duly held meeting of the Township Board of Trustees authorizing this transaction and designating the officers empowered to sign all necessary documents.

24. Effective Date.

The date shown on page 1 shall be the effective date of this Agreement.

WITNESSED:

SELLER:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Charter Township of Ypsilanti  
Brenda L. Stumbo, Supervisor

Dated: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Charter Township of Ypsilanti  
Heather Jarrell Roe, Clerk

Dated: \_\_\_\_\_

PURCHASER:

Shawnna Waibel 10/28/24  
Shawnna Waibel  
Shawnna Waibel 10/28/24  
Shawnna Waibel

Thomas R. Hensley 10-  
Thomas Hensley  
Dated: 10-28-2024

Brian McLaughlin  
Brian McLaughlin

Nalinee Hensley  
10-28-2024

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.

Property Address: 1751 SMITH ST      Class: RESIDENTIAL-VACAN      Zoning: R-5      Building Permit(s):      Date:      Number:      Status:

School: VAN BUREN PUB SCHOOLS

P.R.E. 0%

Owner's Name/Address: CHARTER TWP OF YPSILANTI      MAP #: R 585 344 00

7200 S HURON RIVER DR      2025 Est TCV Tentative

YPSILANTI MI 48197      Land Value Estimates for Land Table 00900.EXEMPT - YPSILANTI TWP 900

Improved	X	Vacant	Description	Frontage	Depth	Front Depth	Rate %Adj.	Reason	Value	
			Dirt Road						0	
			Gravel Road						0	
			0.128 Acres							
			Total Est. Land Value =							0

Tax Description: YP#104-772 LOT 1092 WATSONIA PARK SUBDIVISION.

Comments/Influences:      Street Lights      Standard Utilities      Underground Utils.



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\*\*\* Information herein deemed reliable but not guaranteed\*\*\*



120.56  
0-018  
4-439-018  
122.12

123.19  
01-016  
14-455-016

120.82  
02-015  
14-455-015

03-014  
14-455-014

04-013  
14-455-013

120.82  
05-012  
14-455-012  
120.12

135.65  
1098 -004  
K-11-14-483-004

136.25  
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K-11-14-483-005

136.85  
1096 -006  
K-11-14-483-006

137.45  
1095 -032

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1094 K-11-14-483-032

138.65  
1093 -009  
K-11-14-483-009

139.25  
1092 -010  
K-11-14-483-010

139.85  
1091 -011

1090 K-11-14-483-011

141.05  
1089 -012

1088 K-11-14-483-012

142.25  
1087 -013  
K-11-14-483-013

142.85

1139 -027

1140 K-11-14-483-027

1141 -026  
K-11-14-483-026

1142 -025

1143 K-11-14-483-025

1144 -024

1145 K-11-14-483-024

1146 -023

1147 K-11-14-483-023

1148 -022

1149 K-11-14-483-022

1150 -021

1151 K-11-14-483-021



**RESOLUTION 2024-25**

**Authorizing the Charter Township of Ypsilanti  
to Sell to Purchasers Dianne Szczesniak and Nancy Rae  
Sovereign One Vacant Parcel Located at  
1293 Holmes Road**

**WHEREAS**, the Charter Township of Ypsilanti holds title to a vacant parcel located at 1293 Holmes Road, title of which includes the legal description of the vacant parcel as follows:

**K-11-03-175-022**, 1293 Holmes Road, Ypsilanti, MI 48198 with a legal description of YP#3-2: com at E 1/4 cor of sec 3, th S 88-42-10 W 712 ft in E-W 1/4 line for pl of beg; th N 01-17-50 W 182.94 ft; th S 88-42-10 W 222 ft; th S 01-17-50 E 182.94 ft; th N 88-42-10 E 222 ft to pl of beg. Being part of NE ¼ sec 3, T3S-R7E, 0.93 AC. (survey 04/16/2003), .930 acres; and

**WHEREAS**, on **July 26, 2023** Dianne Szczesniak and Nancy Rae Sovereign requested of the Ypsilanti Township Assessing Department to purchase the vacant lot as described above which they intend to combine with their residential property located at 1275 Holmes Road which property is contiguous to the Township’s vacant parcel (a copy of said aerial depicting both lots being attached hereto), and;

**WHEREAS**, at a regular Board meeting held on **July 16, 2024** the Ypsilanti Township Board of Trustees authorized the sale of the vacant lot

to Purchasers Dianne Szczesniak and Nancy Rae Sovereign which according to the “**Market Valuation Report**” prepared by Deputy Assessor Brian McCleery dated **July 18, 2024** was valued at **\$26,280**, and;

**WHEREAS**, on the **30<sup>th</sup> day of October, 2024** Purchasers Dianne Szczesniak and Nancy Rae Sovereign signed the proposed “**Purchase Agreement**” (a copy of which is attached hereto and incorporated by reference) in which they will remit to the Township the sum of **\$26,280** in accordance with the Market Valuation Report dated **July 18, 2024**.

**NOW, THEREFORE THE YPSILANTI CHARTER TOWNSHIP BOARD OF TRUSTEES HEREBY RESOLVES AS FOLLOWS:**

1. That the Township Board accepts the Purchase Offer submitted hereto and authorizes the execution of the “**Purchase Agreement**” by Supervisor Brenda L. Stumbo and Clerk Heather Jarrell Roe.
2. That the Township authorizes Supervisor Stumbo and Clerk Roe to execute all documents required by Cislo Title to effectuate the transfer of the vacant parcel to Purchasers Dianne Szczesniak and Nancy Rae Sovereign once a closing date has been scheduled.
3. That a certified copy of this Resolution be forwarded to Cislo Title as set forth in Paragraph 23 of the Purchase Agreement.

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**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

Date: October 29, 2024

To: Ypsilanti Township Board

From: Brian McCleery,  
Deputy Assessor

Re: Agenda Item to Authorize Property Sale to Diane Szczesniak and  
Nancy Rae Sovereign

K-11-03-175-022 1293 Holmes Rd

The Assessor's Office is requesting approval to finalize the sale of the above property to Diane Szczesniak and Nancy Rae Sovereign for \$26,280 plus all closing costs.

The above property is adjacent to their home at 1275 Holmes Rd. The purchase agreement stipulates that the parcel will be combined with their home. There are also restrictions that in the future, no more than 2 homes will be constructed on the property and that any new homes will not become rental properties.

Attached you will find the purchase agreement, property record cards and aerial photographs of the property. If you have any questions or need more information, please don't hesitate in contacting me.

## PURCHASE AGREEMENT

*This Purchase Agreement (Agreement)* made this \_\_\_\_ day of October, 2024, between *Diane Szczesniak* whose address is 1275 Holmes Road, Ypsilanti, MI 48198 and *Nancy Rae Sovereign* whose address is 1275 Holmes Road, Ypsilanti, MI 48198 (hereinafter referred to as "*Purchasers*") and the *Charter Township of Ypsilanti*, a Michigan Charter Township, whose administrative offices are located at 7200 S. Huron River Drive, Ypsilanti, MI 48197 (hereinafter "*Seller*").

### WITNESSETH:

Whereas, *Seller* owns one vacant parcel of land located in the Charter Township of Ypsilanti, Washtenaw County, State of Michigan, which parcel is identified as follows:

**K-11-03-175-022, 1293 Holmes Road, Ypsilanti, MI 48198**  
with a legal description of YP#3-2: com at E 1/4 cor of sec 3, th S 88-42-10 W 712 ft in E-W 1/4 line for pl of beg; th N 01-17-50 W 182.94 ft; th S 88-42-10 W 222 ft; th S 01-17-50 E 182.94 ft; th N 88-42-10 E 222 ft to pl of beg. Being part of NE ¼ sec 3, T3S-R7E, 0.93 AC. (survey 04/16/2003), .930 acres.

Whereas, *Purchasers* are interested in acquiring the aforementioned parcel owned by *Seller*, which parcel is located at 1293 Holmes Road, Ypsilanti, MI, (hereinafter "*Property*").

It is hereby agreed as follows:

1. *Description of the Property.*

Both the *Seller* and the *Purchasers* agree that the legal description of the *Property* was previously verified by Brian McCleery on *July 18, 2024* wherein a "*Market Valuation*" for the parcel was prepared by Deputy Assessor McCleery. This Market Valuation Report prepared by Deputy Assessor McCleery provides both *Seller* and *Purchasers* with a definitive legal description and acreage content.

2. *Purchase Price.*

The Purchase Price for the *Property* shall be *Twenty-Six Thousand two hundred eighty dollars* payable by certified or cashier's check at the closing, subject to the provisions of paragraph 7.

3. *Conveyance.*

At the closing, the *Seller* agrees to convey its legal interest in the *Property* to the *Purchasers* by a covenant deed, subject to easements and restrictions of record and rights of way of record including all restrictions as set forth in Paragraph 13.

4. **Title Commitment and Title Insurance.**

The **Seller** shall deliver to the **Purchasers** a title insurance commitment issued by **Cislo Title Company**, 1894 Whittaker Rd, Ypsilanti, MI 48197, certified to the **Purchasers**, within **ten (10)** days after the signing of the **Purchase Agreement** to be followed with a final title insurance policy to be issued after closing. The cost of the title insurance commitment and the title insurance policy shall be paid by the **Purchasers**.

5. **Title Objections.**

Once **Purchasers** have received the title insurance commitment from **Cislo Title Company** the **Purchasers** shall have **seven (7)** days to review the title shown by the commitment. If the title is not satisfactory, the **Purchasers** must give the **Sellers** written notice of the deficiencies in title that must be corrected. The **Seller** shall then have **seven (7)** days to cure the defects and have the commitment reissued in a form that meets the requirements of the **Purchasers'** written notice. If the defects cannot be corrected by that date, the **Purchasers** may either waive the defects or terminate this **Agreement**, and have its Deposit refunded upon five (5) days written notice of this election. The **Purchasers** shall pay the entire costs of the title insurance premium at the time of closing.

6. *Due Diligence/Contingencies.*

Closing shall be contingent upon the occurrence of the following:

- A. *Purchasers'* satisfaction with the title insurance commitment.
- B. Once *Purchasers* timely notify *Seller* that it elects to close as herein required, the earnest money deposit shall be nonrefundable and shall be applied as a credit on the *Purchase Price* at closing. See Paragraph 7.
- C. Once *Purchasers* notify *Seller* that it elects to close as herein required, by so doing *Purchasers* thereby affirm that it has thoroughly inspected the physical condition of the *Property*. Furthermore, by so doing *Purchasers* acknowledges that they are satisfied with and that the *Seller* has made no representations or warranties with respect to the *Property*, and that the *Purchasers* take the *Property* at closing in "as is" condition.

7. *Earnest Money Deposit and Termination.*

*Purchasers* shall deposit with *Seller* on the date of signing of this Agreement the sum of *\$1,000* as a good faith deposit. Said deposit shall be deposited with the offices of the Ypsilanti Township Treasurer and deposited into an FDIC institution and shall be applied to the *Purchase Price* at closing. In the event *Purchasers*, after their election to close, fail to consummate the transaction contemplated hereby through no fault of *Seller*,



the deposit shall be forfeited to *Seller* as liquidated damages. Any and all sums deposited hereunder shall be applied or refunded as provided herein. If the *Seller* refuses or fails to close, *Purchasers*, at their option, may elect to have as its sole and exclusive remedy either specific performance of this *Purchase Agreement* or have the deposit refunded to it in termination of this *Purchase Agreement*.

8. *Taxes and Assessments.*

The *Purchasers* shall pay all special assessments on the *Property* that are assessed on or before the effective date of this *Agreement*. The *Purchasers* shall pay all assessments that arise after the effective date of this *Agreement*. Michigan real estate taxes on the *Property* shall be prorated to the date of closing, according to due dates, under the assumptions that taxes are paid in advance. *Purchasers* shall pay for all state and local transfer taxes.

9. *Closing.*

The closing shall take place within *thirty* (30) days from the date *Purchasers* notify *Seller* of its election to close as provided in Paragraph 6C or as otherwise agreed to by the parties, but in any event, said closing shall be held prior to *November 30, 2024* unless agreed to by the parties. The closing shall be held at *Cislo Title Company*. The *Seller* shall be responsible for preparing the documents for the closing. The documents shall be delivered to the *Purchasers* for review at least *three (3)* days before the

closing. At the closing, the *Seller* shall sign and deliver the Covenant Deed for the *Property* to the *Purchasers* as herein described subject to the Restrictions set forth in Paragraph 13. The *Purchasers* shall pay the real estate transfer taxes. The *Purchasers* shall pay for the recording fees and prepare and file all recording and transfer affidavits. Both the *Seller* and *Purchasers* shall sign a closing statement memorializing the transaction.

10. *Real Estate Brokers, Third Party Claims and Attorneys Fees.*

*Purchasers* represent and warrant that there are no claims or amounts due for any brokerage or salesman commissions or fees or for any finders' fees in connection with the transaction set forth in this *Purchase Agreement*. *Seller* likewise represents and warrants that there are no third party claims or amounts due for any brokerage or salesman commissions or fees or for any finders fees in connection with the transaction set forth, in this Purchase Agreement unless otherwise agreed to specifically between *Seller* and any broker. Each party further agrees to indemnify and hold and save the other party harmless from any claims or demands for commissions by persons claiming by or through such other party in connection with the transactions set forth in this *Purchase Agreement*. These representations and warranties shall survive the closing.

11. Notices.

Any notice required or permitted to be given or served upon any party hereto in connection with this *Purchase Agreement* shall be deemed to be completed and legally sufficient:

- A. When personally delivered with written acknowledgement of receipt; or
- B. One business day following the date it is deposited with an expedited mail service company for delivery on the next business day; or
- C. By facsimile transmission; or
- D. Two business days after the date when deposited in the United States Mail, certified, return receipt requested, postage prepaid; addressed as follows:

*If to Seller:* Charter Township of Ypsilanti  
7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Attention: Clerk Heather Jarrell Roe

*If to Purchasers:* Diane Szczesniak  
Nancy Rae Sovereign  
1275 Holmes Road  
Ypsilanti, MI 48198

*With a copy to  
Counsel for Seller:* Wm. Douglas Winters  
McLain & Winters  
61 North Huron St.  
Ypsilanti, MI 48197  
fax – 734-481-8909  
mcwinlaw@gmail.com

12. *Possession.*

The *Seller* shall deliver possession of the *Property* to *Purchasers* at the time of closing.

13. *Restrictions to Deed.*

*Purchasers* agree that the deed conveyed by *Seller* shall be restricted in the following manner: There shall be a limit of two new single family residential structures which may be built on the subject property located at 1293 Holmes Road which will require the approval of the Ypsilanti Township Board of Trustees. In addition, future land divisions shall be the responsibility of the *Purchasers*.

Furthermore, *Purchasers* agree to combine the subject property with their residential property located at 1275 Holmes Road within twelve months from the date of closing. *Purchasers* also acknowledge and agree that the Township will not approve a building permit for a garage at 1275 Holmes Road until such time as the subject parcel and the property located at 1275 Holmes Road are combined or an application to combine has been submitted to the Ypsilanti Township Assessor. Said properties cannot be utilized for the construction of more than two single family residential structures which cannot be utilized as rental properties without the consent of the Charter Township of Ypsilanti Board of Trustees. These restrictions shall survive the closing.

14. *Entire Agreement.*

This *Purchase Agreement* constitutes the entire agreement of the parties and all prior or contemporaneous oral or written agreements, understandings, representations and statements are merged into this *Purchase Agreement*. Neither this *Purchase Agreement* nor any provision hereon may be waived, modified, amended, discharged or terminated except by an instrument in writing signed by the party against which the enforcement is sought and then only to the extent set forth in such instrument.

15. *Governing Law.*

This *Purchase Agreement* shall be governed by, construed, and enforced in accordance with the laws of the State of Michigan.

16. *Further Assurances.*

Each party shall do, execute, acknowledge and deliver all such further acts, instruments and assurances and take all such further action before or after the closing as shall be necessary or desirable to fully carry out this *Purchase Agreement* and to fully consummate and effect the transactions contemplated hereby.

17. *No Third Party Benefits.*

This *Purchase Agreement* is for the sole and exclusive benefit of the parties hereto and their respective successors and assigns and no third party is intended to or shall have any rights hereunder.

18. *Time is the Essence.*

Time is of the essence in the performance of this *Purchase Agreement*.

19. *Interpretation.*

This *Purchase Agreement* shall not be construed more strictly against one party than against the other merely by virtue of the fact that it may have been prepared primarily by counsel for one of the parties, it being recognized that both *Seller* and *Purchasers* have contributed substantially and materially to the preparation of this *Purchase Agreement*.

20. *Counterparts.*

This *Purchase Agreement* and any document or instrument executed pursuant hereto may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same document.

21. *Successor and Assigns.*

This *Purchase Agreement* and the covenants, conditions and obligations set forth herein shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, successors, administrators, representatives and assigns.

22. *Captions and Pronouns.*

The section headings of the paragraphs contained herein are for convenience only and do not limit, define or construe the contents of such

paragraphs. Whenever a personal pronoun is used in the neuter or gender, it shall be deemed to include masculine and feminine unless the context indicates to the contrary.

23. *Corporate Resolution.*

Simultaneous with the signing of this *Purchase Agreement*, *Seller* shall provide *Purchasers* and Cisko Title Agency with a certified resolution made pursuant to a duly held meeting of the Township Board of Trustees authorizing this transaction and designating the officers empowered to sign all necessary documents.

24. *Effective Date.*

The date shown on page 1 shall be the effective date of this *Agreement*.

THIS SECTION INTENTIONALLY LEFT BLANK

**WITNESSED:**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**SELLER:**



\_\_\_\_\_  
Charter Township of Ypsilanti  
Brenda L. Stumbo, Supervisor

Dated: \_\_\_\_\_

\_\_\_\_\_  
Charter Township of Ypsilanti  
Heather Jarrell Roe, Clerk

Dated: \_\_\_\_\_

**PURCHASERS:**

  
\_\_\_\_\_  
  
\_\_\_\_\_

  
\_\_\_\_\_  
Diane Szczesniak

Dated: 10/30/24

  
\_\_\_\_\_  
  
\_\_\_\_\_

  
\_\_\_\_\_  
Nancy Rae Sovereign

Dated: 10/30/24



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

## Assessing Fee Invoice

TODAY'S DATE: 10-30-24

INVOICED DOLLAR AMOUNT: \$ 1,000

RECEIVED FROM: Diane Szczesniak & Nancy Rae Sovereign

PROJECT DESCRIPTION: Deposit for Purchase of Township Property


K-11-03-175-022, 1293 Holmes Rd.

	101-000-000-607-012 CASH RECEIPT CODE: GAA	\$ _____
ADDRESS ASSIGNMENT	206-000-000-607-012 CASH RECEIPT CODE: FAA	\$ _____
COPIES / RECORD CARD or PARCEL MAP	101-000-000-607-004 CASH RECEIPT CODE: GCOPY	\$ _____
DIVISION APPLICATION	101-000-000-607-003 CASH RECEIPT CODE: GSPLT	\$ _____
LAND SALE	101-000-000-673-000 CASH RECEIPT CODE: GSOTP	\$ <u>1,000</u>
	<b>Total \$ Amount Received:</b>	\$ <u>1,000</u>

**PAYMENT VALIDATION STAMP**

RECEIVED BY: \_\_\_\_\_

Ypsilanti Charter Township  
Date 10/30/2024 2:16:28 PM  
Ref LAND SALE - 1293 HOLMES  
Receipt 159332  
Amount \$1,000.00

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.				
Property Address		Class: RESIDENTIAL-VACAN	Zoning: R-4	Building Permit(s)		Date	Number	Status				
1293 HOLMES RD		School: YPSILANTI SD (WILLOW RUN DEBT)										
Owner's Name/Address		P.R.E. 0%										
CHARTER TWP OF YPSILANTI 7200 S HURON RIVER DR YPSILANTI MI 48197		MAP #: R 003 009 00		2025 Est TCV 0								
Tax Description		Improved	X	Vacant	Land Value Estimates for Land Table 00900.EXEMPT - YPSILANTI TWP 900							
YP#3-2: COM AT E 1/4 COR OF SEC 3, TH S 88-42-10 W 712 FT IN E-W 1/4 LINE FOR PL OF BEG; TH N 01-17-50 W 182.94 FT; TH S 88-42-10 W 222 FT; TH S 01-17-50 E 182.94 FT; TH N 88-42-10 E 222 FT TO PL OF BEG. BEING PART OF NE 1/4 SEC 3, T3S-R7E, 0.93 AC. (SURVEY 04/16/2003)		Public Improvements		* Factors *		Description	Frontage	Depth	Front Depth	Rate %Adj.	Reason	Value
Comments/Influences		Dirt Road		0.930 Acres		0		100		Total Est. Land Value =		0
		Gravel Road		0.93 Total Acres		Total Est. Land Value =						0
		Paved Road										
		Storm Sewer										
		Sidewalk										
		Water										
		Sewer										
		Electric										
		Gas										
		Curb										
		Street Lights										
		Standard Utilities										
		Underground Utils.										
		Topography of Site										
		Level										
		Rolling										
		Low										
		High										
		Landscaped										
		Swamp										
		Wooded										
		Pond										
		Waterfront										
		Ravine										
		Wetland										
		Flood Plain										
		Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value				
Who		When	What	2025	EXEMPT	EXEMPT	EXEMPT	EXEMPT				
DJD 04/22/2003 ADMIN REVI		DJD 06/13/2001 APPRAISAL		2024	EXEMPT	EXEMPT	EXEMPT	EXEMPT				
				2023	0	0	0	0				
				2022	0	0	0	0				

\*\*\* Information herein deemed reliable but not guaranteed\*\*\*

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K-11-03-175-014

1.76 Ac.

**-047**

K-11-03-175-047

**-020**

K-11-03-175-020

.44 Ac.

**-022**

K-11-03-175-022

.93 Ac.

**-023**

K-11-03-175-023

.42 Ac.

**PEABODY ST**

**-068**

K-11-03-400-068

.94 Ac.

**-069**

K-11-03-400-069

4.16 Ac.

**-007**

K-11-03-400-007

8.36 Ac.

**-000**

K-11-03-

.6

0

00-010

Ac.

09

00-009

Ac.

0

00-010

Ac.

09

00-009

Ac.

.6

46



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



**YPSILANTI  
TOWNSHIP**  
— GREEN OAKS GOLF COURSE —

---

**Trustees**  
Ryan Hunter  
Gloria Peterson  
Debbie Swanson  
John P. Newman II

## MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Kirk Sherwood II, PGA Director of Golf

CC: John Hines, Municipal Services Director

Date: November 12<sup>th</sup>, 2024

**Subject: Request authorization to increase golfing rates for the 2025 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 requesting the below changes for 2025 golf rates:

1. Recommendation to increase the rate by \$1.00 per player for 9 holes and \$2.00 per player for 18 holes for all golf rates. The league rate per player per week is also included in these rates and would change from \$21 to \$22 per player per week including cart.

These price changes at Green Oaks Golf Course are being made to stay competitive with other local courses, and continue to combat increasing operation, labor, and equipment costs. In addition, we would like to continue to show the value that is being received at Green Oaks Golf Course.

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](mailto:ksherwood@ypsitownship.org) or by phone at 734-890-6287 prior to the board meeting.

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**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

**CC:** Javonna Neel, Accounting Director  
Karen Wallin, HR Manager

**DATE:** November 13, 2024

**RE:** **Establish Township Board's salaries for 2025**

Please place the following resolutions on the November 19, 2024 agenda:

1. Resolution 2024-16: Establish Township Supervisor's Salary
2. Resolution 2024-17: Establish Township Clerk's Salary
3. Resolution 2024-18: Establish Township Treasurer's Salary
4. Resolution 2024-19: Establish Township Trustee's Salary

**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

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2024-16**

**ESTABLISH 2025 TOWNSHIP SUPERVISOR'S SALARY**

**WHEREAS**, according to MCL 41.95 (3), the salary for elected officials shall be determined by the township board; and

**WHEREAS**, Teamsters, TPOAM, Salaried Employees, Deputies and Elected Officials have a 3% increase plus longevity budgeted in 2025,

**NOW THEREFORE BE IT RESOLVED** that the 2025 salary for the office of the Supervisor effective January 1st, shall receive an increase of 3% on their annual base salary, going from \$96,472 to 99,367, plus longevity in the amount of \$2,635; and recognizing the annual car allowance of \$6,000.00 per year (since 2018), bringing the total 2025 annual compensation of the Supervisor to \$108,001.

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**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

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2024-17**

**ESTABLISH 2025 TOWNSHIP CLERK'S SALARY**

**WHEREAS**, according to MCL 41.95 (3), the salary for elected officials shall be determined by the township board; and

**WHEREAS**, Teamsters, TPOAM, Salaried Employees, Deputies and Elected Officials have a 3% increase plus longevity budgeted in 2025,

**NOW THEREFORE BE IT RESOLVED** that the 2025 salary for the office of the Clerk effective January 1<sup>st</sup>, shall receive an increase of 3% on their annual salary going from \$96,472 to \$99,367.

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**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

## **CHARTER TOWNSHIP OF YPSILANTI**

### **RESOLUTION NO. 2024-18**

#### **ESTABLISH 2025 TOWNSHIP TREASURER'S SALARY**

**WHEREAS**, according to MCL 41.95 (3), the salary for elected officials shall be determined by the township board; and

**WHEREAS**, Teamsters, TPOAM, Salaried Employees, Deputies and Elected Officials have a 3% increase plus longevity budgeted in 2025,

**NOW THEREFORE BE IT RESOLVED** that the 2024 salary for the office of the Treasurer effective January 1<sup>st</sup>, shall receive an increase of 3% on their annual base salary going from \$96,472 to \$99,367, plus longevity in the amount of \$2,236, bringing the total 2025 annual compensation of the Treasurer to \$101,602.



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**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

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2024-19**

**ESTABLISH 2025 TOWNSHIP TRUSTEE'S SALARY**

**WHEREAS**, according to MCL 41.95 (3), the salary for elected officials shall be determined by the township board; and

**WHEREAS**, Teamsters, TPOAM, Salaried Employees, Deputies and Elected Officials have a 3% increase plus longevity budgeted in 2025,

**NOW THEREFORE BE IT RESOLVED** that the 2025 salary for the office of the Township Trustees effective January 1<sup>st</sup>, shall receive an increase of 3% on their annual base salary going from \$17,179 to \$17,695.

**CHARTER TOWNSHIP OF YPSILANTI  
2024 Boards and Commissions  
Appointments and Reappointments**

**Resolution No. 2024-20**

**REAPPOINTMENTS**

**Board of Review**

Craven, Brenda  
Lathion, Marsha  
Stevenson, Morley

**Exp. Date**

12/31/2026  
12/31/2026  
12/31/2026

**Civil Service Commission**

Trudell, Juliann  
Williams III, Fred

**Exp. Date**

12/31/2030  
12/31/2030

**Election Board**

Newman II, John P.  
Swanson, Debbie

**Exp. Date**

11/20/2028  
11/20/2028

**Huron River Watershed Council**

Bowman, David

**Exp. Date**

12/31/2026

**Weed Commissioner**

Gooden, Michael

**Exp. Date**

12/31/2026

**Ypsilanti Community Utilities Authority**

Ostrowski, David

**Exp. Date**

12/31/2027

**Zoning Board of Appeals**

El-Assadi, "Becky" Elizabeth  
Kraycir, Marsha

**Exp. Date**

12/31/2027  
12/31/2027

**APPOINTMENTS**

**Election Board**

Eldridge, Stan

**Exp. Date**

11/20/2028

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**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 12, 2024

**RE: 2024 Boards and Commissions**

Please place the following recommendations on the November 19, 2024 agenda for consideration of the 2024 Boards and Commissions appointments and reappointments.

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION NO. 2024-21

**Resolution to enter into an Interlocal Agreement founding the Washtenaw Area Mutual Aid Council, which will create a governmental entity pursuant to the Urban Cooperation Act of 1967, MCL 124.501.**

Whereas, The Charter Township of Ypsilanti is routinely is faced with natural and human-caused catastrophes and it is important for the Charter Township of Ypsilanti to have ability for specialty response capabilities along with the ability to request mutual aid from surrounding communities;

Whereas, this Interlocal Agreement is for the governmental units which are parties hereto to join together to establish the Washtenaw Area Mutual Aid Council for the purposes set forth herein pursuant to and under the authority of the Urban Cooperation Act of 1967, Act 7 of the Public Acts of 1967, as amended; the Intergovernmental Contracts Between Municipal Corporations Act, Act 35 of the Public Acts of 1951, as amended, and the Joint Public Buildings Act, Act 150 of the Public Acts of 1923, as amended;

Whereas, the Charter Township of Ypsilanti Board of Trustees approved the Interlocal Agreement at the January 16, 2024 Board Meeting;

Whereas, the Governor's office has requested for each municipality to adopt the Interlocal Agreement by resolution;

THEREFORE BE IT RESOLVED, that the Board approves the Interlocal Agreement for the Washtenaw Area Mutual Aid Council for the purposes set forth herein pursuant to and under the authority of the Urban Cooperation Act of 1967, Act 7 of the Public Acts of 1967, as amended; the Intergovernmental Contracts Between Municipal Corporations Act, Act 35 of the Public Acts of 1951, as amended, and the Joint Public Buildings Act, Act 150 of the Public Acts of 1923, as amended;

RESOLVED, that the Township Supervisor and Clerk be authorized and directed to execute the Agreement after approval; and

RESOLVED, That the Fire Chief be authorized to take the necessary administrative actions to implement this resolution.

# CHARTER TOWNSHIP OF YPSILANTI FIRE DEPARTMENT

222 South Ford Boulevard, Ypsilanti, MI 48198  
Phone 734-544-4225 Fax 734-544-4195

Steven Densmore  
Fire Chief



November 07, 2024

Township Supervisor Stumbo

Township Officials

Reference WAMAC Agreement

(Washtenaw Area Mutual Aid Council Interlocal Agreement)

As requested by the Stae of Michigan at our Board Meeting held on January 16, 2024, the Charter Township of Ypsilanti voted to accept the NEW version of our County mutual aide system known as (WAMAC). For us to continue as members of the mutual aid system the Governor's office is now asking for a resolution to support the original document signed on January 16, 2024 (see attached) form WAMACIA. I appreciate your support and trust in our mutual aid system for the Township.

Best

A handwritten signature in black ink, appearing to read "S. Densmore", with a long horizontal line extending to the right.

Steven W. Densmore

Fire Chief YTFD

# CHARTER TOWNSHIP OF YPSILANTI FIRE DEPARTMENT

222 South Ford Boulevard, Ypsilanti, MI 48198  
Phone 734-544-4225 Fax 734-544-4195

Steven Densmore  
Fire Chief



01-10-2024

Charter Township of Ypsilanti  
Supervisor Stumbo, Clerk Roe and Trustee Board

Dear Supervisor, Stumbo, Clerk Roe and Trustee Board,

I am asking for the Charter Township of Ypsilanti to adopt and sign the proposed Washtenaw Area Mutual Aid Council (WAMAC) Interlocal Agreement. This updated policy/agreement will replace the older version that was adopted several years ago. This newer agreement spells out the purpose of the mutual aid system, the vehicles that belong to the mutual aid group and establishes meeting times throughout the year and a representative to speak on behalf of the township. This memo will support the letter of support from our Township attorney's office.

I thank you in advance for your time and consideration of support.

Best

A handwritten signature in black ink, appearing to read "S. Densmore", written over a horizontal line.

Steven W. Densmore Fire Chief TYFD

The Charter Township of Ypsilanti, a Michigan municipal corporation located at 7200 S. Huron River Dr, Ypsilanti, MI 48197, adopted a Resolution on Jan. 16, 2024 approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Charter Township of Ypsilanti

By: Brenda Stumbo 2/6/24

Brenda Stumbo, Supervisor

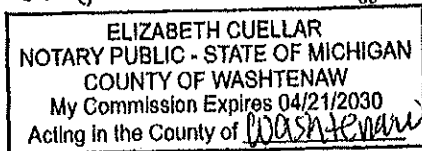
Brenda L. Stumbo 10/31/24

By: Heather Jarrell Roe

Heather Jarrell Roe, Clerk 2-6-24

Heather Jarrell Roe 10/31/24

Elizabeth Cuellar 10/31/24



washtenaw

**RESOLUTION 2024-22**

**FOR PETITION TO LOCATE, ESTABLISH AND CONSTRUCT A DRAIN**

**YPSILANTI CHARTER TOWNSHIP**

**SEAVER FARM DRAIN**

At a Board of Trustee of the Ypsilanti Charter Township Board, held in Washtenaw County, State of Michigan on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ a.m./p.m.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, an Order Laying Out and Designating the Seaver Farm Drain Drainage District was entered on October 21, 2024; and

**WHEREAS**, the Township has determined that the location, establishment and construction of the proposed drain is necessary for the public health in the Township pursuant to Chapter 4 of Public Act 40 of 1956, as amended; and

**WHEREAS**, the Township will be liable for an assessment at large against it for a percentage of the cost of the proposed drain.

**NOW, THEREFORE BE IT RESOLVED THAT**, the Township Board does authorize the filing of a petition for the location, establishment and construction of the drain.

**BE IT FURTHER RESOLVED THAT** the Supervisor is authorized to execute the petition for the location, establishment and construction of the drain.

**BE IT FURTHER RESOLVED** that the Clerk shall forward to the Washtenaw County Water Resources Commissioner a copy of this Resolution for the petition for the location, establishment and construction of the drain.

**YPSILANTI CHARTER TOWNSHIP**

Dated: \_\_\_\_\_

By: Brenda Stumbo  
Its: Supervisor

Yeas:

Nays:



Abstain:  
Absent:

**Resolution No. 2024-22**

I, the undersigned, being duly qualified and acting Clerk of Ypsilanti Charter Township, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Township Board for the Ypsilanti Charter Township at a regular meeting held on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, and that notice of said meeting was given in accordance with the Open Meetings Act.

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

\_\_\_\_\_  
Date

**YPSILANTI TOWNSHIP**

**PETITION FOR LOCATING, ESTABLISHING  
AND CONSTRUCTING A DRAIN**

**SEAVER FARM DRAIN**

To the Washtenaw County Water Resources Commissioner:

The undersigned is Ypsilanti Township, Washtenaw County, Michigan. This petition has been duly authorized by the governing body of Ypsilanti Township and requests that the Seaver Farm Drain be located, established and constructed under the provisions of Chapter 4 of Public Act 40 of 1956, as amended, to alleviate drainage issues in the Drainage District.

The proposed drain is located in Ypsilanti Township, Washtenaw County, Michigan.

The proposed drain is necessary for the public health, convenience or welfare and is further necessary for the protection of the public health in Ypsilanti Township.

Ypsilanti Township understands that it will be liable for an assessment at large against it for a percentage of the cost of the proposed drain.

The tentative location of the proposed Seaver Farm Drain is as described in the Order Laying Out and Designating the Seaver Farm Drain Drainage District dated \_October 21, 2024.

Dated: \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
By: Brenda Stumbo  
Its: Ypsilanti Township Supervisor

\_\_\_\_\_  
By: Heather Jarrell Roe  
Its: Ypsilanti Township 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 13, 2024

**RE: Request to authorize the Washtenaw County Water Resources Commission's petition and resolution for the Seaver Farms Drainage District**

On August 15, 2023 the Board of Trustees authorized the Washtenaw County Water Resources Commission's application, agreement, and resolution to lay out a drainage district at the Seaver Property.

The application authorized engineering work to determine the cost estimates for drainage improvements for this district. This initial step has been completed, and it was determined that the next step would be building out the physical drain, including expanding the ponds. This drainage district and stormwater systems upgrades will be necessary due to increased development and increased rainfall.

This cost is estimated to be \$1.2 million, with work being done in 2025 and billed in 2026.

Thank you for your consideration.



WASHTENAW COUNTY WATER RESOURCES COMMISSIONER

ORDER FOR LAYING OUT AND DESIGNATING  
A DRAINAGE DISTRICT

SEAVER FARM DRAIN  
DRAIN NO. 8399

*WHEREAS*, an application, dated August 18, 2023, has been made and filed with me, the Washtenaw County Water Resources Commissioner, for the Laying Out and Designating of a Drainage District; and

*WHEREAS*, the County Treasurer has provided a statement that less than 33 1/3% of the lands in the proposed drainage district owe taxes and special assessments over the preceding three years; and

*WHEREAS*, I retained Orchard, Hiltz, & McCliment Inc. to perform a survey of the proposed drain and drainage district.

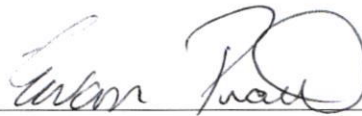
*NOW, THEREFORE*, I do hereby determine:

1. The name of the drain is the Seaver Farm Drain.
2. The Drainage District boundaries are as described in the attached *Exhibit A*.
3. The following public corporations liable for an assessment are as follows:

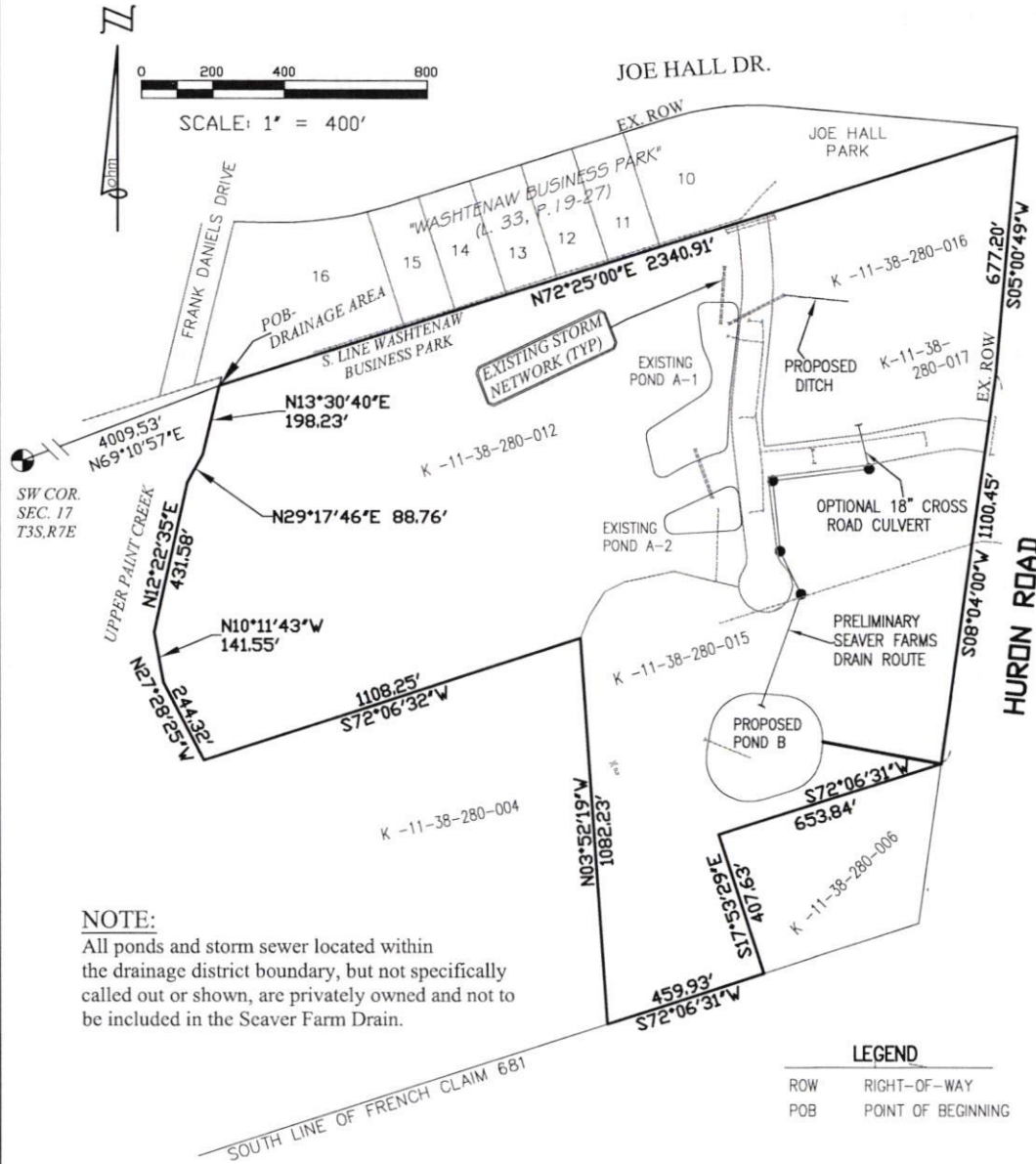
Ypsilanti Charter Township  
Washtenaw County

4. A description of the proposed drain as provided in MCL 280.54, including the type of construction and estimated cost of construction is attached as *Exhibit B*.

Dated: 10/30/24

  
\_\_\_\_\_  
Evan Pratt  
Washtenaw County Water Resources Commissioner

# DRAINAGE DISTRICT AREA



**NOTE:**  
 All ponds and storm sewer located within the drainage district boundary, but not specifically called out or shown, are privately owned and not to be included in the Seaver Farm Drain.

LEGEND	
ROW	RIGHT-OF-WAY
POB	POINT OF BEGINNING

## DRAINAGE DISTRICT AREA

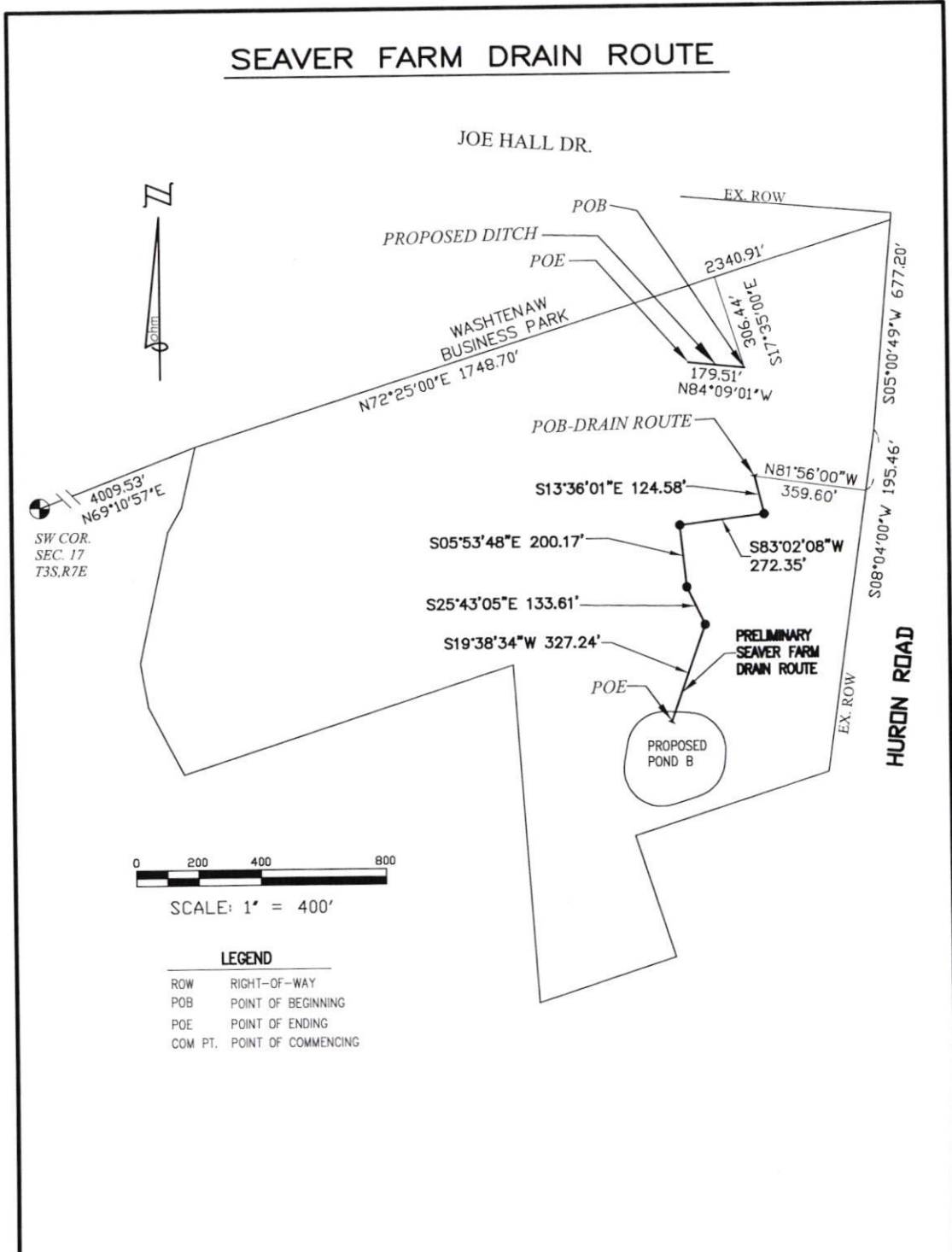
A parcel of land being a part in Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County, Michigan, more particularly described as follows:

Commencing at the SW corner of Section 17, Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County; thence N 69°10'57" E 4009.53 feet to a point on the South line of "Washtenaw Business Park", as recorded in Liber 33 of Plats, of Pages 19-27, Washtenaw County Records, also being the Point of Beginning; thence along said South line N 72°25'00" E 2340.91 feet to a point on the Westerly line of Huron Road (60 ft. wide 1/2 ROW); thence along said Westerly right of way line S 05°00'49" W 677.20 feet and S 08°04'00" W 1100.45 feet to a point on the North line of parcel #K-11-38-280-006; thence along said North line S 72°06'31" W 653.84 feet; thence S 17°53'29" E 407.63 feet to a point on the South line of French Claim 681; thence along said South line S 72°06'31" W 459.93 feet; thence N 03°52'19" W 1082.23 feet; thence S 72°06'32" W 1108.25 feet; thence N 27°28'25" W 244.32 feet; thence N 10°11'43" W 141.55 feet; thence N 12°22'35" E 431.58 feet; thence N 29°17'46" E 88.76 feet; thence N 13°30'40" E 198.23 feet to the Point of Beginning.

Contains 73.887 acres of land, more or less. Subject to all easements and restrictions of record.

<b>DRAINAGE DISTRICT AREA</b>			SCALE 1" = 400'
PART OF TOWN 3 SOUTH, RANGE 7 EAST YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN			SHEET 1 OF 1
DATE: 04-05-2024	CLIENT: TOWNSHIP OF YPSILANTI	JOB #: 0115-23-0010	
34000 Plymouth Road   Livonia, MI 48150   P (734) 522-6711   F (734) 522-6427   WWW.OHM-ADVISORS.COM			

# SEAVER FARM DRAIN ROUTE



## SEAVER FARM DRAIN ROUTE

A parcel of land being a part in Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County, Michigan, more particularly described as follows:

Commencing at the SW corner of Section 17, Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County; thence N 69°10'57" E 4009.53 feet to a point on the South line of "Washtenaw Business Park", as recorded in Liber 33 of Plats, of Pages 19-27, Washtenaw County Records; thence along said South line N 72°25'00" E 2340.91 feet to a point on the Westerly line of Huron Road (60 ft. wide 1/2 ROW); thence along said Westerly right of way line S 05°00'49" W 677.20 feet and S 08°04'00" W 195.46 feet; thence N 81°56'00" W 359.60 feet to the Point of Beginning; thence S 13°36'01" E 124.58 feet; thence S 83°02'08" W 272.35 feet; thence S 05°53'48" E 200.17 feet; thence S 25°43'05" E 133.61 feet; thence S 19°38'34" W 327.24 feet to the Point of Ending.

<b>SEAVER FARM DRAIN ROUTE</b>			SCALE H: 1"=400'
PART OF TOWN 3 SOUTH, RANGE 7 EAST			SHEET 1
YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN			OF 1
DATE: 04-05-2024	OWNER: TOWNSHIP OF YPSILANTI	JOB#: 0115-23-0010	
34000 Plymouth Road   Livonia, MI 48150   P (734) 522-6711   F (734) 522-6427   WWW.OHM-ADVISORS.COM			
<small>COPYRIGHT 2024 OHM. ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREON CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF OHM AND THE SAME MAY NOT BE DUPLICATED, DISTRIBUTED, OR USED WITHOUT PRIOR WRITTEN CONSENT OF OHM.</small>			

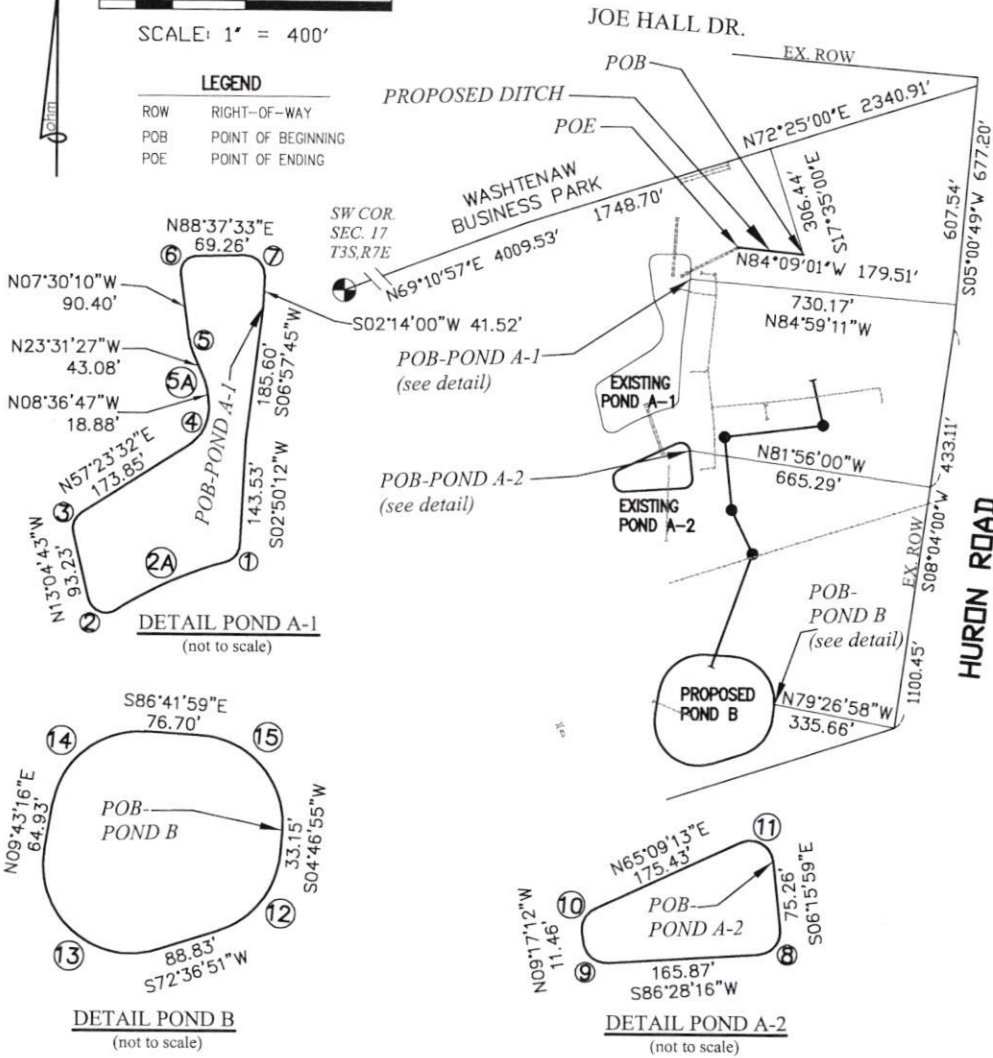


# EXISTING AND PROPOSED PONDS SKETCH

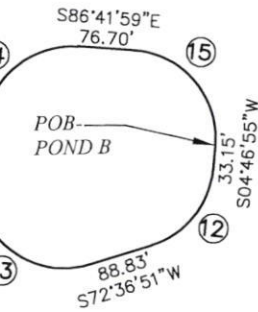


SCALE: 1" = 400'

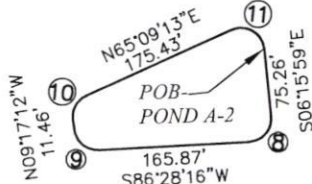
LEGEND	
ROW	RIGHT-OF-WAY
POB	POINT OF BEGINNING
POE	POINT OF ENDING



**DETAIL POND A-1**  
(not to scale)



**DETAIL POND B**  
(not to scale)



**DETAIL POND A-2**  
(not to scale)

NO.	RADIUS	LENGTH	DELTA	CHORD
1	24.30'	31.68'	74°41'09"	S39°41'38"W 29.48'
2	24.75'	45.69'	105°45'36"	N65°43'29"W 39.47'
2A	539.25'	167.33'	17°46'44"	S65°50'24"W 166.66'
3	25.00'	30.75'	70°28'47"	N22°09'25"E 28.85'
4	60.00'	69.12'	66°00'14"	N24°23'23"E 65.36'
5	60.00'	16.78'	16°01'07"	N15°30'48"W 16.72'
5A	40.00'	10.80'	15°28'26"	N16°21'05"W 10.77'
6	20.60'	34.70'	96°30'37"	N36°40'49"E 30.74'
7	26.80'	42.66'	91°11'52"	S43°59'15"E 38.30'
8	25.00'	40.46'	92°44'18"	S40°06'08"W 36.19'
9	25.00'	36.76'	84°15'28"	N51°24'28"W 33.54'
10	25.00'	32.48'	74°25'44"	N27°56'00"E 30.24'
11	25.00'	47.38'	108°35'56"	S60°33'23"E 40.60'
12	120.00'	142.07'	67°50'07"	S38°41'53"W 133.92'
13	120.00'	245.27'	117°06'23"	N48°49'57"W 204.75'
14	120.00'	175.05'	83°34'56"	N51°30'39"E 159.94'
15	120.00'	191.60'	91°28'48"	S40°57'32"E 171.88'

**EXISTING & PROPOSED PONDS AREA**  
PART OF TOWN 3 SOUTH, RANGE 7 EAST  
YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN

SCALE  
PL 1"=400'  
SHEET  
1  
OF 2



**EXISTING AND PROPOSED PONDS DESCRIPTION**

**POND A-1**

A parcel of land being a part in Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County, Michigan, more particularly described as follows:

Commencing at the SW corner of Section 17, Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County; thence N 69°10'57" E 4009.53 feet to a point on the South line of "Washtenaw Business Park", as recorded in Liber 33 of Plats, of Pages 19-27, Washtenaw County Records; thence along said South line N 72°25'00" E 2340.91 feet to a point on the Westerly line of Huron Road (60 ft. wide 1/2 ROW); thence along said Westerly right of way line S 05°00'49" W 607.54 feet; thence N 84°59'11" W 730.17 feet to the Point of Beginning; thence S 06°57'45" W 185.60 feet; thence S 02°50'12" W 143.53 feet; thence 31.68 feet along a curve to the right, radius 24.30 feet, delta 74°41'09", chord bears S 39°41'38" W 29.48 feet; thence 167.33 feet along a curve to the left, radius 539.25 feet, delta 17°46'44", chord bears S 65°50'24" W 166.66 feet; thence 45.69 feet along a curve to the right, radius 24.75 feet, delta 105°45'36", chord bears N 65°43'29" W 39.47 feet; thence N 13°04'43" W 93.23 feet; thence 30.75 feet along a curve to the right, radius 25.00 feet, delta 70°28'47", chord bears N 22°09'25" E 28.85 feet; thence N 57°23'32" E 173.85 feet; thence 69.12 feet along a curve to the left, radius 60.00 feet, delta 66°00'14", chord bears N 24°23'23" E 65.36 feet; thence N 08°36'47" W 18.88 feet; thence 10.80 feet along a curve to the left, radius 40.00 feet, delta 15°28'26", chord bears N 16°21'05" W 10.77 feet; thence N 23°31'27" W 43.08 feet; thence 16.78 feet along a curve to the right, radius 60.00 feet, delta 16°01'07", chord bears N 15°30'48" W 16.72 feet; thence N 07°30'10" W 90.40 feet; thence 34.70 feet along a curve to the right, radius 20.60 feet, delta 96°30'37", chord bears N 36°40'49" E 30.74 feet; thence N 88°37'33" E 69.26 feet; thence 42.66 feet along a curve to the right, radius 26.80 feet, delta 91°11'52", chord bears S 43°59'15" E 38.30 feet; thence S 02°14'00" W 41.52 feet to the Point of Beginning.

Contains 57,790 square feet or 1.327 acres of land, more or less. Subject to all easements and restrictions of record.

**POND A-2**

A parcel of land being a part in Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County, Michigan, more particularly described as follows:

Commencing at the SW corner of Section 17, Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County; thence N 69°10'57" E 4009.53 feet to a point on the South line of "Washtenaw Business Park", as recorded in Liber 33 of Plats, of Pages 19-27, Washtenaw County Records; thence along said South line N 72°25'00" E 2340.91 feet to a point on the Westerly line of Huron Road (60 ft. wide 1/2 ROW); thence along said Westerly right of way line S 05°00'49" W 677.20 feet and S 08°04'00" W 433.11 feet; thence N 81°56'00" W 665.29 feet to the Point of Beginning; thence S 06°15'59" E 75.26 feet; thence 40.46 feet along a curve to the right, radius 25.00 feet, delta 92°44'18", chord bears S 40°06'08" W 36.19 feet; thence S 86°28'16" W 165.87 feet; thence 36.76 feet along a curve to the right, radius 25.00 feet, delta 84°15'28", chord bears N 51°24'28" W 33.54 feet; thence N 09°17'12" W 11.46 feet; thence 32.48 feet along a curve to the right, radius 25.00 feet, delta 74°25'44", chord bears N 27°56'00" E 30.24 feet; thence N 65°09'13" E 175.43 feet; thence 47.38 feet along a curve to the right, radius 25.00 feet, delta 108°35'56", chord bears S 60°33'23" E 40.60 feet to the Point of Beginning.

Contains 19,868 square feet or 0.456 acres of land, more or less. Subject to all easements and restrictions of record.

**POND B**

A parcel of land being a part in Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County, Michigan, more particularly described as follows:

Commencing at the SW corner of Section 17, Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County; thence N 69°10'57" E 4009.53 feet to a point on the South line of "Washtenaw Business Park", as recorded in Liber 33 of Plats, of Pages 19-27, Washtenaw County Records; thence along said South line N 72°25'00" E 2340.91 feet to a point on the Westerly line of Huron Road (60 ft. wide 1/2 ROW); thence along said Westerly right of way line S 05°00'49" W 677.20 feet and S 08°04'00" W 1100.45 feet; thence N 79°26'58" W 335.66 feet to the Point of Beginning; thence S 04°46'55" W 33.15 feet; thence 142.07 feet along a curve to the right, radius 120.00 feet, delta 67°50'07", chord bears S 38°41'53" W 133.92 feet; thence S 72°36'51" W 88.83 feet; thence 245.27 feet along a curve to the right, radius 120.00 feet, delta 117°06'23", chord bears N 48°49'57" W 204.75 feet; thence N 09°43'16" E 64.93 feet; thence 175.05 feet along a curve to the right, radius 120.00 feet, delta 83°34'56", chord bears N 51°30'39" E 159.94 feet; thence S 86°41'59" E 76.70 feet; thence 191.60 feet along a curve to the right, radius 120.00 feet, delta 91°28'48", chord bears S 40°57'32" E 171.88 feet to the Point of Beginning.

Contains 80,712 square feet or 1.853 acres of land, more or less. Subject to all easements and restrictions of record.

**PROPOSED DITCH**

A parcel of land being a part in Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County, Michigan, more particularly described as follows:

Commencing at the SW corner of Section 17, Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County; thence N 69°10'57" E 4009.53 feet to a point on the South line of "Washtenaw Business Park", as recorded in Liber 33 of Plats, of Pages 19-27, Washtenaw County Records; thence along South line N 72°25'00" E 1748.70 feet; thence S 17°35'00" E 306.44 feet to a point on the centerline of the proposed ditch also being the Point of Beginning; thence along said centerline N 84°09'01" W 179.51 feet to the Point of Ending.

<b>EXISTING &amp; PROPOSED PONDS AREA</b>		SCALE H: 1"=400'
PART OF TOWN 3 SOUTH, RANGE 7 EAST		SHEET 2
YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN		OF 2
DATE: 04-05-2024	TOWNSHIP OF YPSILANTI	0115-23-0010
34000 Plymouth Road	Livonia, MI 48150   P (734) 522-6711	F (734) 522-6427   WWW.OHM-ADVISORS.COM





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 12, 2024

**Re: Request authorization to extend and expand LAITR beautification services in the amount of \$12,600 a month, budgeted in line item #266-301-830.004, contingent on attorney review**

At the Board of Trustees meeting held on March 5, 2024, a Proposal for Beautification Services with the nonprofit Life After Incarceration: Transition and Reentry (LAITR) was approved as a PILOT program. This work program for justice-involved individuals (JII) to gain hands on experience through beautification of the community with litter/trash pickup throughout the Township with the goal of having a clean community. LAITR established the SHINE program, which has been a success. Workers in purple received many compliments from Township residents on improved cleanliness and reduced litter and trash, which is typically a top complaint. With the success of the SHINE pilot project, we have asked LAITR to make a proposal for expanded services, a map is attached.

This work will continue to be under the supervision of LAITR, with before/after pictures along with monthly progress reports being provided. Community Resources Coordinator Laurie Lutomski will continue to be the point of contact and administrator for this project.

The Supervisor's Office is requesting for this PILOT slated to end in November to be extended until the end of 2024, and for a two-year contract to be entered into starting 2025. This work at \$12,600 a month is budgeted in line item #266-301-830.004. Approval will be contingent on Attorney Winters' approval.

Your consideration is greatly appreciated.

cc: John Hines, Municipal Services Director  
Laurie Lutomski, Community Resource Coordinator  
McLain & Winters, Township Attorneys



## Supportive Hands in Neighbor Enhancement (SHINE)

### Report and Proposal to Extend the Contract(s)

SHINE has employed 4-5 justice-involved individuals (JII) since 03/17/24. They continue to service the five designated zones in Ypsilanti Township and have made notable progress since the inception of the program.

#### Request for Revision 1:

We request that the current contract (ending Nov 19, 2024 ) be extended through the rest of 2024 due to our ability to continue with beautification tasks during colder months when there is no snow. Additionally, we will continue to operate in the same way whereas if we are unable to work a few days due to weather, we will make those hours up in following weeks.

#### Request for Revision 2:

We request a transition from a pilot contract to a standard annual contract or two-year contract starting January, 2025 due to the notable progress and satisfaction in the work our crew is doing. With this contract, we are requesting the addition of the areas discussed:

- Add Grove from service to Rawnsionville
- Add Bridge rd from Grove to Textile
- Add Wiard road from McCartney to Rawnsionville
- Add Huron/Whittaker from James L. Hart to Textile
- Morgan from S. Huron River Dr to Stony Creek (behind Kroger)

With these additions, we estimate needing an additional 30 hours per week/additional 120 hours per month (105 total hours p/week, 420 total hours p/month). This would increase our contract from \$9,000 to \$12,600 monthly.

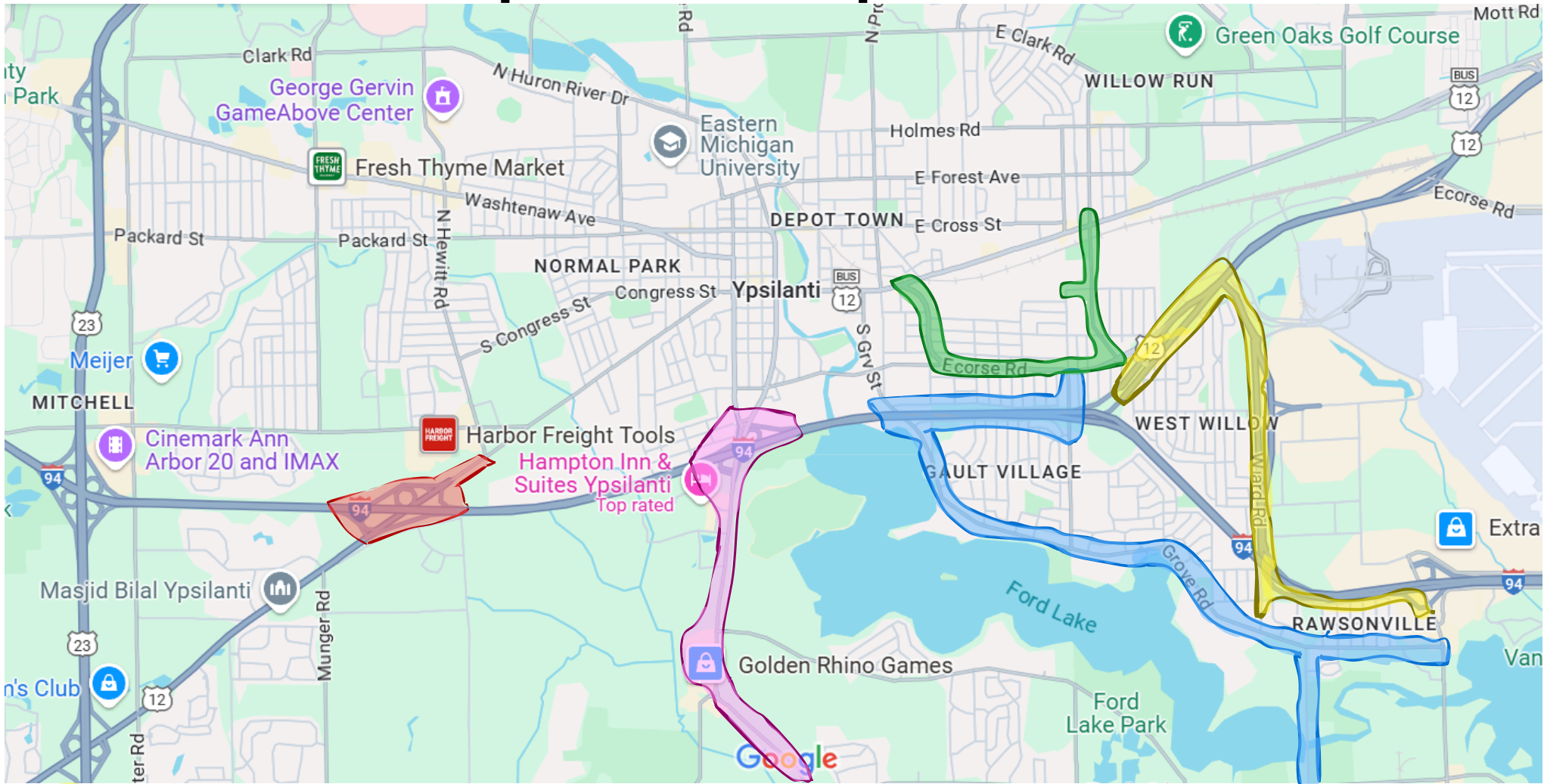
Thank you for the ongoing collaboration, our entire team is appreciative.

Ariana Gonzalez



Executive Director and Founder

# Ypsi Township Zones



## Zone 1:

- US 12 from Gates to Wiard (E. Bound)
- Service Drive Gates to Wiard
- US 12 from Wiard to Ford
- Wiard to Tyler to McCartney to Grove
- Wiard Rd. from McCartney to Rawsonville

## Zone 4:

- 94 Exchanges- 94 E Entrance to James L. Hart
- 94 Exchanges- 94 W Entrance to City Border
- Huron/Whittaker from James L. Hart to Textile
- Morgan from S. Huron River Dr. to Stony Creek (behind Kroger)

## Zone 2:

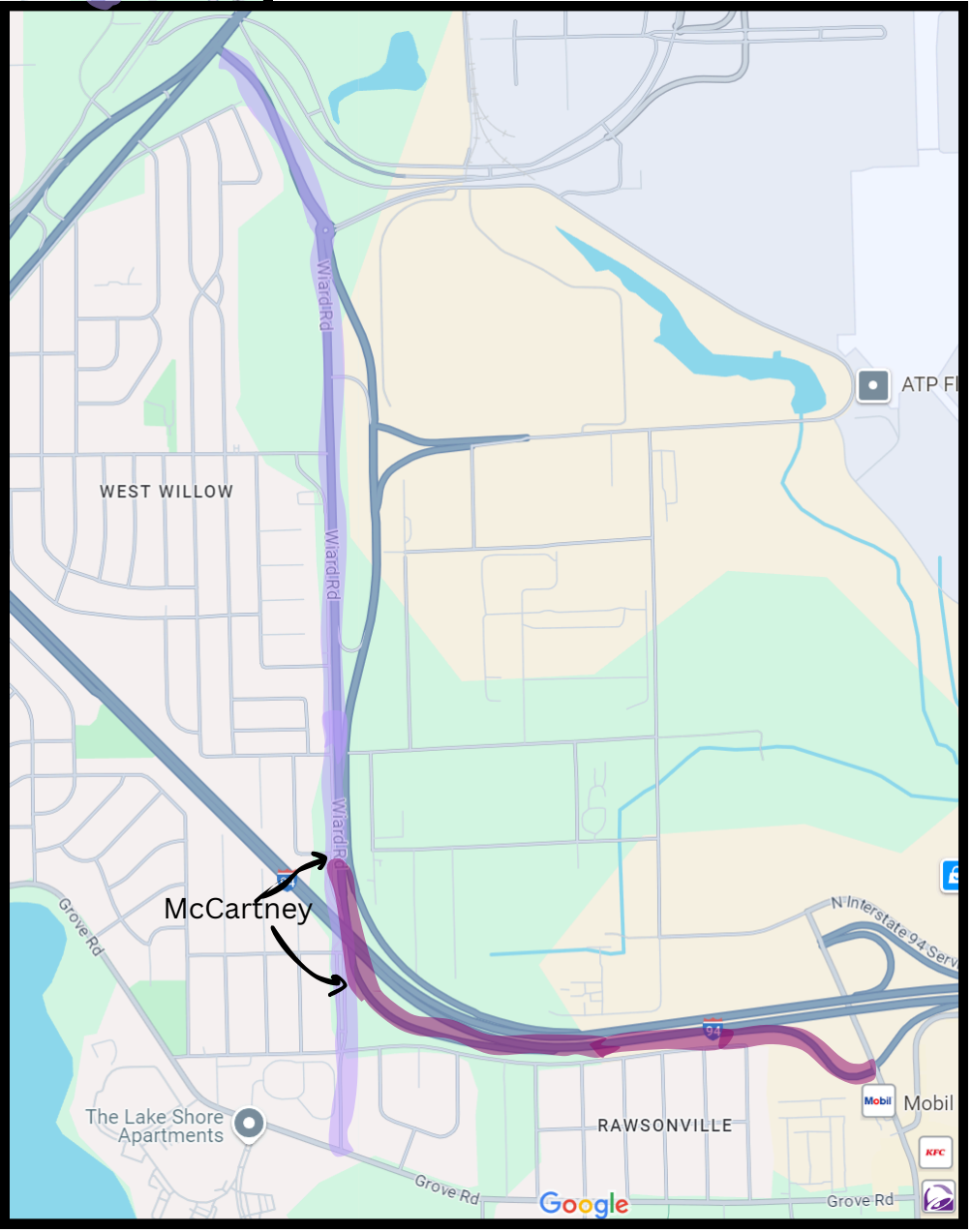
- Ecorse Rd. from Ford to Michigan Ave
- Ford Rd from Ecorse to S. Side of Bridge (no bridge)
- Trash pickup/drain clearing on the Ford Blvd. bridge over Michigan Ave.
- Russel St. that is West of Ford Blvd. up to Harris Rd.

## Zone 5:

- I-94 Interchanges onto Michigan Ave. to Hewitt Rd.

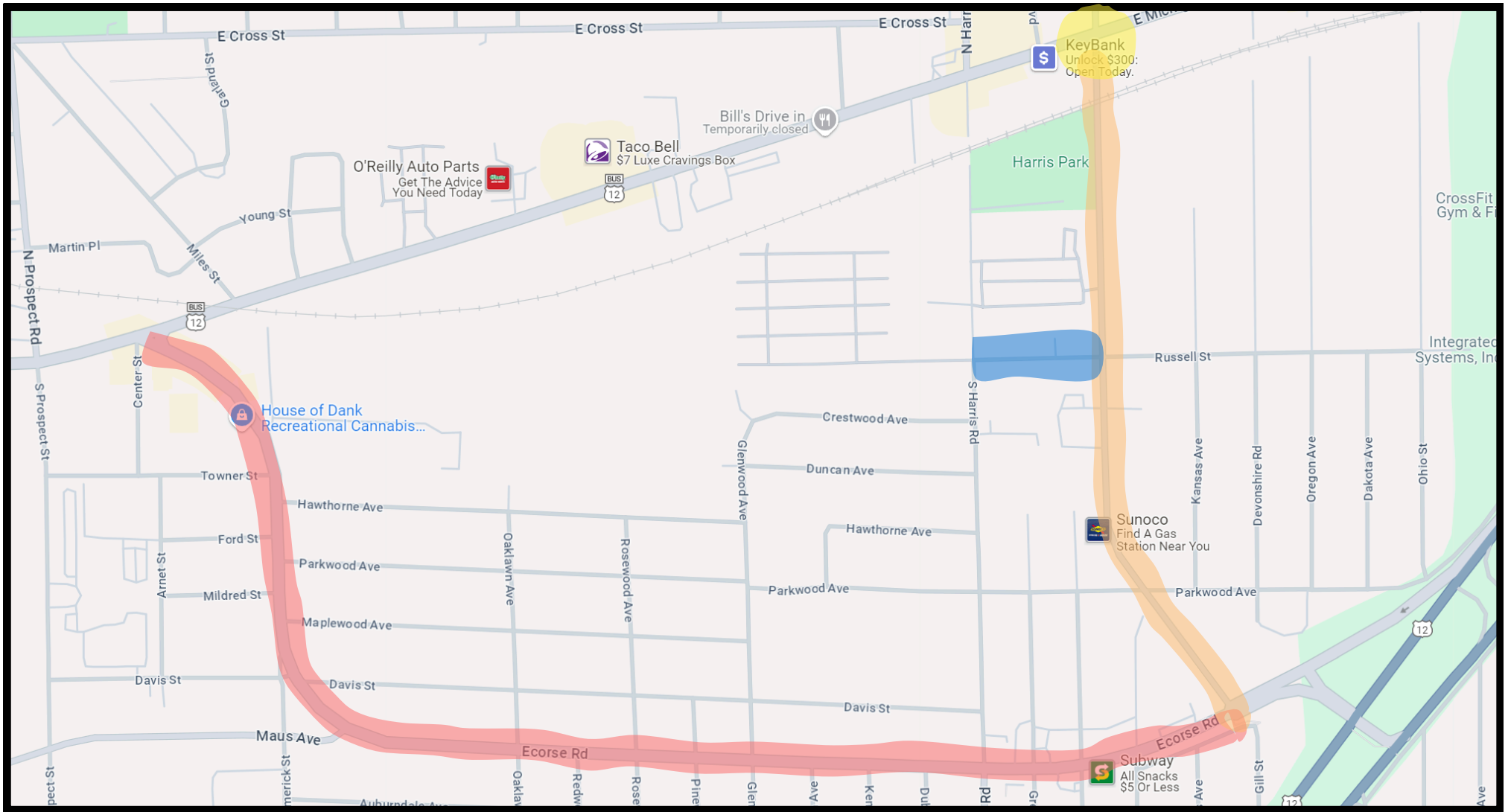
## Zone 3:

- Harris Rd- Ecorse to Share-Bridge
- Share Rd to Service Dr.
- Service Dr. from Share Rd. to Grove
- Tyler Rd- Grove to Dubie
- Grove from Service to Rawsonville
- Bridge Rd. from Grove to Textile



**Zone 1- Gates to Wiard:**

- US 12 from Gates to Wiard (E. Bound)
- Service Drive Gates to Wiard
- US 12 from Wiard to Ford
- Wiard to Tyler to McCartney to Grove
- Wiard Rd. from McCartney to Rawsonville



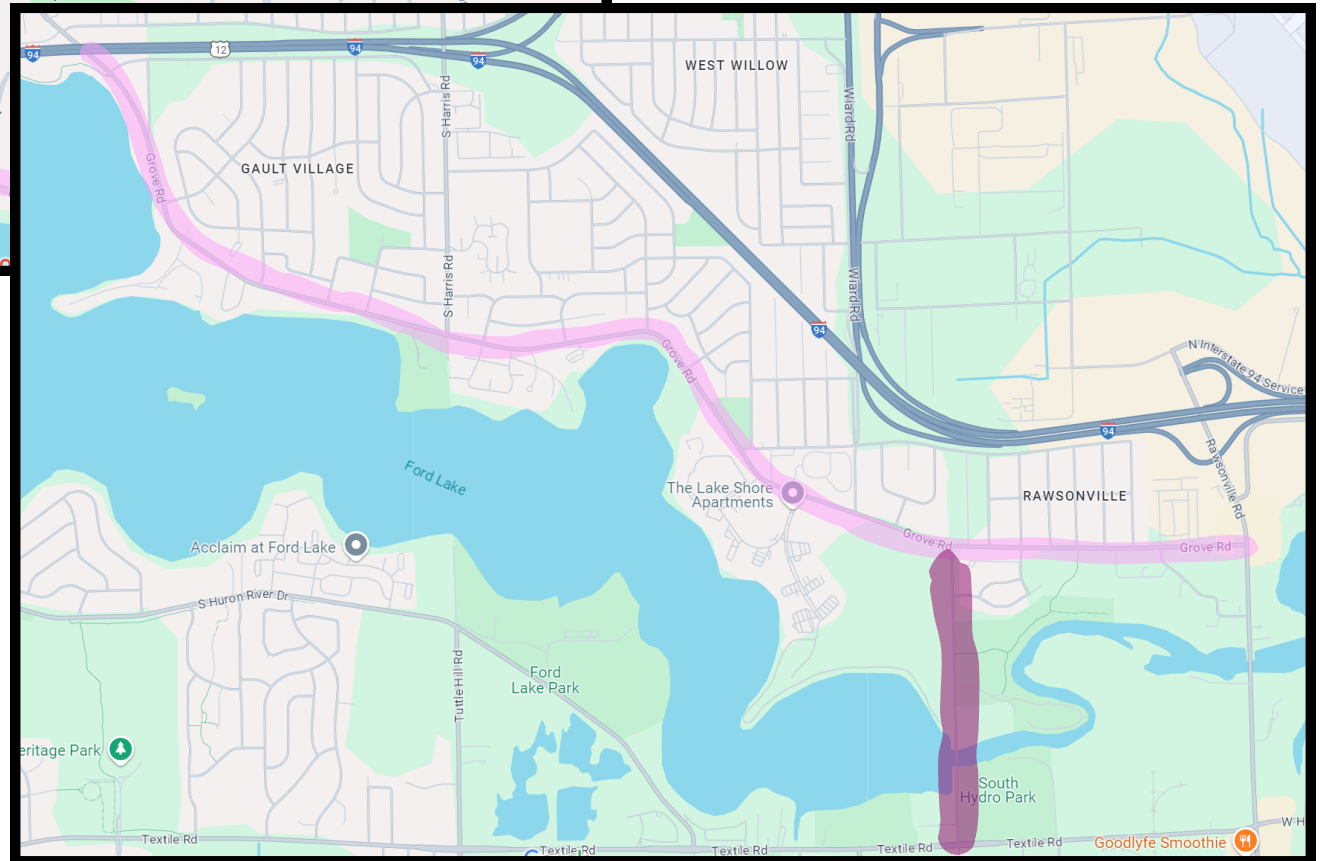
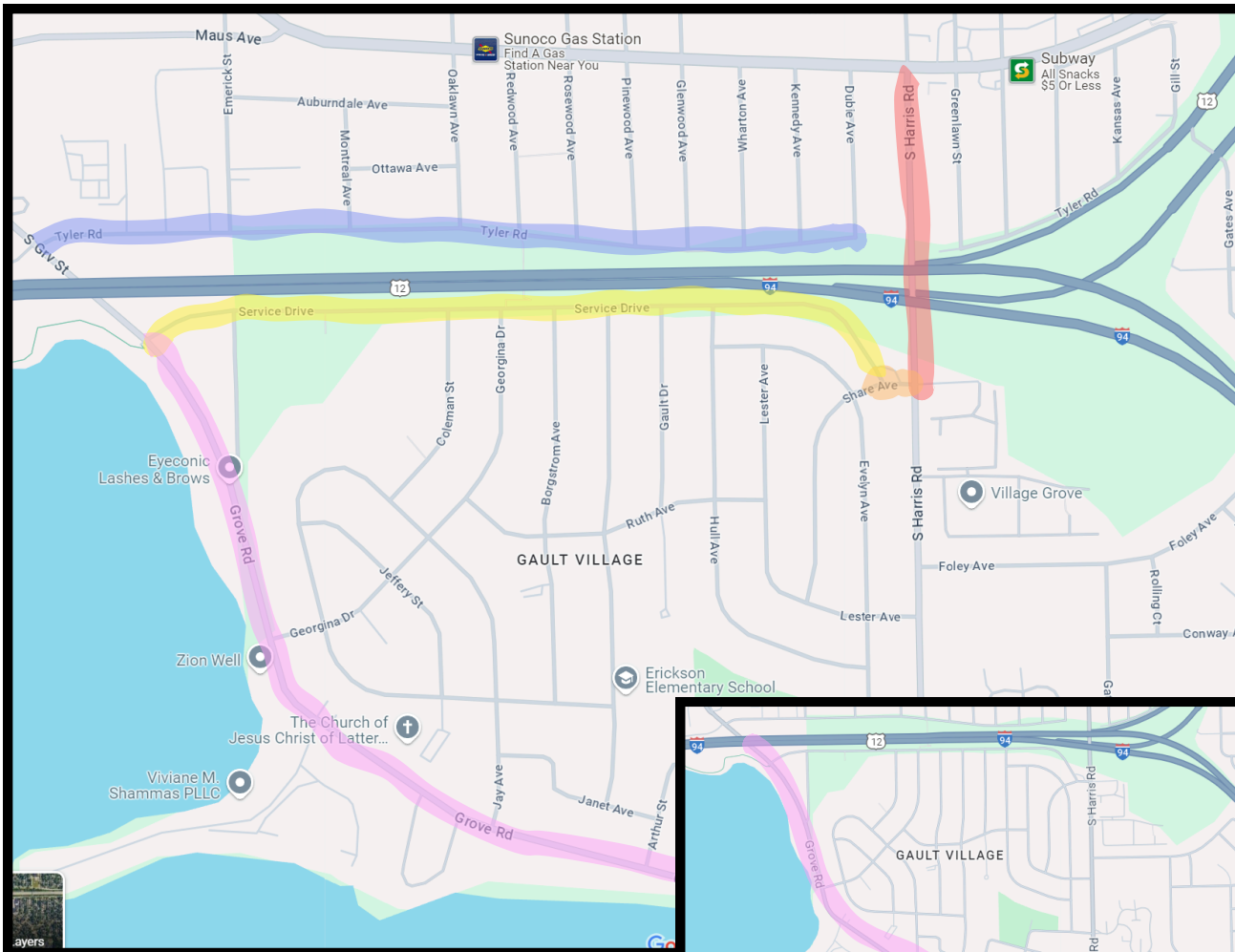
## Zone 2- Ecorse Business District:

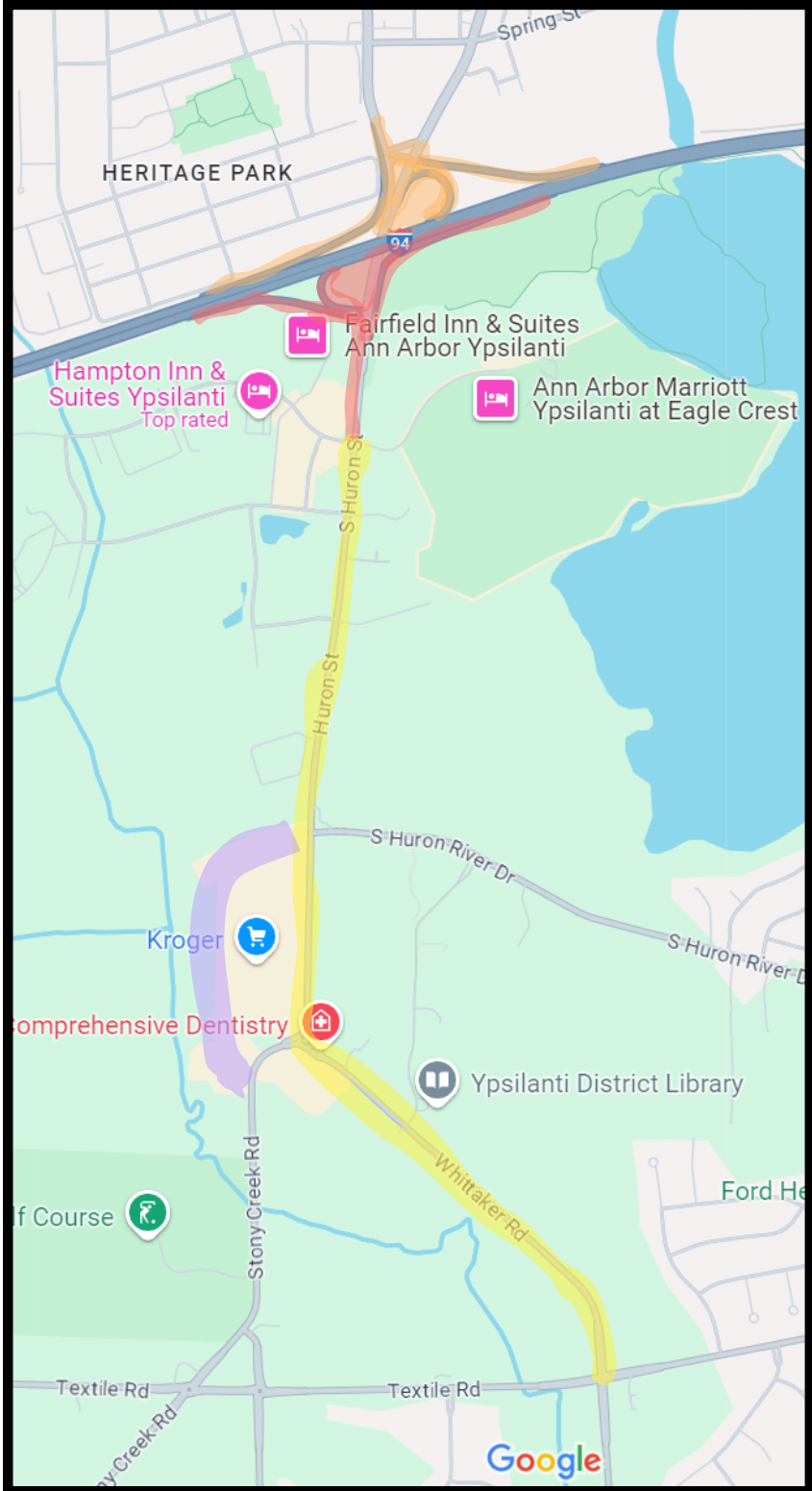
- Ecorse Rd. from Ford to Michigan Ave
- Ford Rd from Ecorse to S. Side of Bridge (no bridge)
- Trash pickup/drain clearing on the Ford Blvd. bridge over Michigan Ave.
- Russel St. that is West of Ford Blvd. up to Harris Rd.



## Zone 3- Harris Rd. Area:

- Harris Rd- Ecorse to Share-Bridge
- Share Rd to Service Dr.
- Service Dr. from Share Rd. to Grove
- Tyler Rd- Grove to Dubie
- Grove from Service to Rawsonville
- Bridge Rd. from Grove to Textile



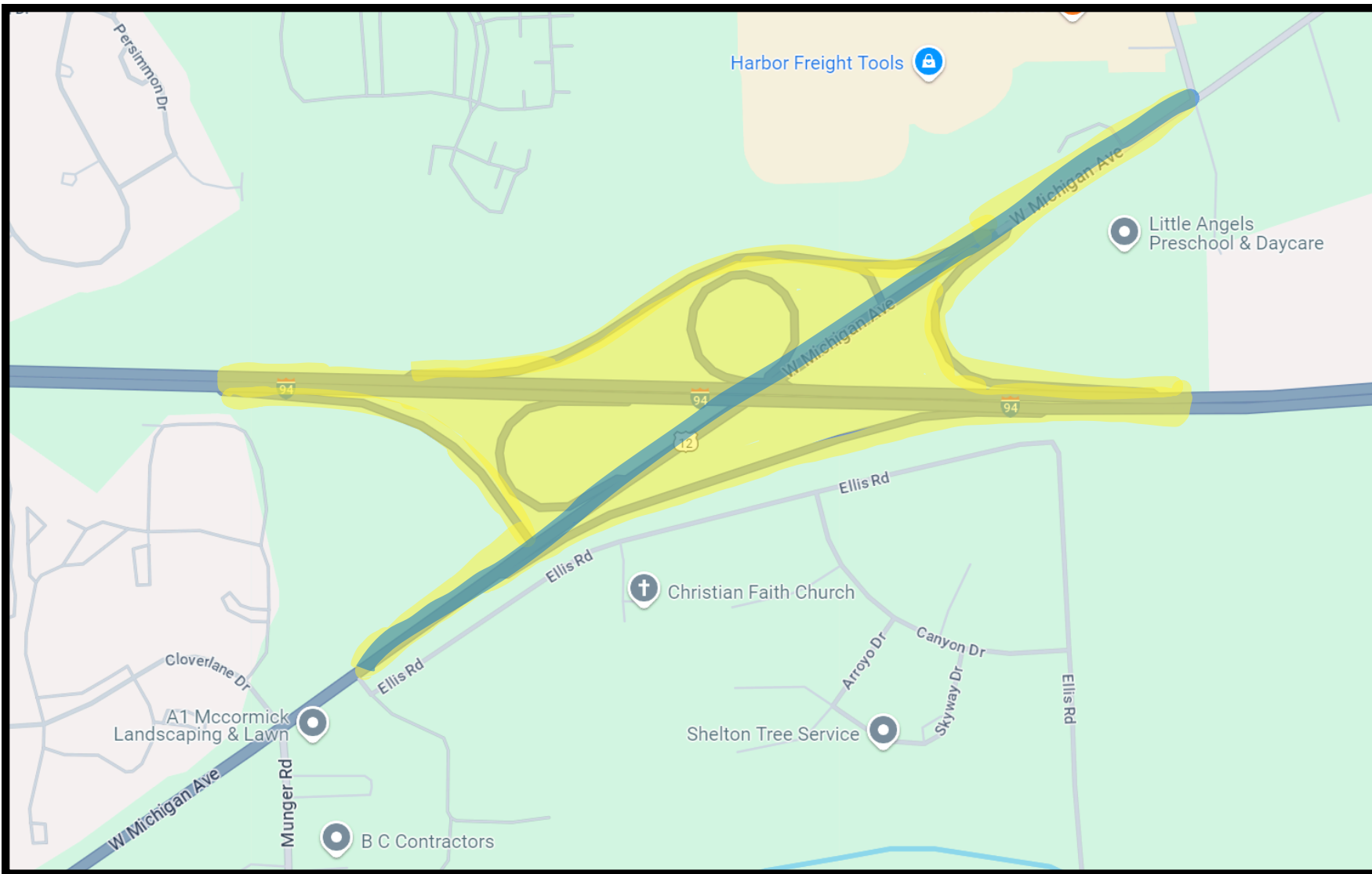


### Zone 4- Huron St. Area:

- 94 Exchanges- 94 E Entrance to James L. Hart
- 94 Exchanges- 94 W Entrance to City Border
- Huron/Whittaker from James L. Hart to Textile
- Morgan from S. Huron River Dr. to Stony Creek (behind Kroger)







## Zone 5:

- I-94 Interchanges onto Michigan Ave. to Hewitt Rd.
- Still needs to be done/focus area

11



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**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 12, 2024

**RE: Request to authorize change order for Washtenaw County Road Commission (WCRC) 2023 Road Agreement in the amount of \$38,047.44, budgeted in 213-446-982.000**

Attached please find the previously approved 2023 Road Agreement between the Washtenaw County Road Commission and the Township. In this agreement estimates were provided for each portion of the project. Also attached is the final billing for 2023. The Parkside Preserve of the West, Whispering Meadows, and Creekside West Subdivision pavement projects were over budget. The Greene Farms project was under budget, making the total additional cost \$38,047.44. This amount is budgeted in 213-446-982.000.

Thank you for your consideration.



## 2023 YPSILANTI TOWNSHIP AGREEMENT

THIS AGREEMENT, made and entered into this 5th day of July, 2023, by and between the Charter Township of Ypsilanti Board of Trustees, Washtenaw County, parties of the first part and the Board of Washtenaw County Road Commissioners, parties of the second part.

WHEREAS, the parties of the first part desire that certain improvements be made upon the local roads in the Charter Township of Ypsilanti, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the parties of the second part will accomplish the improvements as specified herein, all in accordance with the standards of the parties of the second part.

IT IS FURTHER AGREED, the parties of the first part shall pay WCRC for the actual project costs incurred for the project; and

IT IS FURTHER AGREED, the WCRC will submit an invoice to the Township on August 1, 2023, for 50% of the estimated project costs. Following project completion and final accounting of the project costs, WCRC will submit the final invoice for the actual remaining unpaid costs.. The final invoice shall provide supporting detail and information, which reasonably identifies the actual project costs incurred by WCRC. The Township described herein agrees to remit payment within 30 days from receipt of WCRC invoices.

1. **Parkside Preserve of the West:** 489-11-1833  
Work to include forestry, milling the existing pavement, the placement of 2" HMA resurfacing, structure adjustments, ADA sidewalk ramp upgrades, and associated project restoration.  
Roads to include:  
Cottonwood Drive, Oakbrook Drive to End of Road  
Creekside Circle, Maplehurst Drive to Maplevue Lane  
Hickory Ridge Court, Hickory Ridge Drive to End of Road  
Hickory Ridge Drive, Maplevue Lane to Creekside Circle  
Maplehurst Drive, Oakridge Drive to Oakhurst Drive  
Maplevue Lane, Textile Road to Creekside Circle  
Oakbrook Court, Oakbrook Drive to End of Road  
Oakbrook Drive, Oakridge Drive to Oakhurst Drive  
Oakhurst Drive, Maplevue Lane to Maplehurst Drive  
Oakridge Drive, Hitchingham Road to Maplevue Lane  
Estimated project cost: \$ 630,000.00
  
2. **Whispering Meadows Subdivision:** 489-11-1834  
Work to include forestry, milling the existing pavement, the placement of 2" HMA resurfacing, structure adjustments, ADA sidewalk ramp upgrades, and associated project restoration.  
Roads to include:  
Jonquil Lane, Trillium Drive to Tamarack Lane  
Lilly Drive, Lupin Court to Trillium Drive  
Lupin Court, Lilly Drive to End of Road  
Tamarack Lane, Jonquil Lane to Lilly Drive  
Trillium Drive, Lupin Court to Tuttle Hill Road  
Estimated project cost: \$ 543,000.00

- 3. Creekside West Subdivision:** 489-11-1835  
 Work to include forestry, milling the existing pavement, the placement of 2" HMA resurfacing, structure adjustments, ADA sidewalk ramp upgrades, and associated project restoration.  
 Roads to include:  
 Amaranth Lane, Indigo Lane to Lakeview Street  
 Burdock Street, Indigo Court to End of Road  
 Dogwood Street, Lilly Drive to Indigo Lane  
 Indigo Court, Burdock Street to End of Road  
 Indigo Lane, Burdock Street to Tuttle Hill Road  
 Lakeway Court, Lakeview Street to End of Road  
 Lakeview Street, Merritt Road to Indigo Lane  
 Loon Hollow Drive, Amaranth Lane to End of Road  
 Plainview Street, Lakeview Street to Ringneck Drive  
 Prairie Street, Loon Hollow Drive to Lakeview Street  
 Ringneck Drive, Lakeview Street to Tuttle Hill Road  
 Wing Street, Lakeview Street to Indigo Lane  
 Estimated project cost: \$ 680,000.00
- 4. Greene Farms Subdivision 2023:** 489-11-1836  
 Work to include forestry, milling the existing pavement, the placement of 2" HMA resurfacing, structure adjustments, ADA sidewalk ramp upgrades, and associated project restoration.  
 Roads to include:  
 Durham Drive, Henley Drive to Greene Farm Drive  
 Greene Farm Court, Greene Farm Drive to End of Road  
 Henley Drive, Roxbury Drive to Roxbury Drive  
 Kenton Court, Henley Drive to End of Road  
 Roxbury Court, Amrhein Drive to End of Road  
 Roxbury Drive, Dover Drive to Amrhein Drive  
 Estimated project cost: \$ 450,000.00

**AGREEMENT SUMMARY**

**2023 LOCAL ROAD PROGRAM**

Parkside Preserve of the West	\$ 636,710.19	\$ 630,000.00
Whispering Meadows Subdivision	\$ 563,189.69	\$ 543,000.00
Creekside West Subdivision	\$ 710,202.35	\$ 680,000.00
Greene Farms Subdivision 2023	\$ 433,800.20	\$ 450,000.00
Subtotal	\$2,343,902.43	\$2,303,000.00

Less WCRC 2022 Local Matching Funds Carryover	\$ 6,397.92
Less WCRC 2023 Local Matching Funds	\$ 279,331.00

**ESTIMATED AMOUNT TO BE PAID BY YPSILANTI TOWNSHIP  
 UNDER THIS AGREEMENT DURING 2023: \$2,017,271.08**

FOR CHARTER TOWNSHIP OF YPSILANTI:

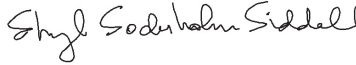
  
Brenda Stumbo, Supervisor *6-20-23*

  
Heather Jarrell Roe, Clerk

*Clerk*  
*6/21/23*

FOR WASHTENAW COUNTY ROAD COMMISSION:

**Barbara Ryan  
Fuller**  
Digitally signed by Barbara  
Ryan Fuller  
Date: 2023.07.06 08:04:19  
-04'00'  
Barbara Ryan Fuller, Chair

 Sheryl Soderholm Siddall  
2023.07.06 10:42:24 -04'00'  
Sheryl Soderholm Siddall, Managing Director

**\*\*2023 Invoice\*\***  
**Final Billing**

Washtenaw County Road Commission  
555 N. Zeeb Road  
Ann Arbor, MI 48103

Ypsilanti Charter Township  
7200 South Huron River Drive  
Ypsilanti, MI 48197  
[bstumbo@ytown.org](mailto:bstumbo@ytown.org)  
[hjarrellroe@ytown.org](mailto:hjarrellroe@ytown.org)  
[jneel@ytown.org](mailto:jneel@ytown.org)  
[ecuellar@ytown.org](mailto:ecuellar@ytown.org)

<b>2022 Carryover &amp; 2023 Local Match:</b> <b>\$285,728.92</b>
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Invoice Date: 08/29/24

Project No:	Description:	Contract Estimate:	Amount Due:
489-11-1833	Parkside Preserve of the West	630,000.00	636,710.09
489-11-1834	Whispering Meadows Subdivision	543,000.00	563,189.69
489-11-1835	Creekside West Subdivision	680,000.00	710,202.35
489-11-1836	Greene Farms Subdivision	450,000.00	433,800.20
489-11-1845	Additional Street Sweeping Services	17,113.74	17,113.74

<b>Total Charges:</b>	2,320,113.74	<u><b>2,361,016.07</b></u>
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Township Payments to Date:	1,571,131.53
2023 Local Match (100%):	\$285,728.92
2022 Township Billing Credit	\$ 2,854.89

<b>Total Credits:</b>	<u><b>1,859,715.34</b></u>
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<b>TOTAL DUE THIS INVOICE:</b>	<u><u><b>501,300.73</b></u></u>
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Jamie Kraus

If you have any questions regarding this invoice please contact Tiffany Lobbstaelt at 734-327-6644 or [lobbestaelt@wroads.org](mailto:lobbestaelt@wroads.org).

Please remit payment within 30 days of invoice date.

\*In accordance with the Matching Program billing procedures, 50% of the estimated cost of construction and heavy maintenance projects are due within 30 days from receipt of the first billing. The final billing will be sent once the project is complete and is due within 30 days from receipt of the final billing.\*

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**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 12, 2024

**RE: Request to accept the resignation of Caleb Copeland from the Planning Commission effective immediately**

Attached please find Caleb Copeland's resignation email from the Planning Commission. This position will be advertised and we encourage anyone interested to apply.

We thank Caleb for his service.

Thank you for your consideration.



## Planning Commissioner Residence Change

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**From** Caleb Copeland <copeland5293@gmail.com>

**Date** Fri 11/8/2024 3:07 PM

**To** Fletcher Reyher <freyher@ypsitownship.org>; Bill Sinkule <bsinkule@webstermi.us>

**Cc** Brenda Stumbo <bstumbo@ypsitownship.org>; Lauren Doppke <ldoppke@ypsitownship.org>

Good afternoon,

I just wanted to let you know that I, Caleb Copeland, have sold my Ypsilanti Township property and have moved to Western Springs, IL. I believe being a residence of the township is a requirement to be a planning commissioner so I unfortunately give up my position effective today.

I really appreciate being given this opportunity and truly learned a lot.

Thank you,  
Caleb



## MEMORANDUM

To: Charter Township Board of Trustees

From: Township Liquor Committee (Treasurer Eldridge, Trustees Swanson & Newman)

CC: William D. Winters, Township Legal Counsel

Date: November 13<sup>th</sup>, 2024

RE: **Recommendation of the Charter Township of Ypsilanti Liquor Committee to approve the SDM (Specially Designated Merchant) License for the Floral Futures, Inc. store, doing business as Norton's Flowers & Gifts.**

The Charter Township of Ypsilanti Liquor Committee is recommending that the Charter Township of Ypsilanti Board of Trustees move to approve the SDM License for the Floral Futures Inc. business (DBA Norton's Flower's & Gifts), located at 2900 Washtenaw Avenue.

The committee recently met with the representatives of Floral Futures Inc., and they provided an explanation as to both why and how they intend to utilize the SDM License for moving forward. The committee was advised that the store:

1. Will not be selling discounted beer, nor wine.
2. Will not be placing advertisements for those products on the store windows.

This SDM License has been previously approved by the State of Michigan Liquor Control Commission.

Respectfully submitted,

Charter Township of Ypsilanti Liquor Committee



## MEMORANDUM

To: Charter Township Board of Trustees

From: Township Liquor Committee (Treasurer Eldridge, Trustees Swanson & Newman)

CC: William D. Winters, Township Legal Counsel

Date: November 13<sup>th</sup>, 2024

RE: **Recommendation of the Charter Township of Ypsilanti Liquor Committee to approve the Class C Liquor License for the China Palace.**

The Charter Township of Ypsilanti Liquor Committee is recommending that the Charter Township of Ypsilanti Board of Trustees move to approve the Class C Liquor License for the China Palace LLC (DBA as the China Palace restaurant) located at 2905 Washtenaw Avenue.

The committee recently met with the ownership and representatives of China Palace LLC, and they provided an explanation as to both why and how they intend to utilize the Class C Liquor License moving forward. The committee has been appraised that the store:

1. Will be selling items allowed under a Class C Liquor License to their on-site patrons.

This Class C Liquor License must still be approved by the State of Michigan Liquor Control Commission, before final authorization is granted. Per discussions with the Licensing unit at the MLCC, their investigative unit will conduct a standard investigation and present their findings to the members of the State of Michigan Liquor Control Commission for approval at their level.

The awarding of this Class C Liquor License will come from the remaining allotment of licenses designated for the Charter Township of Ypsilanti.

Respectfully submitted,

Charter Township of Ypsilanti Liquor Committee

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



**YPSILANTI  
TOWNSHIP**  
— RESIDENTIAL SERVICES DEPARTMENT —

Trustees  
Ryan Hunter  
John Newman II  
Gloria Peterson  
Debbie Swanson

## MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Stan Eldridge, Township Treasurer

CC: John Hines, Municipal Services Director  
Travis McDugald, IS Manager  
Dave Bellars, Chief Building Official

Date: November 15, 2024

**RE: Request Authorization to approve Addendum #4 to Braun Construction for the renovation to the IT Server Room in the amount not to exceed \$ 257,590 pending budget amendment to line item#101-901-971.008**

As project manager of the IT server room renovation project and the 14B District Court security renovation project, I am requesting Board authorization to approve addendum #4 of the original bid and design submitted and awarded to Braun Construction, which adds the IT Server Room. The original bid for the renovation for 14B District Court was awarded on August 28, 2024.

Addendum #4 is being brought to the Board for separate approval due to the funding source of the project. The funding for this project is separate from the grant received for the security renovations of 14B District Court and will be funded by the General Fund. Braun Construction's original bid amount for the renovations of the IT server room under addendum #4 was \$209,000. The revised design with the additional code requirements has increased the contract amount for construction to \$234,173 with a 10% contingency of \$23,417 for a total of \$257,590. Adjustments in the plan and price are due to a code and design adjustment made by the building department to ensure the building will align with the newer code and safety requirements necessary.

# AIA<sup>®</sup> Document A101<sup>®</sup> – 2017

## **Standard Form of Agreement Between Owner and Contractor** where the basis of payment is a Stipulated Sum

**AGREEMENT** made as of the Twentieth day of November in the year Two Thousand Twenty-Four  
(In words, indicate day, month and year.)

**BETWEEN** the Owner:  
(Name, legal status, address and other information)

Charter Township of Ypsilanti  
7200 S. Huron River Drive  
Ypsilanti Township, Michigan 48197  
734-544-400

and the Contractor:  
(Name, legal status, address and other information)

Braun Construction Group, Inc  
39395 W. 12 Mile Road, Suite 100  
Farmington Hills, Michigan 48331  
248-848-0567

for the following Project:  
(Name, location and detailed description)

Ypsilanti Township - IT Server Room Addition  
7200 S. Huron River Drive  
Ypsilanti Township, Michigan 48197

Add Alternate #4 of 14B Courthouse Project Bid

The Architect:  
(Name, legal status, address and other information)

JFR Architects, PC  
33668 Bartola Drive  
Sterling Heights, Michigan 48312  
586-436-0187

The Owner and Contractor agree as follows.

### **ADDITIONS AND DELETIONS:**

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101<sup>®</sup>-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201<sup>®</sup>-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

**ELECTRONIC COPYING** of any portion of this AIA<sup>®</sup> Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

## TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

### EXHIBIT A INSURANCE AND BONDS

#### ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

#### ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

#### ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

*(Check one of the following boxes.)*

- [ X ] The date of this Agreement.
- [ ] A date set forth in a notice to proceed issued by the Owner.
- [ ] Established as follows:  
*(Insert a date or a means to determine the date of commencement of the Work.)*

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

#### § 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

*(Check one of the following boxes and complete the necessary information.)*

- [ ] Not later than ( ) calendar days from the date of commencement of the Work.
- [ X ] By the following date: 08-29-2025

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
-----------------	-----------------------------

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

**ARTICLE 4 CONTRACT SUM**

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor’s performance of the Contract. The Contract Sum shall be Two Hundred and Thirty-Four Thousand One Hundred and Seventy-Three Dollars and Zero Cents (\$ 234,173.00 ), subject to additions and deductions as provided in the Contract Documents.

**§ 4.2 Alternates**

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
------	-------

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.  
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
------	-------	---------------------------

§ 4.3 Allowances, if any, included in the Contract Sum:  
(Identify each allowance.)

Item	Price
<u>Winter Conditions</u> <u>Included @ \$4,284.00</u>	

§ 4.4 Unit prices, if any:  
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
------	-----------------------	-------------------------

Unit Price #1 "Cut and Remove" Sub Soil, Per section 10 27 00 @ \$1.38 per cubic foot.  
Unit Price #2 "Fill and Compaction" with Class II Sand, Per section 10 27 00 @ \$1.93 per cubic foot.  
Unit Price #3 "Fill and Compaction" with 21AA Stone, Per section 10 27 00 @ \$33.00 per ton.  
Unit Price #4 "Fill and Compaction" with 1x3 Crush Limestone, Per section 10 27 00 @ \$33.00 per ton.  
Unit Price #5 "Geo-Grid" fabric, Per section 10 27 00 @ \$6.16 per square yard

§ 4.5 Liquidated damages, if any:  
(Insert terms and conditions for liquidated damages, if any.)

N/A

§ 4.6 Other:  
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

N/A

**ARTICLE 5 PAYMENTS**

**§ 5.1 Progress Payments**

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User Notes:

(67290d156b49851ec10a92b6)

**§ 5.1.1** Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

**§ 5.1.2** The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Contractor shall provide a "pencil" review copy of pay application 5 days before submission to the Architect for review and comment.

**§ 5.1.3** Provided that an Application for Payment is received by the Architect not later than the First day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the Fifteenth day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Seventy-Five ( 75 ) days after the Architect receives the Application for Payment.

*(Federal, state or local laws may require payment within a certain period of time.)*

**§ 5.1.4** Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

**§ 5.1.5** Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

**§ 5.1.6** In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

**§ 5.1.6.1** The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

**§ 5.1.6.2** The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

#### **§ 5.1.7 Retainage**

**§ 5.1.7.1** For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

*(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)*

10 %

**§ 5.1.7.1.1** The following items are not subject to retainage:

*(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)*



General Conditions, Bonds and Insurance

**§ 5.1.7.2** Reduction or limitation of retainage, if any, shall be as follows:

*(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)*

N/A

**§ 5.1.7.3** Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows: *(Insert any other conditions for release of retainage upon Substantial Completion.)*

After Substantial Completion is issued, retainage may be reduced to five (5 %) as approved by Architects and Owner.

**§ 5.1.8** If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

**§ 5.1.9** Except with the Owner’s prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

**§ 5.2 Final Payment**

**§ 5.2.1** Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor’s responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

**§ 5.2.2** The Owner’s final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect’s final Certificate for Payment, or as follows:

N/A

**§ 5.3 Interest**

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located. *(Insert rate of interest agreed upon, if any.)*

0.00 % per annum

**ARTICLE 6 DISPUTE RESOLUTION**

**§ 6.1 Initial Decision Maker**

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

*(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)*

N/A

**§ 6.2 Binding Dispute Resolution**

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

*(Check the appropriate box.)*

[ X ] Arbitration pursuant to Section 15.4 of AIA Document A201–2017

- Litigation in a court of competent jurisdiction
- Other (*Specify*)

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

## ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner’s convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

*(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner’s convenience.)*

N/A

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

## ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner’s representative:  
*(Name, address, email address, and other information)*

Stan Eldridge, Township Treasure  
7200 S. Huron River Drive, Ypsilanti Township, Michigan 48197  
734-544-4000  
seldridge@ypsitownship.org

§ 8.3 The Contractor’s representative:  
*(Name, address, email address, and other information)*

Mike Zatroch, Vice-President of Operations  
39395 W. 12 Mile Road, Suite 100, Farmington Hills, Michigan 48331  
248-848-0567  
586-703-1031  
mzatroch@brauncg.com

§ 8.4 Neither the Owner’s nor the Contractor’s representative shall be changed without ten days’ prior notice to the other party.

### § 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with a building information modeling exhibit, if completed, or as otherwise set forth below:

*(If other than in accordance with a building information modeling exhibit, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required)*

to generate a read receipt for the transmission.)

N/A

**§ 8.7 Other provisions:**

N/A

**ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS**

**§ 9.1** This Agreement is comprised of the following documents:

- .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™–2017, General Conditions of the Contract for Construction
- .4 Building information modeling exhibit, dated as indicated below:  
*(Insert the date of the building information modeling exhibit incorporated into this Agreement.)*

**.5 Drawings**

<b>Number</b>	<b>Title</b>	<b>Date</b>
<u>117 Sheets - Job #22-105</u> <u>Revised Bid set for Value</u> <u>Engineering Savings</u>	<u>Issued for Construction</u>	<u>9/27/2024</u>
<u>4 Sheets - Job #22-105</u> <u>G0-02</u> <u>G0-03</u> <u>A3-02</u> <u>A3-03</u>	<u>Issued for Building</u> <u>Permit</u>	<u>10/15/2024</u>
<u>116 Sheets - Job #22-105</u> <u>Original Bid set of Drawings</u>	<u>Issued for</u>	<u>7/9/20</u>

**.6 Specifications**

<b>Section</b>	<b>Title</b>	<b>Date</b>	<b>Pages</b>
<u>1,379 Pages - Job #22-105</u>	<u>Project Manual and Spec</u>	<u>7/9/2024</u>	<u>1,379</u>

**.7 Addenda, if any:**

<b>Number</b>	<b>Date</b>	<b>Pages</b>
<u>Addendum #1</u>	<u>7/18/2024</u>	<u>29 Pages w/ 8 Drawings</u>
<u>Addendum #2</u>	<u>7/23/2024</u>	<u>6 Pages</u>
<u>Addendum #3</u>	<u>8/1/2024</u>	<u>9 Pages</u>

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

**.8 Other Exhibits:**

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:  
(Insert the date of the E204-2017 incorporated into this Agreement.)

The Sustainability Plan:

Title	Date	Pages
-------	------	-------

Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
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.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor’s bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

- Braun Construction Group - Bid Proposal (dated August 8, 2024), 125 Pages
- Braun Construction Group - Q and A Interview and Clarifications (dated August 13, 2024), 6 Pages
- Braun Construction Group - VE Proposals (dated August 14, 2024), 28 Pages
- Braun Construction Group - VE Matrix Estimates (dated August 27, 2024), 6 Pages
- Braun Construction Group - Clarifications and Exclusions - Basies of Contract (dated November 4, 2024), 4 Pages

This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
OWNER (Signature)

\_\_\_\_\_  
CONTRACTOR (Signature)

\_\_\_\_\_  
(Printed name and title)

\_\_\_\_\_  
(Printed name and title)



## MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: John Hines, Municipal Services Director

CC: Carl Rowsey, Compost Facility Manager

Date: November 13, 2024

**RE: Request Authorization to accept the bid for PPM Tree Service and Arbor Care for Limb and Brush removal service for Ypsilanti Township.**

The Residential Services Department is requesting authorization to accept the bid with PPM Tree Service & Arbor Care for the Limb and Brush Removal Bid for 2025-2026. The removal service is budgeted in GL# 226-528-818.000.

The bids submitted are in response to a RFQ that was posted for a two-year term to seek a contractor for curbside limb and brush removal throughout the Township. The service would be for an annual once per year township wide service that would take place in the fall and if any emergency service was needed due to severe weather.

The RFQ was posted on MITN and the bids were opened on October 24, 2024. Four bids were received:

	Regular Service
PPM Tree Service & Arbor Care.:	\$425/Hour
Limb Walkers Tree & Snow:	\$240/Hour
Owen Tree Services:	\$249/Hour
Decima:	\$280/Hour

Due to the nature of coordination needed with the agreement, interviews were held with each contractor, myself and Compost Manager Carl Rowsey. As a result of those interviews, we are recommending PPM for award due to their staffing availability, knowledge of township routes and location of operations. PPM's rate includes 4-5 staff per truck, while the other companies included 2-3. Due to this, PPM's hourly rate is higher, but they will complete work quicker with the increased number of workers.

Thank you for your consideration.

**CHARTER TOWNSHIP OF YPSILANTI**  
**Limb & Brush Removal Bids**  
**Bid Opening: October 24<sup>th</sup>, 2024 10:00 am**

COMPANY NAME	BID AMOUNT	INSURANCE	BOND – IF APPLICABLE
<b>Limb Walkers Tree &amp; Snow</b>	<b>\$240/hr</b>	<b>X</b>	
<b>PPM Tree Service &amp; Arbor Care</b>	<b>\$425/hr</b>	<b>X</b>	
<b>Owen Tree Service, LLC</b>	<b>\$249/hr</b>	<b>X</b>	
<b>Decima</b>	<b>\$280/hr</b>	<b>X</b>	





## Your Trusted Tree Partner

### PPM Tree Service & Arbor Care, LLC.

PPM Tree Service & Arbor Care, LLC. Is a family owned and operated since 2016. We have a passion for preserving the quality and beauty of trees coupled with the education and skills to care for them.

We specialize in the removal of all trees including hazardous and emergency situations with 24-hour services available for dangerous situations, including the clean-up after storms and removal of limbs from power lines, houses, and structures.

We are a member of the International Society of Arboriculture and maintain a certified arborist on staff to properly identify and care for all species of trees.

#### Core Competencies

- Diagnosis and Tree Risk Evaluations
- Trimming
- Pruning and Shaping
- Removals
- Utility line trimming management
- Land Clearing
- Stump Grinding
- Root Excavation
- 24-hour emergency services

#### Laura Dobbs, Owner/Member

Main: (877) 454-TREE  
Local: (734) 454-1700  
Email: [ldobbs@ppmtree.com](mailto:ldobbs@ppmtree.com)  
Website: [www.ppmtree.com](http://www.ppmtree.com)  
36222 Glenwood Road  
Westland, MI 48185

#### Company Data

- Established – Aug 2016
- Headquartered – Westland, MI
- NAICS -561730
- Certifications
  - WBE Certification: 2301188
  - WOSB: 231199
  - ISA Member
  - ISA Arborist- On Staff
- Contracting Information
  - Laura Dobbs, Member
  - Bryan Dobbs, Manager of Sales & Ops
    - Currently enrolled in MSU Forestry Program
    - Certified Arborist: MI-4139AM
    - ISA Tree Risk Assessment Qualified
    - Michigan Oak Wilt Qualified-060

#### Past Performance

- **Washtenaw County Water Department, On-call Tree Service. 2019- Present**  
We provide land clearing services including trimming, limb removals, and 24-hour emergency services to allow them access to county waterways for routine maintenance and emergency maintenance.
- **City of Westland, Routine Tree Maintenance and Emergency Tree Removal. 2019- Present**  
We provide a variety of all tree care needs for the City of Westland including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.
- **Canton Township, Routine Tree Maintenance and Emergency Tree Removal. 2022- Present**  
We provide a variety of all tree care needs for the Canton Township including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.
- **Ypsilanti Township, Routine Tree Maintenance and Emergency Tree Removal. 2022- Present**  
We provide a variety of all tree care needs for the city of Ypsilanti including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.
- **City of Romulus, Routine Tree Maintenance and Emergency Tree Removal. 2023- Present**  
We provide a variety of all tree care needs for the City of Romulus including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.

Attachment A

**ESTIMATE FORM  
2025-26 TREE TRIMMING & REMOVAL SERVICES**

Contractor: PPM Tree Service & Arbor Care LLC  
Primary Contact: Bryan Dobbs  
Telephone #: 734-454-1700  
Date Submitted: October 4, 2024

---

**Pricing Schedule**

Trip Surcharges: \$ -  
Travel Time Charges: \$ -  
Tree/Brush Trimming: \$ below /hour  
Tree Removal: \$ below /hour

1. Emergency tree service is billed @ the rate of \$575 / hr which includes travel time to and from the site. Includes 5 man crew with bucket truck, chip truck, loaders and log truck
2. Scheduled tree service is bid @ the rate of \$425 / hr. Includes 4-5 man crew with all of the same equipment as emergency description.
3. Crane service available, 126ft knuckleboom. \$275 / hr.



**Attachment A**

**ESTIMATE FORM  
2025-26 TREE TRIMMING & REMOVAL SERVICES**

Contractor: PPM Tree Service & Arbor Care LLC

Primary Contact: Bryan Dobbs

Telephone #: 734-454-1700

Date Submitted: 10/4/2024

---

**Pricing Schedule**

Brush & Limbs under 6 inches Removal: \$ 425.00 /hour

Includes 4-5 man crew with chip truck, chipper, loaders and all other equipment to complete the work



### References

1. Washtenaw County Water Department, Robert Dancer, Drain Inspector, 734-478-3216,  
[dancerr@washtenaw.org](mailto:dancerr@washtenaw.org)
2. City of Westland, Devin Adams, Controller: Finance, 734-467-792,  
[dadams@cityofwestland.com](mailto:dadams@cityofwestland.com)
3. Canton Township, Patrick Sloan, AICP, Community Planner, 734-394-5170,  
[patrick.sloan@cantonmi.gov](mailto:patrick.sloan@cantonmi.gov)
4. Ypsilanti Township, John Hines CPRP, Municipal Services Director, 734-544-4000,  
[jhines@ypsitownship.org](mailto:jhines@ypsitownship.org)
5. City of Romulus, Don Straub, Assistant Director, 734-732-1278,  
[dstraub@romulusgov.com](mailto:dstraub@romulusgov.com)
6. B&M Ashman, Mark Blakemore, Construction Manager 734-325-3797,  
[mblakemore@bmashman.com](mailto:mblakemore@bmashman.com)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FEDERATED MUTUAL INSURANCE COMPANY HOME OFFICE: P.O. BOX 328 OWATONNA, MN 55060	CONTACT NAME: CLIENT CONTACT CENTER	
	PHONE (A/C, No, Ext): 888-333-4949	FAX (A/C, No): 507-446-4664
E-MAIL ADDRESS: CLIENTCONTACTCENTER@FEDINS.COM		
INSURERS AFFORDING COVERAGE		NAIC #
INSURER A: FEDERATED MUTUAL INSURANCE COMPANY		13935
INSURED PPM TREE SERVICE & ARBOR CARE, LLC 36222 GLENWOOD RD WESTLAND, MI 48186-5487	420-899-7	INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 8

REVISION NUMBER: 4

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR TR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		Y	N	1848517	01/01/2024	01/01/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) EXCLUDED PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS & COMPIOP AGG \$2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		N	N	1848517	01/01/2024	01/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per Person) BODILY INJURY (Per Accident) PROPERTY DAMAGE (Per Accident)
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION		N	N	1848519	01/01/2024	01/01/2025	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A				PER STATUTE OTHER E.L EACH ACCIDENT E.L DISEASE EA EMPLOYEE E.L DISEASE POLICY LIMIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED SUBJECT TO THE CONDITIONS OF THE ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - AUTOMATIC STATUS WHEN REQUIRED IN A WRITTEN CONSTRUCTION AGREEMENT WITH YOU ENDORSEMENT FOR GENERAL LIABILITY.

## CERTIFICATE HOLDER

420-899-7  
 CHARTER TOWNSHIP OF YPSILANTI  
 7200 S HURON RIVER DR  
 YPSILANTI, MI 48197-7007

8 4

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED - OWNERS, LESSEES OR  
CONTRACTORS - AUTOMATIC STATUS WHEN  
REQUIRED IN A WRITTEN CONSTRUCTION  
AGREEMENT WITH YOU**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**A. Section II - Who Is An Insured** is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

However, the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
  - a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
  - b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

2. "Bodily injury" or "property damage" occurring after:
- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
  - b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

- C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance:**

The most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement you have entered into with the additional insured; or
- 2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/15/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Primary Source Insurance Agency Inc 121 E Park Square  Owatonna MN 55060	<b>CONTACT NAME:</b> Lori Krouze <b>PHONE (A/C, No. Ext):</b> (800) 760-2809 <b>FAX (A/C, No.):</b> (877) 446-4631 <b>E-MAIL ADDRESS:</b> L.L.Krouze@fedins.com
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> LM Insurance Corp <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
<b>INSURED</b> PPM Landscape Contractors Inc & PPM Tree Service & Arbor Care LLC 36222 Glenwood Rd Westland MI 48186-5487	

**COVERAGES**

CERTIFICATE NUMBER: 24-25 WC

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE	\$
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$
							PRODUCTS - COMP/OP AGG	\$
								\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	Y	WC5-33S-B24W5B-014	01/01/2024	01/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

BLANKET WAIVER OF SUBROGATION APPLIES TO THE WORK COMP POLICY

**CERTIFICATE HOLDER****CANCELLATION**
 Charter Township of Ypsilanti  
 7200 S Huron River Dr  
  
 Ypsilanti, MI 48197

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

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



**YPSILANTI  
TOWNSHIP**  
— RESIDENTIAL SERVICES DEPARTMENT —

Trustees  
Ryan Hunter  
John Newman II  
Gloria Peterson  
Debbie Swanson

## MEMORANDUM

**To:** Charter Township of Ypsilanti Board of Trustees

**From:** John Hines, Municipal Services Director

**Date:** November 13, 2024

**RE:** **Request Authorization to accept the bid for PPM Tree Service and Arbor Care for our biennial Tree Trimming and Removal service for Ypsilanti Township**

The Residential Services Department is requesting authorization to accept the bid with PPM Tree Service & Arbor Care for the Tree Trimming and Removal Bid for 2025-2026.

The bids submitted are in response to a RFQ that goes out biennially to seek a contractor for Tree Trimming and Removal throughout the Township. The trees that will be removed or trimmed as part of this program are located in township parks or on township properties that are overgrown, propose a property or person safety risk, or have been damaged due to weather.

The RFQ was posted on MITN and the bids were opened on October 24, 2024. Three bids were received:

	Travel Time	Regular Service	Emergency Service
PPM Tree Service & Arbor Care.:	N/A	\$425/Hour	\$575/Hour
Momentum Tree Experts:	\$200	\$475	N/A
Owen Tree Services:	\$500	\$224/\$336	N/A

PPM is being recommended due to being the lowest bidder and work history in the township.

John Hines  
Municipal Services Director  
[jhines@ypsitownship.org](mailto:jhines@ypsitownship.org)  
734-544-3515

**CHARTER TOWNSHIP OF YPSILANTI**  
**Tree Trimming & Removal Bids**  
**Bid Opening: October 24<sup>th</sup>, 2024 10:00 am**

COMPANY NAME	BID AMOUNT	INSURANCE	BOND – IF APPLICABLE
<b>PPM Tree Service &amp; Arbor Care</b>	<b>Regular-\$425/hr Emergency \$575/hr Crane Service \$275/hr</b>	<b>X</b>	
<b>Momentum Tree Experts LLC</b>	<b>Travel Time \$200 Tree/Brush Trimming \$475/hr Tree Removal \$475/hr</b>	<b>X</b>	
<b>Owen Tree Service, LLC</b>	<b>Travel Time \$500 Tree/Brush Trimming \$224/hr Tree Removal \$336/hr</b>	<b>X</b>	
<b>Complete Outdoor Services of Michigan</b> <b>(Bid arrived @ 10:07 am)</b>	<b>Trip Surcharges \$50 Travel Time \$125 Tree/Brush Trimming \$325/hr Tree Removal \$465/hr</b>	<b>X</b>	





## Your Trusted Tree Partner

### PPM Tree Service & Arbor Care, LLC.

PPM Tree Service & Arbor Care, LLC. Is a family owned and operated since 2016. We have a passion for preserving the quality and beauty of trees coupled with the education and skills to care for them.

We specialize in the removal of all trees including hazardous and emergency situations with 24-hour services available for dangerous situations, including the clean-up after storms and removal of limbs from power lines, houses, and structures.

We are a member of the International Society of Arboriculture and maintain a certified arborist on staff to properly identify and care for all species of trees.

#### Core Competencies

- Diagnosis and Tree Risk Evaluations
- Trimming
- Pruning and Shaping
- Removals
- Utility line trimming management
- Land Clearing
- Stump Grinding
- Root Excavation
- 24-hour emergency services

#### Laura Dobbs, Owner/Member

Main: (877) 454-TREE  
Local: (734) 454-1700  
Email: [ldobbs@ppmtree.com](mailto:ldobbs@ppmtree.com)  
Website: [www.ppmtree.com](http://www.ppmtree.com)  
36222 Glenwood Road  
Westland, MI 48185

#### Company Data

- Established – Aug 2016
- Headquartered – Westland, MI
- NAICS -561730
- Certifications
  - WBE Certification: 2301188
  - WOSB: 231199
  - ISA Member
  - ISA Arborist- On Staff
- Contracting Information
  - Laura Dobbs, Member
  - Bryan Dobbs, Manager of Sales & Ops
    - Currently enrolled in MSU Forestry Program
    - Certified Arborist: MI-4139AM
    - ISA Tree Risk Assessment Qualified
    - Michigan Oak Wilt Qualified-060

#### Past Performance

- **Washtenaw County Water Department, On-call Tree Service. 2019- Present**  
We provide land clearing services including trimming, limb removals, and 24-hour emergency services to allow them access to county waterways for routine maintenance and emergency maintenance.
- **City of Westland, Routine Tree Maintenance and Emergency Tree Removal. 2019- Present**  
We provide a variety of all tree care needs for the City of Westland including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.
- **Canton Township, Routine Tree Maintenance and Emergency Tree Removal. 2022- Present**  
We provide a variety of all tree care needs for the Canton Township including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.
- **Ypsilanti Township, Routine Tree Maintenance and Emergency Tree Removal. 2022- Present**  
We provide a variety of all tree care needs for the city of Ypsilanti including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.
- **City of Romulus, Routine Tree Maintenance and Emergency Tree Removal. 2023- Present**  
We provide a variety of all tree care needs for the City of Romulus including diagnoses and recommendations on tree care maintenance, trimming/pruning, removals, and emergency services.

Attachment A

**ESTIMATE FORM  
2025-26 TREE TRIMMING & REMOVAL SERVICES**

Contractor: PPM Tree Service & Arbor Care LLC  
Primary Contact: Bryan Dobbs  
Telephone #: 734-454-1700  
Date Submitted: October 4, 2024

---

**Pricing Schedule**

Trip Surcharges: \$ -  
Travel Time Charges: \$ -  
Tree/Brush Trimming: \$ below /hour  
Tree Removal: \$ below /hour

1. Emergency tree service is billed @ the rate of \$575 / hr which includes travel time to and from the site. Includes 5 man crew with bucket truck, chip truck, loaders and log truck
2. Scheduled tree service is bid @ the rate of \$425 / hr. Includes 4-5 man crew with all of the same equipment as emergency description.
3. Crane service available, 126ft knuckleboom. \$275 / hr.

**Attachment A**

**ESTIMATE FORM  
2025-26 TREE TRIMMING & REMOVAL SERVICES**

Contractor: PPM Tree Service & Arbor Care LLC

Primary Contact: Bryan Dobbs

Telephone #: 734-454-1700

Date Submitted: 10/4/2024

---

**Pricing Schedule**

Brush & Limbs under 6 inches Removal: \$ 425.00 /hour

Includes 4-5 man crew with chip truck, chipper, loaders and all other equipment to complete the work



## PPM Tree Service & Arbor Care, LLC.

### References

1. Washtenaw County Water Department, Robert Dancer, Drain Inspector, 734-478-3216,  
[dancerr@washtenaw.org](mailto:dancerr@washtenaw.org)
2. City of Westland, Devin Adams, Controller: Finance, 734-467-792,  
[dadams@cityofwestland.com](mailto:dadams@cityofwestland.com)
3. Canton Township, Patrick Sloan, AICP, Community Planner, 734-394-5170,  
[patrick.sloan@cantonmi.gov](mailto:patrick.sloan@cantonmi.gov)
4. Ypsilanti Township, John Hines CPRP, Municipal Services Director, 734-544-4000,  
[jhines@ypsitownship.org](mailto:jhines@ypsitownship.org)
5. City of Romulus, Don Straub, Assistant Director, 734-732-1278,  
[dstraub@romulusgov.com](mailto:dstraub@romulusgov.com)
6. B&M Ashman, Mark Blakemore, Construction Manager 734-325-3797,  
[mblakemore@bmashman.com](mailto:mblakemore@bmashman.com)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FEDERATED MUTUAL INSURANCE COMPANY HOME OFFICE: P.O. BOX 328 OWATONNA, MN 55060	CONTACT NAME: CLIENT CONTACT CENTER	
	PHONE (A/C, No, Ext): 888-333-4949	FAX (A/C, No): 507-446-4664
E-MAIL ADDRESS: CLIENTCONTACTCENTER@FEDINS.COM		
INSURERS AFFORDING COVERAGE		NAIC #
INSURER A: FEDERATED MUTUAL INSURANCE COMPANY		13935
INSURED PPM TREE SERVICE & ARBOR CARE, LLC 36222 GLENWOOD RD WESTLAND, MI 48186-5487	420-899-7	INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 8

REVISION NUMBER: 4

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR TR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			1848517	01/01/2024	01/01/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) EXCLUDED PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS & COMPIOP AGG \$2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			1848517	01/01/2024	01/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per Person) BODILY INJURY (Per Accident) PROPERTY DAMAGE (Per Accident)
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION			1848519	01/01/2024	01/01/2025	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTHER E.L EACH ACCIDENT E.L DISEASE EA EMPLOYEE E.L DISEASE POLICY LIMIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED SUBJECT TO THE CONDITIONS OF THE ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - AUTOMATIC STATUS WHEN REQUIRED IN A WRITTEN CONSTRUCTION AGREEMENT WITH YOU ENDORSEMENT FOR GENERAL LIABILITY.

## CERTIFICATE HOLDER

420-899-7  
CHARTER TOWNSHIP OF YPSILANTI  
7200 S HURON RIVER DR  
YPSILANTI, MI 48197-7007

## CANCELLATION

8 4 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED - OWNERS, LESSEES OR  
CONTRACTORS - AUTOMATIC STATUS WHEN  
REQUIRED IN A WRITTEN CONSTRUCTION  
AGREEMENT WITH YOU**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**A. Section II - Who Is An Insured** is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

However, the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
  - a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
  - b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

2. "Bodily injury" or "property damage" occurring after:
  - a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
  - b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

- C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance:**

The most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement you have entered into with the additional insured; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.



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01/15/2024

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<b>PRODUCER</b> Primary Source Insurance Agency Inc 121 E Park Square  Owatonna MN 55060	<b>CONTACT NAME:</b> Lori Krouze <b>PHONE (A/C, No, Ext):</b> (800) 760-2809 <b>FAX (A/C, No):</b> (877) 446-4631 <b>E-MAIL ADDRESS:</b> L.Krouze@fedins.com
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> LM Insurance Corp <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
<b>INSURED</b> PPM Landscape Contractors Inc & PPM Tree Service & Arbor Care LLC 36222 Glenwood Rd Westland MI 48186-5487	

**COVERAGES**

CERTIFICATE NUMBER: 24-25 WC

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE	\$
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$
							PRODUCTS - COMP/OP AGG	\$
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	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	Y	WC5-33S-B24W5B-014	01/01/2024	01/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

BLANKET WAIVER OF SUBROGATION APPLIES TO THE WORK COMP POLICY

**CERTIFICATE HOLDER****CANCELLATION**
 Charter Township of Ypsilanti  
 7200 S Huron River Dr  
  
 Ypsilanti, MI 48197

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



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



**YPSILANTI  
TOWNSHIP**  
— RESIDENTIAL SERVICES DEPARTMENT —

Trustees  
Ryan Hunter  
John Newman II  
Gloria Peterson  
Debbie Swanson

## MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: John Hines, Municipal Services Director

Date: November 13, 2024

**RE: Request Authorization to accept the bid for Concrete Leveling Inc., for our biennial Sidewalk Repair Program for Ypsilanti Township which is budgeted in line #213-446-982.006**

The Residential Services Department is requesting authorization to accept the bid with Concrete Leveling Incorporated for the Sidewalk Repair Bid for 2025-2026.

The bids submitted are in response to a RFQ that goes out every two years to seek a contractor for repairing sidewalks throughout the Township. Sidewalks that qualify for repair are those that have sunken or have adjacent slabs that have raised and create a tripping hazard.

The RFQ was posted on MITN and the bids were opened on October 24, 2024. Two bids were received:

CLI, Concrete Leveling Inc.:	\$70/slab	\$400 minimum fee per job
Atlantic Construction:	\$50/slab	\$50 minimum fee per job

CLI is being recommended for award due to their excellent work history in the township and their method of sidewalk repairs. CLI is able to lift each slab to match the grade of the adjacent slabs. It is the recommended repair for the majority of repairs made each year.

John Hines  
Municipal Services Director  
[jhines@ypsitownship.org](mailto:jhines@ypsitownship.org)  
734-544-3515

**CHARTER TOWNSHIP OF YPSILANTI**  
**Sidewalk Repair Program**  
**Bid Opening: October 24<sup>th</sup>, 2024 2:00 pm**

<b>COMPANY NAME</b>	<b>BID AMOUNT</b>	<b>INSURANCE</b>	<b>BOND – IF APPLICABLE</b>
<b>Atlantic Construction</b>	<b>\$50/per slab 1 minimum</b>		
<b>CLI-Concrete Leveling Inc.</b>	<b>\$70/per slab \$400 minimum per job</b>		

Attachment A

ESTIMATE FORM  
2025-26 SIDEWALK REPAIR SERVICES

Contractor: CLI concrete leveling Inc.  
Primary Contact: Brandon Mutschler  
Telephone #: (734) 216-6491  
Date Submitted: 10/3/24

Brandon Mutschler

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Pricing Schedule

Contractor's Per Slab Fee: \$ 70/slab  
Contractor's Minimum Slab per project \$400 min per Job  
**TOTAL ESTIMATE FOR REPAIR SERVICES:** \$ Dependant on slab count



## MEMORANDUM

**To:** Charter Township of Ypsilanti Board of Trustees

**From:** John Hines, Municipal Services Director

**Date:** November 13, 2024

**RE:** **Request Authorization to accept the bid for Saladino Construction Co Inc., for our biennial Sidewalk Replacement Program for Ypsilanti Township.**

The Residential Services Department is requesting authorization to accept the bid with Saladino Construction Co. for the Sidewalk Replacement Bid for 2025-2026. Sidewalk replacement program is budgeted in line #213-446-982.006.

The bids submitted are in response to a RFQ that goes out every two years to seek a contractor for replacing sidewalks throughout the Township. Sidewalks that qualify for replacement are those that crumbled or severely raised and create a tripping hazard. The RFQ was posted on MITN and the bids were opened on October 24, 2024. Three bids were received:

Saladino Construction:	\$185/slab	\$925 minimum fee/location
Atlantic Construction:	\$300/slab	\$300 minimum fee/location
Q3 Contracting:	\$376.97/slab	\$1,130.91 minimum fee/location

Saladino Construction is being recommended for award due to being the lowest price per slab and strong work history in the township. Though they require a higher fee per location, the amount of slabs that potentially are addressed per location; their price will be the lowest over the course of the agreement.

John Hines  
Municipal Services Director  
[jhines@ypsitownship.org](mailto:jhines@ypsitownship.org)  
734-544-3515

**CHARTER TOWNSHIP OF YPSILANTI**  
**Sidewalk Replacement Program**  
**Bid Opening: October 24<sup>th</sup>, 2024 2:00 pm**

COMPANY NAME	BID AMOUNT	INSURANCE	BOND – IF APPLICABLE
<b>Saladino Construction Company, Inc.</b>	<b>\$185/per slab \$925 min fee/location</b>	<b>X</b>	
<b>Atlantic Construction</b>	<b>\$300/per slab 1 minimum</b>		
<b>Q3 Contracting, Inc.</b>	<b>\$376.97/per slab 3 minimum</b>	<b>X</b>	



**Request for Quotation: Sidewalk Replacement Contractor  
Charter Township of Ypsilanti**

**INTRODUCTION**

This document sets forth the general specifications, requirements and responsibilities for a Sidewalk Replacement Contractor in providing Sidewalk Replacement services for the Charter Township of Ypsilanti in Ypsilanti, Michigan.

**GENERAL CONDITIONS AND SCOPE OF WORK**

**A. Qualifications**

Contractor must be duly licensed in accordance with all Federal, State and local laws governing the Sidewalk Replacement business.

**B. Quality**

The Sidewalk Replacement contractor, hereinafter, referred to as "Contractor", will provide and perform all Sidewalk Replacement services in a professional and timely manner as further address in Section – Sidewalk Replacement Specifications.

**C. Coverage**

The contractor is responsible for the demolition and removal of the old slab, forming, pouring and finishing of all sidewalk trip hazards as described in this project and throughout the Township. All work shall be performed in a professional manner, using quality equipment and materials, all of which must be maintained and operated by the contractor.

**D. General Conditions**

The contractor will supply all labor, sidewalk replacement equipment and safety equipment in good working condition as to be able to perform all aspects of the sidewalk replacement.

Contractor shall hold and save harmless the Charter Township of Ypsilanti, hereinafter referred to as "Ypsilanti Township", from all claims by others whose personnel or property may be damaged or injured by Contractor, its employees or subcontractors including, but not limited to, the use of equipment or materials.

Contractor shall make reasonable and prompt restitution by cash, replacement or repairs, subject to the approval of Ypsilanti Township, for any damages for which the Contractor is liable, of which Ypsilanti Township shall be sole judge.

Contractor shall ensure that its employees and agents conform to all Federal (OSHA), State and Municipal safety and health regulations, and shall assume full responsibility for any violations and/or non-compliance with such regulations.

Contractor shall ensure that all of its employees and agents abide by all safety rules and regulations, which may be promulgated from time to time by either party as they pertain to the Contractor's operations. Contractor will be responsible for regularly informing its employees of all Federal, State and/or local safety regulations.

Contractor shall comply, at all times with any and all local, State or Federal rules, regulations and laws regarding anti-discrimination and equal opportunity in employment.

Contractor shall at all times maintain good order among its employees and shall ensure compliance with Ypsilanti Township rules and regulations.

Project inspections shall be made by the Contractor after each Sidewalk Replacement project is completed and reviewed with an Ypsilanti Township, Residential Services Department representative at his or her request.

#### **SIDEWALK REPLACEMENT SPECIFICATIONS**

According to the Ypsilanti Charter Township Municipal Code, the Township will correct sidewalks that are considered "trip hazards" and have been measured to have a 2" hazard or are visibly falling apart and are unsafe. These specifications include plans to replace sidewalks throughout Ypsilanti Township for which the Township is responsible. These replacement projects are identified by Township staff and/or resident reports. Any sidewalk slabs that are deemed in need of a slab leveling will not be requested under this Request for Quotations. The Contractor is responsible for the demolition and removal of the old slab, forming, pouring and finishing of all sidewalk trip hazards as described in this project. Ypsilanti Township traditionally replaces **ten to thirty (10-30)** slabs per year. Please note that additional replacement projects may be added throughout the year based on resident reports and staff findings and the Contractor would be expected to assist. Addresses will be provided when the Contractor is awarded. Additional slab construction needs, if agreed upon are listed below.

##### **A. General**

- a. Ypsilanti Township recognizes that unforeseen and unpredictable items occur and must be addressed. It is the Contractor's responsibility to bring these items to the attention of Ypsilanti Township.
- b. All work shall be performed by properly supervised, trained personnel in accordance with accepted sidewalk and concrete practices.
- c. Materials shall be applied in accordance with manufacturer's directions.
- d. Adequate personnel and equipment shall be provided to permit the timely completion of all projects.
- e. Any extra debris or material debris shall be removed from project areas at the end of each project day at no additional charge. Contractor shall not leave or place any debris or material debris in public or private dumpsters or trash receptacles.

- f. Contractor is responsible for damage to any private property while completing Sidewalk Replacement projects (i.e. signs, lights, lawns, irrigation lines, etc.) resulting from the Contractor's services. The Contractor is responsible for reporting all damages to Ypsilanti Township in writing within seventy-two (72) hours of each occurrence.
- g. Contractor will provide phone numbers for foreman, supervisors and/or other pertinent staff to Ypsilanti Township when work is being done.
- h. Contractor will provide reports to Ypsilanti Township of work completion.

## **STANDARDS AND OTHER CONDITIONS**

### **A. Independent Contractor**

The Contractor agrees to perform the work described in the quotation as an Independent contractor and not as a subcontractor, agent, or employee of the Charter Township of Ypsilanti.

### **B. Assignment and Subcontracting**

The contract shall not be assigned or subcontracted by the Contractor without Ypsilanti Township's prior written consent, which may be withheld at Ypsilanti Township's sole discretion.

### **C. Revisions to original contract**

Ypsilanti Township shall have the right to make any changes in, additions or delete services from the work described in the contract and may direct the Contractor to perform extra work and the Contractor shall implement such changes and perform extra work. Should any such changes increase, decrease or affect the amount of character of services required in the contract, the price shall be adjusted accordingly. The amount of increase or decrease, if any, in the price shall be determined by agreement between the Contractor and Ypsilanti Township.

### **D. Standards of work – General**

All services shall be performed to the highest standard and in accordance with all Federal, State and local laws. The Contractor will be responsible for ensuring that its staff are familiar with and accomplishes the functions and tasks as outlined in the Specifications.

### **E. Contractor informed as to conditions**

It is agreed that the Contractor is familiar with all physical and other conditions existing at Ypsilanti Township and all other matters in connection with the work to be performed under this contract.

### **F. Storage and security of equipment and supplies**

The Contractor shall have full responsibility for storing equipment and supplies used in connection with the work. No storage space will be provided by Ypsilanti Township.

### **G. Inspection**

Ypsilanti Township contemplates and the Contractor hereby agrees to a thorough inspection by Ypsilanti Township of all work and equipment furnished under this contract.



#### **H. Health and Safety**

The Contractor shall observe all Federal, State and local laws and regulations pertaining to health and safety. The Contractor shall take all precautions necessary and shall be responsible for all safety of all work to be performed by Contractor's employees. The Contractor shall not require any person employed by the Contractor to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to this or her health or safety as determined under safety and health standards promulgated by the U.S. Secretary of Labor. The importance of safety of all workers shall be recognized and accident prevention shall be an integral part of the Contractor's operation. The Contractor shall conduct the work in a safe and practical manner, in conformance with the safety and health standards made applicable to the work by the Federal Occupational Safety and Health Act.

#### **I. Training**

The Contractor will be solely responsible for ensuring that its employees are trained and competent in the performance of their duties as outlined in the Specifications.

#### **J. Billing**

Sidewalk replacement services will be priced on an annual basis and shall include all equipment and supplies needed to perform within the contract. All contractors are required to complete and submit the Estimate Form (Attachments A).

The Contractor shall submit invoices according to the work being done by the Contractor. Work must be completed in order for Ypsilanti Township to process invoices.

Payments for approved invoices shall be made by Ypsilanti Township within 30-45 days following the billing date of such invoice. Should Ypsilanti Township dispute the contractor's invoice, Ypsilanti Township shall advise the Contractor in writing of the disputed invoice and withhold payment until the dispute is settled by both parties.

#### **K. Equipment**

The Contractor shall provide all equipment necessary for the effective and efficient sidewalk replacement services throughout Ypsilanti Township in accordance with the intent of the Specifications. All equipment shall be state-of-the-art and consistent with good work practices. All equipment shall be kept in working order at all times.

#### **L. References**

Each submission will provide at least two client references whose properties are comparable in size, profile and services. The information that is to be included for each references includes the property description and address, the Contractor's length of service at the location and a contact name with job title and telephone number.

#### **M. Insurance and Indemnity**

Contractor will be responsible for the following insurance certificates per the Ypsilanti Township contract provision checklist:

- A. **Workers Compensation** - \$1,000,000 Limit Each Accident
- B. **General Liability** – Combined single limit of \$1,000,000 each occurrence for bodily injury & property damage. Must include 60 day written notice for change of coverage, cancellation or non-renewal of coverage. Additional insured language shall state: **“The Charter Township of Ypsilanti and its past, present and future elected officials shall be named as ‘additional named insured’ on the General Liability Policy with respect to the services provided under this contract”**
- C. **Automobile Liability** – Covers owned, hired and non-owned vehicles with personal protection insurance and property protection. Includes residual liability insurances with a combined single limit of \$1,000,000 each accident for bodily injury and property damage.
- D. **Umbrella Policy/Excess Coverage** – May be used to cover everything

**N. Contract Provisions**

It is the intention of Ypsilanti Township to execute a two (2) year contract for calendar years 2025 and 2026. Ypsilanti Township may terminate Contractor within 48 hours’ notice if Contract fails or refuses to perform services as described in this Request for Quotation.

The contract must be reviewed by Ypsilanti Township legal counsel review and be approved by the Ypsilanti Township Board of Directors. If the Township asses any addenda, it will be posted on both ypsitownship.org and MITN.

**O. Rejection of Quotation**

The award will be made to that responsible vendor whose quotation, conforming to this Request for Quotation, will be most advantageous to Ypsilanti Township, price and other factors considered. The Board of Trustees for the Charter Township of Ypsilanti reserves the right to reject any and all responses to this Request for Quotation, in whole or in part, and to waive informalities and minor irregularities in quotations received.

**P. Minimum Quotation Response**

By 2:00 p.m. on Thursday, October 24, 2024, the Contractor shall remit two (2) originals or remit via MITN of its Quotation response to:

**Ypsilanti Township Clerk’s Office  
Charter Township of Ypsilanti  
7200 South Huron River Drive  
Ypsilanti, MI 48197**

No fax copies will be accepted

Quotation Responses must include Attachment A along with a current insurance certificate and list of references as described below.

Questions regarding this Request for Quotations should be directed to Ypsilanti Township Clerk Heather Jarrell Roe at 734-544-4000 or [hjarrellroe@ypsitownship.org](mailto:hjarrellroe@ypsitownship.org) by Friday, October 18, 2024.

**Attachment A**

**ESTIMATE FORM  
2025-26 SIDEWALK REPLACEMENT SERVICES**

Contractor: Saladino Construction Co., Inc.  
3303 N. Territorial Rd. W. Ann Arbor, MI. 48105

Primary Contact: Robert Saladino, Vice President

Telephone #: Office: 734.665.5913 or Cell: 734.260.1186

Date Submitted: October 24, 2024

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**Pricing Schedule**

Contractor's Per Slab Fee: \$ 185.00/slab

Contractor's Minimum Slab per project Min. fee/location of \$925.00

**TOTAL ESTIMATE FOR REPLACEMENT SERVICES:** \$Please see items as listed above.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/28/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Michigan Community Insurance Agency Inc. 49357 Pontiac Trail Ste 101 PO Box 930599 Wixom MI 48393-0599	<b>CONTACT NAME:</b> Brian St Charles CIC, CISR <b>PHONE (A/C, No, Ext):</b> (248) 679-7000 <b>E-MAIL ADDRESS:</b> Bwstcharles@MichiganCommunity.com	<b>FAX (A/C, No):</b> (248) 926-5959
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Saladino Construction Co Inc 3303 N Territorial Rd W Ann Arbor MI 48105	<b>INSURER A:</b> Frankenmuth Mutual Insurance Co	<b>NAIC #</b> 13986
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	

**COVERAGES**

CERTIFICATE NUMBER: 2024/2025 GL AU WC UMB

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			6728418	06/15/2024	06/15/2025	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
	<input checked="" type="checkbox"/> Primary & Non-Contributory						MED EXP (Any one person)	\$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							PERSONAL & ADV INJURY
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE	\$ 2,000,000
	OTHER:						PRODUCTS - COMPI/OP AGG	\$ 2,000,000
								\$
A	AUTOMOBILE LIABILITY			6728417	06/15/2024	06/15/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$
							\$	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB			6728418	06/15/2024	06/15/2025	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB	<input checked="" type="checkbox"/> OCCUR					AGGREGATE	\$ 1,000,000
	<input type="checkbox"/> DED	<input type="checkbox"/> CLAIMS-MADE						\$
	RETENTION \$							
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			6728416	06/15/2024	06/15/2025	<input checked="" type="checkbox"/> PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

For Informational Purposes Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Joji Buenaflor

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## MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: John Hines, Municipal Services Director

Date: November 13, 2024

**Subject: Request authorization to approve Change Order for the Community Center Bathroom and Sanitary Line Improvements in the amount of \$36,152.10 as part of the American Rescue Plan Act (ARPA) funds.**

The Residential Services Department is requesting authorization for the signing of Change Order #1 with Decima for \$36,152.10 for additional repairs needed for the Community Center Bathroom and Sanitary Line APRA project. The proposed change order utilizes the \$30,000 set aside in the project contingency budget and to add an additional \$6,152.10 that is budgeted in account GL# 101-902-981.040.

The Residential Services Department is recommending these items proposed by Decima in Change Order #01 and suggested by Stantec:

1. Due to the path of the new sanitary line, the employee breakroom sink needed to be connected, which was not in the original scope. Stantec is recommending a 50% payment of what was proposed from Decima for the line work, as their original change order proposal included a new doorway and cabinet which was not necessary.
2. Senior Room 202 subfloor demo and replacement. After the new pipe was laid and concrete was poured, it was noticed that the existing sub floor for the rest of the large room was not flat and would leave trip hazards. This change order was to demo the existing sub floor in the big room, re-concrete and level before placing new floor.
3. In the Hallway 300 bathrooms, when Decima removed the outdated wall heater, the wall behind the unit was not properly framed or insulated. Request is for the excess materials needed to add additional framing, insulation and drywall.

Attached is the prepared and signed change order by Decima and Stantec. If approved, Community Center ARPA project would be completed before the end of 2024.

John Hines  
Municipal Services Director



# AIA Document G701® – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Community Center Main Building (200) Package  2025 E Clark Rd, Ypsilanti, MI 48198	<b>CONTRACT INFORMATION:</b> Contract For: COMMUNITY CENTER MAIN BUILDING (200) PACKAGE  Date: DECEMBER 2023	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 001  Date: 2024.10.25
<b>OWNER:</b> <i>(Name and address)</i> Charter Township of Ypsilanti 7200 South Huron River Drive Ypsilanti, MI 48197	<b>ARCHITECT:</b> <i>(Name and address)</i> Stantec Consulting Michigan Inc. 1168 Oak Valley Drive, Suite 100 Ann Arbor, Michigan 48108	<b>CONTRACTOR:</b> <i>(Name and address)</i> Decima, LLC 16870 Schaefer Hwy., Detroit, MI 48235

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Decima Change Order #01: Due to unforeseen conditions additional work to tie in an existing sink to the revised sanitary system. The proposed change by the Contractor has a value of \$6,490. During the work, the adjacent area, including finishes, was damaged. The Architect and Township are proposing a 50% compromise the in the requested change order value to accommodate finish repair work to be facilitated by the Township. The revised amount for the requested change is proposed to be \$3,245. See attached additional backup.

Decima Change Order #02: The change order is accepted as proposed at a value of \$29,657.10 to address unforeseen conditions. See attached additional backup.

Decima Change Order #03: The Township has elected not to complete the additional scope proposed.

Decima Change Order #04: The Township has elected not to complete the additional scope proposed.

Decima Change Order #06: The change order is accepted as proposed at a value of \$3,750.00 to address unforeseen conditions. See attached additional backup.

The specified ballet barres and supports installed were not installed as specified. The Contractor proposed ballet barres and supports as installed and proposed a credit of \$500.00. The barre supports as specified are estimated to cost approximately \$160 per instance. The barre supports installed are estimated to be \$15 per instance. The Township has elected to accept the change and credit as proposed.

The original Contract Sum was	\$ 573,792.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 573,792.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 36,152.10
The new Contract Sum including this Change Order will be	\$ 609,944.10

The Contract Time will be unchanged by Zero (0) days.  
The new date of Substantial Completion will be unchanged

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Shantee Consulting</u> ARCHITECT (Firm name)	<u>Decima LLC</u> CONTRACTOR (Firm name)	_____ OWNER (Firm name)
<u>Lindsay R. Woods, AIA</u> SIGNATURE	<u>[Signature]</u> SIGNATURE	_____ SIGNATURE
<u>LINDSAY R. WOODS,</u> PRINTED NAME AND TITLE <u>Project</u>	<u>Alex Baloch</u> PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE
<u>2024.10.28</u> DATE <u>manager</u>	<u>10-28-2024</u> DATE	_____ DATE



PR 10084 - Charter Township of Ypsilanti - Community Center Water Damage and Bathrooms  
 DECIMA LLC

08/29/2024

CHANGE ORDER # 01 - Additional Work - Breakroom Sink Work (Revised)

Labor & Equipment

Description	Qty	Labor Hours			Labor Rates		
		Plumbing	General Labor	Site Foreman	Plumbing	General Labor	Site Foreman
Removal of kitchen sink and cabinet	1	0	4	4	65	60	85
Jackhammer floor under sink base for drain going into crawl	1	0	13	7			
Removed corkboard to accommodate the widening of the door (ADA)	1	2	0	2			
Bore hole in block into chase	1	0	13	13			
Run 3" drain line from sink to new 4" sanitary for remodeled bathroom approx 65-75 feet	1	8	0	4			
Strap 3" to block wall	1	1	0	1			
Reinstalled existing cabinet	1	3	0	3			
		14.00	30.00	34.00	65.00	60.00	85.00
		Plumbing			\$ 910.00		
		General Labor			\$ 1,800.00		
		Site Foreman			\$ 2,890.00		
<b>Labor Cost</b>				<b>\$ 5,600.00</b>			

Description	Equipment			days	Total Equipment Cost
	Units	UOM	Rate/day		
	0	0	\$ -	0	\$ -
<b>Equipment Cost</b>			<b>\$ -</b>		

Work Items (Material)

Description	Qty	UOM	Rate	Amount
Drain Pipe 3"	75	ft	\$ 4.00	\$ 300.00
				\$ -
<b>Materials Cost</b>				<b>\$ 300.00</b>

Subcontractor

Description	QTY	RATE	AMOUNT
<b>Subcontractor</b>			<b>\$ -</b>

SUMMARY

	Cost	MU%	Markup	Total
Labor	\$ 5,600.00	\$ 0.10	\$ 560.00	\$ 6,160.00
Equipment	\$ -	\$ 0.10	\$ -	\$ -
Materials	\$ 300.00	\$ 0.10	\$ 30.00	\$ 330.00
Subcontractors	\$ -	\$ 0.10	\$ -	\$ -
<b>Total</b>				<b>\$ 6,490.00</b>

Accepted at 50% =  
 \$3,245.00



**PR 10084 - Charter Township of Ypsilanti - Community Center  
DECIMA LLC**

08/27/2024

**CHANGE ORDER # 02 - Additional Work - Meeting Eating Room (Revised)**

**Labor & Equipment**

Description	Qty	Labor Hours				Labor Rates			
		Cement Mason	Cement Mason	Cement Labor	Site Foreman	Cement Mason	Cement Mason	Cement Labor	Site Foreman
Demo of old sub flooring, Selective concrete floor Demo and Cleanup	1	16	16	16	16				
New Concrete slab Pour and Finish	1	10	10	10	10	60	60	47	78
Self Leveling Compound Pour	1	22	22	22	14				
Installation of New Flooring	1	12	12	12	12				
		60.00	60.00	60.00	52.00	60.00	60.00	47.00	78.00
		Cement Mason				\$ 3,600.00			
		Cement Mason				\$ 3,600.00			
		Cement Labor				\$ 2,820.00			
		Site Foreman				\$ 4,056.00			
<b>Labor Cost</b>						<b>\$ 14,076.00</b>			

Description	Equipment			days	Total Equipment Cost
	Units	UOM	Rate/day		
	0	0	\$ -	0	\$ -
<b>Equipment Cost</b>					<b>\$ -</b>

Description	Qty	UOM	Rate	Amount
New Flooring	1	LS	\$ 5,200.00	\$ 5,200.00
Glue	1	LS	\$ 935.00	\$ 935.00
New Pump Concrete	1	LS	\$ 6,750.00	\$ 6,750.00
			\$ -	\$ -
<b>Materials Cost</b>				<b>\$ 12,885.00</b>

**Subcontractor**

Description	QTY	RATE	AMOUNT
<b>Subcontractor</b>			<b>\$ -</b>

**SUMMARY**

	Cost	MU%	Markup	Total
Labor	\$ 14,076.00	\$ 0.10	\$ 1,407.60	\$ 15,483.60
Equipment	\$ -	\$ 0.10	\$ -	\$ -
Materials	\$ 12,885.00	\$ 0.10	\$ 1,288.50	\$ 14,173.50
Subcontractors	\$ -	\$ 0.10	\$ -	\$ -
<b>Total</b>				<b>\$ 29,657.10</b>




**DECIMA LLC**  
16870 Schaefer Hwy  
Detroit, MI, 48235  
(313) 910 0797

**BILL TO**

John Hines  
2025 E Clark Rd  
Ypsilanti, MI 48198  
(734)-351-8947

**ESTIMATE #      DATE**  
1012-6 – CO-R      08/29/2024

SNO.	ITEM DESCRIPTION	AMOUNT
1	<b>Restroom 121/123</b> <b>Material</b> <ul style="list-style-type: none"><li>• New frame materials</li><li>• Insulation material</li><li>• Drywall</li><li>• Paint</li></ul>	\$ 1,125.00
2	<b>Labor</b> <ul style="list-style-type: none"><li>• Installation of new frame</li><li>• Installation of insulation material</li><li>• Installation of drywall</li><li>• Painting and finishing</li></ul>	\$ 2,625.00
<b>TOTAL</b>		<b>\$ 3,750.00</b>

Accepted By:

Accepted Date:



## MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: John Hines, Municipal Services Director

Date: November 14, 2024

**Subject: Request authorization to approve Change Order 1 for \$40,204.14 for the repairs of Burns Park walkway and playground repairs and West Willow Park walkway and playground replacement as part of the America Rescue Plan Act (ARPA) funds.**

The Residential Services Department is requesting authorization to approve Change Order #1 with KAB Enterprises, Inc. as recommended by Spicer for \$40,204.14. The change order request is for additional repairs and scope items for each park, for which the total goes above the budgeted contingency of \$27,789.50 by \$12,486.64.

For Burns Park, the change order request is for additional sidewalk work that was not in the original design and additional quantities of playground material that had to be removed and disposed of. The total request is for \$15,108.49 with \$10,000 being taken from the contingency for a total additional ask of \$5,180.49 that is budgeted in account 101-902-981.010.

Additional scope at West Willow Park is requested for additional paved sections, funds for demo and disposal of playground equipment and purchase of a double slide for playground in the place of a single slide as proposed. Change order for West Willow Park requested is \$25,095.65 with \$17,789.50 being covered by the contingency for a total additional ask of \$7,306.15 which is budgeted in account 101-902-981.150.

Attached is a detailed letter and breakdown by Spicer Group recommending the Change Order 1 for KAB Enterprises. If approved, work would be completed for both parks by December 5, 2024.

John Hines  
Municipal Services Director  
[jhines@ypsitownship.org](mailto:jhines@ypsitownship.org)

November 14, 2024

John Hines, CPRP  
Municipal Services Director  
Charter Township of Ypsilanti  
2025 East Clark Road  
Ypsilanti, MI 48197

RE: Burns Park and West Willow Park Improvements  
Change Order 1

Dear Mr. Hines,

Please summary of changes to the Burns Park and West Willow Park Improvements contract.

**Burns Park**

B.1 – Mobilization, Max 5%: No change.

B.2 - Pavement Removal: Removals in the field were less than estimated in design.

B.3 – Removal of Safety Surfacing: Removals in the field were greater than estimated in design.

B.4 – Playground Curb: Installed quantity greater than estimated in design.

B.5 – Safety Surfacing: Installed quantity greater than estimated in design.

B.6 – Aggregate Base, 8 inch: No change.

B.7 – HMA, 13A: Installed quantity less than estimated in design.

B.8 – Sidewalk, 4 inch: Asphalt paths from sidewalk to playground was replaced. Damaged sidewalk flags along the north and south sides of park were replaced. These were not included in the initial design but was decided in the field that should be completed while concrete crews were onsite.

B.9 – Restoration: No change.

B.10 – No change.

Additional cost at Burns Park: \$15,108.49

Contingency for Burns Park: \$10,000.00

Additional Requested Funds: **\$5,180.49**

November 14, 2024

Page 2 of 3

**West Willow Park**

W.1 – Mobilization, Max 5%: No change.

W.2 – Removal of Safety Surfacing: No change.

W.3 – Removal of Play Equipment: No change.

W.4 – Relocate Existing Bench: No change.

W.5 – Playground Curb: No change.

W.6 – Gravel Walk: Quantity not used as it was decided to pave the entire pathway.

W.7 – Play Equipment, West Willow, Supply & Install: No change.

W.8 – Safety Surfacing: No change.

W.9 – Aggregate Base, 8 inch: Installed quantity less than estimated in design.

W.10 – HMA, 13A: Quantity increased to pave entire path. Previously, only the path from the neighborhood entrance to the parking lot was to be paved.

W.11 – Restoration: No change.

W.12 – Soil Erosion and Sedimentation Control: No change.

W.13 – Additional Slide: An additional slide was added to 5-12 year old playground.

W.14 – Additional Playground Demo: The pole base for the playground were much larger than expected for a playground. KAB is requesting an extra for transport and disposal.

Additional cost at West Willow Park: \$25,095.65

Contingency for West Willow Park: \$17,789.50

Additional Requested Funds: **\$7,306.15**

**Total Additional Requested Funds: \$12,486.64**

November 14, 2024

Page 3 of 3

If you have any questions or need anything further, please feel free to contact our office.

Sincerely,

A handwritten signature in black ink that reads "Elsie Jorgensen". The signature is written in a cursive style with a large, stylized initial "E".

**Elsie Jorgensen, E.I.T.**

**SPICER GROUP, INC**

125 Helle Blvd, Suite 2

Dundee, MI 48131

Phone: (269) 252-6100

E-mail: [elsie.jorgensen@spicergroup.com](mailto:elsie.jorgensen@spicergroup.com)

Date of Issuance: November 13, 2024	Effective Date: November 21, 2024
Owner: Ypsilanti Township	Owner's Contract No.:
Contractor: KAB	Contractor's Project No.:
Engineer: Spicer Group, Inc	Engineer's Project No.: 134586SG2023
Project: Burns Park and West Willow Park Improvements	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

**Description:**

Burns Park : Additional sidewalk work. Adjustment of installed quantities to plan quantities


West Willow Park: Addition of taller slide, additional asphalt work, extra for additional playground demo.

Attachments: *West Willow\_CO1\_DoubleSlide.pdf, West Willow\_CO1\_SingleSlide.pdf, Burns Park\_CO1 Summary.pdf, West Willow Park\_CO1 Summary.pdf, Light Pole Bases.pdf*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>554,810.50</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ <u>N/A</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ <u>554,810.50</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase of this Change Order: \$ <u>40,204.14</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>595,014.64</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

ACCEPTED:

ACCEPTED:

By: <u></u>	By: _____	By: _____
Engineer (if required)	Owner (Authorized	Contractor (Authorized
Title: <u>Design Engineer</u>	Title: _____	Title: _____
Date: <u>November 13, 2024</u>	Date: _____	Date: _____

<b>PROJECT NO.</b> 134586SG2023	<b>PROJECT NAME/ LOCATION</b> Burns Park and West Willow Park Improvements	<b>CHANGE ORDER NO.:</b> 1
<b>CONTRACT NO.</b>	Burns Park	<b>DATE:</b> 11/13/2024
<b>CONTRACTOR/ADDRESS</b> KAB Construction	<b>OWNER/ADDRESS</b> Ypsilanti Township 7200 S Huron River Dr Ypsilanti , MI 48197	<b>CONSULTANT/ADDRESS</b> Spicer Group, Inc. 125 Helle Blvd, Suite 2 Dundee, MI 48131

ITEM NO.	DESCRIPTION	CONTRACT QUANTITY		UNIT	UNIT PRICE	CONTRACT AMOUNT		THIS CHANGE ORDER NET CHANGE
		CONTRACT QUANTITY INCLUDING ALL PRIOR CHANGE ORDERS	REVISED CONTRACT QUANTITY WITH THIS CHANGE ORDER			CONTRACT AMOUNT INCLUDING ALL PRIOR CHANGE ORDERS	REVISED AMOUNT WITH THIS CHANGE ORDER	
<u>ORIGINAL CONTRACT PAY ITEMS</u>								
B.1	Mobilization, Max 5%	1	1		\$7,090.62	\$7,090.62	\$7,090.62	\$0.00
B.2	Pavement Removal	420	396		\$60.28	\$25,317.60	\$23,870.88	(\$1,446.72)
B.3	Removal of Safety Surfacing	540	541		\$32.85	\$17,739.00	\$17,771.85	\$32.85
B.4	Playground Curb	442	453		\$42.51	\$18,789.42	\$19,257.03	\$467.61
B.5	Safety Surfacing	420	541		\$36.26	\$15,229.20	\$19,616.66	\$4,387.46
B.6	Aggregate Base, 8 inch	530	530		\$52.70	\$27,931.00	\$27,931.00	\$0.00
B.7	HMA, 13A	80	74		\$254.51	\$20,360.80	\$18,833.74	(\$1,527.06)
B.8	Sidewalk, 4 inch	370	1059		\$19.15	\$7,085.50	\$20,279.85	\$13,194.35
B.9	Restoration	3160	3160		\$4.02	\$12,703.20	\$12,703.20	\$0.00
B.10	Soil Erosion and Sedimentation Control	1	1		\$3,758.24	\$3,758.24	\$3,758.24	\$0.00
<u>NEW CONTRACT PAY ITEMS</u>								
					<b>TOTAL:</b>	<b>\$156,004.58</b>	<b>\$171,113.07</b>	<b>\$15,108.49</b>

The Contractor agrees to complete the work per this Change Order under the direction of the Engineer and to accept payment for the work as indicated on this change order.

**TOTAL CHANGE ORDER (\$): \$15,108.49**



<b>PROJECT NO.</b> 134586SG2023	<b>PROJECT NAME/ LOCATION</b> Burns Park and West Willow Park Improvements	<b>CHANGE ORDER NO.:</b> 1
<b>CONTRACT NO.</b>	West Willow	<b>DATE:</b> 11/13/2024
<b>CONTRACTOR/ADDRESS</b> KAB Construction	<b>OWNER/ADDRESS</b> Ypsilanti Township 7200 S Huron River Dr Ypsilanti , MI 48197	<b>CONSULTANT/ADDRESS</b> Spicer Group, Inc. 125 Helle Blvd, Suite 2 Dundee, MI 48131

ITEM NO.	DESCRIPTION	CONTRACT QUANTITY		UNIT	UNIT PRICE	CONTRACT AMOUNT		THIS CHANGE ORDER NET CHANGE
		CONTRACT QUANTITY INCLUDING ALL PRIOR CHANGE ORDERS	REVISED CONTRACT QUANTITY WITH THIS CHANGE ORDER			CONTRACT AMOUNT INCLUDING ALL PRIOR CHANGE ORDERS	REVISED AMOUNT WITH THIS CHANGE ORDER	
<u>ORIGINAL CONTRACT PAY ITEMS</u>								
W.1	Mobilization, Max 5%	1	1		\$18,127.54	\$18,127.54	\$18,127.54	\$0.00
W.2	Removal of Safety Surfacing	630	630		\$32.71	\$20,607.30	\$20,607.30	\$0.00
W.3	Removal of Play Equipment	1	1		\$12,336.84	\$12,336.84	\$12,336.84	\$0.00
W.4	Relocate Existing Bench	2	2		\$976.42	\$1,952.84	\$1,952.84	\$0.00
W.5	Playground Curb	273	273		\$43.27	\$11,812.71	\$11,812.71	\$0.00
W.6	Gravel Walk	700	0		\$11.62	\$8,134.00	\$0.00	(\$8,134.00)
W.7	Play Equipment, West Willow, Supply & Install	1	1		\$203,821.55	\$203,821.55	\$203,821.55	\$0.00
W.8	Safety Surfacing	630	630		\$32.09	\$20,216.70	\$20,216.70	\$0.00
W.9	Aggregate Base, 8 inch	1440	1423		\$44.13	\$63,547.20	\$62,796.99	(\$750.21)
W.10	HMA, 13A	100	191		\$254.51	\$25,451.00	\$48,611.41	\$23,160.41
W.11	Restoration	2000	2000		\$4.52	\$9,040.00	\$9,040.00	\$0.00
W.12	Soil Erosion and Sedimentation Control	1	1		\$3,758.24	\$3,758.24	\$3,758.24	\$0.00
<u>NEW CONTRACT PAY ITEMS</u>								
<b>W.13</b>	<u>Additional Slide</u>		1		\$8,819.45	\$0.00	\$8,819.45	\$8,819.45
<b>W.14</b>	<u>Additional Playground Demo</u>		1		\$2,000.00	\$0.00	\$2,000.00	\$2,000.00
					<b>TOTAL:</b>	<b>\$398,805.92</b>	<b>\$423,901.57</b>	<b>\$25,095.65</b>

The Contractor agrees to complete the work per this Change Order under the direction of the Engineer and to accept payment for the work as indicated on this

<b>PROJECT NO.</b> 134586SG2023		<b>PROJECT NAME/ LOCATION</b> Burns Park and West Willow Park Improvements				<b>CHANGE ORDER NO.:</b> 1			
<b>CONTRACT NO.</b>		West Willow				<b>DATE:</b> 11/13/2024			
<b>CONTRACTOR/ADDRESS</b> KAB Construction		<b>OWNER/ADDRESS</b> Ypsilanti Township 7200 S Huron River Dr Ypsilanti , MI 48197				<b>CONSULTANT/ADDRESS</b> Spicer Group, Inc. 125 Helle Blvd, Suite 2 Dundee, MI 48131			
<b>ITEM NO.</b>	<b>DESCRIPTION</b>	<b>CONTRACT QUANTITY</b>		<b>UNIT</b>	<b>UNIT PRICE</b>	<b>CONTRACT AMOUNT</b>		<b>THIS CHANGE ORDER NET CHANGE</b>	
		CONTRACT QUANTITY INCLUDING ALL PRIOR CHANGE ORDERS	REVISED CONTRACT QUANTITY WITH THIS CHANGE ORDER			CONTRACT AMOUNT INCLUDING ALL PRIOR CHANGE ORDERS	REVISED AMOUNT WITH THIS CHANGE ORDER		
	change order.								
							<b>TOTAL CHANGE ORDER (\$):</b>		<b>\$25,095.65</b>

## Light Pole Bases

Concrete bases are larger than expected for the playground structures.





Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.



Rendered in Blizzard Palette

### City of Ypsilanti Burns Park and West Willow





Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.



Ypsilanti Township  
Burns Park and West Willow - Color Option Two



Motion to Amend the 2024 Budget (#14)

Move to increase the General Fund budget by \$258,778 to \$27,777,526 and approve the department line item changes as outlined.

**CHARTER TOWNSHIP OF YPSILANTI  
2024 BUDGET AMENDMENT # 14**

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR November 19, 2024

**101 - GENERAL OPERATIONS FUND**

**Total Increase \$258,778.00**

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	\$1,188.00
			<u>\$1,188.00</u>
		<b>Net Revenues</b>	<b><u><u>\$1,188.00</u></u></b>
Expenditures:	Salary PTO Payout	101-270-708.004	\$1,103.00
	FICA	101-270-715.000	\$85.00
			<u>\$1,188.00</u>
		<b>Net Expenditures</b>	<b><u><u>\$1,188.00</u></u></b>

Request a line transfer between cost centers for the final invoice of SME to cover additional days of professional service spent on Gault Village abatement and demolition monitoring. This will be funded by a line transfer between General Fund Departments 272 "Other Functions" and 729 "Community Stabilization" for a net zero to the General Fund budget.

Expenditures:	Other Function - Professional Services	101-272-801.000	(\$6,400.00)
Expenditures:	Community Stabilization - Gault Village	101-729-806.091	\$6,400.00
			<u>\$6,400.00</u>
		<b>Net Expenditures</b>	<b><u><u>\$0.00</u></u></b>

Request to increase the budget for the IT Server Room renovation project by Braun Construction. The construction contract is \$234,173 plus a 10% contingency totaling \$257,590. This will be funding by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$257,590.00
			<u>\$257,590.00</u>
		<b>Net Revenues</b>	<b><u><u>\$257,590.00</u></u></b>
Expenditures:	Capital Improvement	10-901-971.008	\$257,590.00
			<u>\$257,590.00</u>
		<b>Net Expenditures</b>	<b><u><u>\$257,590.00</u></u></b>