



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – SPECIAL MEETING
September 22, 2020 6:00 pm

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. APPROVAL OF AGENDA
7. BOARD ACTION ITEMS
 - A. Pine Village Brownfield Plan
 - B. 2021 Recommended Budget
8. COMMENTS FROM THE PUBLIC
9. OTHER MATTERS AND BOARD MEMBER COMMENTS
10. ADJOURNMENT

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor.
Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary.

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:
Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall



To: Township Board
From: Peter Menser, Principal Planner
Date: September 18, 2020
Re: Pine Village Brownfield Plan

The Township Board held the public hearing for the Pine Village brownfield plan at its last meeting on September 15, 2020. At the meeting the Board expressed support for the plan and agreed to consider a resolution to approve at its special meeting on September 22, 2020. Instead of a straight two percent interest rate, the Board agreed to approve the plan with a staggered interest rate corresponding with milestones for building demolition, removal of building debris, and seeding of areas disturbed by the demolition. The following rates were identified by the Board, to which is added the total amount of interest that would be collected by the applicant and the number of years of the plan, as provided by the applicant’s consultant Triterra:

Interest	Deadline	Interest collected	Years of plan
3%	May 1, 2021	\$472,160	15
2.5%	July 1, 2021	\$389,873	15
2.0%	September 1, 2021	\$309,003	15
1.5%	November 1, 2021	\$229,5667	14
0%	After November 1, 2021	\$0	13

The applicant has provided a revised plan showing a maximum of three percent interest for the project and notes the staggered interest rates and related demolition milestones. The reimbursement agreement for the plan between the Township and property owner will also include provisions detailing the staggered interest rates and related milestones. The Meridian Township Brownfield Redevelopment Authority (MTBRA) will consider the reimbursement agreement for the brownfield plan at a special meeting on September 24, 2020.

Township Board Options

The Township Board has the option to approve, approve with modifications, or deny the proposed brownfield plan. A resolution to approve the plan with conditions is provided.

- **Move to adopt the resolution approving the Pine Village Brownfield Plan in an amount not to exceed 2,883,702 over an estimated 15 year period.**

Attachments

1. Resolution to approve.
2. Pine Village Brownfield Plan prepared by Triterra dated August 17, 2020 (Revision Date September 18, 2020)

G:\Community Planning & Development\Planning\BROWNFIELD\2020\Pine Village\1673 Haslett Road brownfield plan.tb2.docx

RESOLUTION TO APPROVE

**Pine Village Brownfield Plan
1673 Haslett Road**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held virtually using the Zoom web conferencing application on the 22nd day of September, 2020, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, Hudson Senior Living, LLC has requested approval of the Pine Village Brownfield Plan in order to pursue tax increment financing through the Meridian Township Brownfield Redevelopment Authority for proposed eligible activities at 1673 Haslett Road; and

WHEREAS, the Meridian Township Brownfield Redevelopment Authority discussed the brownfield plan and voted to recommend approval to the Township Board at its meeting on August 20, 2020; and

WHEREAS, the Township Board held a public hearing on the plan at its meeting on September 15, 2020, discussed the plan at its meeting on September 22, 2020, and has reviewed the information forwarded by staff under cover memorandums dated September 10, 2020 and September 18, 2020; and

WHEREAS, the proposed brownfield plan constitutes a public purpose under the Brownfield Redevelopment Financing Act, Public Act 381 of 1996; and

WHEREAS, the proposed plan meets the requirements for a brownfield plan as established in Section 13 of Public Act 381 and the property included in the Plan was determined to be a Facility, as required by Public Act 381; and

WHEREAS, the proposed eligible activities are reasonable, will adequately address brownfield conditions on the site, and provide protection to public health, safety and the environment; and

WHEREAS, the proposed method of financing the costs of the eligible activities are reasonable and necessary to carry out the purposes of Public Act 381; and

WHEREAS, the proposed brownfield plan is capped at \$2,883,702 over an estimated 15 year period and the Meridian Township Brownfield Redevelopment Authority capture for administration shall be approximately \$144,185 and \$144,185 for the Local Brownfield Revolving Fund (LBRF). If the actual costs of eligible activities turns out to be lower than the above estimates, developer reimbursement and Township BRA capture may be lower; and

WHEREAS, the Township Board of the Charter Township of Meridian supports the intent of the brownfield plan to facilitate the redevelopment and restoration of environmental and economic viability to the parcel included in the plan.

**Resolution to Approve
Pine Village Brownfield Plan
Page 2**

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves the Pine Village Brownfield Plan, subject to the following conditions.

1. Approval is in accordance with the brownfield plan prepared by Triterra dated August 17, 2020 (Revision Date: September 18, 2020).
2. The Township Board approves the plan subject to demolition incentives as follows:
 - Three percent (3.0%) simple interest if completed on or before May 1, 2021.
 - Two and one half percent (2.5%) simple interest if completed on or before July 1, 2021.
 - Two percent (2.0%) simple interest if completed on or before September 1, 2021.
 - One and one half percent (1.5%) interest if completed on or before November 1, 2021.
 - Without interest if completed after November 1, 2021.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Township Board on the 22nd day of September, 2020.

Brett Dreyfus
Township Clerk

**MERIDIAN TOWNSHIP
BROWNFIELD REDEVELOPMENT AUTHORITY**

BROWNFIELD PLAN

**Pine Village of Meridian
1673 Haslett Road
Haslett, Michigan 48840**

Meridian Township Brownfield Redevelopment Authority
1515 Marsh Road
Okemos, Michigan 48864
Contact: Peter Menser, Principal Planner
menser@meridian.mi.us
Phone: 517-853-4576

Prepared By:
Triterra
1305 S. Washington Avenue, Suite 102
Lansing, Michigan 48910
Contact: Dave Van Haaren
dave.vanhaaren@triterra.us
Phone: 517-853-2152

August 17, 2020
Revised September 18, 2020

Approved by the Meridian Township BRA on August 20, 2020
Approved by the Meridian Charter Township Board of Trustees on _____, 2020

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- Figure 2: Property Boundary Diagram
- Figure 3: Approximate Soil Boring and Sample Locations

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- Table 1: Brownfield Eligible Activities
- Table 2: Tax Increment Revenue Capture Estimates
- Table 3: Tax Increment Revenue Reimbursement Allocation Table

ATTACHMENTS

- Attachment A: ALTA/NSPS Land Title Survey and Legal Description

1.0 PROJECT SUMMARY

Project Name:	Pine Village of Meridian
Developer:	Hudson Senior Living, LLC (the “Developer”) 280 W. Maple Road, Suite 230 Birmingham, Michigan 48009 Michael Parks
Property Location:	1655-1673 Haslett Road and 1659 Raby Road Haslett, Michigan 48840
Parcel Information:	33-02-02-10-401-003, 33-02-02-10-402-001, 33-02-02-10-401-005 (partial)
Type of Eligible Property:	“Facility” and “adjacent and contiguous”
Project Description:	<p>A redevelopment of the subject property located on the south side of Haslett Road in Meridian Charter Township. The project includes the demolition of an approximately 23,415-square foot, single-story multi-tenant commercial building located at 1673 Haslett Road and the adjacent shopping center building located at 1655 Haslett Road. The developer will construct a four-story, 147,721 square foot, mixed-use building consisting of a senior apartment building with a total of 132 residential units and 9,114 square feet of leasable commercial space. A new parking lot and site improvements will be constructed on the east, south, and west sides of the building.</p> <p>Brownfield eligible activities include pre-approved activities, department specific activities, asbestos survey and abatement activities, demolition, and preparation and implementation of a Brownfield Plan.</p>
Total Capital Investment:	Total capital investment is estimated at \$12,000,000 of which \$2,595,332 is currently proposed for Brownfield Reimbursement to the Developer.
Estimated Job Creation/Retention:	The redevelopment is anticipated to generate 55 new full-time equivalent (FTE) jobs.

Duration of Plan: The duration of this Brownfield Plan is 15 years and includes capture of Tax Increment Revenue (TIR) for: 1) reimbursement to the Developer for eligible activities, 2) BRA administration of the Plan and 3) deposits into the BRA’s Local Brownfield Revolving Fund (LBRF).

Total Captured Tax Increment Revenue: \$2,883,702

Distribution of New Taxes Paid	
Developer Reimbursement	\$2,595,332
<i>Sub-Total Developer Reimbursement</i>	<i>\$2,595,332</i>
State Brownfield Revolving Fund	\$0
BRA Plan Administrative Fees	\$144,185
Local Brownfield Revolving Fund (LBRF)	\$144,185
<i>Sub-Total Administrative Fees, LBRF Deposits</i>	<i>\$288,370</i>
Grand Total	<i>\$2,883,702</i>

2.0 INTRODUCTION AND PURPOSE

The Meridian Township Brownfield Redevelopment Authority (the “Authority” or “BRA”), duly established by resolution of the Meridian Charter Township Board of Trustees (the “Township”), pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act 381 of 1996, MCLA 125.2651 et. seq., as amended (“Act 381”), is authorized to exercise its powers within Meridian Charter Township, Michigan.

The proposed redevelopment will only be economically viable with the support and approval of the brownfield redevelopment incentives described herein.

3.0 ELIGIBLE PROPERTY INFORMATION

This Plan is presented to support the Developer in the redevelopment of the subject property situated on the south side of Haslett Road in Haslett, an unincorporated community in Meridian Charter Township, Ingham County, Michigan (the “Property”). The location of the Property is depicted on Figure 1.

The Property is fully defined in the following table and in Attachment A.

Eligible Property		
Address	Tax ID	Basis of Eligibility
1673 Haslett Road	33-02-02-10-401-003	“Facility”
1655 Haslett Road	33-02-02-10-401-005 (partial)	“Adjacent and Contiguous”
1659 Raby Road	33-02-02-10-402-001	“Adjacent and Contiguous”

The parcels listed above that comprise of the eligible property as of July 2020 and will be split and combined as outlined in Attachment A. Attachment A illustrates the intended future division for the eligible property.

The Property is zoned C-2, Commercial District and is located within the Meridian Charter Township.

The Property is surrounded by undeveloped land and active commercial property. Property layout and boundaries are depicted on Figure 2. The legal description of the Property is included in Attachment A.

The Property is considered an “eligible property” as defined by Act 381, Section 2 because: (a) the Property was previously utilized as a commercial property; (b) one parcel of the Property is a “facility” as the term is defined by Part 201 of Michigan’s Natural Resources and Environmental Protection Act (“NREPA”), P.A. 451 of 1994, as amended; and (c) two parcels are adjacent and contiguous to the “facility” parcel and development of the adjacent and continuous parcels is estimated to increase the captured taxable value of the “facility” parcel. Figure 3 depicts environmental impact on the Property.

4.0 PROPOSED REDEVELOPMENT

The Project includes the demolition of two commercial buildings and the construction of a new approximately 147,721 square foot, four-story mixed-use commercial and residential building.

The new building will include 9,114 square feet of business retail units on the first floor and a total of 132 residential units, a leasing office, lobby, residential community kitchen and dining. A new parking lot will be constructed along the east, south, and west sides of the building. The development will include 295 parking spaces.

The total anticipated investment into the redevelopment project is estimated at \$12,000,000. The development will result in the redevelopment of one contaminated parcel and removal of a blighted, functionally obsolete building on the adjacent and contiguous parcel to the east. This development will dramatically improve the appearance of the Property. The Project will significantly increase density to the area and provide additional support to existing retail establishments in the township, as well as create jobs.

The improvements to the Property will be permanent and significantly increase the taxable value of the Property. These improvements will also assist in increasing the property values of the neighborhood.

The Project would not be possible without financial support through Brownfield tax increment financing (TIF) and other local incentives outlined in Section 6.12.

The redevelopment is anticipated to generate 55 new full-time equivalent jobs.

5.0 BROWNFIELD CONDITIONS

The existing building on the 1673 Haslett Road parcel was constructed in 1985 and has since been used for various commercial purposes, including offices, retail, and restaurants. According to historical documents, a dry cleaner operated on the Property from at least 1990 to 2001. At least one underground storage tank (UST) once used for the storage of dry-cleaning product (i.e. chlorinated cleaning solvent) was reported to have existed on the parcel. The UST may have been removed from the ground or abandoned onsite. Subsurface investigations conducted on the Property in 1996 and 2020 identified various volatile organic compounds (VOCs), including tetrachloroethene, in soil above the Michigan Department of Environment, Great Lakes, Energy (EGLE) Part 201 Residential Generic Cleanup Criteria (GCC). The parcel therefore meets the definition of a “facility”, as defined by Section 20101(s) of PA 451, Part 201, as amended. In addition, soil gas samples collected from the parcel in June 2020 revealed various VOCs above method detection limits, including tetrachloroethene above the Media-Specific Recommended Indoor Air Screening Levels (RIASLs), which indicates a vapor encroachment condition on the Property. Refer to Figure 3 to review environmental impact at the 1673 Haslett Road parcel.

The existing building on the 1655 Haslett Road parcel portion was constructed in 1980 and has since been used for commercial purposes. The 1659 Raby Road parcel portion is undeveloped.

6.0 BROWNFIELD PLAN

6.1 Description of Costs to Be Paid with Tax Increment Revenues and Summary of Eligible Activities

The Developer will be reimbursed with the new local taxes levied by the Project for the costs of eligible activities necessary to support redevelopment of the Property. The activities that are intended to be carried out at the Property are considered “eligible activities” as defined by Sec 2 of Act 381.

Brownfield eligible activities proposed by the Developer include EGLE pre-approved activities, EGLE department specific activities; asbestos assessment and abatement activities; demolition; and preparation and implementation of the Brownfield Plan.

The costs of eligible activities included in, and authorized by, this Plan will be reimbursed with incremental local tax revenues generated by the Property and captured by the BRA, subject to any limitations and conditions described in this Plan and the terms of a Reimbursement Agreement between the Developer and the Authority (the “Reimbursement Agreement”). This Plan is a “Local-only” Plan and does not include or propose capture of state tax revenues for reimbursement to the Developer or BRA

The total cost of activities eligible for Developer reimbursement from tax increment revenues is projected to be \$2,595,332. The eligible activities are summarized below:

Summary of Eligible Activities	
EGLE Eligible Activities	Cost
Pre-Approved Activities	\$18,510
Department Specific Activities	\$1,119,763
Total Environmental Eligible Activities	\$1,138,273
MSF Eligible Activities	Cost
Asbestos and Lead Activities	\$117,850
Demolition	\$566,500
Total Non-Environmental Eligible Activities	\$684,350
Contingency (15%) *	\$270,549
Brownfield Plan Preparation	\$15,000
Brownfield Plan Implementation	\$15,000
Interest (up to 3%, simple) **	\$472,160
Total Eligible Cost for Reimbursement	\$2,595,332

- * Contingency calculation excludes costs for pre-approved activities, asbestos survey, Brownfield Plan preparation and implementation.
- ** Interest is calculated annually at up to 3% simple interest on Developer eligible activities, except cost for Brownfield Plan preparation.

A detailed breakdown in eligible activities is provided in Table 1, Brownfield Eligible Activities.

The BRA will reimburse the Developer for costs of eligible activities with interest if the buildings on the eligible Property are demolished and all building debris removed with appropriate restoration as approved by the BRA as provided below:

- Three percent (3.0%) simple interest if completed on or before May 1, 2021;
- Two- and one-half percent (2.5%) simple interest if completed on or before July 1, 2021;
- Two percent (2.0%) simple interest if completed on or before September 1, 2021;
- One- and one-half percent (1.5%) interest if completed on or before November 1, 2021; or
- Without interest if completed after November 1, 2021.
- Building demolition activities undertaken by any person, including Developer, after November 1, 2021 shall be reimbursed without interest.

The costs listed above are estimated and may increase or decrease depending on the nature and extent of unknown conditions encountered on the Property. The actual cost of those eligible activities encompassed by this Plan that will qualify for reimbursement from tax increment revenues captured by the BRA shall be governed by the terms of a Reimbursement Agreement. No costs of eligible activities will be qualified for reimbursement except to the extent permitted in accordance with the terms and conditions of the Reimbursement Agreement and Section 2 of Act 381 of 1996, as amended (MCL 125.2652). The Reimbursement Agreement and this Plan will dictate the total cost of eligible activities subject to payment. As long as the total cost limit described in this Plan is not exceeded, line item costs of eligible activities may be adjusted within Environmental eligible activities and Non-Environmental eligible activities after the date this Plan is approved by the Meridian Charter Township Board of Trustees.

6.2 Estimate of Captured Taxable Value, Tax Increment Revenues and Impact of Tax Increment Financing on Taxing Jurisdictions

The costs of eligible activities included in, and authorized by, this Plan will be reimbursed with incremental local tax revenues generated by the Property and captured by the BRA.

The base taxable value for this Plan is \$914,054, which is based on the following.

Eligible Property – Base Taxable Value		
Address	Tax ID	2020 Taxable Value
1673 Haslett Road	33-02-02-10-401-003	\$269,111
1655 Haslett Road	33-02-02-10-401-005 (partial)	\$571,705 (85% of the parent parcel)
1659 Raby Road	33-02-02-10-402-001	\$73,238
TOTAL		\$914,054

The projected new taxable value is phased over 2 years with an estimated taxable value of \$6,000,000 in 2022. The actual taxable value will be determined by the Township Assessor after the development is completed. It is estimated that the BRA will capture tax increment revenues from 2021 through 2035 for BRA administrative fees and for deposits into the BRA’s Local Brownfield Revolving Fund (LBRF).

The following table presents a summary of the new tax revenues generated by the taxing jurisdictions whose millage is subject to capture by the BRA under this Plan. These are estimations based on the residential and commercial components of the proposed redevelopment.

Projected Impact to Taxing Jurisdictions			
Taxing Unit	New Taxes to Taxing Units*	New Taxes for BRA Administration, LBRF Deposits and Developer Reimbursement	Total New Taxes
School Operating	\$1,403,068		\$1,403,068
State Education Tax (SET)	\$467,689		\$467,689
Haslett Bldg/Site		\$155,476	\$155,476
Meridian Operating		\$324,810	\$324,810
Rec/Srs/Hum Serv		\$11,591	\$11,591
Meridian Bikepath		\$25,848	\$25,848
Meridian Fire		\$49,520	\$49,520
Meridian Parks		\$51,539	\$51,539
Meridian Police		\$47,003	\$47,003
Land Preserve		\$25,512	\$25,512
Police and Fire		\$115,395	\$115,395
CATA/Regular		\$234,390	\$234,390
CADL-Library		\$121,599	\$121,599
Ingham County		\$883,496	\$883,496
Ingham Intermediate		\$486,272	\$486,272
Airport Authority		\$54,486	\$54,486
Lansing Community College		\$296,764	\$296,764
Haslett Debt	\$649,309		\$649,309
Road Improvement Debt	\$151,446		\$151,446
Firestation Debt	\$15,590		\$15,590
Total	\$2,687,101 (48%)	\$2,883,702 (52%)	\$5,570,803

Impact to specific taxing jurisdictions is further presented in Table 2, Tax Increment Revenue Capture Estimates, and a schedule of tax increment revenue is presented in Table 3, Tax Increment Revenue Allocation Table.

The captured incremental taxable value and associated tax increment revenue will be based on the actual increased taxable value from all real and personal taxable improvements on the Property as determined by the Township Assessor and the actual millage rates levied by the various taxing jurisdictions during each year of the plan. The actual tax increment

captured will be based on taxable value set through the property assessment process by the local unit of government and the millage rates set each year by the taxing jurisdictions.

6.3 Method of Financing Plan Costs and Description of Advances by the Municipality

The Developer is ultimately responsible for financing the costs of its specific eligible activities included in this Plan. The BRA will not advance any funds to finance the Developer eligible activities described in this Plan. All Plan financing commitments and activities and cost reimbursements authorized under this Plan shall be governed by the Reimbursement Agreement. The inclusion of eligible activities and estimates of costs to be reimbursed in this Plan is intended to authorize the BRA to fund such reimbursements. The amount and source of any tax increment revenues that will be used for purposes authorized by this Plan, and the terms and conditions for such use and upon any reimbursement of the expenses permitted by the Plan, will be provided solely under the Reimbursement Agreement contemplated by this Plan.

Reimbursements under the Reimbursement Agreement shall not exceed the cost of eligible activities and reimbursement limits described in this Plan.

The BRA will capture 5% of the new local taxes per year for the duration of the Plan to cover its cost to administer the Plan. The LBRA will also deposit 5% of the new local taxes captured per year for the duration of the Plan for deposit into its LBRF. Total deposits into the LBRF will not exceed the sum total equivalent of 5 years of local tax increment revenue.

6.4. Maximum Amount of Note or Bonded Indebtedness

Eligible activities are to be financed by the Developer. The BRA will not incur any note or bonded indebtedness to finance Brownfield eligible activities outlined in this Plan.

6.5 Duration of Brownfield Plan

The duration of this Plan is projected to be 15 years after the first year of tax capture, which is anticipated as 2021.

The Property will become a part of this Plan on the date this Plan is approved by the governing body. In no event shall the duration of the Plan exceed 35 years following the date of the resolution approving the Plan, nor shall the duration of the tax capture exceed the lesser of the period authorized under subsections (4) and (5) of Section 13 of Act 381 or 30 years, except as authorized by those subsections or other provisions of Act 381. Further, in no event shall the beginning date of the capture of tax increment revenues be later than five years after the date of the resolution approving the Plan.

6.6 Legal Description, Property Map, Property Characteristics and Personal Property

An ALTA/NSPS Land Title Survey and legal description of the Property is provided in Attachment A. The general Property location and boundaries described in Section 3.0 and depicted on Figures 2 and 3 comprise eligible property as of July 2020. These parcels will be split and combined as outlined in Attachment A. Attachment A illustrates the intended future division for the eligible property.

The subject Property includes all tangible personal property that now or in the future comes to be owned or installed on the Property by the Developer or occupants.

6.7 Estimates of Residents and Displacement of Families

No occupied residences are involved in the redevelopment, no persons reside at the Property, and no families or individuals will be displaced as a result of this development.

6.8 Plan for Relocation of Displaced Persons

No persons will be displaced as a result of this development. Therefore, a Plan for relocation of displaced persons is not applicable and is not needed for this Plan.

6.9 Provisions for Relocation Costs

No persons will be displaced as result of this development, and no relocation costs will be incurred. Therefore, provision for relocation costs is not applicable and is not needed for this Plan.

6.10 Strategy for Compliance with Michigan's Relocation Assistance Law

No persons will be displaced as result of this development. Therefore, no relocation assistance strategy is needed for this Plan.

6.11 Description of the Proposed Use of Local Brownfield Revolving Fund

The BRA has established a LBRF. LBRF monies will not be used to finance or reimburse eligible activities incurred by the Developer as described in this Plan.

The LBRA will capture 5% of new local taxes generated from the Property per year for the duration of the Plan for deposit into the BRA's its LBRF. Total deposits into the LBRF will not exceed the sum total equivalent of 5 years of local tax increment revenue.

FIGURES

Figure 1: Property Location Map

Figure 2: Eligible Property Boundary Map

Figure 3: Demolition Boundary

Figure 4: 2020 Soil Boring Locations & Analytical Results

Figure 5: Soil Gas Sample Locations & Analytical Results

DRAFT



FIGURE 1
PROPERTY LOCATION DIAGRAM

TRI TERRA

1673 Haslett Road
Haslett, Michigan 48840

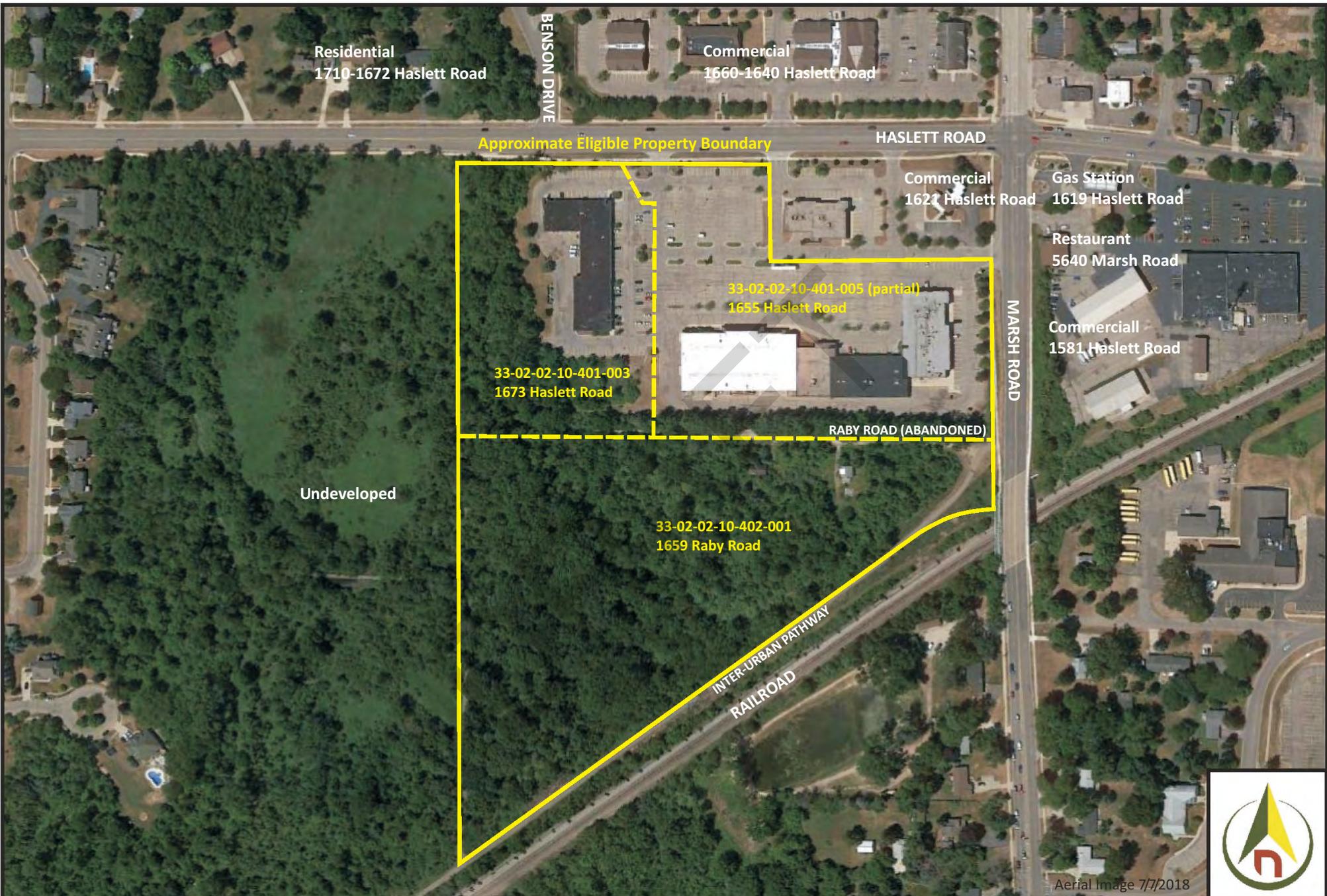
Ingham County
T4N, R1W, Section 10

Project Number: 19-2321

Adapted From MI Geographic Data Library DRG



1:12000



TRITERRA

FIGURE 2

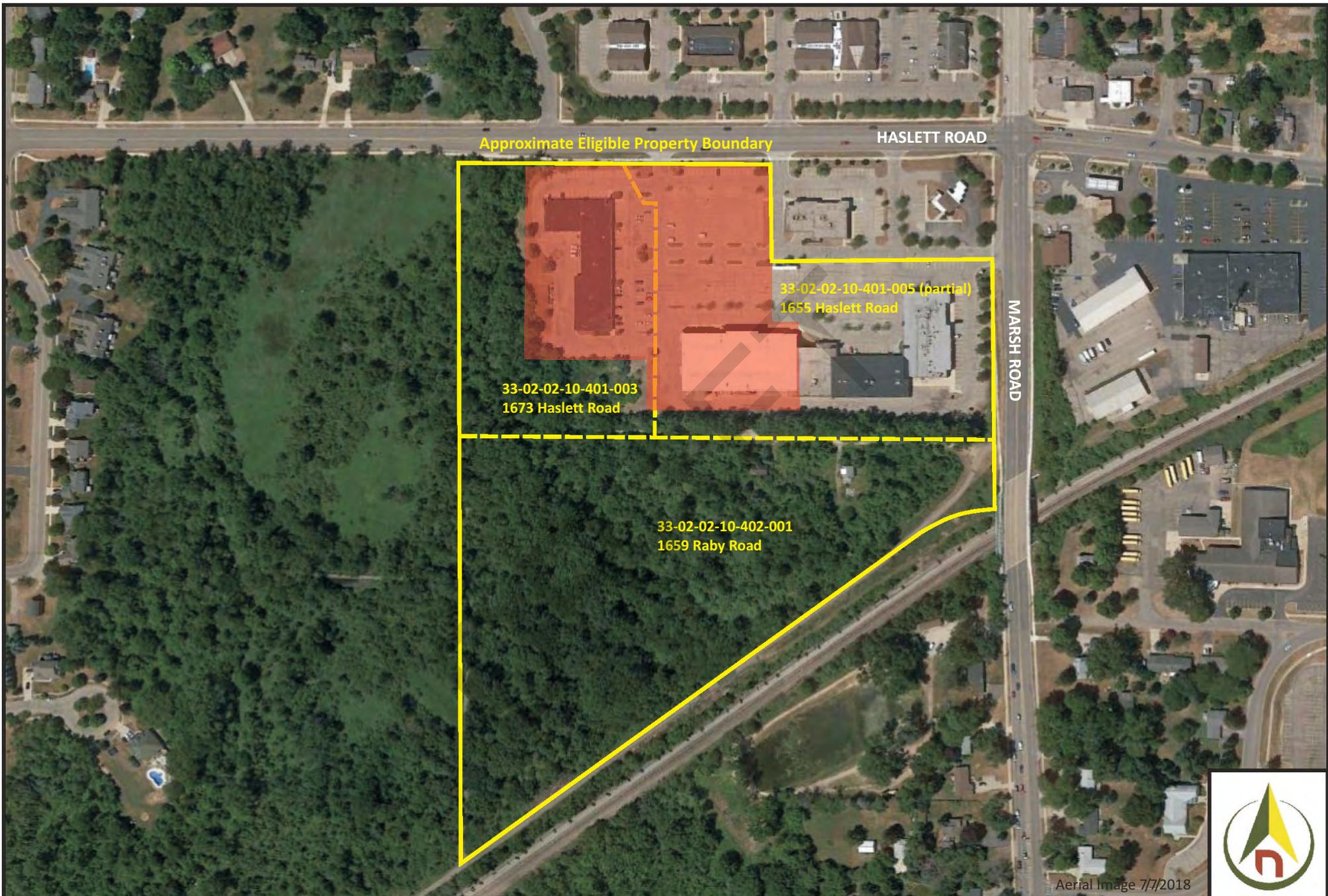
ELIGIBLE PROPERTY BOUNDARY

PROJECT NUMBER: 19-2321

**1673 HASLETT ROAD
HASLETT, MICHIGAN 48840**

DIAGRAM CREATED BY: RD

DATE: 7/27/2020



TRI-TERRA

FIGURE 3

DEMOLITION BOUNDARY

PROJECT NUMBER: 19-2321

**1673 HASLETT ROAD
HASLETT, MICHIGAN 48840**

DIAGRAM CREATED BY: RD DATE: 7/27/2020

TABLES

Table 1: Brownfield Eligible Activities

Table 2: Tax Increment Revenue Capture Estimates

Table 3: Tax Increment Revenue Reimbursement Allocation Table

DRAFT

**Table 1
Brownfield Eligible Activities
1673 Haslett Road
Haslett, MI**

ELIGIBLE ACTIVITIES	NO. OF UNITS	UNIT TYPE	UNIT RATE	ESTIMATED TOTAL COST	REIMBURSEMENT ALLOCATION		
					DEQ ACTIVITIES	MSF ACTIVITIES	LOCAL-ONLY ACTIVITIES
EGLE ELIGIBLE ACTIVITIES							
Pre-Approved Activities							
Phase I Environmental Site Assessments	2	LS	\$ 1,950	\$ 3,900			\$ 3,900
Phase II Site Investigations (10% of EPA Grant)	1	LS	\$ 4,000	\$ 4,000			\$ 4,000
Baseline Environmental Assessments (10% of EPA Grant)	1	LS	\$ 360	\$ 360			\$ 360
Due Care Investigation	1	LS	\$ 10,000	\$ 10,000			\$ 10,000
Due Care Planning to meet Compliance with Section 2017a (10% of EPA Grant)	1	LS	\$ 250	\$ 250			\$ 250
Department Specific Activities							
Documentation of Due Care Compliance (DDCC)	1	LS	\$ 5,000	\$ 5,000			\$ 5,000
Gas Vapor Mitigation System - Design	37,350	SF	\$ 0.50	\$ 18,675			\$ 18,675
Gas Vapor Mitigation System - Installation	37,350	SF	\$ 5	\$ 168,075			\$ 168,075
Gas Vapor Mitigation System - Oversight & Testing	37,350	SF	\$ 0.75	\$ 28,013			\$ 28,013
Engineering Controls - Stormwater Management Controls	1	LS	\$ 10,000	\$ 10,000			\$ 10,000
Engineering Controls - Gaskets on Waterlines	1	LS	\$ 8,000	\$ 8,000			\$ 8,000
Soil Management - Transportation and Disposal (Non-Hazardous)	4,500	CY	\$ 45	\$ 202,500			\$ 202,500
Soil Management - Transportation and Disposal (Hazardous)	1,500	TN	\$ 425	\$ 637,500			\$ 637,500
Environmental Project Management and Oversight	1	LS	\$ 25,200	\$ 25,200			\$ 25,200
Due Care - Soft Costs including Bidding, Contractor Procurement, Oversight	1	LS	\$ 16,800	\$ 16,800			\$ 16,800
EGLE ELIGIBLE ACTIVITIES SUB-TOTAL				\$ 1,138,273	\$ -	\$ -	\$ 1,138,273
MSF ELIGIBLE ACTIVITIES							
Asbestos and Lead Activities							
Asbestos - Survey/Assessment (10% of EPA Grant)	1	LS	\$ 450	\$ 450			\$ 450
Asbestos - Abatement	1	LS	\$ 114,000	\$ 114,000			\$ 114,000
Asbestos Abatement - Soft Costs	1	LS	\$ 3,400	\$ 3,400			\$ 3,400
Subtotal Asbestos and Lead Activities				\$ 117,850		\$ -	\$ 117,850
Demolition							
Demolition - Building & Site	1	LS	\$ 550,000	\$ 550,000			\$ 550,000
Demolition - Soft Costs	1	LS	\$ 16,500	\$ 16,500			\$ 16,500
Subtotal Demolition Activities				\$ 566,500	\$ -	\$ -	\$ 566,500
MSF ELIGIBLE ACTIVITIES SUB-TOTAL				\$ 684,350	\$ -	\$ -	\$ 684,350
MSF AND EGLE ELIGIBLE ACTIVITIES SUB-TOTAL				\$ 1,822,623	\$ -	\$ -	\$ 1,822,623
Contingency (15%)				\$ 270,549	\$ -	\$ -	\$ 270,549
Brownfield Plan Preparation	1	LS	\$ 15,000	\$ 15,000			\$ 15,000
Brownfield Plan Implementation	1	LS	\$ 15,000	\$ 15,000			\$ 15,000
Interest (2%, simple)				\$ 472,160			\$ 472,160
TOTAL ELIGIBLE COST FOR REIMBURSEMENT				\$ 2,595,332	\$ -	\$ -	\$ 2,595,332
State Brownfield Revolving Fund				\$ -			
BRA Administrative Fees				\$ 144,185			
Local Brownfield Revolving Fund (LBRF)				\$ 144,185			
GRAND TOTAL				\$ 2,883,702			
					0.00%	0.00%	100.00%

NOTES:

These costs and revenue projections should be considered approximate estimates based on expected conditions and available information. It cannot be guaranteed that the costs and revenue projections will not vary from these estimates.

Costs for Phase I ESAs, Phase II ESAs, Asbestos Surveys, Brownfield Plan are excluded from contingency calculation.

Table 2
Tax Increment Revenue Capture Estimates
1673 Haslett Road
Haslett, MI

Estimated Taxable Value (TV) Increase Rate: 1% per year		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Plan Year		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Base Taxable Value (TV)	\$	914,054	914,054	914,054	914,054	914,054	914,054	914,054	914,054	914,054	914,054	914,054	914,054	914,054	914,054	914,054
Estimated New TV	\$	2,000,000	6,000,000	6,060,000	6,120,600	6,181,806	6,243,624	6,306,060	6,369,121	6,432,812	6,497,140	6,562,112	6,627,733	6,694,010	6,760,950	6,828,560
Incremental Difference (New TV - Base TV)	\$	1,085,946	5,085,946	5,145,946	5,206,546	5,267,752	5,329,570	5,392,006	5,455,067	5,518,758	5,583,086	5,648,058	5,713,679	5,779,956	5,846,896	5,889,000

School Capture (Not-Captured)	Millage Rate	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
School Operating	18.0000	\$ 19,547	\$ 91,547	\$ 92,627	\$ 93,718	\$ 94,820	\$ 95,932	\$ 97,056	\$ 98,191	\$ 99,338	\$ 100,496	\$ 101,665	\$ 102,846	\$ 104,039	\$ 105,244	\$ 106,002
State Education Tax (SET)	6.0000	\$ 6,516	\$ 30,516	\$ 30,876	\$ 31,239	\$ 31,607	\$ 31,977	\$ 32,352	\$ 32,730	\$ 33,113	\$ 33,499	\$ 33,888	\$ 34,282	\$ 34,680	\$ 35,081	\$ 35,334
School Total:	24.0000	\$ 26,063	\$ 122,063	\$ 123,503	\$ 124,957	\$ 126,426	\$ 127,910	\$ 129,408	\$ 130,922	\$ 132,450	\$ 133,994	\$ 135,553	\$ 137,128	\$ 138,719	\$ 140,326	\$ 141,336

Local Capture	Millage Rate	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Haslett Bldg/Site	1.9946	\$ 2,166	\$ 10,144	\$ 10,264	\$ 10,385	\$ 10,507	\$ 10,630	\$ 10,755	\$ 10,881	\$ 11,008	\$ 11,136	\$ 11,266	\$ 11,397	\$ 11,529	\$ 11,662	\$ 11,746
Meridian Operating	4.1670	\$ 4,525	\$ 21,193	\$ 21,443	\$ 21,696	\$ 21,951	\$ 22,208	\$ 22,468	\$ 22,731	\$ 22,997	\$ 23,265	\$ 23,535	\$ 23,809	\$ 24,085	\$ 24,364	\$ 24,539
Rec/Srs/Hum Serv	0.1487	\$ 161	\$ 756	\$ 765	\$ 774	\$ 783	\$ 793	\$ 802	\$ 811	\$ 821	\$ 830	\$ 840	\$ 850	\$ 859	\$ 869	\$ 876
Meridian Bikepath	0.3316	\$ 360	\$ 1,686	\$ 1,706	\$ 1,726	\$ 1,747	\$ 1,767	\$ 1,788	\$ 1,809	\$ 1,830	\$ 1,851	\$ 1,873	\$ 1,895	\$ 1,917	\$ 1,939	\$ 1,953
Meridian Fire	0.6353	\$ 690	\$ 3,231	\$ 3,269	\$ 3,308	\$ 3,347	\$ 3,386	\$ 3,426	\$ 3,466	\$ 3,506	\$ 3,547	\$ 3,588	\$ 3,630	\$ 3,672	\$ 3,715	\$ 3,741
Meridian Parks	0.6612	\$ 718	\$ 3,363	\$ 3,402	\$ 3,443	\$ 3,483	\$ 3,524	\$ 3,565	\$ 3,607	\$ 3,649	\$ 3,692	\$ 3,734	\$ 3,778	\$ 3,822	\$ 3,866	\$ 3,894
Meridian Police	0.6030	\$ 655	\$ 3,067	\$ 3,103	\$ 3,140	\$ 3,176	\$ 3,214	\$ 3,251	\$ 3,289	\$ 3,328	\$ 3,367	\$ 3,406	\$ 3,445	\$ 3,485	\$ 3,526	\$ 3,551
Land Preserve	0.3273	\$ 355	\$ 1,665	\$ 1,684	\$ 1,704	\$ 1,724	\$ 1,744	\$ 1,765	\$ 1,785	\$ 1,806	\$ 1,827	\$ 1,849	\$ 1,870	\$ 1,892	\$ 1,914	\$ 1,927
Police and Fire	1.4804	\$ 1,608	\$ 7,529	\$ 7,618	\$ 7,708	\$ 7,798	\$ 7,890	\$ 7,982	\$ 8,076	\$ 8,170	\$ 8,265	\$ 8,361	\$ 8,459	\$ 8,557	\$ 8,656	\$ 8,718
CATA/Regular	3.0070	\$ 3,265	\$ 15,293	\$ 15,474	\$ 15,656	\$ 15,840	\$ 16,026	\$ 16,214	\$ 16,403	\$ 16,595	\$ 16,788	\$ 16,984	\$ 17,181	\$ 17,380	\$ 17,582	\$ 17,708
CADL-Library	1.5600	\$ 1,694	\$ 7,934	\$ 8,028	\$ 8,122	\$ 8,218	\$ 8,314	\$ 8,412	\$ 8,510	\$ 8,609	\$ 8,710	\$ 8,811	\$ 8,913	\$ 9,017	\$ 9,121	\$ 9,187
Ingham County	11.3344	\$ 12,309	\$ 57,646	\$ 58,326	\$ 59,013	\$ 59,707	\$ 60,407	\$ 61,115	\$ 61,830	\$ 62,552	\$ 63,281	\$ 64,017	\$ 64,761	\$ 65,512	\$ 66,271	\$ 66,748
Ingham Intermediate	6.2384	\$ 6,775	\$ 31,728	\$ 32,102	\$ 32,481	\$ 32,862	\$ 33,248	\$ 33,637	\$ 34,031	\$ 34,428	\$ 34,830	\$ 35,235	\$ 35,644	\$ 36,058	\$ 36,475	\$ 36,738
Airport Authority	0.6990	\$ 759	\$ 3,555	\$ 3,597	\$ 3,639	\$ 3,682	\$ 3,725	\$ 3,769	\$ 3,813	\$ 3,858	\$ 3,903	\$ 3,948	\$ 3,994	\$ 4,040	\$ 4,087	\$ 4,116
Lansing Community College	3.8072	\$ 4,134	\$ 19,363	\$ 19,592	\$ 19,822	\$ 20,055	\$ 20,291	\$ 20,528	\$ 20,769	\$ 21,011	\$ 21,256	\$ 21,503	\$ 21,753	\$ 22,005	\$ 22,260	\$ 22,421
Local Total:	36.9951	\$ 40,175	\$ 188,155	\$ 190,375	\$ 192,617	\$ 194,881	\$ 197,168	\$ 199,478	\$ 201,811	\$ 204,167	\$ 206,547	\$ 208,950	\$ 211,378	\$ 213,830	\$ 216,307	\$ 217,864
Total Capturable Taxes:	60.9951	\$ 66,237	\$ 310,218	\$ 313,877	\$ 317,574	\$ 321,307	\$ 325,078	\$ 328,886	\$ 332,732	\$ 336,617	\$ 340,541	\$ 344,504	\$ 348,506	\$ 352,549	\$ 356,632	\$ 359,200

Non-Capturable Millages	Millage Rate	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Haslett Debt	8.3300	\$ 9,046	\$ 42,366	\$ 42,866	\$ 43,371	\$ 43,880	\$ 44,395	\$ 44,915	\$ 45,441	\$ 45,971	\$ 46,507	\$ 47,048	\$ 47,595	\$ 48,147	\$ 48,705	\$ 49,055
Road Improvement Debt	1.9429	\$ 2,110	\$ 9,881	\$ 9,998	\$ 10,116	\$ 10,235	\$ 10,355	\$ 10,476	\$ 10,599	\$ 10,722	\$ 10,847	\$ 10,974	\$ 11,101	\$ 11,230	\$ 11,360	\$ 11,442
Firestation Debt	0.2000	\$ 217	\$ 1,017	\$ 1,029	\$ 1,041	\$ 1,054	\$ 1,066	\$ 1,078	\$ 1,091	\$ 1,104	\$ 1,117	\$ 1,130	\$ 1,143	\$ 1,156	\$ 1,169	\$ 1,178
Total Non-Capturable Taxes:	10.4729	\$ 11,373	\$ 53,265	\$ 53,893	\$ 54,528	\$ 55,169	\$ 55,816	\$ 56,470	\$ 57,130	\$ 57,797	\$ 58,471	\$ 59,152	\$ 59,839	\$ 60,533	\$ 61,234	\$ 61,675

Notes:

Total New Taxes	Pass-Through	Captured
\$ 1,403,068	\$ 1,403,068	\$ -
\$ 467,689	\$ 467,689	\$ -
\$ 1,870,757	\$ 1,870,757	\$ -

\$ 155,476	\$ -	\$ 155,476
\$ 324,810	\$ -	\$ 324,810
\$ 11,591	\$ -	\$ 11,591
\$ 25,848	\$ -	\$ 25,848
\$ 49,520	\$ -	\$ 49,520
\$ 51,539	\$ -	\$ 51,539
\$ 47,003	\$ -	\$ 47,003
\$ 25,512	\$ -	\$ 25,512
\$ 115,395	\$ -	\$ 115,395
\$ 234,390	\$ -	\$ 234,390
\$ 121,599	\$ -	\$ 121,599
\$ 883,496	\$ -	\$ 883,496
\$ 486,272	\$ -	\$ 486,272
\$ 54,486	\$ -	\$ 54,486
\$ 296,764	\$ -	\$ 296,764
\$ 2,883,702	\$ -	\$ 2,883,702
\$ 4,754,459	\$ 1,870,757	\$ 2,883,702

\$ 649,309	\$ 649,309	\$ -
\$ 151,446	\$ 151,446	\$ -
\$ 15,590	\$ 15,590	\$ -
\$ 816,344	\$ 816,344	\$ -

\$ 5,570,803	\$ 2,687,101	\$ 2,883,702
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Table 3
Tax Increment Revenue Reimbursement Allocation Table
1673 Haslett Road
Haslett, MI

Developer/City Projected Reimbursement	Proportionality	School & Local Taxes	Local-Only Taxes	Total
State	0.0%	\$ -	\$ -	\$ -
Local	100.0%	\$ -	\$ 2,595,332	\$ 2,595,332
TOTAL		\$ -	\$ 2,595,332	\$ 2,595,332
EGL	0.0%	\$ -		
MSF	0.0%	\$ -		

Estimated Total Years of Plan:	15
--------------------------------	-----------

Administrative Fees & Loan Funds*	
State Brownfield Revolving Fund	\$ -
BRA Administrative Fees	\$ 144,185
Local Brownfield Revolving Fund	\$ 144,185

* During the life of the Plan

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTALS	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
Available Tax Increment Revenue (TIR)																	
Total State Tax Capture Available	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Capture for State Brownfield Revolving Fund (3 mills of SET) (25-Yrs)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State TIR Available for Reimbursement to Developer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Local Tax Capture Available	\$ 40,175	\$ 188,155	\$ 190,375	\$ 192,617	\$ 194,881	\$ 197,168	\$ 199,478	\$ 201,811	\$ 204,167	\$ 206,547	\$ 208,950	\$ 211,378	\$ 213,830	\$ 216,307	\$ 217,864		
Capture for BRA Administrative Fees (5%)	\$ 2,009	\$ 9,408	\$ 9,519	\$ 9,631	\$ 9,744	\$ 9,858	\$ 9,974	\$ 10,091	\$ 10,208	\$ 10,327	\$ 10,448	\$ 10,569	\$ 10,692	\$ 10,815	\$ 10,893	\$ 144,185	
Capture for Local Brownfield Revolving Fund (LBRF) (5% of available Local TIR)	\$ 2,009	\$ 9,408	\$ 9,519	\$ 9,631	\$ 9,744	\$ 9,858	\$ 9,974	\$ 10,091	\$ 10,208	\$ 10,327	\$ 10,448	\$ 10,569	\$ 10,692	\$ 10,815	\$ 10,893	\$ 144,185	
Local TIR Available for Reimbursement to Developer	\$ 36,157	\$ 169,340	\$ 171,337	\$ 173,355	\$ 175,393	\$ 177,451	\$ 179,530	\$ 181,630	\$ 183,750	\$ 185,892	\$ 188,055	\$ 190,240	\$ 192,447	\$ 194,676	\$ 196,078		
Total State & Local TIR Available for Reimbursement to Developer	\$ 36,157	\$ 169,340	\$ 171,337	\$ 173,355	\$ 175,393	\$ 177,451	\$ 179,530	\$ 181,630	\$ 183,750	\$ 185,892	\$ 188,055	\$ 190,240	\$ 192,447	\$ 194,676	\$ 196,078		
DEVELOPER																	
	Beginning Balance																
	\$ 2,595,332	\$ 2,559,175	\$ 2,389,835	\$ 2,218,498	\$ 2,045,143	\$ 1,869,750	\$ 1,692,299	\$ 1,512,769	\$ 1,331,139	\$ 1,147,389	\$ 961,497	\$ 773,441	\$ 583,201	\$ 390,754	\$ 196,078	\$ 0	
MSF Eligible Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
EGL Eligible Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
LOCAL-ONLY Activities	\$ 2,595,332	\$ 2,559,175	\$ 2,389,835	\$ 2,218,498	\$ 2,045,143	\$ 1,869,750	\$ 1,692,299	\$ 1,512,769	\$ 1,331,139	\$ 1,147,389	\$ 961,497	\$ 773,441	\$ 583,201	\$ 390,754	\$ 196,078	\$ 0	
Local-Only Tax Reimbursement	\$ -	\$ 36,157	\$ 169,340	\$ 171,337	\$ 173,355	\$ 175,393	\$ 177,451	\$ 179,530	\$ 181,630	\$ 183,750	\$ 185,892	\$ 188,055	\$ 190,240	\$ 192,447	\$ 194,676	\$ 196,078	\$ 2,595,332
TOTAL ANNUAL DEVELOPER REIMBURSEMENT	\$ 36,157	\$ 169,340	\$ 171,337	\$ 173,355	\$ 175,393	\$ 177,451	\$ 179,530	\$ 181,630	\$ 183,750	\$ 185,892	\$ 188,055	\$ 190,240	\$ 192,447	\$ 194,676	\$ 196,078		
LOCAL BROWNFIELD REVOLVING FUND (LBRF)																	
State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
																\$ 2,883,702	

ATTACHMENT A

**Certified Boundary Survey and Legal Descriptions
(Existing and Future Parcel Configuration)**

DRAFT

CERTIFIED BOUNDARY SURVEY EXISTING PARCEL CONFIGURATION

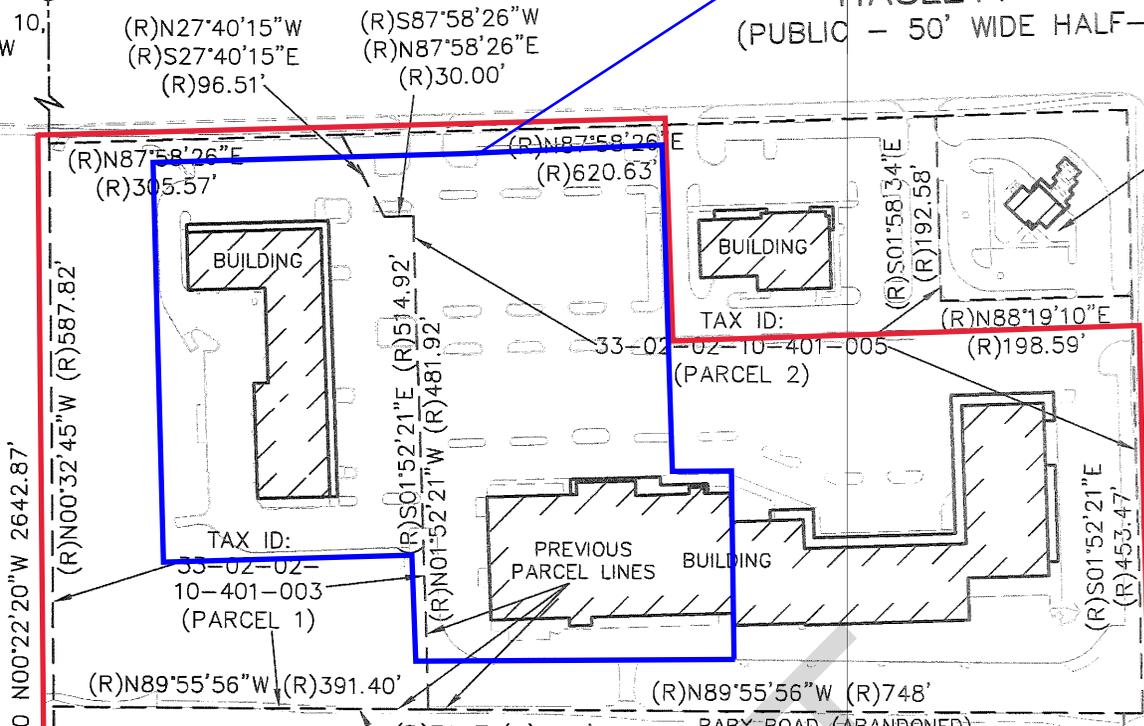
FOR: CYPRESS PARTNERS, LLC
HASLETT VILLAGE SQUARE, LLC

Approximate
Demolition
Boundary

CENTER OF SECTION
SECTION 10,
T4N, R1W

HASLETT ROAD
(PUBLIC - 50' WIDE HALF-R.O.W.)

TAX ID:
33-02-02-10
-401-006
(PARCEL 3)



MARSH ROAD
(PUBLIC - R.O.W. WIDTH VARIES)

NORTH-SOUTH 1/4 LINE SECTION 10 N00°22'20"W 2642.87'

(R)NORTH (R)1650'

(R)N89°55'56"W (R)391.40' (R)N89°55'56"W (R)748'

RABY ROAD (ABANDONED)

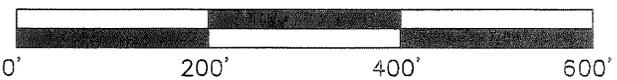
TAX ID:
33-02-02-10-402-001
(PARCEL 4)

Approximate
Eligible Property
Boundary



ERH
09/13/19

NOTES:
1. EASEMENTS, IF ANY, NOT SHOWN
SCALE 1" = 200'



LEGEND

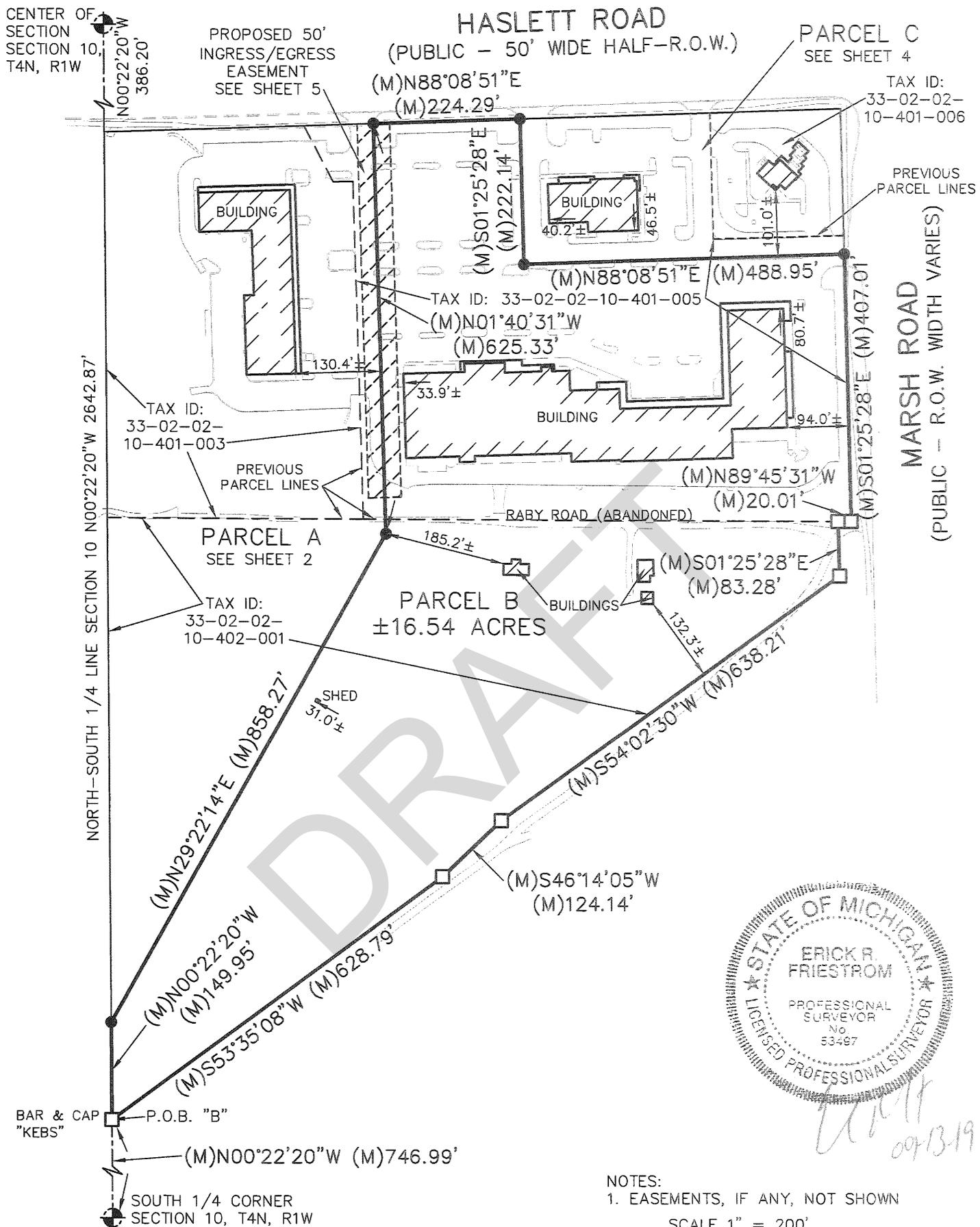
- (M) = Measured Distance
- (R) = Record Distance
- = Set 1/2" Bar with Cap
- = Found Bar & Cap #53497 Unless Noted
- = Survey Boundary Line
- = Distance Not to Scale
- × — × = Fence
- ← 0.0'± = Denotes Distance to the Survey Line

All Dimensions are in Feet and Decimals Thereof.

	KEBS, INC.	KYES ENGINEERING BRYAN LAND SURVEYS
	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805	
DRAWN BY	SSF	SECTION 10, T4N, R1W
FIELD WORK BY	NAW	JOB NUMBER:
SHEET	1 OF 8	95688.BND

CERTIFIED BOUNDARY SURVEY PARCEL B DETAIL

FOR: CYPRESS PARTNERS, LLC
HASLETT VILLAGE SQUARE, LLC



Handwritten signature and date: 09/13/19

NOTES:
1. EASEMENTS, IF ANY, NOT SHOWN
SCALE 1" = 200'



LEGEND

- (M) = Measured Distance
- (R) = Record Distance
- = Set 1/2" Bar with Cap
- = Found Bar & Cap #53497 Unless Noted
- = Survey Boundary Line
- = Distance Not to Scale
- x—x— = Fence
- ← 0.0'± = Denotes Distance to the Survey Line

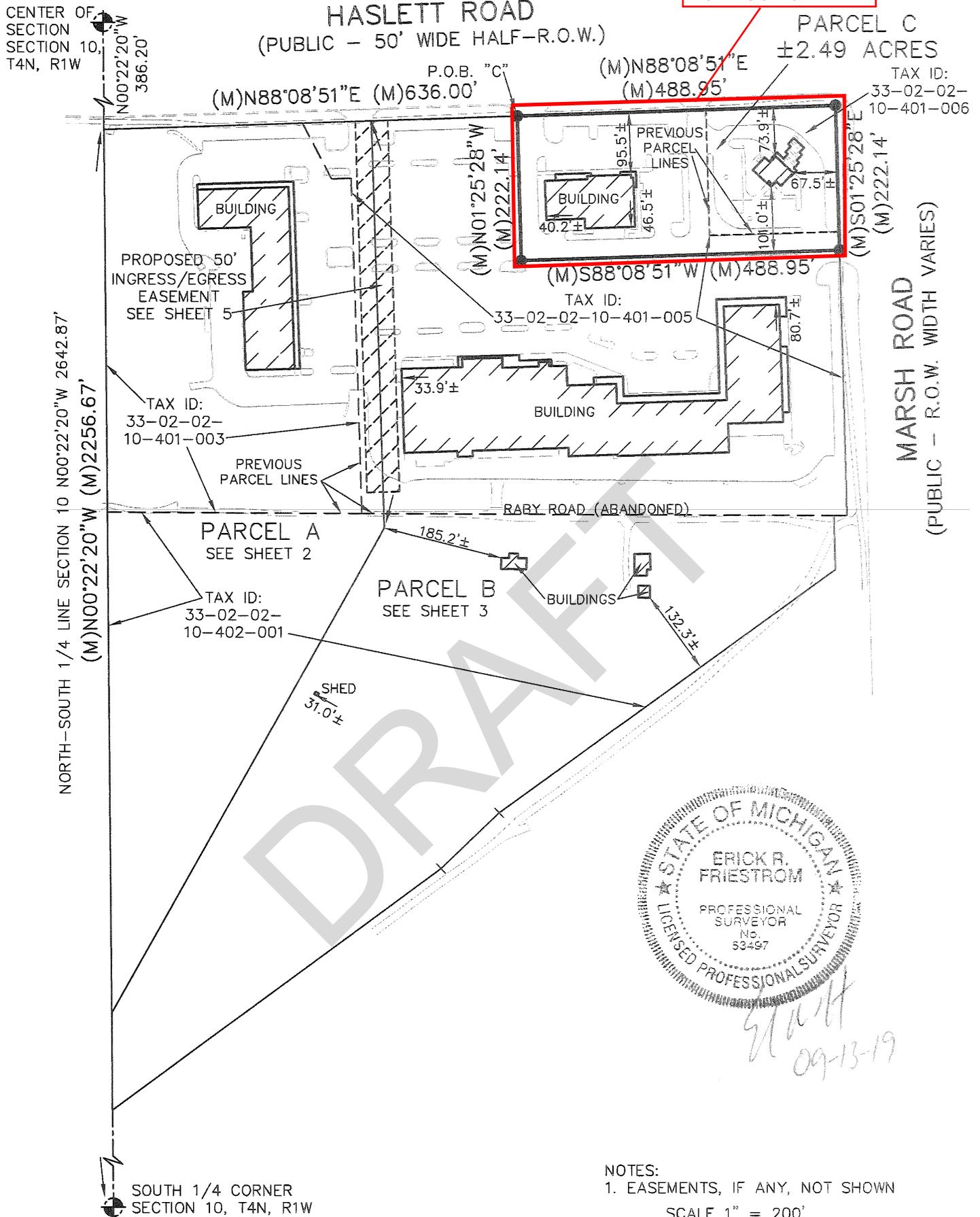
All Dimensions are in Feet and Decimals Thereof.

	KEBS, INC. KYES ENGINEERING BRYAN LAND SURVEYS
	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805
DRAWN BY SSF	SECTION 10, T4N, R1W
FIELD WORK BY NAW	JOB NUMBER:
SHEET 3 OF 8	95688.BND

CERTIFIED BOUNDARY SURVEY PARCEL C DETAIL

FOR: CYPRESS PARTNERS, LLC
HASLETT VILLAGE SQUARE, LLC

Parcel C boundary is not included within the Brownfield Plan



DRAFT



E. R. Friestrom
09-13-19

NOTES:
1. EASEMENTS, IF ANY, NOT SHOWN
SCALE 1" = 200'



LEGEND

- (M) = Measured Distance
- (R) = Record Distance
- = Set 1/2" Bar with Cap
- = Found Bar & Cap #53497 Unless Noted
- = Survey Boundary Line
- = Distance Not to Scale
- ✕ — ✕ = Fence
- 0.0'± = Denotes Distance to the Survey Line

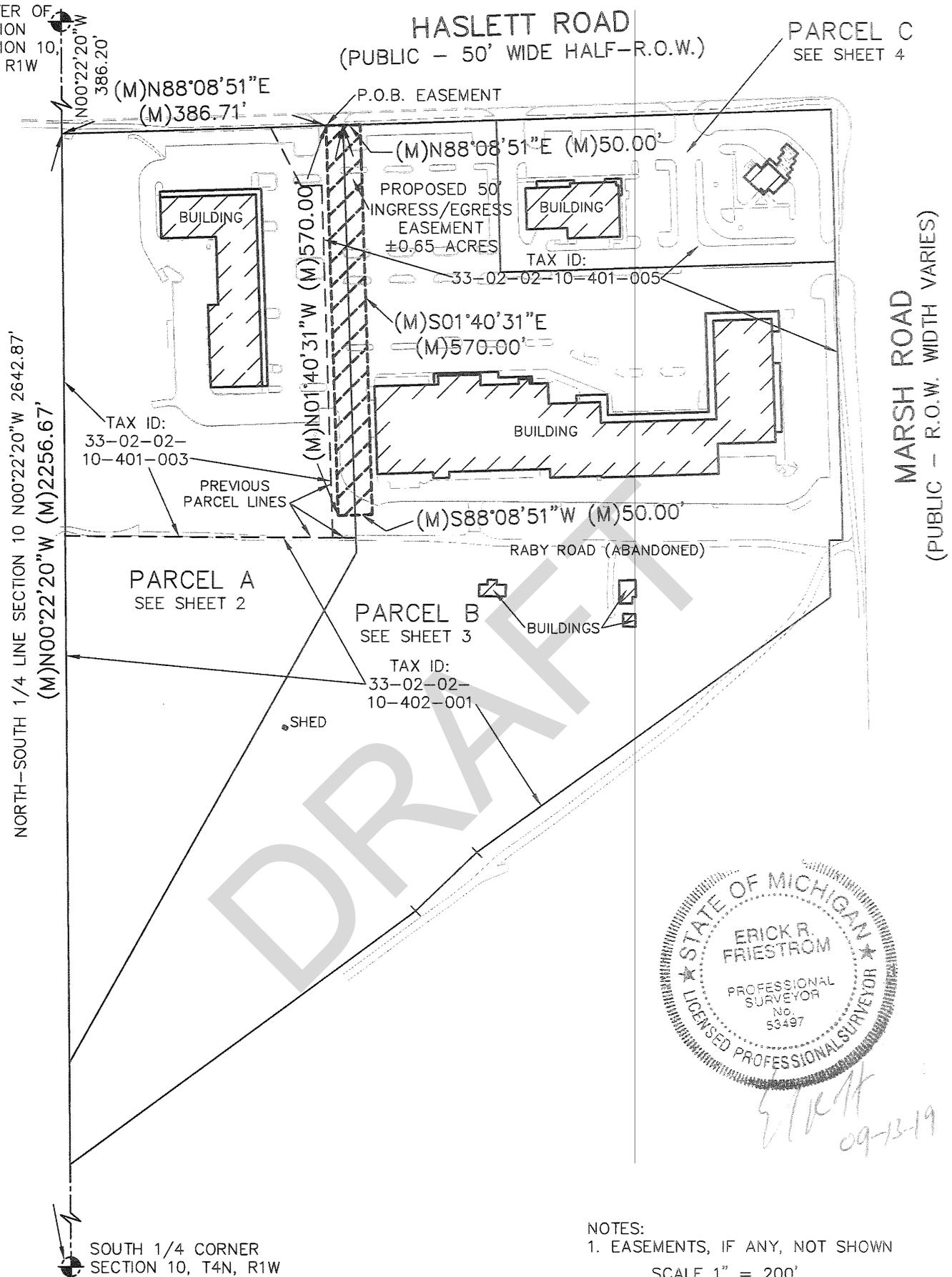
All Dimensions are in Feet and Decimals Thereof.

	KEBS, INC. KYES ENGINEERING BRYAN LAND SURVEYS
	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805
DRAWN BY SSF	SECTION 10, T4N, R1W
FIELD WORK BY NAW	JOB NUMBER:
SHEET 4 OF 8	95688.BND

CERTIFIED BOUNDARY SURVEY INGRESS/EGRESS EASEMENT DETAIL

FOR: CYPRESS PARTNERS, LLC
HASLETT VILLAGE SQUARE, LLC

CENTER OF SECTION 10, T4N, R1W



NOTES:
1. EASEMENTS, IF ANY, NOT SHOWN
SCALE 1" = 200'



LEGEND

- (M) = Measured Distance
- (R) = Record Distance
- = Set 1/2" Bar with Cap
- = Found Bar & Cap #53497 Unless Noted
- = Survey Boundary Line
- = Distance Not to Scale
- ✕ = Fence
- ← 0.0'± = Denotes Distance to the Survey Line

All Dimensions are in Feet and Decimals Thereof.

	KEBS, INC. KYES ENGINEERING BRYAN LAND SURVEYS
	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805
DRAWN BY SSF	SECTION 10, T4N, R1W
FIELD WORK BY NAW	JOB NUMBER:
SHEET 5 OF 8	95688.BND

CERTIFIED BOUNDARY SURVEY

CERTIFICATE OF SURVEY:

I hereby certify only to the parties named hereon that we have surveyed and divided into two parcels, at the direction of said parties, three parcels of land previously described as:

(As provided by Transnation Title Agency, underwritten by Fidelity National Title Insurance Company, Commitment No. 183976LANS, dated June 13, 2016)

PARCEL 1 (33-02-02-10-401-003): included in the Brownfield Plan
 A parcel of land in the Southeast 1/4 of Section 10, Town 4 North, Range 1 West, Meridian Township, Ingham County, Michigan, described as: Commencing at the center of Section 10, Town 4 North, Range 1 West; thence South 00°32'45" East 386.20 feet along the North-South 1/4 line of said Section 10 to the point of beginning, said point being on the Southerly right of way line of Haslett Road; thence North 87°58'26" East 305.57 feet along said right of way line of Haslett Road; thence South 27°40'15" East 96.51 feet; thence North 87°58'26" East 30.00 feet parallel with said right of way line of Haslett Road; thence South 01°52'21" East 514.92 feet to a point on the centerline of Raby Road; thence North 89°55'56" West 391.40 feet along said centerline of Raby Road to the North-South 1/4 line of said Section 10; thence North 00°32'45" West 587.82 feet along said North-South 1/4 line to the point of beginning.

PARCEL 2 (33-02-02-10-401-005): A portion of the parcel is included in the Brownfield Plan
 Commencing at the center of Section 10, South 00°32'45" East 386.2 feet along the North-South 1/4 line of Section 10; thence North 87°58'26" East 305.57 feet along the Southerly right of way line of Haslett Road to point of beginning; thence North 87°58'26" East 620.63 feet along said right of way; thence South 01°58'34" East 192.58 feet; thence North 88°19'10" East 198.59 feet to the Westerly right of way line of Marsh Road; thence South 01°52'21" East 453.47 feet along said right of way line to a point on the centerline of Raby Road; thence North 89°55'56" West 748 feet on said right of way line; thence North 01°52'21" West 481.92 feet; thence South 87°58'26" West 30 feet; thence North 27°40'15" West 96.51 feet to beginning, in Section 10, Town 4 North, Range 1 West, Meridian Township, Ingham County, Michigan. ALSO that part of abandoned Raby Road right of way recorded in Liber 2594, Page 568.

PARCEL 3 (33-02-02-10-401-006): not included in the Brownfield Plan
 Commencing at the center of Section 10, Town 4 North, Range 1 West, Meridian Township, Ingham County, Michigan, South 00°32'45" East 386.2 feet along the North-South 1/4 line of said Section 10 to the South right of way line of Haslett Road, being 50 feet South of the centerline of said road, North 87°58'26" East 1125.14 feet on said South right of way line of Haslett Road to its intersection with the West right of way of Marsh Road, being 60 feet West of the centerline of said Road, said intersection of right of way's being point of beginning; thence South 01°52'21" East 193.78 feet on the West right of way line of Marsh Road; thence South 88°19'10" West 198.59 feet along the back of a curb of a Private Drive; thence North 01°58'34" West 192.58 feet along the back of the curb of the Private Drain to said South right of way line of Haslett Road; thence North 87°28'26" East 198.94 feet along said South right of way line to the point of beginning.

PARCEL 4 (33-02-02-10-402-001): included in the Brownfield Plan
 A parcel of land in the Southeast 1/4 of Section 10, Town 4 North, Range 1 West, Meridian Township, Ingham County, Michigan, described as: Beginning at a point on the North and South 1/4 line of said Section 1650 feet North of the South 1/4 post thereof; thence East 1191 feet to the center of the Okemos-Haslett Road; thence South in the center of said Road to the Northerly line of the Old M.U.R. right of way; thence Southwesterly along the Northerly line of said right of way to its intersection with the North and South 1/4 line; thence North to the place of beginning. EXCEPT: The East 80 feet thereof. ALSO EXCEPT: Easement for tower line granted to Consumers Power Company.

(Continued on Page 7)



	KEBS, INC. KYES ENGINEERING BRYAN LAND SURVEYS
	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805
DRAWN BY SSF	SECTION 10, T4N, R1W
FIELD WORK BY NAW	JOB NUMBER:
SHEET 6 OF 8	95688.BND

NAW 09-15-19

CERTIFIED BOUNDARY SURVEY

(Continued from Page 6)

and that we have found or set, as noted hereon, permanent markers to all corners and angle points of the boundaries of said parcels and that the more particular legal descriptions of said parcels are as follows:

PARCEL A: FUTURE PARCEL CONFIGURATION - "Eligible Property" in the Brownfield Plan

A parcel of land in the Southeast 1/4 of Section 10, T4N, R1W, Meridian Township, Ingham County, Michigan, the surveyed boundary of said parcel described as: Commencing at the South 1/4 corner of said Section 10; thence N00°22'20"W along the North-South 1/4 line of said Section 10 a distance of 896.94 feet to the point of beginning of this description; thence continuing N00°22'20"W along said North-South 1/4 line 1359.73 feet to the South right-of-way line of Haslett Road, said South line being South of and 50.00 feet measured perpendicularly to the centerline of Haslett road; thence N88°08'51"E along said South line 411.71 feet; thence S01°40'31"E 625.33 feet; thence S29°22'14"W 858.27 feet to the point of beginning; said parcel containing 9.60 acres more or less; said parcel subject to all easements and restrictions if any.

PARCEL B: FUTURE PARCEL CONFIGURATION - "Eligible Property" in the Brownfield Plan

A parcel of land in the Southeast 1/4 of Section 10, T4N, R1W, Meridian Township, Ingham County, Michigan, the surveyed boundary of said parcel described as: Commencing at the South 1/4 corner of said Section 10; thence N00°22'20"W along the North-South 1/4 line of said Section 10 a distance of 746.99 feet to the point of beginning of this description; thence continuing N00°22'20"W along said North-South 1/4 line 149.95 feet; thence N29°22'14"E 858.27 feet; thence N01°40'31"W 625.33 feet to the South right-of-way line of Haslett Road, said South line being South of and 50.00 feet measured perpendicularly to the centerline of Haslett road; thence N88°08'51"E along said South line 224.29 feet; thence S01°25'28"E parallel with the West right-of-way line of Marsh Road 222.14 feet; thence N88°08'51"E parallel with said South line 488.95 feet to the West right-of-way line of Marsh Road, said West line being West of and 60.00 feet measured perpendicularly to the centerline of Marsh Road; thence along said West line S01°25'28"E 407.01 feet to the centerline of former Raby Road and a jog in the West right-of-way line of said Marsh Road; thence N89°45'31"W along said centerline and jog in right-of-way 20.01 feet to a point being West of and 80.00 feet measured perpendicularly to the centerline of Marsh Road; thence S01°25'28"E along said West line 83.28 feet to the Northerly line of a Consumers Energy tower line easement; thence along said Northerly line the following three courses: S54°02'30"W 638.21 feet, S46°14'05"W 124.14 feet; S53°35'08"W 628.79 feet to the point of beginning; said parcel containing 16.54 acres more or less; said parcel subject to all easements and restrictions if any.

Parcel C: NOT part of the "Eligible Property" in the Brownfield Plan

A parcel of land in the Southeast 1/4 of Section 10, T4N, R1W, Meridian Township, Ingham County, Michigan, the surveyed boundary of said parcel described as: Commencing at the South 1/4 corner of said Section 10; thence N00°22'20"W along the North-South 1/4 line of said Section 10 a distance of 2256.67 feet to the South right-of-way line of Haslett Road, said South line being South of and 50.00 feet measured perpendicularly to the centerline of Haslett road; thence N88°08'51"E along said South line 636.00 feet to the point of beginning; thence N88°08'51"E continuing along said South line 488.95 feet to the West right-of-way line of Marsh Road, said West line being West of and 60.00 feet measured perpendicularly to the centerline of Marsh Road; thence S01°25'28"E along said West line 222.14 feet; thence S88°08'51"W parallel with said South line 488.95 feet; thence N01°25'28"W parallel with said West line 222.14 feet to the point of beginning; said parcel containing 2.49 acres more or less; said parcel subject to all easements and restrictions if any.

(Continued on Page 8)



	KEBS, INC.	KYES ENGINEERING BRYAN LAND SURVEYS
	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805	
DRAWN BY	SSF	SECTION 10, T4N, R1W
FIELD WORK BY	NAW	JOB NUMBER:
SHEET	7 OF 8	95688.BND

CERTIFIED BOUNDARY SURVEY

(Continued from Page 7)

PROPOSED INGRESS/EGRESS EASEMENT: included within the Eligible Property in the Brownfield Plan

A area of land in the Southeast 1/4 of Section 10, T4N, R1W, Meridian Township, Ingham County, Michigan, the surveyed boundary of said parcel described as: Commencing at the South 1/4 corner of said Section 10; thence N00°22'20"W along the North-South 1/4 line of said Section 10 a distance of 2256.67 feet to the South right-of-way line of Haslett Road, said South line being South of and 50.00 feet measured perpendicularly to the centerline of Haslett road; thence N88°08'51"E along said South line 386.71 feet to the point of beginning; thence N88°08'51"E continuing along said South line 50.00 feet; thence S01°40'31"E 570.00 feet; thence S88°08'51"W 50.00 feet; thence N01°40'31"W 570.00 feet to the point of beginning; said area containing 0.65 acre more or less; said area subject to all other easements and restrictions if any.

WITNESSES TO SECTION CORNERS:

South 1/4 corner, Section 10, T4N, R1W, Liber 7, Page 49

Found bar & cap #16053

Found bar & cap #16053, N80°W, 36.42'

Northeast corner, building foundation, S88°W, 6.11'

Found nail & cap #53497, East side 12" pine, North, 26.84'

Found nail & cap #53497, East side 13" pine, S20°E, 26.34'

Center of section, Section 10, T4N, R1W, Liber 7, Page 47

Found bar & cap

Found nail & tag, North side 16" cherry, S45°E, 65.21'

Found nail & tag, South side 10" oak, West, 41.42'

Found nail & tag, East side 8" oak, N30°W, 5.23'

Found nail & tag, East side 8" cherry, N05°W, 29.69'

I certify that the requirements for 1970 PA 132, MCL 54.213 have been met. The relative positional precision of the corners identified for this survey and shown on the map are within the limits accepted by the professional practice of surveying.

All bearings are Michigan State Plane South Zone grid bearings obtained from GPS observations using corrections obtained from the Lansing C.O.R.S.



09-13-19

Erick R. Friestrom Date:
Professional Surveyor No. 53497

	KEBS, INC. KYES ENGINEERING BRYAN LAND SURVEYS
	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047
	13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805
DRAWN BY SSF	SECTION 10, T4N, R1W
FIELD WORK BY NAW	JOB NUMBER:
SHEET 8 OF 8	95688.BND



To: Township Board
From: Frank L. Walsh, Township Manager and Miriam Mattison, Finance Director
Date: September 18, 2020
Re: 2021 Recommended Budget

I appreciate your time and attention in vetting the 2021 Budget. Following Board direction, we have modified the DRAFT 2021 Budget to include \$300,000 (solar), \$10,000 (Environmental Commission) and \$75,000 (Deer Management). I believe the additional \$285,000 in outlays will be covered by the state's pledge to restore revenue sharing. Regardless, even without state assistance, we are in a robust position and can withstand the additional \$285,000 expense.

If the 2021 Budget is approved on Tuesday evening, we expect the December 31, 2021 general fund balance to be as follows:

Statement of Fund Balance

Fund Balance as of December 31, 2019 (per audited financial statements)	\$10,494,419
Anticipated Surplus (Deficit) for 2020	(\$2,079,107)
Estimated Available Fund Balance as of December 31, 2020	\$8,415,312
Anticipated Surplus (Deficit) for 2021	(\$967,875)
Estimated Available Fund Balance as of December 31, 2021	\$7,447,437*

*If State Revenue Sharing is NOT reduced for 2021, then the General Fund balance is estimated to be \$7,747,437.

As mentioned, this budget allows us to continue our efforts to exceed our Board approved objectives.

Please mark your calendars for 6:00 PM, Tuesday, September 22. We will meet next week to finalize the 2021 Budget and the Pine Village Brownfield. Please have your copies of the budget and the brownfield application available at the meeting.

The budget document will be published as soon as practical upon approval of the resolution. The following motion is proposed:

MOVE THAT THE TOWNSHIP BOARD APPROVE THE 2021 RECOMMENDED BUDGET RESOLUTION.

Attachments:

1. Updated Budget Pages
2. 2021 Budget Resolution

GENERAL FUND

DEPARTMENT:
Parks and Recreation -
Administration

FUNCTION:
Recreation and Culture

Activity Description:

The Department of Parks and Recreation is responsible for the overall operation of Meridian Township's 904 acres of parkland, community recreation programs, special events and festivals, the Harris Nature Center, Snell Towar Recreation Center, the Farmers' Market, the Artisan's Market, the Meridian Senior Center, Parks and Grounds Maintenance, Cemeteries, and nearly 800 acres of Land Preservation properties. This department also serves as the liaison to Friends of Historic Meridian and Nokomis Native American Cultural Center. Beginning in 2015, the General Fund supports administration and maintenance of parks in existence prior to 1984. The Park Millage will support administration and maintenance of all parks acquired from 1984 to present, and development costs for all parks.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$111,208	\$122,645	\$108,230	\$120,120
Operating Costs	8,671	10,400	5,600	105,000
Outside Services	0	0	0	0
Equipment Rental	0	0	0	0
Capital Items	0	0	0	0
	<u>\$119,879</u>	<u>\$133,045</u>	<u>\$113,830</u>	<u>\$225,120</u>

Personnel Costs: Includes 50% of Parks & Recreation Director and 50% of Administrative Assistant II time, communications support, 1 intern, and seasonal help.

Operating Costs: For community promotion and brochures.

Outside Services: None planned for 2021.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Director of Parks and Recreation	0.5	0.5	0.5
Administrative Assistant II	0.5	0.5	0.5
	1.0	1.0	1.0
Intern/Seasonal	2.0	2.0	2.0

GENERAL FUND

DEPARTMENT:
Capital Outlay

FUNCTION:
Other

Activity Description:

This activity identifies major building projects and capital items financed by the General Fund.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Outside Services	\$100,139			
Capital Items	\$255,656	\$2,610,000	\$2,625,500	\$657,000
	<u>\$355,794</u>	<u>\$2,610,000</u>	<u>\$2,625,500</u>	<u>\$657,000</u>

Outside Services: Municipal building HVAC design services

Capital Items: Includes all General Fund capital acquisitions of \$5,000 or greater.

2020 BUDGET

Information Services	Computer workstations	5,500
	Hardware	60,000
	Network upgrades	86,500
	Server upgrades	8,000
	Mobile Data Units	15,000
	Total Information Services	<u>\$175,000</u>
Professional Services	Municipal building HVAC design services	<u>2,200,000</u>
	Total Professional Services	\$2,200,000
Construction/Improvements	Replace Front Ramp South Fire Station	75,000
	Remodel Municipal Building Break Areas	20,000
	Replace Municipal Building Windows	30,000
	Solar and Green Project	110,000
	Total Construction/Improvements	<u>235,000</u>
	2020 TOTAL CAPITAL OUTLAY BUDGETED	<u><u>\$2,610,000</u></u>

2021 BUDGET

Information Services	Network upgrades	107,000
	Server upgrades	35,000
	Mobile Data Units	30,000
	Total Information Services	<u>\$172,000</u>
Construction/Improvements	Building LED light conversions	75,000
	Drinking fountain upgrades - All buildings	30,000
	Replace Municipal building exterior doors	40,000
	Nokomis learning center roof replacement	30,000
	Environmental Project	10,000
	Solar Prjobject	<u>300,000</u>
	Total Construction/Improvements	<u>\$485,000</u>
	2021 TOTAL CAPITAL OUTLAY BUDGETED	<u><u>\$657,000</u></u>

PERSONNEL SUMMARY

(Not Applicable)

2021 Budget Resolution

At a meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at 5151 Marsh Road, Okemos, Michigan 48864-1198, on the 22nd day of September 2020, at 6:00 pm local time.

PRESENT: _____

ABSENT: _____

The following budget resolution was offered by _____ and supported by _____.

WHEREAS, the Township Clerk and Board received the proposed 2021 Township Budgets on August 31, 2020, submitted in conformance with 1947 PA 359 Sections 42.24 and 42.25; and

WHEREAS, the Township Board conducted a public hearing and deliberated over the 2021 Township Budgets on September 15, 2020; and

WHEREAS, this resolution serves as the general appropriations act for the Township;

WHEREAS, this resolution authorizes the Summary of Fees for 2021 as presented in the budget document for all Township Department and Funds, including utility con

NOW THEREFORE, BE IT RESOLVED THAT THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN hereby adopts the 2021 Budget shown below and on the attached Summaries of Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Public Works Funds, Internal Service Fund and DDA. These budgets are supported by the budget document, and subject to all Township policies regarding the expenditure of funds and technical or typographical corrections to the narrative.

2021 REVENUE SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS*	DEBT SERVICE FUNDS*	CAPITAL PROJECTS FUNDS*	PUBLIC WORKS FUNDS	INTERNAL SERVICE FUND	DDA
REVENUES							
Taxes	\$13,924,700	\$2,538,050	\$3,991,100	\$0	\$0	\$0	\$6,500
Licenses & Permits	761,250	0	0	0	0	0	0
Intergovernmental	3,525,800	2,892,800	0	0	0	0	0
Charges For Services	4,240,500	87,000	0	0	13,781,850	1,151,320	0
Interest	103,735	141,830	16,000	19,500	10,000	5,000	0
Special Assessments	0	0	0	140,000	0	0	0
Other	133,560	70,200	0	0	37,300	5,000	0
SUBTOTAL	22,689,545	5,729,880	4,007,100	159,500	13,829,150	1,161,320	6,500
OTHER FINANCING SOURCES							
Operating Transfers In	0	280,000	0	0	0	250,000	0
TOTAL REVENUES	\$22,689,545	\$6,009,880	\$4,007,100	\$159,500	\$13,829,150	\$1,411,320	\$6,500

2021 EXPENDITURE SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS*	DEBT SERVICE FUNDS*	CAPITAL PROJECTS FUNDS*	PUBLIC WORKS FUNDS	INTERNAL SERVICE FUND	DDA
EXPENDITURES							
Legislative	\$85,550	\$0	\$0	\$0		\$0	\$0
General Government	6,338,050	0	0	0		0	3,000
Public Safety	14,114,388	17,000	0	0		714,065	0
Public Works	0	661,525	0	0	11,094,455	0	0
Health & Welfare	65,565	160,200	0	0		0	0
Community Economic & Development	700,000	0	0	0	0	0	0
Recreation & Culture	1,166,867	1,426,510	0	0		0	0
Capital Outlay	657,000	7,255,000	0	65,000	1,025,000	1,719,000	0
Debt Service	0	0	3,842,090	0	1,250,000	0	3,735
SUBTOTAL	23,127,420	9,520,235	3,842,090	65,000	13,369,455	2,433,065	6,735
OTHER FINANCING USES							
Operating Transfers Out	530,000	0	0	0	0	0	0
TOTAL EXPENDITURES	\$23,657,420	\$9,520,235	\$3,842,090	\$65,000	\$13,369,455	\$2,433,065	\$6,735

* See attached Summary of Special Revenue Funds, Debt Service Funds, and Capital Projects Funds

BE IT FURTHER RESOLVED that the following millage is ordered to be levied on December 1, 2020, for the purpose of funding the 2021 Township budget with the monies raised to be paid into the appropriate funds:

<u>PURPOSE</u>	<u>2021</u>
CHARTER OPERATING	4.1578
VOTED OPERATING	
CATA Redi-Ride Service (2019)	0.1978
Community Services (2012)	0.1483
Fire (2020)	0.6339
Land Preservation (2010)	0.1000
Parks & Recreation (2014)	0.6597
Pedestrian/Bicycle Pathways (2004)	0.3308
Police (2020)	0.6016
Police & Fire Protection (2017)	1.4771
TOTAL VOTED OPERATING	<u>4.1492</u>
SUB-TOTAL ALL OPERATING	<u>8.3070</u>
VOTED DEBT SERVICE	
Fire Station Building Debt (2012)	0.2000
Local Roads (2019)	1.9429
TOTAL ALL MILLAGES	<u>10.4499</u>

ADOPTED: YEAS: _____
 NAYS: _____

STATE OF MICHIGAN
) ss
 COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk for the Charter Township of Meridian, Ingham County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a special meeting of the Township Board held on the 22nd day of September, 2020.

 Brett Dreyfus
 Township Clerk



2021

Budget

"A good hockey player plays where the puck is. A great hockey player plays where the puck is going to be."
-Wayne Gretzky



Meridian Township
5151 Marsh Road
Okemos, MI 48864
517.853.4000

meridian.mi.us

RECOMMENDED
BUDGET
FOR THE
FISCAL YEAR ENDING DECEMBER 31, 2021

Presented

To

Meridian Township Board

Ronald J. Styka, Supervisor
Brett Dreyfus, Clerk
Phil Deschaine, Treasurer
Courtney Wisinski, Trustee
Patricia Herring Jackson, Trustee
Dan Opsommer, Trustee
Kathy Ann Sundland, Trustee

By

Frank L. Walsh
Township Manager

Miriam Mattison
Finance Director

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Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

Ronald J. Styka
Township Supervisor

Brett Dreyfus
Township Clerk

Phil Deschaine
Township Treasurer

Courtney Wisinski
Township Trustee

**Patricia Herring
Jackson**
Township Trustee

Dan Opsommer
Township Trustee

Kathy Ann Sundland
Township Trustee

Frank L. Walsh
Township Manager

08/31/2020

Dear Supervisor Styka and Board Members:

Finance Director Miriam Mattison and I are pleased to present you with a recommended \$52,609,000 2021 Meridian Township Operating Budget. We plan to present you with a complete overview of the budget at your September 15th Board meeting. Please do not hesitate to contact me should you have any questions leading up to the presentation. Completing the annual budget, and monitoring expenses throughout the year are the most critical tasks assigned to my administration.

INTRODUCTION

It is imperative that the annual Budget reflect the goals and objectives set forth by the governing body in December 2019. The 2021 Budget should mirror the vision of the elected officials. The Board's 2020 Action Plan ignites the call to bring redevelopment to the Village of Okemos and Downtown Haslett, expand our solar footprint, improve our entry signs, expand our diversity efforts, complete the Marketplace on the Green, ensure we are accountable with the overhaul of our local roads, implement a strategic plan for Census 2020 Count and continue to make progress on the MSU to Lake Lansing trail. Our team has taken great effort to match our budget recommendations with the Board's vision. Given the COVID-19 pandemic, we also approached spending through a very conservative set of eyes.

CHALLENGES AND OBSTACLES

The 2021 budget is hindered by three different revenue and expense adjustments. In 2021, we expect our major challenges to be:

- the significant potential decline in revenue as a result of COVID-19 (?)
- a reduction in state revenue sharing (\$300,000)
- a significant increase in our drain assessments (\$250,000)
- a significant increase in our annual MERS payment. In 2020, our total pension payment was approximately \$4,100,000. In 2021, we expect our payment to increase to \$4,750,000. (\$650,000)

GENERAL FUND

The General Fund is the mechanism to pay for core essential services such as police, fire, tax collection, assessing, elections, cemeteries and parks and recreation. In 2013, the Township Board adopted an informal policy to maintain an end-of-year general fund balance of \$5,250,000. Over the past seven years, we have exceeded this goal. In Michigan, the average municipal rainy day fund is approximately 15%-18% of the annual general fund expenses. If the 2021 General Fund Budget is approved on September 22, our rainy day fund will be 33% of our annual expenses. Again, we are taking a very conservative approach with the hazy clouds and fog on the horizon. Without the generous support of our taxpayers, we could not be in such a strong financial position.

When reviewing the budget, we need to remain cognizant of our significant \$28,000,000 pension liability.

The 2020 General Fund revenue is \$22,689,545. We expect our 2021 expenses to be \$23,372,420. Hence, we project expenses to bypass revenues by \$682,875. It is important to note, we are not proposing a budget with a structural deficit. If you eliminate the one-time expense of the Meridian Redevelopment Fund (\$700,000), the General Fund is balanced. We also have a one-time expense of (\$245,000) for expanding solar, adding new drinking fountains, LED lights and door replacements.

Although our 2021 Draft General Fund Budget is not balanced, we are not in a structural deficit position. In fact, we are healthy.

MERS PENSION DEBT

The 2021 Draft Budget maintains our promise to voters in terms of earmarking an additional Municipal Employees' Retirement System (MERS) annual payment of \$1,500,000. In fact, our recommendation is to supplement our Annual Required Contribution (ARC) to MERS with a contribution of \$4,758,744. According to MERS, our ARC, based on 7.35% rate of return, is \$2,805,636. Our 2021 recommended contribution is \$1,953,108 beyond the required payment. This information is available to you on Page 2 of the 2019 Meridian Township Annual Actuarial Valuation Report. Unfortunately, even with our additional payments, our MERS funding position dipped from 63% in 2018, to 62% in 2019.

Our current unfunded MERS pension liability is as follows:

Fire Department \$15,334,400 (accounting for surplus fund)
Police Department \$10,048,556 (accounting for surplus fund)
Department of Public Works \$1,353,317
Administrative Professionals \$1,051,160

It is important to note that the pension modifications instituted over the past four years has yielded a positive result. Both the fire department and administrative professionals newly formed pension plans are more than 100% funded. The key to our future is to commit funding to MERS based on a 5.35% smoothed rate of return. I would not heed the advice of future leadership if they suggest incorporating the MERS 7.35% rate of return and allocate the additional \$453,108 on projects.

LOCAL ROADS

This year was our first year of the 10-year local road program that was approved by the voters in the summer of 2019. The goal of the program is to raise the average current surface condition rating of the local road system to a "good" condition by the end of the decade long program.

In May of 2020, prior to our paving work beginning, the local road network had a Pavement Surface Evaluation and Rating (PASER) of 4.48. This equates to an overall condition average of low fair-poor. Upon the completion of our paving and preservation work this October, we expect our PASER rating to increase to a 5.13. With 9 years of the program remaining, we are confident that we will reach our overall goal of a PASER of 8 (good condition).

Currently, the 10.24 miles of resurfacing and reconstruction is about 75% complete and the 16.7 miles of preservation crack sealing work will commence this fall. With over 140 miles of local roads in the community, we are off to a solid start. The selection of the road projects for 2021 is underway and will be complete in the next 30 days.

Funding for the local road budget is provided by three main sources: the 2019 road bond proceeds (\$3,500,000), a transfer from the general fund (\$280,000) and a contribution from Ingham County (\$172,500). The budget recommends that \$3.5 million once again be focused exclusively on road rehabilitation and resurfacing and that the general fund contribution and County match be used for

engineering, inspection and preservation work. We expect that the \$3.95 million budget will allow us to improve and preserve 20-25 miles of local roads in 2021.



MOTOR POOL

The Motor Pool Fund is an internal service fund used to account for the purchases and maintenance of the Township fleet. It is a critical fund, as many of the Police, Fire and DPW services we provide our residents require the use of specialized vehicles and equipment. The Motor Pool is funded by “rents” from the various Township Departments based on future replacement costs, repairs and fuel usage.

In the 2021 recommended budget, we provide our fourth and final payment of \$250,000 towards the Fire Department ladder truck. This will fulfill our promise to the taxpayers of setting aside \$1,000,000 towards the ladder truck from the 2017 voter approved police and fire millage.

In addition to the allocation for the new ladder truck, we are recommending the purchase of the following vehicles and equipment in the 2021 Motor Pool Budget:

Police	Three Patrol vehicles and accessories	\$129,000
DPW- Sewer	Vactor Sewer Maintenance Truck	\$450,000
Parks	Large Width Mower	\$70,000
Parks & Pathways	Tool Cat	\$60,000
Fire:	Ladder Truck	\$1,000,000
Total New Purchases		\$1,709,000

At the end of 2021, we anticipate that we will have a fund balance of \$725,022 in the Motor Pool Fund for emergency and future capital outlay and operations. Our goal is to maintain a \$500,000 fund balance.



CHANGING PROPERTY VALUES

According to Township Assessor Dave Lee, Meridian Township expects to see a 2.92% increase in 2020 taxable values. The Township's 2020 tax base stands at \$1,872,353,236. The number of tax appeals facing the Township has dropped dramatically over the past several years. At this time, we have 14 open appeals. In 2013-14, we had 47 open appeals.

Millage Renewals

Below is the proposed Millage and Taxable Value Summary for 2020. This recommended budget is promulgated to include the fire protection, police protection and land preservation millages which will be on the November ballot.

MILLAGE & TAXABLE VALUE SUMMARY

<u>PURPOSE</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Charter Operating	4.1875	4.1741	4.1670	4.1670	4.1578
Local Roads(2012)	0.2492	0.2484	0.2479	0.0000	0.0000
EMS/Fire(2004)	0.6385	0.6364	0.6353	0.6353	0.6339
Police(2004)	0.6061	0.6041	0.6030	0.6030	0.6016
Community Services(2012)	0.1495	0.1490	0.1487	0.1487	0.1483
Pedestrian/Bicycle Pathways (2016)	0.2765	0.3322	0.3316	0.3316	0.3308
CATA Redi-Ride (2009)	0.1994	0.1987	0.1983	0.0000	0.1978
Land Preservation (2010)	0.3290	0.3279	0.3273	0.3273	0.1000
Parks (2004)	0.3160	0.0000	0.0000	0.0000	0.0000
Police and Fire (2017)	0.0000	1.4830	1.4804	1.4804	1.4771
Parks (2014)	<u>0.6646</u>	<u>0.6624</u>	<u>0.6612</u>	<u>0.6612</u>	<u>0.6597</u>
SUB-TOTAL OPERATING	7.6163	8.8162	8.8007	8.3545	8.3070
Fire Station Building Debt(2012)	0.2000	0.2000	0.2000	0.2000	0.2000
Street Improvement Debt (2019)	0.0000	0.0000	0.0000	1.9429	1.9429
TOTAL ALL MILLAGES	7.8163	9.0162	9.0007	10.4974	10.4499
Taxable Value (000)	\$1,640,026	\$1,688,081	\$1,760,492	\$1,819,244	\$1,872,353
	1.95%	2.93%	4.29%	3.34%	2.92%

ECONOMIC DEVELOPMENT

The year has been challenging for development due to COVID-19. While some projects were delayed, other projects have been postponed until 2021, and still other projects have continued to move ahead. Key to the economic development effort has been the reuse of existing buildings and the redevelopment of existing sites. Buildings that were vacant for a number of years are being remodeled for new uses, such as Anna's House in the former Pizza Hut and Klingman's Furniture in the former Toys R Us. Redevelopment of existing sites include Red Cedar Manor, Pine Village and Buddy's Pizzeria. Both Red Cedar Manor and Pine Village will remove outdated buildings and construct new buildings offering residential and commercial space. Pine Village will be the first new development in the designated Haslett PICA area. A new restaurant, Buddy's Pizzeria will replace the former Burger King.

The progress on the Village of Okemos has slowed in part due to COVID-19 and securing the financing to move forward. To facilitate the development, the developer is proposing to reduce the available commercial space and increase the number of residential units. Except for the existing office building on Ardmore Street, the remaining buildings in the two blocks north and south of Hamilton Road and west of Okemos Road will be demolished before the end of the year.

Meridian Mall continues to evolve from traditional retail to an entertainment venue. The addition of High Caliber Karting and Launch have been successful and brought additional people to the mall site. High Caliber Karting is planning to expand into the vacant Old Navy suite. The opening of the Marketplace on the Green will also benefit the mall.



The Township Board, teaming with the Economic Development Corporation (EDC), was able to assist small business by providing a COVID-19 Small Business Relief Program. The program resulted in 37 Township businesses receiving \$4,000 grants. The funds for the program were derived from the 2015 sale of a Township owned commercial building.

The number of new single family houses being built has declined over the last 3-4 years. In part, the decline has been due to the lack of lots available to build on. With Silverstone near completion, the construction of Copper Creek under way and the possible construction of Silverleaf starting in the spring of 2021 should provide the type of housing people are seeking. The increase in housing will provide the Township with a strong population base and benefit the school districts and the commercial businesses.

FIRE DEPARTMENT



The fire department's 2021 recommended budget includes personal protective equipment, structural firefighting gear, SCBA cylinders, hose, confined space equipment, extrication equipment and a 12-lead EKG monitor.

A multi-year project for Township-wide coverage with outdoor warning sirens is ongoing. The tenth outdoor warning siren is proposed this year in the area of Lake Lansing and Park Lake Roads.

As promised with the passage of the 2017 fire-police millage, the fire department fleet will be strengthened by a new ladder truck ordered in 2020 which will be received fall of 2021.



Recruitment efforts will continue in 2021 and will include new hiring models. One of these will be sponsoring candidates to attend the fire academy. Another option is to sponsor EMTs through a paramedic course and State licensure.

INFORMATION TECHNOLOGY

Changes in the 2021 technology budget focus on three objectives: First, we will revitalize infrastructure by replacing several of our systems that are more than seven years old and have reached the end of their useful life; second, improving customer service by increasing IT staffing levels, making them one step closer to what they were in 2013; and finally, improving access to IT services with renewed efforts building relationships with third party partners that will provide the resources needed to maintain consistent technology services across the entire organization without reliance on potentially single points of failure. From a hardware perspective, the proposed improvements will focus on two aging systems: 1) our Storage Area Network assets, and 2) continuing replacement of mobile infrastructure to create new standards for mobile connections, devices, and their use to boost productivity. From a services perspective, the team's most outward facing activity will revolve around enhancement of a soon to be selected third party help desk offering. This service will assist with the triage of technical issues on 24 hours/day x 7 days/week x 365 days/year basis. Additionally, in response to the dramatic increase in leveraging of virtual services utilized during the COVID event, there will be some investment into, and reconfiguration of our connections to the outside world to better serve the organization's constantly evolving needs. Finally, routine services such as end-user support, resource protection, maintenance and backup services will of course continue to remain central to daily activities of the IT staff.

PUBLIC WORKS

The Department of Public Works provides many critical services to the public that they rely on every day. In addition to providing public water and sewer to our residents, the Department also manages the Engineering, Environmental Services, Geographic Information Systems (GIS), Local Streets, Motor Pool, Cemetery and Buildings and Grounds functions of the Township.

To fund all those operations, they utilize the general fund and several dedicated budgets including the Water and Sewer Enterprise Funds (Public Works). These separate and unique budgets provide for specific accounting for the revenues and expenditures of the distinct utilities.

In the Water Fund, the primary revenue source is the sale of water to our roughly 13,000 customer accounts. Expenses for the fund include: Administration, which includes a contribution to the General Fund, Engineering, Water Supply or the purchase of drinking water from the East Lansing Meridian Water and Sewer Authority (ELMWSA) and the Lansing Board of Water and Light (LBWL), Water Maintenance and Capital Outlay. Water improvement projects recommended for 2021 include the replacement of several large 16-inch valves in the distribution system (\$280,000) and improvements and maintenance to the north elevated storage tank (\$190,000) for a total capital budget of \$470,000 for the Water Fund.

The Sewer Fund is very similar, in that the primary revenue source is the charge of service to collect, transport and treat the sanitary waste generated by our customers each day. Expenses for the fund include: Administration, which also includes a contribution to the General Fund, Engineering, Sewage Treatment or the cost to purchase treatment services from the City of East Lansing Water Reclamation and Reuse Facility (ELWRRF), Sewer Maintenance and Capital Outlay. Proposed capital improvements include the lining and repair to various sewer mains in the Lake Lansing/northeast area at \$500,000, and the purchase and installation of an on-site fixed generator for the White Hills Lakes/BL69 lift-station at \$55,000 for a total capital budget of \$555,000.

Utility rates for 2021 are being recommended for an increase to properly fund the operations and necessary capital improvements of the Water and Sewer Utilities. As noted previously, this includes the purchase of safe potable drinking water and the safe and environmentally correct treatment of wastewater, the recommended capital outlay for both funds, necessary ongoing and future improvements at the City of East Lansing WRRF, and future critical improvement at the ELMWSA water treatment plant. With the ongoing threat of chemical pollutants in the environment that can harm our drinking water, and

increasing regulatory requirements, it is critical we plan for and properly fund improvements to both of our treatment facilities for the health and safety of our residents.

To fund all these necessary functions, the water commodity charge is recommended to increase from \$4.77 to \$4.96 per 1,000 gallons and the sewer commodity charge is recommended to increase from \$5.84 to \$6.31 per 1,000 gallons. Unlike most communities in the State of Michigan, we do not charge a ready-to-serve fee on top of the usage rate. The \$5.00 billing charge is recommended to remain the same as the 2020 rate of \$5.00 per utility bill. The average homeowner, with a usage of 12,500 gallons per quarter, will realize an increase from \$137.63 to \$145.88. This equates to an increase of \$2.75 per month for the average user of both public water and sewer in the Township. Even with the proposed increase, based on our recent survey of surrounding communities, we will continue to have comparatively low utility rates and proudly be able to sufficiently maintain and provide the necessary recommended improvements to our system.

CAPITAL IMPROVEMENTS

The 2021 Budget recommends \$275,000 for capital construction projects. This is down significantly from the previous capital outlay budget, which saw us replace the Municipal Building HVAC system at a cost of \$2.2 million.

This year's capital outlay budget will focus on the installation of our third solar panel project (\$100,000), improving interior office lighting (\$75,000), replacing failing exterior doors (\$40,000), replacing the roof of the Nokomis Center (\$30,000) and upgrading our building drinking fountains with bottle fillers (\$30,000). All of the recommended upgrades will assist us in reaching several of the goals in the Township Sustainability Plan.



POLICE DEPARTMENT

The year 2020 began with the Police Department becoming the first Mid-Michigan police agency accredited through the Michigan Association of Chiefs of Police. We continue to work diligently at meeting all standards set for accreditation as we prepare for our reassessment in 2022. The Department also welcomed one new officer (Officer Jordan Kuhn) and celebrated two retirements (Officer Paul Rambo and Officer David Metts). The Department is also sponsoring Sierra Alvarado to the Mid-Michigan Police Academy that began August 19, 2020.

The 2021 budget includes funding to sponsor one candidate to the Mid-Michigan Police Academy. This will assist in meeting our goal of full staffing of 41 officers while increasing the diversity of the employees working in the police department. The Department currently has 37 sworn officers.



Traffic concerns continue to rank as one of the top complaints received by the Police Department. This year's budget includes funding for two speed signs. These signs not only warn motorists they are exceeding the speed limit, but allow the Department to conduct speed studies to identify the scope of the traffic concern and how best to address the issue. The Department currently has two speed signs but they are unable to meet the current demand for speed studies and neighborhood requests.



The Police Department continues to provide police services to Williamstown Township. The contract extends to the end of 2022. The contract includes annual increases to cover the increasing costs of personnel and equipment. The cost of the services provided to Williamstown Township is covered by the contract with no financial burden on Meridian Township.

PARKS AND RECREATION

The importance of our community's investment in parks, recreation and land preservation became even more meaningful as we endured the challenges of COVID-19 this year. Parks and natural areas provided a safe physical and emotional respite during the Stay Home, Stay Safe Order and continue to provide an outlet for safely connecting with friends in the out-of-doors. Our parks received more visits than ever before and kept our maintenance team busier than ever!

Even though many of our special events and sports programs were canceled this year, we look forward to re-engaging our active residents with safe and responsible programming in 2021. The Harris Nature Center and Meridian Senior Center remained connected with the community through the Stay Home order via social media, and re-opened with gradual re-engagement for in-person programs in mid-summer. Land stewardship activities with staff and community volunteers kept many folks engaged throughout the summer as well. The Farmers' Market was the highlight activity in 2020 and operated outdoors beginning in May in the parking lot adjacent to Marketplace on the Green. Other popular amenities included the small dog park and pickleball courts. Currently, our volunteer hunters are eager to

participate in our 2020 Deer Management Program this fall. The Land Preservation Millage has supported acquisition, management and stewardship of nearly 1,000 acres of ecologically valuable land since 2000. A Land Preservation Millage renewal request will go before voters in November at a reduced rate of one/tenth mill from one/third mill for ten years to maintain the program.

The year 2020 was a banner year for park construction projects including a new restroom and footbridge in the Historical Village; 12' wide paved trail through Central Park including a boardwalk and fishing dock; large dog park in Central Park South; new restroom building and pavilion at Harris Nature Center; as well as Marketplace on the Green!



As we look forward to 2021, our focus will include activating Marketplace on the Green, recreation programming, maintenance and management of parks and preserves, land stewardship and outdoor activities and events for youth, seniors and adults. Creativity and flexibility are strong traits of parks and recreation professionals. Throughout these challenging times, we will continue to find new and safe ways to provide access to healthy foods, physical activity, social connectivity, and engagement with nature.

COMMUNICATIONS AND HOMTV



With the recent reorganization of the Communications Department, the Department now consists of three full-time team members. The Department continues to provide the core communication services for the Township including emergency/crisis communications, website and social media management, marketing, HOMTV programming and live production of municipal meetings. In the first few months of 2020, additional staffing changes occurred with the replacement of the Multimedia Production and Operations Specialist and the elimination of the freelance Graphic Designer.

A 2020 Communications Department goal is to audit the Township website pages and develop a redesign strategy. The 2021 budget includes funding of ADA compliance and support, as well as, a design refresh of the Township website. Additional monies have been allocated to continue Township branding efforts.

The Communications Department strives to maintain a cycle of upgrading and replacing HOMTV Field, Editing and Control Room Equipment. The 2021 budget also recommends equipment replacement purchases based on the new 5-Year Equipment Replacement Plan. Those purchases include a small camera system, editing computer, wireless microphones and the reconfiguration of the HOMTV Server Room.

SUMMARY

Before I summarize the 2021 Budget, I want to thank Finance Director Mattison, Deputy Manager Perry and the entire TEAM for their contributions in creating the DRAFT 2021 Budget. By adopting annual goals and objectives, the Township Board allows for a seamless and well-thought-out budget process. It's our responsibility to align the annual spending plan with the Board's vision.

To recap the Board's goals the focus must be on:

- Improving Local Roads
- Sustainability & Environment
- Expanding Solar
- Expanding our Emergency Siren Coverage Area
- Replacing our Aged Ladder Truck
- Increasing Diversity, Equity and Inclusion
- Redevelop the Village of Okemos and Downtown Haslett
- Complete the Marketplace on the Green
- Replace our outdated and aged Township Welcome Signs
- Maintain our Facilities/Capital Improvement Planning

It's also important to note that the 2021 Draft Budget maintains every promise made to voters over the past four years. In 2017, we promised a budget consisting of:

- 41 sworn Police Officers
- 32 Paramedic/Firefighters
- Setting aside \$1,000,000 from 2017-2021 for the purchase of a Ladder Truck
- An additional annual \$1,500,000 contribution to MERS for police and fire pension

In 2019 we promised to:

- Allocate \$3,500,000 annually to Local Roads
- Maintain our annual \$250,000 General Fund contribution to Local Roads
- Improve an annual minimum of 14.6 miles of Local Roads

In every case, we have met or exceeded our promise. Simply put, we've kept our word.

The highlights of the 2021 Budget include appropriations to:

- Increased Contribution to Local Road Preservation (\$280,000)
- Fire Department Ladder Truck (\$250,000)
- Solar Panel Project (\$100,000)
- Interior Office Lighting (\$75,000)
- Replacing Failing Exterior Doors (\$40,000)
- Replacing the Nokomis Center Roof (\$30,000)
- Upgrading our Building Drinking Fountains with Bottle Fillers (\$30,000)
- Flags Over Meridian (\$400)

- Vactor Sewer Maintenance Truck (\$450,000)
- Large Width Mower (\$70,000)
- Tool Cat (\$60,000)
- 3 Police Patrol Cars and Accessories (\$129,000)
- Emergency Warning Siren (10th) (\$30,000)
- Meals on Wheels (\$4,000)
- Meridian Community Band (\$1,700)
- Funding for Diversity, Equity, and Inclusion (\$30,000)
- Increasing the Meridian Redevelopment Fund to \$700,000 (\$130,000)

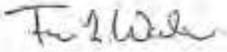
The proposed 2021 General Fund spending plan is \$23,372,420. Our General Fund revenue is estimated at \$22,689,545. Therefore, our predicted loss for 2021 is \$682,875. However, our anticipated General Fund balance on December 31, 2021 is \$7,732,436. Hence, a 33% rainy day fund. Compared to communities across the state, we remain in a strong financial position. It is important to note, there is no structural debt in the Budget. We have scheduled a one-time expenditure of \$700,000. If we removed this expense, we would have a positive 2021 General Fund cash flow.

We do need to be mindful that Meridian Township does carry \$30,000,000-\$35,000,000 in legacy debt.

Thank you for the opportunity to serve the Township Board and the residents of Meridian Township. I look forward to a prosperous 2021.

We look forward to your questions, feedback and insight on Tuesday, September 15, 2020.

Sincerely,



Frank L. Walsh
Township Manager

2021 Budget Resolution

At a meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at 5151 Marsh Road, Okemos, Michigan 48864-1198, on the 22nd day of September 2020, at 6:00 pm local time.

PRESENT: _____

ABSENT: _____

The following budget resolution was offered by _____ and supported by _____.

WHEREAS, the Township Clerk and Board received the proposed 2021 Township Budgets on August 31, 2020, submitted in conformance with 1947 PA 359 Sections 42.24 and 42.25; and

WHEREAS, the Township Board conducted a public hearing and deliberated over the 2021 Township Budgets on September 15, 2020; and

WHEREAS, this resolution serves as the general appropriations act for the Township;

WHEREAS, this resolution authorizes the Summary of Fees for 2021 as presented in the budget document for all Township Department and Funds, including utility com

NOW THEREFORE, BE IT RESOLVED THAT THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN hereby adopts the 2021 Budget shown below and on the attached Summaries of Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Public Works Funds, Internal Service Fund and DDA. These budgets are supported by the budget document, and subject to all Township policies regarding the expenditure of funds and technical or typographical corrections to the narrative.

2021 REVENUE SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS*	DEBT SERVICE FUNDS*	CAPITAL PROJECTS FUNDS*	PUBLIC WORKS FUNDS	INTERNAL SERVICE FUND	DDA
REVENUES							
Taxes	\$13,924,700	\$2,538,050	\$3,991,100	\$0	\$0	\$0	\$6,500
Licenses & Permits	761,250	0	0	0	0	0	0
Intergovernmental	3,525,800	2,892,800	0	0	0	0	0
Charges For Services	4,240,500	87,000	0	0	13,781,850	1,151,320	0
Interest	103,735	141,830	16,000	19,500	10,000	5,000	0
Special Assessments	0	0	0	140,000	0	0	0
Other	133,560	70,200	0	0	37,300	5,000	0
SUBTOTAL	22,689,545	5,729,880	4,007,100	159,500	13,829,150	1,161,320	6,500
OTHER FINANCING SOURCES							
Operating Transfers In	0	280,000	0	0	0	250,000	0
TOTAL REVENUES	\$22,689,545	\$6,009,880	\$4,007,100	\$159,500	\$13,829,150	\$1,411,320	\$6,500

2021 EXPENDITURE SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS*	DEBT SERVICE FUNDS*	CAPITAL PROJECTS FUNDS*	PUBLIC WORKS FUNDS	INTERNAL SERVICE FUND	DDA
EXPENDITURES							
Legislative	\$85,550	\$0	\$0	\$0		\$0	\$0
General Government	6,338,050	0	0	0		0	3,000
Public Safety	14,114,388	17,000	0	0		714,065	0
Public Works	0	661,525	0	0	11,094,455	0	0
Health & Welfare	65,565	160,200	0	0		0	0
Community Economic & Development	700,000	0	0	0	0	0	0
Recreation & Culture	1,091,867	1,426,510	0	0		0	0
Capital Outlay	447,000	7,255,000	0	65,000	1,025,000	1,719,000	0
Debt Service	0	0	3,842,090	0	1,250,000	0	3,735
SUBTOTAL	22,842,420	9,520,235	3,842,090	65,000	13,369,455	2,433,065	6,735
OTHER FINANCING USES							
Operating Transfers Out	530,000	0	0	0	0	0	0
TOTAL EXPENDITURES	\$23,372,420	\$9,520,235	\$3,842,090	\$65,000	\$13,369,455	\$2,433,065	\$6,735

* See attached Summary of Special Revenue Funds, Debt Service Funds, and Capital Projects Funds

BE IT FURTHER RESOLVED that the following millage is ordered to be levied on December 1, 2020, for the purpose of funding the 2021 Township budget with the monies raised to be paid into the appropriate funds:

<u>PURPOSE</u>	<u>2021</u>
CHARTER OPERATING	4.1578
VOTED OPERATING	
CATA Redi-Ride Service (2019)	0.1978
Community Services (2012)	0.1483
Fire (2020)	0.6339
Land Preservation (2010)	0.1000
Parks & Recreation (2014)	0.6597
Pedestrian/Bicycle Pathways (2004)	0.3308
Police (2020)	0.6016
Police & Fire Protection (2017)	1.4771
TOTAL VOTED OPERATING	<u>4.1492</u>
SUB-TOTAL ALL OPERATING	<u>8.3070</u>
VOTED DEBT SERVICE	
Fire Station Building Debt (2012)	0.2000
Local Roads (2019)	1.9429
TOTAL ALL MILLAGES	<u>10.4499</u>

ADOPTED: YEAS: _____
 NAYS: _____

STATE OF MICHIGAN)
) ss
 COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk for the Charter Township of Meridian, Ingham County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a special meeting of the Township Board held on the 22nd day of September, 2020.

 Brett Dreyfus
 Township Clerk

2021 BUDGET

SUMMARY OF SPECIAL REVENUE FUNDS

	SPECIAL REVENUE FUNDS	Local Roads Fund	Pedestrian/Bicycle Pathway	CATA Redi-Ride Millage	Land Preservation Millage	Land Preservation Reserve	Park Millage	Millage	Senior Center Millage	Park Restricted/Designated	Fire Restricted/Designated	Library Fund Restricted	Police Restricted/Designated	Cable Television	Community Needs	Law Enforcement Grants
REVENUES																
Taxes	\$2,538,050	\$0	\$601,150	\$368,000	\$186,100	\$0	\$1,228,250	\$154,550	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Licenses & Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intergovernmental	2,892,800	172,500	2,713,300	0	0	0	0	0	0	0	0	0	7,000	0	0	0
Charges For Services	87,000	0	0	0	0	0	45,000	0	42,000	0	0	0	0	0	0	0
Interest	141,830	60,000	8,000	100	20,000	40,000	10,000	2,000	1,000	30	50	300	100	50	200	
Special Assessments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other	70,200	0	0	0	0	0	0	0	50,000	0	0	10,000	0	10,200	0	
SUBTOTAL	5,729,880	232,500	3,322,450	368,100	206,100	40,000	1,283,250	156,550	93,000	30	50	17,300	100	10,250	200	
OTHER FINANCING SOURCES																
Operating Transfers In	280,000	280,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUES	\$6,009,880	\$512,500	\$3,322,450	\$368,100	\$206,100	\$40,000	\$1,283,250	\$156,550	\$93,000	\$30	\$50	\$17,300	\$100	\$10,250	\$200	
EXPENDITURES																
Public Safety	17,000	0	0	0	0	0	0	0	0	0	0	17,000	0	0	0	
Public Works	661,525	450,000	211,525	0	0	0	0	0	0	0	0	0	0	0	0	
Health & Welfare	160,200	0	0	0	0	0	0	150,000	0	0	0	0	0	10,200	0	
Recreation & Culture	1,426,510	0	0	368,000	201,595	0	764,315	0	92,600	0	0	0	0	0	0	
Capital Outlay	7,255,000	3,500,000	3,615,000	0	0	0	135,000	5,000	0	0	0	0	0	0	0	
Debt Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SUBTOTAL	9,520,235	3,950,000	3,826,525	368,000	201,595	0	899,315	155,000	92,600	0	0	17,000	0	10,200	0	
OTHER FINANCING USES																
Operating Transfers Out	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES	\$9,520,235	\$3,950,000	\$3,826,525	\$368,000	\$201,595	\$0	\$899,315	\$155,000	\$92,600	\$0	\$0	\$17,000	\$0	\$10,200	\$0	
	\$ (3,510,355)	\$ (3,437,500)	\$ (504,075)	\$ 100	\$ 4,505	\$ 40,000	\$ 383,935	\$ 1,550	\$ 400	\$ 30	\$ 50	\$ 300	\$ 100	\$ 50	\$ 200	

SUMMARY OF DEBT SERVICE FUNDS

	DEBT SERVICE FUNDS	Fire Station Debt Service	Road Construction Debt
REVENUES			
Taxes	\$3,991,100	\$372,100	\$3,619,000
Interest	\$16,000	\$1,000	\$15,000
EXPENDITURES			
Debt Service	\$3,842,090	\$274,590	\$3,567,500

SUMMARY OF CAPITAL PROJECTS FUNDS

	CAPITAL PROJECTS FUNDS	TIRF
REVENUES		
Interest	\$19,500	\$19,500
Special Assessments	140,000	140,000
TOTAL REVENUES	\$159,500	\$159,500
EXPENDITURES		
Capital Outlay	\$65,000	\$65,000

Budget Process Policy
Charter Township of Meridian

Legal Requirements

**State of Michigan
Charter Township Act
Act 359 of 1947**

Section 42.24. On or before 150 days prior to the commencement of the fiscal year, each township officer shall submit to the supervisor, or to the township superintendent if such officer has been appointed, an itemized estimate of the anticipated expenditures of the township for the next fiscal year for the township activities under his or her charge. The supervisor, or township superintendent, as the case may be, shall prepare a complete itemized budget proposal for the next fiscal year and shall submit it to the township board not later than 120 days prior to the commencement of the fiscal year.

Section 42.25. The budget proposal shall present a complete financial plan for the ensuing fiscal year, which shall commence on January 1 of each year and end on the following December 31, or in the alternative shall commence on April 1 of each year and end on the following March 31. In no event shall any fiscal year of a township be extended beyond 12 months. It shall include at least all of the following information:

- (a) Detailed estimates of all proposed expenditures for each function and office of the township, showing the expenditures for corresponding items for the current and last preceding fiscal years, with reasons for increases and decreases recommended, as compared with appropriations for the current year.
- (b) Statements of the bonded and other indebtedness of the township, showing the debt redemption and interest requirements, the debt authorized and unissued, and the condition of sinking funds, if any.
- (c) Detailed estimates of all anticipated income of the township from sources other than taxes and borrowing, with a comparative statement of the amounts received by the township from each of the same or similar sources for the last preceding and current fiscal years.
- (d) A statement of the estimated balance or deficit, as the case may be, from the end of the current fiscal year.
- (e) An estimate of the amount of money to be raised by taxation and from delinquent taxes and the amount to be raised from bond issues which, together with income from other sources, will be necessary to meet the proposed expenditures.
- (f) Such other supporting schedules as the township board considers necessary.

Section 42.26. A public hearing on the budget shall be held before its final adoption, at such time and place as the township board shall direct, and notice of such public hearing shall be published at least 1 week in advance by the township clerk. A copy of the proposed budget shall be on file and available to the public for inspection during office hours at the office of the township clerk for a period of not less than 1 week prior to such public hearing.

Section 42.27.

- (1) Except as otherwise provided by this subsection, prior to the commencement of the fiscal year, the township board shall, by resolution, adopt the budget for the next fiscal

year, make an appropriation of the money needed for township purposes, and provide for a levy of taxes upon real and personal property. If a township operates on a calendar year budget cycle, a public hearing on the proposed budget shall be held not later than December 15 and adopted not later than December 31, in the year proceeding the calendar year covered by the budget.

- (2) The levy allowed under subsection (1) shall not exceed 1/10 of 1% of the assessed valuation of all real and personal property subject to taxation within the limits of a village located within the township and 1/2 of 1% of the assessed valuation of all real and personal property subject to taxation in the balance of the township. The electors of a charter township may increase the tax levy limitation not to exceed a total of 1% of the assessed valuation of all real and personal property in the township for a period not to exceed 20 years at 1 time.
- (3) If a township has 1 or more villages that maintain either or both a fire department or a police department, the expense of a township fire department or police department shall be appropriated separately from the other expenses of the township and a tax levy for these expenses shall not spread upon the township assessment roll against the property, either real or personal, located in these villages.
- (4) The adoption of the resolution under this section is the final authority for the township supervisor to spread any approved levies upon the tax roll for the current year and to include the amount of each levy in his or her warrant to the township treasurer. The township treasurer shall collect and return the warrant as provided under the general property tax act, 1893 PA 206, MCL 211.1 to 211.157.
- (5) Within 60 days after the incorporation of a township as a charter township under this act, the township board shall, by resolution, adopt an interim budget until the commencement of the next fiscal year and make an appropriation from the funds and asset of the township available for these purposes.

Section 42.28. No money shall be drawn from the treasury of the township nor shall any obligation for the expenditure of money be incurred, except pursuant to the budget appropriation, or pursuant to any supplemental appropriation which may be made from surplus received. The township board may transfer any unencumbered appropriation balance, or any portion thereof, from 1 fund or agency to another. The balance in any appropriation, which has not been encumbered, at the end of the fiscal year shall revert to the general fund and be reappropriated during the next fiscal year.

2021 Budget Timeline
Meridian Township

July 17	ALL Budgets Due to Finance Director
July 27-Aug 7	Management Review of Requests and Individual Discussions
August 11	Directors Discussion
September 1	Board Meeting-Notice for Budget Public Hearing
September 1	Recommended Budget Distributed to Board
September 15	Board Meeting – Budget Deliberations and Public Hearing
September 22	Board Meeting – Special Board Meeting-Final Adoption of Budget
Quarterly	Review and Approve Budget Amendments

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2021

<u>Department</u>	<u>Fee Description</u>	2020 Rate	Proposed 2021 Rate
Administration	Initial Liquor License Application Fee	\$250	\$250
	Telecommunications Rights-of-Way Permit Application Fee	\$500	\$500
	Copies - for all Departments unless otherwise noted	\$1.00 1st page & \$0.25 each add'l page, per document	\$1.00 1st page & \$0.25 each add'l page, per document
	Outdoor Assembly License	\$300.00	\$300.00
Communications/HOMTV	Video Copies		
	Flat rate per order	\$15	\$15
	Per hour running time on order, or any increment thereof	\$10	\$10
	HOM-TV supplied DVD to copy	\$6	\$6
	Shipping and Handling Charge	\$6	\$6
	Audio Copies		
	Flat rate per copy	\$10	\$10
	Per hour running time on order, or any increment thereof	\$10	\$10
	HOM-TV supplied DVD to copy	\$4	\$4
	Shipping and Handling Charge	\$6	\$6
Clerk's Office	Annual Subscriptions	Separately Board approved	Separately Board approved
	FOIA Requests	Cost	Cost
	Code of Ordinance Books/Recodified	\$70 + \$7.50 shipping	\$70 + \$7.50 shipping
	Code of Ordinance CD's	Priced when available	Priced when available
	Zoning Ordinance Book/Recodified	\$40 + \$7.50 shipping	\$40 + \$7.50 shipping
	Precinct Maps - large	bw=\$10; color=\$15	bw=\$10; color=\$15
	Voter Registration Information	Cost	Cost
	Publications for Resale (at cost)		
	Plat Books	\$35	\$35
	Michigan Vehicle Code-1996	\$12	\$12
Community Development	Rental Housing Fee Schedule		
Building Division	Initial Registration Fee	\$800	\$800
	Annual Renewal Fee	\$100	\$100
	Inspection Fees (Rental)		
	One and Two Family - Inspected annually	\$120	\$120
	Building or complex of three or more units	\$120 + \$3 per bedroom	\$120 + \$3 per bedroom
	Missed Appointment Fee	\$60	\$60
	Safety Complaint Inspection Fee	\$60	\$60
	Re-inspection Fee		
	One and Two Family - Inspected annually	\$60	\$60
	Building or complex of three or more units	\$60 + \$3 per bedroom	\$60 + \$3 per bedroom
	Vacant or Abandoned Building		
	Initial Registration	\$175	\$175
	Annual Renewal	\$100	\$100
	Inspection or Re-Inspection	\$75	\$75
	Building Permits		
	New Construction, additions, structural alterations, remodeling and swimming pools		
	Expenditures up to and including \$5,000	\$75	\$75
	Each \$1,000 or fraction thereof above \$5,000	\$10	\$10
	Reinspection Fee	\$75	\$75
	Construction Valuation - One and Two Family Dwellings*		
	Living areas	\$122.46/sq. ft.	\$122.46/sq. ft.

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2021

<u>Department</u>	<u>Fee Description</u>	2020 Rate	Proposed 2021 Rate
	Basement area - unfinished	\$22.45/sq. ft.	\$22.45/sq. ft.
	Basement area - finished	\$50.53/sq. ft.	\$50.53/sq. ft.
	Garage area	\$48.73/sq. ft.	\$48.30/sq. ft.
	Free Standing Signs & Wall Signs:		
	Wall signs up to 100 sq. feet	\$125	\$125
	- each sq. foot or fraction thereof over 100 sq. ft.	\$1	\$1
	Free standing signs up to 25 sq. ft.	\$125	\$125
	- each sq. foot or fraction thereof over 25 sq. ft.	\$1	\$1
	Temporary Grand Opening Signs	\$75	\$75
	Swimming Pools		
	Single family home pools	Based on valuation of improvement	Based on valuation of improvement
	All other pools	Based on valuation of improvement	Based on valuation of improvement
	Moving Buildings		
	Buildings up to 500 sq. ft.	\$100	\$100
	Buildings over 500 sq. ft.	\$200	\$200
	Parking Lots New or Expanded	\$75	\$75
	Demolition of Buildings		
	Dwellings, garages, sheds, swimming pools	\$100	\$100
	Warehouses, factories, stores & office buildings	\$150	\$150
	Residing of Buildings	\$75	
	Single family homes and garages		\$75
	All other structures		\$100
	Reroofing of Buildings		
	Single family homes and garages	\$75	\$75
	All other structures	\$100	\$100
	Work started before permit is issued	Double permit fee	Double permit fee
	Extra Inspection/Reinspection	\$75	\$75
	Temporary or Seasonal Sales	\$75	\$75
	Tent Inspection	\$75	\$75
	New Business Inspection	\$75	\$75
	Mechanical/Electrical/Plumbing (MEP)	\$50 base fee + per fixture fees + inspection fees	\$50 base fee + per fixture fees + inspection fees
	MEP Registration Fee	\$15	
	Tall Grass Violation	\$75 (residential) \$125 (non-residential)+ cost of mowing	\$75 (residential) \$125 (non-residential)+ cost of mowing
	Building Board of Appeals	\$75	\$75
Community Development Planning Division	Rezoning		
	3 acres or less	\$700	\$700
	More than 3 acres	\$700 + \$40/acre	\$700 + \$40/acre
	Zoning Text Amendment		
	Request by property owner	\$500	\$500
	Special Use Permit		
	3 acres or less	\$500	\$500
	More than 3 acres	\$500 + \$40/acre	\$500 + \$40/acre
	Minor, Major Amendments and Extensions	1/2 original fee	1/2 original fee

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2021

<u>Department</u>	<u>Fee Description</u>	2020 Rate	Proposed 2021 Rate
	Site Plan Review		
	Multiple family housing		
	Initial application	\$900 + \$10/dwelling unit	\$900 + \$10/dwelling unit
	Modification to site plan prior to approval (hearing required)	\$900 + \$10/dwelling unit	\$900 + \$10/dwelling unit
	Modification to approved site plan (hearing required)	\$900 + \$10/dwelling unit	\$900 + \$10/dwelling unit
	Modification to approved (no hearing required)	\$500 + \$5/dwelling unit	\$500 + \$5/dwelling unit
	PUD, MUPUD, CPUD		
	Initial application	\$900 + \$10/dwelling unit	\$900 + \$10/dwelling unit
	Modification to approved site plan	\$500 + \$5/dwelling unit	\$500 + \$5/dwelling unit
	Office, Commercial, Industrial, Institutional, etc.		
	Initial application	\$500 + \$20/acre	\$500 + \$20/acre
	Modification to site plan prior to approval (hearing required)	\$500 + \$20/acre	\$500 + \$20/acre
	Modification to approved site plan (hearing required)	\$500 + \$20/acre	\$500 + \$20/acre
	Modification to approved (no hearing required)	\$300 + \$10/acre	\$300 + \$10/acre
	Review of new use in existing structure	\$300 + \$10/acre	\$300 + \$10/acre
	Preliminary Review (credited toward final review)		
	Site Plan	\$100	\$100
	Planned Residential Development	\$100	\$100
	PUD, MUPUD	\$100	\$100
	Medical Marihuana		
	Initial Application	\$5,000	\$5,000
	Annual/Renewal Application	\$5,000	\$5,000
	Brownfield		
	Application Fee	Total Project \$0-\$5 million=\$3,000	Total Project \$0-\$5 million=\$3,000
		\$5 million-\$10 million=\$4,000	\$5 million-\$10 million=\$4,000
		\$10 million and over=\$5,000	\$10 million and over=\$5,000
	Planned Unit Development (PUD) Mixed Use PUD Commercial PUD		
	Initial application	\$500 + \$5/dwelling unit	\$500 + \$5/dwelling unit
	Major amendment to approved PUD, MUPUD and CPUD	\$500 + \$5/dwelling unit	\$500 + \$5/dwelling unit
	Minor amendment to approved PUD, MUPUD and CPUD	\$250 + \$2.50/dwelling unit	\$250 + \$2.50/dwelling unit
	Land Division Review		
	Prepreliminary Plat	\$100	\$100
	Tentative Preliminary Plat	\$600 + \$10 per lot	\$600 + \$10 per lot
	Final Preliminary Plat	\$300 + \$5 per lot	\$300 + \$5 per lot
	Final Plat	\$500 + \$5 per lot	\$500 + \$5 per lot
	Plat Extension	\$200	\$200
	Land Division	\$200 + \$50 per new lot or parcel	\$200 + \$50 per new lot or parcel
	All Other Commission Review	\$300	\$300
	Zoning - Letter of Compliance	\$100	\$100
	Land Clearing Permit	\$100	\$100
	Variances		
	Single family	\$250	\$250
	Multiple family	\$350	\$350
	Office, commercial, industrial	\$450	\$450
	Sign variances	\$300	\$300

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2021

<u>Department</u>	<u>Fee Description</u>	2020 Rate	Proposed 2021 Rate
	Appeal of Township Officials decision	\$200	\$200
	Ordinance interpretation	\$450	\$450
	Applicants request to postpone or table	1/2 of application fee	1/2 of application fee
	Mobile Food Vending		
	30 Consecutive Days- Minimum	\$60	\$60
	120 Consecutive Days-Maximum	\$240	\$240
	Wetland Fees		
	Application Fee-Verification	\$250	\$250
	Application Fee-Delineation	\$250	\$250
	Application Fee-Wetland Use Permit	\$500	\$500
	Amendments to a Wetland use Permit	\$500	\$500
	Annual Review of Mitigation Area	\$250	\$250
	Acreage Fee-Verification	\$1,500-\$3,500 + \$500 per 20 acres over 100	\$1,500-\$3,500 + \$500 per 20 acres over 100
	Acreage Fee-Delineation	\$2,250-\$4,500 + \$500 per 20 acres over 100	\$2,250-\$4,500 + \$500 per 20 acres over 100
	Acreage Fee-Wetland Use Permit	\$3,250-\$7,000 + \$1,000 per 20 acres over 100	\$3,250-\$7,000 + \$1,000 per 20 acres over 100
Engineering	Engineering Review - Review of Plans		
	Water main, sanitary sewer, paving, grading, sidewalk & pathway construction	1.5% of construction cost minus \$250 deposit	1.5% of construction cost minus \$250 deposit
	After second review in unapprovable condition	reviewer(s) hourly wage x 2.5	reviewer(s) hourly wage x 2.5
	Additional fee for unaddressed items in third review	reviewer(s) hourly wage x 2.5	reviewer(s) hourly wage x 2.5
	Performance Guarantees	Varies by project, subject to Ord. 86-283	Varies by project, subject to Ord. 86-283
	Public Inspection		
	Water main, sanitary sewer, paving, grading, sidewalk & pathway construction	Actual cost (internal costs computed @ 2.5 x wages) Includes new service line permit fee	Actual cost (internal costs computed @ 2.5 x wages) Includes new service line permit fee
	Recording of Easements	Actual cost (County Clerk Fees)	Actual cost (County Clerk Fees)
	Administrative Charge		
	Construction commencement prior to site plan approval	engineering review fee	engineering review fee
	Blueprints		
	Small Township maps	\$5	\$5
	Large Township maps	\$10	\$10
	Small Section maps (1"=400')	\$5	\$5
	Large Section maps (1"=200')	\$10	\$10
	As-Builts	\$1.50	\$1.50
	Aerial photography	\$15	\$15
	Aerial superimposed property lines	\$20	\$20
	Permits		
	Sidewalk repair/construction permit	\$45 (Repairs < 50 SF-no charge)	\$45 (Repairs < 50 SF-no charge)
	Water service line repair permit	\$65	\$65
	Sewer service line repair permit	\$45	\$45
	Soil Erosion and Sedimentation SESC Permit		
	Residential		
	Six Month Permit	\$180	\$180
	Twelve Month Permit	\$240	\$240
	Permit Renewal	\$90	\$90
	Minor Disturbance Permit	\$40	\$40

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2021

<u>Department</u>	<u>Fee Description</u>	2020 Rate	Proposed 2021 Rate
	Transfer	\$25	\$25
	Commercial-Industrial		
	First Acre	\$420	\$420
	Additional Acre	\$42	\$42
	Minor Disturbance Permit	\$250	\$250
	Transfer	\$90	\$90
	Inspection Fees Based on Acres	\$500-\$2,500	\$500-\$2,500
	Violation of Notice	\$250	\$250
	Cease and Desist Follow-Up Inspection	\$250	\$250
Fire/EMS	Copies		
	Reports	\$25.06 Initial; \$1.25 per page for 1st 20 pages; \$0.63 per page from 21 to 50 pages; \$0.25 per page from 51 and over pages	\$25.06 Initial; \$1.25 per page for 1st 20 pages; \$0.63 per page from 21 to 50 pages; \$0.25 per page from 51 and over pages
	Pictures	Processing cost + \$5	Processing cost + \$5
	Disc of Pictures	\$25	\$25
	Ambulance Fees		
	ALS Emergency	\$800	\$800
	ALS II Emergency (monitoring/drugs, etc)	\$800	\$800
	ALS Non-Emergency	\$800	\$800
	BLS Emergency	\$800	\$800
	BLS Non-Emergency	\$800	\$800
	Mileage (per loaded mile)	\$13.00	\$13.00
	Down Wires and Gas Leak Standby	\$200	\$200
	Fire Lane Parking Violation	\$25	\$25
	False Fire Alarm (2 per calendar year no charge)	\$0	\$0
	3rd False Alarm	\$25	\$25
	4th or More False Alarm	\$100	\$100
	Emergency Response Cost Recovery		
	Engine	\$250	\$250
	Ladder	\$250	\$250
	Ambulance	\$125	\$125
	Command Vehicle	\$125	\$125
	Plan Review/Final Inspection:		
		\$100	\$100
	Expenditures \$100,000 plus	\$200	\$200
	Additional Fees		
	w/fire alarm system	\$100	\$100
	w/hood suppression system	\$100	\$100
	w/fire suppression system	\$200	\$200
	Homeowners Insurance Claims for Fire Suppression	Amount allowed by Insurance Co.	Amount allowed by Insurance Co.
	Hazmat and Homeland Security Responses	Reimbursement of cost (personel and equipment)	Reimbursement of cost (personel and equipment)
Parks & Recreation	Usage Fees		
	Pavilions	\$60/4 hrs.res; \$120/4 hrs.non-res	\$80/4 hrs.res; \$160/4 hrs.non-res
	Field Usage	\$15/hr non-res; \$75/day non-res	\$15/hr res; \$30/hr non-res

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2021

<u>Department</u>	<u>Fee Description</u>	2020 Rate	Proposed 2021 Rate
	Field Preparation	\$40 res; \$60 non-res	\$40 res; \$60 non-res
	Harris Nature Center Room/Building	\$80/hr; \$40/hr. Non-Profit	\$100/hr; \$50/hr. Non-Profit
	Marketplace on the Green East Wing	N/A	TBD
	Marketplace on the Green West Wing	N/A	TBD
	Marketplace on the Green Event Fee	N/A	TBD
	Cemetery Rates		
	Burial space - 1 adult	\$900 resident; \$1200 non-res	\$900 resident; \$1200 non-res
	Burial space - 1 infant	\$400 resident; \$600 non-res	\$400 resident; \$600 non-res
	Services		
	Grave opening (adult)-Mon-Fri., 8:00 am-3:30 pm	Flat Fee= \$750	Flat Fee= \$750
	Grave opening (adult)-Mon-Fri., after 3:30 pm	Flat Fee = \$900	Flat Fee = \$900
	Saturdays and holidays	Flat Fee = \$1,000	Flat Fee = \$1,000
	Grave opening (infant)-Mon-Fri., 8:00 am-3:30 pm	Flat Fee = \$400	Flat Fee = \$400
	Grave opening (infant)-Mon-Fri., after 3:30 pm	Flat Fee = \$550	Flat Fee = \$550
	Saturdays and holidays	Flat Fee= \$650	Flat Fee= \$650
	Grave opening (cremations)-Mon-Fri., 8:00 am-3:30 pm	Flat Fee = \$300	Flat Fee = \$300
	Grave opening (cremations)-Mon-Fri., after 3:30 pm	Flat Fee= \$450	Flat Fee= \$450
	Saturdays and holidays	Flat Fee = \$550	Flat Fee = \$550
	Body removal (adult); re-interment	\$1500 + \$300 if Dec - Mar	\$1500 + \$300 if Dec - Mar
	Body removal (infant); re-interment	\$1500 + \$300 if Dec - Mar	\$1500 + \$300 if Dec - Mar
Police	Reports		
	Crash Reports	Charged per the FOIA Act	Charged per the FOIA Act
	Criminal and investigative reports - up to five pages each additional page	Charged per the FOIA Act	Charged per the FOIA Act
	Precious metal/gem license	\$50	\$50
	Vendor Fees	\$500 deposit, \$20/wk, \$60/mo	\$500 deposit, \$20/wk, \$60/mo
	Diversion Program Participation	\$400	\$400
	Fingerprinting	\$5 per card	\$5 per card
	Fingerprint VIP	\$30	\$30
	Finger Prints-Court Ordered	\$16	\$16
	Snapshot of "Logged" incident	Charged per the FOIA Act	Charged per the FOIA Act
	Private Property Accident Reports (PPPD Accidents)	\$0	\$0
	Copy of Vehicle Code	\$0	\$0
	Background Checks	\$5	\$5
	Court Order-Preliminary Breath Test (PBT)	\$5	\$5
	Notary fee-pistol purchase permits	\$5	\$5
	False Alarm Fees	\$25 for 2nd & 3rd occurrence, \$100 for subsequent occurrences	\$25 for 2nd & 3rd occurrence, \$100 for subsequent occurrences
	False Alarm Late Fees	\$25 (30, 60 & 90 day intervals)	\$25 (30, 60 & 90 day intervals)
	Impound Lot Storage Fees	\$10.00 per day	\$10.00 per day
	Body Worn Camera/Fleet Video	Charged per the FOIA Act	Charged per the FOIA Act
Public Works	Utility Rates		
	Billing Charge (sewer only customers are charged 1/2 of this fee)	\$5.00	\$5.00
	Water	\$4.77 per 1000 gallons	\$4.96 per 1000 gallons
	Sewer	\$5.84 per 1000 gallons	\$6.31 per 1000 gallons
	Sewer only (Sewer rate x 12,000 gal usage estimate.)	\$70.08 per quarter	\$75.69 per quarter
	Sewer only, with metered well water	\$5.84 per 1000 gallons	\$6.31 per 1000 gallons

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2021

<u>Department</u>	<u>Fee Description</u>	2020 Rate	Proposed 2021 Rate
	Penalty on past due utility bills	5% of current billing cycle charges	5% of current billing cycle charges
	Capital Charge-Water	Varies (based on location & extension agreements)	Varies (based on location & extension agreements)
	Capital Charge - Sewer	Varies (based on location & extension agreements)	Varies (based on location & extension agreements)
	Connection Charge - Water	\$1,870.00 minimum (based on meter size)	\$1,945.00 minimum (based on meter size)
	Connection Charge - Sewer	\$2,810.00 minimum (based on meter size)	\$3,035.00 minimum (based on meter size)
	Temporary Water Service Charge	\$2,000	\$2,000
	Temporary Sewer Service Charge	\$3,000	\$3,000
	Swimming Pool Fill	\$45 per hour plus water usage	\$45 per hour plus water usage
	Service Center Bulk Water Fill	\$15 per load (under 2,500 gallons)	\$15 per load (under 2,500 gallons)
	Construction (hydrant) Meter	\$75 plus water usage, \$1,300 Deposit	\$75 plus water usage, \$1,300 Deposit
	Regular Meter Charge (5/8 x 3/4 to 2" compound) Non-Pit	\$411-\$1,957 (based on size, type & location)	\$428-\$2,035 (based on size, type & location)
	Curb Stop	\$1,406-\$2,758 (based on service size and width of right-of-way)	\$1,462-\$2,868 (based on service size and width of right-of-way)
	Water Turn-on Charge	\$30 (\$20 surcharge for after hrs turn-on)	\$30 (\$20 surcharge for after hrs turn-on)
	Missed Appointment charge	\$35	\$35
	Water meter testing at customer request	\$60 (waived if meter found defective)	\$60 (waived if meter found defective)
	Repairs	Time and Material	Time and Material
	Utility Construction Permit	\$55 if structure required	\$55 if structure required
	Sidewalk Obstruction Violation	\$25 + cost of abatement	\$25 + cost of abatement
Treasurer's Office	Tax Collection Admin Fee	1% of tax bill	1% of tax bill
	Failure to notify assessing office of property transfer required under MCL 211.27a(10)	Penalty levied under MCL 211.27b(1)(c) or (d) waived	Penalty levied under MCL 211.27b(1)(c) or (d) waived
	Interest charge/penalty for late tax payments	1% per month	1% per month
	Duplicate tax bill fee	\$5.00	\$5.00
	Non-Sufficient funds fee	\$20.00	\$20.00
	Enhanced Access to Public Records:		
	Summer Tax Roll	\$150.00	\$150.00
	Winter Tax Roll	\$150.00	\$150.00
	Annual Assessment Roll	\$300.00	\$300.00

NOTE: Valuation of all construction shall be based on "Building Valuation Data" published in Building Safety Journal by the International Conference of Building Officials, automatically adjusted on an annual basis when the revised list is published and reviewed by the Township Board.

Bold items indicate a change in 2021.

GENERAL FUND
FINANCIAL SUMMARY
2021

Summary of 2021 Operating Activity:

Estimated Revenues & Financing Sources:

Taxes	\$13,924,700	61.37%
Licenses & Permits	761,250	3.36%
Intergovernmental	3,525,800	15.54%
Charges For Services	4,240,500	18.69%
Interest	103,735	0.46%
Other Revenues	133,560	0.59%
Total Estimated Revenues & Financing Sources		\$22,689,545

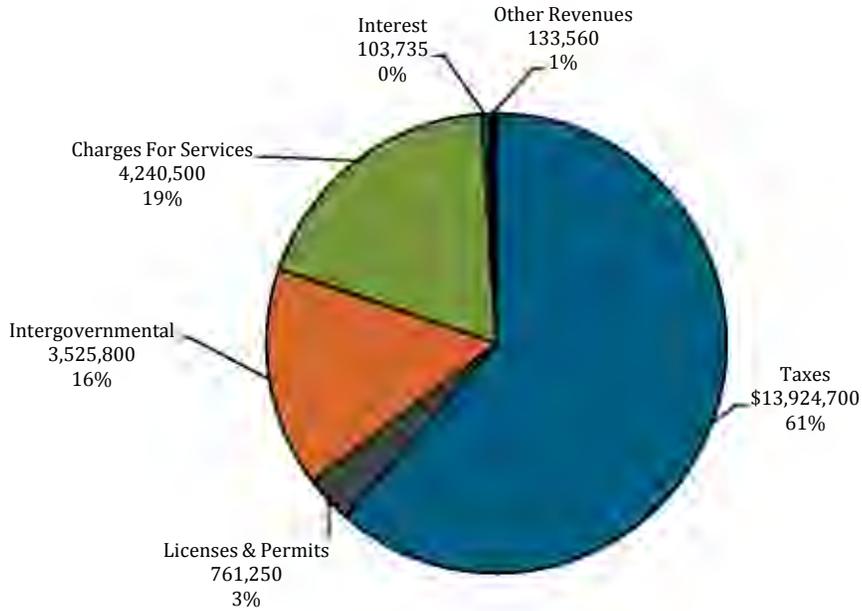
Estimated Expenditures & Financing Uses:

Legislative	85,550	0.37%
General Government	6,338,050	27.12%
Public Safety	14,114,388	60.39%
Public Works	0	0.00%
Health & Welfare	65,565	0.28%
Community Economic & Development	700,000	2.99%
Recreation & Culture	1,091,867	4.67%
Other	977,000	4.18%
Total Estimated Expenditures & Financing Uses		23,372,420
Anticipated Surplus (Deficit) for 2020		(\$682,875)

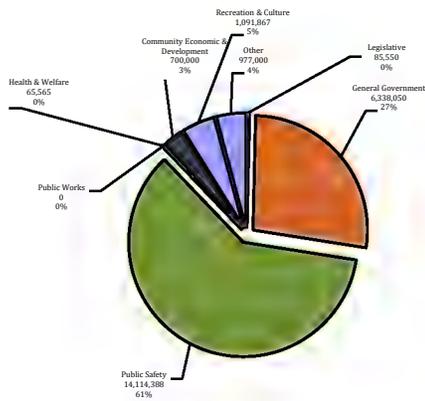
Statement of Fund Balance

Fund Balance as of December 31, 2019 (per audited financial statements)	\$10,494,419
Anticipated Surplus (Deficit) for 2020	(2,079,107)
	8,415,312
Estimated Available Fund Balance as of December 31, 2020	
Anticipated Surplus (Deficit) for 2021	(682,875)
	\$7,732,437
Estimated Available Fund Balance as of December 31, 2021	
Fund Balance/Average Monthly Expenditures	4.42

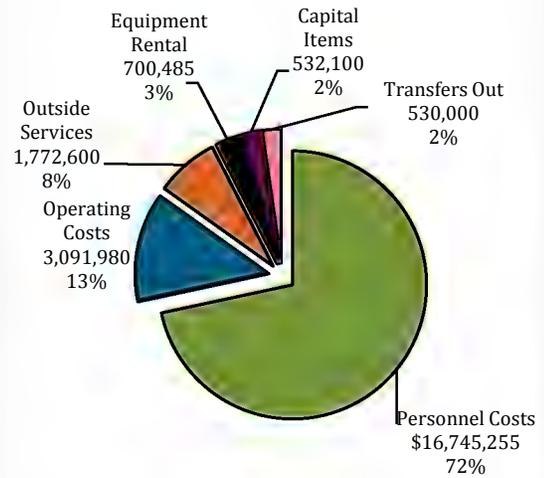
2021 General Fund Revenues



2021 General Fund Expenditures by Function (000)



2021 General Fund Expenditures by Classification (000)



**GENERAL FUND
DETAILED REVENUE SUMMARY BY SOURCE**

ACTIVITY	2019 Actual	2020 Original Budget	2020 Projected Total	2021 BUDGET	% of Total	% Chg v. 2020 Budget
TAXES						
Current Tax Collections	\$7,301,301	\$7,539,000	\$7,550,000	\$7,743,000	34.13%	2.71%
Payment in Lieu of Taxes	5,968	5,960	6,900	7,000	0.03%	17.45%
Police Millage 1998	1,056,304	1,090,900	1,092,000	1,120,000	4.94%	2.67%
Fire Millage 1998	1,112,889	1,149,400	1,151,000	1,180,000	5.20%	2.66%
Police/Fire Millage 2018	2,587,090	2,678,400	2,677,500	2,750,000	12.12%	2.67%
Trailer Park Collections	257	200	200	200	0.00%	0.00%
Community Services Millage 2002	114,512	118,300	118,500	121,500	0.54%	2.70%
Delinquent Tax Collection	12,509	17,000	13,900	13,000	0.06%	-23.53%
Tax Administration Fee	981,274	900,000	980,000	990,000	4.36%	10.00%
TOTAL TAXES	<u>13,172,104</u>	<u>13,499,160</u>	<u>13,590,000</u>	<u>13,924,700</u>	61.38%	3.15%
LICENSES & PERMITS						
Building Permits	589,606	500,000	500,000	500,000	2.19%	0.00%
Other Permits	361,209	298,250	260,840	261,250	1.15%	-12.41%
TOTAL LICENSES & PERMITS	<u>950,815</u>	<u>798,250</u>	<u>760,840</u>	<u>761,250</u>	3.35%	-4.64%
INTERGOVERNMENTAL						
Federal Revenue	1,246	0	0	0	0.00%	n/a
State Revenue Sharing	3,620,718	3,480,000	3,300,000	3,000,000	13.22%	-13.79%
Liquor Tax Refund	30,612	30,000	30,000	25,000	0.11%	-16.67%
METRO Act Fees	24,489	20,000	23,650	20,000	0.09%	0.00%
Local Revenue Sharing Agreements	315,338	315,000	410,400	415,000	1.83%	31.75%
Other	64,698	80,700	111,175	65,800	0.29%	-18.46%
TOTAL INTERGOVERNMENTAL	<u>4,057,101</u>	<u>3,925,700</u>	<u>3,875,225</u>	<u>3,525,800</u>	15.55%	-10.19%
CHARGES FOR SERVICES						
Administration - Public Works Services	1,050,000	1,050,000	1,050,000	1,050,000	4.63%	0.00%
Administration - Cable T.V.	120,000	740,000	732,000	625,000	2.75%	-15.54%
Administration - Pedestrian Bikepath		40,000	40,000	40,000	0.18%	0.00%
Cemetery Revenue	33,850	36,000	41,000	35,000	0.15%	-2.78%
Planning Department	53,812	30,000	30,000	30,000	0.13%	0.00%
Street Lights	351,412	360,000	373,700	373,500	1.65%	3.75%
Ambulance Fees	1,544,487	1,350,000	1,350,000	1,350,000	5.95%	0.00%
Police Services-Williamstown Twp.	243,835	235,000	245,500	240,000	1.06%	2.13%
Reimbursement - Fire & Police	26,941	6,000	34,700	4,000	0.02%	-33.33%
Reimbursement - Crossing Guard	11,304	11,000	9,950	5,000	0.02%	-54.55%
Reimbursement - Elections	0	0	0	0	0.00%	n/a
Reimbursement - School Security	9,517	5,000	2,000	2,000	0.01%	-60.00%
Recreation Program Rev	196,880	191,400	24,305	139,000	0.61%	-27.38%
Franchise Fees - BWL	174,079	160,000	170,000	172,000	0.76%	7.50%
Code Inspection & Registration Fees	220,926	174,000	150,000	175,000	0.77%	0.57%
TOTAL CHARGES FOR SERVICES	<u>4,037,043</u>	<u>4,388,400</u>	<u>4,253,155</u>	<u>4,240,500</u>	18.68%	-3.37%
INTEREST						
Interest Income - General Fund	389,426	104,485	153,735	103,735	0.46%	-0.72%
TOTAL INTEREST	<u>389,426</u>	<u>104,485</u>	<u>153,735</u>	<u>103,735</u>	0.46%	-0.72%
OTHER REVENUES						
Reimbursement	32,906	41,500	60,395	31,500	0.14%	-24.10%
Donations	13,767	1,500	500	1,500	0.01%	0.00%
Rentals	6,922	6,960	6,960	6,960	0.03%	0.00%
Miscellaneous	25,926	19,400	9,625	6,100	0.03%	-68.56%
Court Restitution	14,682	15,000	12,000	15,000	0.07%	0.00%
Vehicle & Surplus Property Sales	3,168	0	950	0	0.00%	n/a
Fines & Tickets	103,336	104,000	61,700	72,500	0.32%	-30.29%
Gain on sale of fixed assets	0	0	0	0	0.00%	n/a
TOTAL OTHER REVENUE	<u>200,707</u>	<u>188,360</u>	<u>152,130</u>	<u>133,560</u>	0.59%	-29.09%
TOTAL REVENUES	<u><u>22,807,196</u></u>	<u><u>22,904,355</u></u>	<u><u>22,785,085</u></u>	<u><u>22,689,545</u></u>	100.00%	-0.94%

REVENUE NARRATIVE

Current Tax Collections: Based on the projected adjusted taxable value of approximately \$1,809,000,000.

Police Millage 2004: This millage funds existing police officer positions. The millage was approved in 2004 for a sixteen-year period.

Fire Millage 2004: This millage funds existing firefighter/paramedic positions. The millage was approved in 2004 for a sixteen-year period.

Police & Fire Protection Millage 2017: This is a millage to fund existing Police and Firefighter/paramedic positions along with unfunded pension debt for both departments. The millage was approved in 2017 for a ten-year period.

Community Services Millage 2012: This is a millage to fund Senior Citizen, Recreation, and Human Services programs throughout the Township. The 10 year 0.10 millage was passed on the November 2002 ballot. This millage was renewed and an additional .05 mil for seniors was passed in 2012 through 2021.

Tax Administration Fee: The Township collects a 1% administration fee on all taxes collected.

Charges for Services: Revenues from services provided by the Township are based on the fee schedule included with the recommended budget.

Building Permits: Based on the value of construction.

Other Permits: Includes permits for electrical, mechanical, and plumbing. Fees are shared with City of East Lansing, who is performing the inspections.

State Revenue Sharing: Revenue received from the State of Michigan based on sales and income tax collections and disbursed by population.

Administration: Payments made from the Public Works Fund and Pathway Fund to the General Fund for administrative services, building maintenance, etc.

Planning Department: Fees received for the review, processing, and filing of special use permits, rezonings, variances, platting, etc.

Streetlights: Received from property owners to pay for the installation, annual maintenance, and electric costs for their streetlights. Monthly payments for the streetlights are paid from the Administrative Services Activity in the General Fund.

Ambulance Fees: Fees charged per transport for ambulance services. Revenue based on a flat charges plus mileage per run and a fee for non-medical calls in excess of one per month per patient.

Franchise Fees-BWL: The Township receives a 5% franchise fee from the Lansing Board of Water & Light for electric revenues received from Meridian Township customers.

Code Inspection/Registration Fees: Fees received from annual rental registrations of all rental properties and rental inspections performed every three years for apartment complexes and annually for single family and duplex apartments.

Interest: Revenue received from monies invested and loaned to other funds.

Fines & Tickets: Parking tickets, fines, uniform traffic code violations, and false alarm fees.

**GENERAL FUND
DEPARTMENT EXPENDITURE SUMMARY**

Expenditures by Function

FUNCTION	2019 Actual	2020 Original Budget	2020 Projected Total	2021 BUDGET	% of Total	% Chg v. 20 Budget
LEGISLATIVE						
Township Board	\$74,983	\$84,200	\$77,605	\$85,550	0.37%	1.60%
TOTAL LEGISLATIVE	74,983	84,200	77,605	85,550	0.37%	1.60%
GENERAL GOVERNMENT						
Administrative Services	2,174,650	2,056,600	2,149,285	1,793,700	7.67%	-12.78%
Clerk - Elections	80,031	213,300	237,025	82,025	0.35%	-61.54%
Accounting & Budgeting	452,396	570,595	525,350	519,770	2.22%	-8.91%
Assessing	342,276	363,745	349,555	383,320	1.64%	5.38%
Clerk - Administration	276,541	302,410	274,510	299,330	1.28%	-1.02%
Township Manager/Personnel	579,448	644,955	652,520	712,180	3.05%	10.42%
Information Technology	587,542	607,550	687,577	628,680	2.69%	3.48%
Treasurer	253,036	259,255	263,665	277,420	1.19%	7.01%
Watershed Management	416,195	494,270	447,410	694,500	2.97%	40.51%
Building Maintenance	368,665	578,040	418,680	492,030	2.11%	-14.88%
Grounds Maintenance	185,051	269,620	237,795	224,220	0.96%	-16.84%
Cemetery	63,931	50,800	53,940	73,045	0.31%	43.79%
Recycling Center	98,758	97,640	93,620	101,280	0.43%	3.73%
Associations/Authorities	54,047	56,100	56,145	56,550	0.24%	0.80%
TOTAL GENERAL GOVERNMENT	5,932,567	6,564,880	6,447,077	6,338,050	27.12%	-3.46%
PUBLIC SAFETY						
Police	5,817,962	6,417,420	6,111,665	6,368,475	27.25%	-0.76%
EMS/Fire	5,706,740	6,054,325	6,253,880	6,628,990	28.36%	9.49%
Community Planning & Dev - Building	509,570	584,030	559,463	561,118	2.40%	-3.92%
Community Planning & Dev - Planning	560,243	649,820	526,450	555,805	2.38%	-14.47%
TOTAL PUBLIC SAFETY	12,594,515	13,705,595	13,451,458	14,114,388	60.39%	2.98%
PUBLIC WORKS						
Streets & Highways	2,339	121,165	120,175	0	0.00%	-100.00%
TOTAL CHARGES FOR SERVICES	2,339	121,165	120,175	0	0.00%	-100.00%
HEALTH & WELFARE						
Human Services	59,179	60,575	64,625	65,565	0.28%	8.24%
TOTAL HEALTH & WELFARE	59,179	60,575	64,625	65,565	0.28%	8.24%
COMMUNITY AND ECONOMIC DEVELOPMENT						
Meridian Revevelopment	0	0	130,000	700,000	2.99%	n/a
TOTAL COMMUNITY AND ECON. DEV.	0	0	130,000	700,000		
RECREATION & CULTURAL						
Park Commission	2,716	5,380	4,880	5,845	0.03%	8.64%
Park & Recreation Administration	119,879	133,045	113,830	150,120	0.64%	12.83%
Recreation	254,924	292,250	250,380	206,680	0.88%	-29.28%
Parks Maintenance	240,173	299,285	310,942	351,947	1.51%	17.60%
Park Development	0	0	450,000	0	0.00%	n/a
Communications	66	314,510	346,020	355,575	1.52%	13.06%
Community Activities	26,953	25,700	21,700	21,700	0.09%	-15.56%
TOTAL RECREATION & CULTURAL	644,710	1,070,170	1,397,752	1,091,867	4.67%	2.03%
OTHER						
Capital Outlay	355,794	2,610,000	2,625,500	447,000	1.91%	-82.87%
Operating Transfers Out	610,000	500,000	550,000	530,000	2.27%	6.00%
TOTAL OTHER	965,794	3,110,000	3,175,500	977,000	4.18%	-68.59%
TOTAL EXPENDITURES	\$20,274,087	\$24,716,585	\$24,864,192	\$23,372,420	100.00%	-5.44%

Expenditures by Account Classification

ACCOUNT CLASSIFICATION	2019 Actual	2020 Original Budget	2020 Projected Total	2021 BUDGET	% of Total	% Chg v. 20 Budget
Personnel Costs	\$15,085,759	\$16,706,420	\$16,362,385	\$16,745,255	71.65%	0.23%
Operating Costs	2,500,374	2,826,120	2,696,037	3,091,980	13.23%	9.41%
Outside Services	1,050,300	1,200,675	1,313,000	1,772,600	7.58%	47.63%
Equipment Rental	698,245	787,120	787,120	700,485	3.00%	-11.01%
Capital Items	329,408	2,696,250	3,155,650	532,100	2.28%	-80.27%
Transfers Out	610,000	500,000	550,000	530,000	2.27%	6.00%
TOTAL EXPENDITURES	\$20,274,086	\$24,716,585	\$24,864,192	\$23,372,420	100.00%	-5.44%

EXPENDITURE NARRATIVE

Expenditure Classifications

Expenditures have been classified into one of six classifications as follows:

Personnel Costs: Includes all compensation costs for employees including full-time, part-time, permanent, and temporary. Compensation includes wages, benefits, and payroll taxes. (GL #'s 701.000–725.000)

Operating Costs: Includes all expenditures associated with operating the department including supplies, conferences/dues, travel, equipment maintenance, etc.

Outside Services: Costs for services provided to or on behalf of the Township. Includes consulting services, legal fees, contractual services, etc. (GL #'s 820.000–829.000)

Equipment Rental: Primarily amount paid to Motor Pool for use of Township vehicles and equipment to cover costs including depreciation, gas, maintenance, and overhead for each department. Also includes cost of renting large equipment from outside sources for temporary use by Township. (GL #'s 942.000–950.000)

Capital Items: Includes construction/improvements, office furniture and equipment, machinery and equipment, land, buildings, park development, etc. Such items require specific approval for purchase. Items of \$5,000 or more will be capitalized and depreciated as part of year-end closing process. (GL Acct #'s 972.000-981.000)

Transfers out: Represents inter-fund transfers.

Personnel Costs

The following assumptions were made in developing the 2021 Personnel Costs:

- Salary changes include a 2% Cost of Living increase and step increases included in labor contracts.
- Health insurance costs are estimated to increase by 15%. This increase is due to the rising cost of Health Care nationwide.
- Normal defined benefit pension costs were estimated to increase 7.87%.

Capital Expenditures

Expenditures of \$5,000 or more are consolidated and moved to the Capital Outlay Department rather than included in each separate department. Items less than \$5,000 continue to be reflected in each department. These items will not be capitalized under GASB 34 requirements.

GENERAL FUND

DEPARTMENT:
Township Board

FUNCTION:
Legislative

Activity Description:

The Township Board consists of seven members who serve as the legislative and policy-making body of Township government. Two of its members, the Clerk and Treasurer, are also full-time Officers, whose duties are set forth by statute. The Supervisor is the chief elected official of the Board and chairs its meetings.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$67,182	\$69,700	\$ 69,605	\$71,050
Operating Costs	7,426	12,500	\$ 7,500	\$12,500
Outside Services	375	2,000	\$ 500	\$2,000
Capital Items	\$ -	\$ -	\$ -	\$0
TOTAL	<u>\$74,983</u>	<u>\$84,200</u>	<u>\$77,605</u>	<u>\$85,550</u>

Personnel Costs: Compensation for all Board members is determined by the Elected Official Compensation Commission.

Operating Costs: Includes Communications \$2,000, Conferences \$7,000, Operating Supplies of \$1,000, Mileage of \$500, and Employee Recognition \$2,000.

Outside Services: Education programs, training, media relations services, and Board initiatives.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Supervisor	1.0	1.0	1.0
Trustees	4.0	4.0	4.0
	5.0	5.0	5.0
Clerk - See Clerk Activity			
Treasurer - See Treasurer Activity			

GENERAL FUND

DEPARTMENT:
Administrative Services

FUNCTION:
General Government

Activity Description:

This activity represents general administrative expenses that have not been allocated by department or activity, including insurance, utilities, legal expenses, retiree health care, advertising, general equipment maintenance, and office supplies.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$674,438	\$661,500	\$679,565	\$371,600
Operating Costs	1,087,954	1,080,100	1,158,720	1,094,100
Outside Services	412,258	315,000	311,000	328,000
Capital Items	0	0	0	0
	<u>\$2,174,650</u>	<u>\$2,056,600</u>	<u>\$2,149,285</u>	<u>\$1,793,700</u>

Personnel Costs: Represents the Township's 50% share of police/fire retiree health care coverage and the actuarially-determined contribution necessary to fund the current and unfunded liability for these post retirement benefits; and reimbursements to the State for unemployment compensation paid to employees who terminate employment with the Township and are not employed elsewhere. 2021 includes a \$128,000 contribution to the Meridian Township Employees Pension Plan.

Operating Costs: Include cost of insurance, postage, ambulance billing, printers/copiers, operating supplies, computer network lease and utilities.

Outside Services: Include all legal fees and advertising for the Township.

Capital Items: None for 2021

PERSONNEL SUMMARY
(Not Applicable)

GENERAL FUND

DEPARTMENT:
Clerk-Elections

FUNCTION:
General Government

Activity Description:

The Elections Division of the Office of the Township Clerk is responsible for all voter registration and election activities. The Department performs voter registration activities through the State Qualified Voter File, as well as on-site and off-site voter registration initiatives. The Department administers federal, state, county, and local elections. Election consolidation legislation has eliminated elections held exclusively for schools, and while Meridian Township continues to administer elections for the Okemos, Haslett, and part of the East Lansing School Districts, federal, state, county, or local election issues may also appear on those ballots.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$55,190	\$137,750	\$200,850	\$54,525
Operating Costs	11,827	70,450	34,175	25,500
Outside Services	10,624	4,600	2,000	2,000
Capital Items	2,390	500	0	0
	<u>\$80,031</u>	<u>\$213,300</u>	<u>\$237,025</u>	<u>\$82,025</u>

Personnel Costs: Includes the cost for workers at the anticipated elections.

Operating Costs: Includes election supplies and postage.

Outside Services: Includes cost for election facilities and moving/hauling of election equipment

Capital Items: Office equipment

<p>PERSONNEL SUMMARY</p> <p>(See summary for Clerk's Office)</p>

GENERAL FUND

DEPARTMENT:
Accounting/Budgeting

FUNCTION:
General Government

Activity Description:

The Department of Accounting & Budgeting is responsible for the accounting functions of the Township. This department performs accounts payable, pension, and purchasing functions; utility billing functions; financial reporting functions; budget development, execution, and monitoring; as well as oversight of external audit and review of internal procedures and controls.

BUDGET SUMMARY				
<u>Account Classification</u>	2019	2020 Original	2020	2021
	Actual	Budget	Projected	Budget
			Total	
Personnel Costs	\$367,454	\$496,245	\$458,230	\$445,970
Operating Costs	40,361	36,600	34,120	38,300
Outside Services	44,581	37,000	33,000	35,500
Capital Items	0	750	0	0
	<u>\$452,396</u>	<u>\$570,595</u>	<u>\$525,350</u>	<u>\$519,770</u>

Personnel Costs: Reduction of Purchasing Manger from 2020, move accountant to full time positon, and change one bookkeeper to part time.

Operating Costs: Includes operating costs for utility billing. These costs are recovered in the administrative fee charged to the Public Works Funds.

Outside Services: Represents the General Fund cost of the annual financial audit.

Capital Items: None for 2021

PERSONNEL SUMMARY			
<u>Position/Title</u>	2019	2020	2021
Director of Finance	1.0	1.0	1.0
Purchasing Coordinator	0.0	1.0	0.0
Accountant	0.0	0.375	1.0
Bookkeeper	3.25	3.25	2.375
	<u>4.25</u>	<u>5.625</u>	<u>4.375</u>

GENERAL FUND

DEPARTMENT:
Assessing

FUNCTION:
General Government

Activity Description:

The Assessing Department is responsible for determining the value of all taxable real and personal property in the Township. This department assists the Board of Review in its deliberations, and it defends the Township in cases before the Michigan Tax Tribunal, the Michigan Court of Appeals, and the Michigan Supreme Court.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$245,037	\$258,295	\$248,725	\$270,670
Operating Costs	4,191	7,750	5,630	6,650
Outside Services	92,688	97,700	95,200	106,000
Capital Items	360	0	0	0
	<u>\$342,276</u>	<u>\$363,745</u>	<u>\$349,555</u>	<u>\$383,320</u>

Personnel Costs: No change in staffing levels in 2021.

Operating Costs: Includes costs for supplies, conferences, and training.

Outside Services: Costs associated with sharing a Level 4 Assessor with the City of East Lansing, outside appraisals, and expert witnesses.

Capital Items: None for 2021

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Appraiser II	2.0	2.0	2.0
Assessing Clerk	1.0	1.0	1.0
	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>
Intern	2.0	2.0	2.0

GENERAL FUND

DEPARTMENT:
Clerk-Administration

FUNCTION:
General Government

Activity Description:

An elected full-time Township Clerk heads the administrative division of the Township Clerk's Office, with responsibilities largely set by state statute. These responsibilities include: Custodian of certain Township records, Township Board and Zoning Board of Appeals minute preparation; annual codification of ordinances; legal notices; oversight of Township cemeteries; and a multitude of other administrative and clerical responsibilities. The Township Clerk's Office also maintains the Township mailroom operations.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original</u>	<u>2020</u>	<u>2021</u>
			<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
				<u>Total</u>	
Personnel Costs		\$271,456	\$292,910	\$258,985	\$281,030
Operating Costs		3,657	6,000	3,025	5,800
Outside Services		1,428	3,000	12,000	12,000
Capital Items		0	500	500	500
		<u>\$276,541</u>	<u>\$302,410</u>	<u>\$274,510</u>	<u>\$299,330</u>

Personnel Costs: No change in staffing levels in 2021.

Operating Costs: Includes costs for supplies, conferences, and training.

Outside Services: Includes record shredding and cost to amend and maintain codified ordinance books.

Capital Items: Miscellaneous office equipment.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Township Clerk	1.0	1.0	1.0
Assistant to the Clerk	1.0	1.0	1.0
Administrative Assistant II	1.0	1.0	1.0
Records Technician II	1.0	1.0	1.0
	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>
Temporary Election Help	4.0	4.0	4.0

GENERAL FUND

DEPARTMENT:
Administration/Human Resources

FUNCTION:
General Government

Activity Description:

The Human Resources Director is responsible for the following: employee recruitment and hiring, payroll, employee relations, legal compliance, benefits administration, labor relations, and collective bargaining. In addition, the Human Resources Director coordinates risk management property and liability insurance, managing loss prevention programs, workers' compensation insurance claims, and coordinating employee wellness programs.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$507,221	\$540,305	\$567,520	\$570,430
Operating Costs	38,495	70,150	60,500	90,000
Outside Services	28,778	30,000	20,000	30,000
Equipment Rental (Motor Pool)	4,255	4,500	4,500	21,750
Capital Items	699	0	0	0
	<u>\$579,448</u>	<u>\$644,955</u>	<u>\$652,520</u>	<u>\$712,180</u>

Personnel Costs: Addition of a PT Human Resources Assistant for 2021.

Operating Costs: Includes hiring costs, all employee physicals including, annual physicals, pre-employment physicals, and DOT physicals, employee wellness program, and professional conferences and training.

Outside Services: Includes CARES (Employee Assistance Program), actuarial, and legal expenses.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Township Manager	1.0	1.0	1.0
Human Resources Director	1.0	1.0	1.0
Human Resources Specialist	1.0	1.0	1.0
Human Resources Assistant	0.0	0.0	0.5
Accountant	0.125	0.125	0.0
Executive Assistant	1.0	1.0	1.0
	<u>4.125</u>	<u>4.125</u>	<u>4.5</u>

GENERAL FUND

DEPARTMENT:
Information Technology

FUNCTION:
General Government

Activity Description:

Provides support services for all technology infrastructures employed by the Township. The operation also supplies end-user departments and users with proven technology that enhances their ability to function and perform their duties to further promote the enhancements of Board Goals and Objectives. Primary attention is given to operations and overall reliability to the end users.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$293,832	\$293,950	\$277,830	\$316,630
Operating Costs	239,937	221,600	249,747	265,050
Outside Services	53,549	92,000	160,000	47,000
Capital Items	224	0	0	0
	<u>\$587,542</u>	<u>\$607,550</u>	<u>\$687,577</u>	<u>\$628,680</u>

Personnel Costs: No change in staffing levels for 2021

Operating Costs: Includes computer supplies for all users, hardware and software licenses, hardware maintenance, and employee computer training.

Outside Services: Includes GIS services and wiring (\$3,000), electronic recycling services (\$2,000), and Help Desk (\$42,000).

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Director of Information Technology	1.0	1.0	1.0
Assistant Director of IT	0.0	1.0	1.0
GIS Specialist	0.4	0.4	0.4
Systems Administrator II	1.0	0.0	0.0
Systems Administrator I	1.0	0.0	0.0
	<u>3.4</u>	<u>2.4</u>	<u>2.4</u>
Intern, part-time	1.0	0.0	0.0

GENERAL FUND

DEPARTMENT:
Treasurer

FUNCTION:
General Government

Activity Description:

The elected full-time Treasurer is required by State Statute to receive and take charge of all monies collected by the Township. This office pays and accounts for all monies according to state law and Township Board requirements.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$230,517	\$236,780	\$245,665	\$254,820
Operating Costs	21,885	21,700	18,000	22,100
Outside Services	0	275	0	0
Capital Items	634	500	0	500
	<u>\$253,036</u>	<u>\$259,255</u>	<u>\$263,665</u>	<u>\$277,420</u>

Personnel Costs: No change in staffing levels for 2021.

Operating Costs: Include the cost of printing and postage for tax bills and also professional conferences.

Outside Services: Include legal fees.

Capital Items: Small equipment as needed.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Treasurer	1.0	1.0	1.0
Assistant to the Treasurer	1.0	1.0	1.0
Bookkeeper	0.75	0.75	0.75
	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>

GENERAL FUND

DEPARTMENT:
Watershed Management

FUNCTION:
General Government

Activity Description:

This activity was established in 2007 to account for the increasing costs of stormwater project assessments from the County Drain Commissioner and regional planning and implementation of federally mandated clean water regulations.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Operating Costs		\$396,894	\$454,270	\$407,410	\$654,500
Outside Services		19,301	40,000	40,000	40,000
		<u>\$416,195</u>	<u>\$494,270</u>	<u>\$447,410</u>	<u>\$694,500</u>

Operating Costs: Includes charges from Ingham County Drain Commissioner for Drains at Large (\$103,000) and Special Project Drains (\$501,500).

Outside Services: Regional Committee and State of Michigan fees for Phase II Stormwater activities.

PERSONNEL SUMMARY	
(Not Applicable)	

GENERAL FUND

DEPARTMENT:
Public Works and Engineering -
Building Maintenance

FUNCTION:Gen Government

Activity Description:

The office of Building Maintenance oversees the operation and maintenance of all municipal buildings. Maintenance personnel provide repair services and preventive maintenance. The Township owns and maintains over 39 separate buildings/structures.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$93,046	\$105,615	\$97,730	\$102,520
Operating Costs	84,230	141,725	134,250	114,550
Outside Services	178,120	316,000	172,000	255,000
Equipment Rental	13,270	14,250	14,250	14,960
Capital Items	0	450	450	5,000
	<u>\$368,665</u>	<u>\$578,040</u>	<u>\$418,680</u>	<u>\$492,030</u>

Personnel Costs: The Facilities Superintendent is no longer being allocated to this department.

Operating Costs: Includes materials and supplies for maintaining the buildings.

Outside Services: Includes the maintenance for the HVAC system, emergency generator maintenance, tree service, electrician services, and maintenance & custodial service. Also includes \$18,000 for Haslett Library building maintenance in accordance with the lease.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Replacement Equipment and tools

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Facilities Superintendent	0.15	0.15	0.00
Lead Worker	1.0	1.0	1.0
	<u>1.15</u>	<u>1.15</u>	<u>1.00</u>

GENERAL FUND

DEPARTMENT:
Parks and Recreation -
Grounds Maintenance

FUNCTION:
General Government

Activity Description:

This activity is responsible for the maintenance of all public grounds (excluding parks) and parking lots including mowing, trimming, and snow removal. Work is directed by the Facilities Superintendent, reporting to the Director of Parks and Recreation.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$106,876	\$128,520	\$103,595	\$104,380
Operating Costs	\$14,243	40,100	33,200	33,200
Outside Services	\$9,841	25,000	25,000	25,000
Equipment Rental	\$52,795	68,500	68,500	60,140
Capital Items	\$1,296	7,500	7,500	1,500
	<u>\$185,051</u>	<u>\$269,620</u>	<u>\$237,795</u>	<u>\$224,220</u>

Personnel Costs: No change in staffing levels in 2021.

Operating Costs: Includes materials and supplies for maintaining grounds.

Outside Services: Includes contract for tree maintenance, mosquito control, and sweeping.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Replacement equipment and a salt/ice melt

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Facilities Superintendent	0.15	0.15	0.00
Lead Worker	1.0	1.0	1.0
	1.15	1.15	1.00
Seasonal Workers	2.0	2.0	2.0

GENERAL FUND

DEPARTMENT:
Parks and Recreation -
Cemetery

FUNCTION:
General Government

Activity Description:

This activity maintains Glendale and Riverside Cemeteries, including lawn mowing, trimming, snow removal, lot sales, and interments. The record keeping is done in conjunction with the Clerk's Office. This activity is under the supervision of the Facilities Superintendent, reporting to the Director of Parks and Recreation.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$31,697	\$32,300	\$36,540	\$43,785
Operating Costs	2,691	4,900	5,000	5,000
Outside Services	605	1,200	0	0
Equipment Rental	10,360	12,400	12,400	24,260
Capital Items	18,578	0	0	0
	<u>\$63,931</u>	<u>\$50,800</u>	<u>\$53,940</u>	<u>\$73,045</u>

Personnel Costs: Includes a portion of the Facilities Superintendent's cost to oversee operations. Cost of maintenance of the grounds is included in grounds maintenance activity.

Operating Costs: Materials and supplies for maintaining the cemeteries.

Outside Services: Includes cost of tree maintenance when needed.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2021

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Facilities Superintendent	0.15	0.15	0.25
Seasonal Workers	2.0	2.0	2.0

GENERAL FUND

DEPARTMENT:
Public Works and Eng -
Recycling Center

FUNCTION:
 General Government

Activity Description:

This activity maintains the Township's Solid Waste Transfer Station and Recycling Center. This activity is under the supervision of the Assistant Township Manager/Director of Public Works. The transfer station activities were contracted in 2012.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original</u> <u>Budget</u>	<u>2020</u> <u>Projected</u> <u>Total</u>	<u>2021</u> <u>Budget</u>
Personnel Costs	\$50,782		\$56,590	\$52,570	\$55,180
Operating Costs	23,976		17,050	17,050	22,100
Outside Services	24,000		24,000	24,000	24,000
Capital Items	0		0	0	0
	<u>\$98,758</u>		<u>\$97,640</u>	<u>\$93,620</u>	<u>\$101,280</u>

Personnel Costs: No change in staffing levels in 2021.

Operating Costs: Materials and supplies for maintaining the Recycling Center.

Outside Services: Contract with outside management company.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Recycling Coordinator	<u>0.8</u>	<u>0.8</u>	<u>0.8</u>
	0.8	0.8	0.8

GENERAL FUND

DEPARTMENT:
Associations and Authorities

FUNCTION:
General Government

Activity Description:

This activity allocates payments and membership dues made by the Township to maintain an active role within the Mid-Michigan region.

BUDGET SUMMARY

<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Convention/Visitors Bureau		\$3,675	\$3,700	\$3,650	\$3,700
Tri-County Reg. Plng. Comm.		20,185	22,000	22,000	22,000
Michigan Townships Assoc.		6,819	6,900	6,940	7,100
LEAP Inc.		15,000	15,000	15,000	15,000
Michigan Municipal League		8,368	8,500	8,555	8,750
		<u>\$54,047</u>	<u>\$56,100</u>	<u>\$56,145</u>	<u>\$56,550</u>

PERSONNEL SUMMARY

(Not Applicable)

GENERAL FUND

DEPARTMENT:
Police

FUNCTION:
Public Safety

Activity Description:

The Meridian Township Police Department is committed to establishing and maintaining partnerships in the community; and with understanding, cooperation and equality, strive to enhance the quality of life and protect the rights of the community. This activity is partially funded by a special millage. Began providing road patrol service (80 hours per week) to Williamstown Township in 2011.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$5,372,144	\$5,903,350	\$5,632,655	\$5,954,050
Operating Costs	115,193	157,350	129,140	167,200
Outside Services	22,375	21,900	19,400	21,600
Equipment Rental	292,460	301,470	301,470	208,625
Capital Items	15,790	33,350	29,000	17,000
	<u>\$5,817,962</u>	<u>\$6,417,420</u>	<u>\$6,111,665</u>	<u>\$6,368,475</u>

Personnel Costs: Includes wages and benefits for 41 sworn officers, 4 civilians, and 15 part-time cadets and crossing guards.

Operating Costs: Includes supplies, uniforms, equipment, and training for the department.

Outside Services: Includes services such as 911 legacy costs, towing charges for abandoned vehicles, and printing services.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Replacement police equipment, traffic study equipment (12,000).

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Chief of Police	1.0	1.0	1.0
Assistant Chief of Police	0.0	1.0	1.0
Captain	0.0	0.0	0.0
Lieutenant	2.0	1.0	1.0
Sergeant	7.0	7.0	7.0
Officer	31.0	31.0	31.0
Property Records Technician	0.0	0.0	0.0
Records Supervisor	1.0	1.0	1.0
Administrative Assistant II	1.0	1.0	1.0
Records Technician II	2.5	2.5	2
	<u>45.5</u>	<u>45.5</u>	<u>45</u>
Cadets/Crossing Guards, PT	9.0/6.0	9.0/6.0	9.0/6.0

GENERAL FUND

DEPARTMENT:
EMS/Fire

FUNCTION:
Public Safety

Activity Description:

The purpose of the Meridian Township EMS/Fire Department is mitigation of all emergencies, both man-made and natural. This includes fire prevention, fire suppression, emergency medical care, special rescue, and public education to residents, businesses, and visitors in the community. This activity is partially funded by a special millage.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$5,232,843	\$5,507,040	\$5,706,920	\$6,049,410
Operating Costs	173,649	205,685	201,460	221,260
Outside Services	26,419	26,100	30,000	30,000
Equipment Rental	242,905	280,000	280,000	282,820
Capital Items	30,924	35,500	35,500	45,500
	<u>\$5,706,740</u>	<u>\$6,054,325</u>	<u>\$6,253,880</u>	<u>\$6,628,990</u>

Personnel Costs: Includes wages and benefits for 36 full-time positions and up to 10 part-time positions.

Operating Costs: Includes supplies and special equipment for the fire stations, administration office, ambulance supplies, training, conferences, physicals, equipment maintenance, etc.

Outside Services: Various maintenance contracts.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Alert Siren (\$35,000) and equipment (\$10,000) .

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
EMS/Fire Chief	1.0	1.0	1.0
Inspector-Fire	1.0	1.0	1.0
Training/EMS Chief	1.0	1.0	1.0
Battalion Chief	2.0	2.0	2.0
Captain	3.0	3.0	3.0
Lieutenant	7.0	7.0	7.0
Paramedic/Firefighter	20.0	20.0	20.0
Administrative Assistant II	1.0	1.0	1.0
	<u>36.0</u>	<u>36.0</u>	<u>36.0</u>
Part-time Firefighters	10.0	10.0	10.0

GENERAL FUND

DEPARTMENT:
Community Planning and Development -
Building Division

FUNCTION:
Public Safety

Activity Description:

The Building Division is responsible for reviewing building plans, issuing permits, conducting building inspections, code enforcement activities, and administering the rental housing program.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$476,088	\$539,825	\$515,963	\$532,363
Operating Costs	3,812	4,605	3,900	5,600
Outside Services	6,000	0	0	0
Equipment Rental	23,670	39,600	39,600	23,155
Capital Items	0	0	0	0
	<u>\$509,570</u>	<u>\$584,030</u>	<u>\$559,463</u>	<u>\$561,118</u>

Personnel Costs: No change in staffing levels in 2021.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Director	0.25	0.25	0.25
Chief Building Inspector	1.0	1.0	1.0
Senior Building Inspector	1.0	0.0	0.0
Building Inspector	1.0	2.0	2.0
Rental Housing Inspector (2@.625)	1.25	1.25	1.25
Code Enforcement Officer	1.0	1.0	1.0
Administrative Assistant I	1.0	1.0	1.0
	<u>6.5</u>	<u>6.5</u>	<u>6.5</u>
Intern, part-time	0.5	0.5	0.5

GENERAL FUND

DEPARTMENT:
Community Planning and Development -
Planning Division

FUNCTION:
Public Safety

Activity Description:

The Planning Division provides staff support to the Planning Commission, Zoning Board of Appeals, and Environmental Commission which administers the Township Land development regulations and develops planning solutions to improve the quality of life in the community and economic development activities including the Okemos DDA.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$535,137	\$611,670	\$499,700	\$519,320
Operating Costs	8,606	10,250	8,850	11,850
Outside Services	10,765	20,000	10,000	20,000
Equipment Rental	5,735	7,900	7,900	4,635
Capital Items	0	0	0	0
TOTAL	<u><u>\$560,243</u></u>	<u><u>\$649,820</u></u>	<u><u>\$526,450</u></u>	<u><u>\$555,805</u></u>

Personnel Costs: Includes payment for Planning Commission and ZBA meetings. Reduction of Assistant Planner position in 2021.

Outside Services: Cost of consultants for wetland, floodplain, forestry, and traffic issues.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Director	0.75	0.75	0.75
Meridian Redevelopment Dir.	1.0	1.0	1.0
Principal Planner	0.0	1.0	1.0
Senior Planner	1.0	0.0	0.0
Assistant Planner	2.0	2.0	1.0
Administrative Assistant II	1.0	1.0	1.0
	<u>5.75</u>	<u>5.75</u>	<u>4.75</u>
Intern, part-time	0.5	0.5	0.5

GENERAL FUND

DEPARTMENT:
Public Works and Engineering -
Streets and Highways

FUNCTION:
Public Works

Activity Description:

This activity is used to account for activity related to streets that are being paid for with General Fund monies under the supervision of the Assistant Township Manager/Director of Public Works. Revenue and Expenditures for local road maintenance and the Township matching funds for County roads is recorded in the Local Roads Fund.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs		\$0	\$99,465	\$175	\$0
Operating Costs		\$0	\$6,700	\$0	\$0
Outside Services		\$2,339	\$15,000	\$120,000	\$0
Capital Items		\$0	\$0	\$0	\$0
TOTAL		<u>\$2,339</u>	<u>\$121,165</u>	<u>\$120,175</u>	<u>\$0</u>

Personnel Costs: No project Engineer position for 2021.

Outside Services: PASER study and construction testing.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Project Engineer	0.0	1.0	0.0

GENERAL FUND

DEPARTMENT:
Administration -
Human Services

FUNCTION:
Health and Welfare

Activity Description:

The Human Services Program functions to ensure that the human infrastructure within the community remains strong and vital. To that end, the program strives to develop, coordinate, and promote local resources so that each Township resident may live within an acceptable standard. Beginning in 2003, this activity is funded through a portion of a special millage. The millage was renewed in 2012 for 10 years through 2021 at .15 mills.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$59,179	\$60,575	\$64,625	\$65,565
Operating Costs	0	0	0	0
Outside Services	0	0	0	0
Capital Items	0	0	0	0
	<u>\$59,179</u>	<u>\$60,575</u>	<u>\$64,625</u>	<u>\$65,565</u>

Personnel Costs: Includes per meeting compensation for the Community Resources Commission members and one full-time staff person who works a reduced schedule.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Human Services Specialist	0.8	0.8	0.8

Activity Description:

The EDC will manage this account with all recommendations being approved by the Township Board. Further details will be determined by the Staff and Township Board.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$0	\$0	\$0	\$0
Operating Costs	0	0	0	0
Outside Services	0	0	130,000	700,000
Capital Items	0	0	0	0
	<u>\$0</u>	<u>\$0</u>	<u>\$130,000</u>	<u>\$700,000</u>

Outside Services: Cost associated with redevelopment of core areas.

PERSONNEL SUMMARY
(Not Applicable)

GENERAL FUND

DEPARTMENT:
Parks and Recreation -
Park Commission

FUNCTION:
Recreation and Culture

Activity Description:

The Township Park Commission is an elected body of five members created under MSA 5.2445(11) to acquire and manage parks and recreation facilities on behalf of the Township.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original</u> <u>Budget</u>	<u>2020</u> <u>Projected</u> <u>Total</u>	<u>2021</u> <u>Budget</u>
Personnel Costs		\$1,411	\$3,780	\$3,280	\$3,645
Operating Costs		1,305	1,600	1,600	2,200
		<u>\$2,716</u>	<u>\$5,380</u>	<u>\$4,880</u>	<u>\$5,845</u>

Personnel Costs: Includes per meeting compensation for Park Commission members.

Operating Costs: Includes professional conferences for Commission members.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Park Commissioner	5.0	5.0	5.0

GENERAL FUND

DEPARTMENT:
Parks and Recreation -
Administration

FUNCTION:
Recreation and Culture

Activity Description:

The Department of Parks and Recreation is responsible for the overall operation of Meridian Township's 904 acres of parkland, community recreation programs, special events and festivals, the Harris Nature Center, Snell Towar Recreation Center, the Farmers' Market, the Artisan's Market, the Meridian Senior Center, Parks and Grounds Maintenance, Cemeteries, and nearly 800 acres of Land Preservation properties. This department also serves as the liaison to Friends of Historic Meridian and Nokomis Native American Cultural Center. Beginning in 2015, the General Fund supports administration and maintenance of parks in existence prior to 1984. The Park Millage will support administration and maintenance of all parks acquired from 1984 to present, and development costs for all parks.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$111,208	\$122,645	\$108,230	\$120,120
Operating Costs	8,671	10,400	5,600	30,000
Outside Services	0	0	0	0
Equipment Rental	0	0	0	0
Capital Items	0	0	0	0
	<u>\$119,879</u>	<u>\$133,045</u>	<u>\$113,830</u>	<u>\$150,120</u>

Personnel Costs: Includes 50% of Parks & Recreation Director and 50% of Administrative Assistant II time, communications support, 1 intern, and seasonal help.

Operating Costs: For community promotion and brochures.

Outside Services: None planned for 2021.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Director of Parks and Recreation	0.5	0.5	0.5
Administrative Assistant II	0.5	0.5	0.5
	1.0	1.0	1.0
Intern/Seasonal	2.0	2.0	2.0

GENERAL FUND

DEPARTMENT:
Parks and Recreation-
Recreation

FUNCTION:
Recreation and Culture

Activity Description:

The Recreation Division focuses on developing positive relationships with individuals, families, service groups, volunteers, and local businesses through the provision of parks and recreation services. The recreation division is funded with participant fees and a portion of a special millage which was renewed in 2012 for 10 years through 2021 at .15 mills. The Recreation Division also contractually administers youth sports programs for the City of Williamston.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$164,190	\$181,950	\$117,625	\$102,330
Operating Costs	90,734	110,300	32,755	104,350
Capital Items	0	0	0	0
	<u>\$254,924</u>	<u>\$292,250</u>	<u>\$150,380</u>	<u>\$206,680</u>

Personnel Costs: Includes one full-time Recreation Specialists and temporary/seasonal help.

Operating Costs: Materials and supplies required for the recreation programs.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Park/Rec Specialist	2.0	2.0	1.0
Park Ranger-Summer	0.5	0.5	0.5
Interns	2.5	1.5	1.5
	<u>3.0</u>	<u>2.0</u>	<u>2.0</u>
* Tentative - Staffing dependent on grant/donations revenue received.			

GENERAL FUND

DEPARTMENT:
Parks and Recreation -
Park Maintenance

FUNCTION:
Recreation and Culture

Activity Description:

This activity is responsible for the maintenance of approximately 406 acres of General Fund (pre-millage) parklands. This activity is under the direct supervision of the Facilities Superintendent, reporting to the Director of Parks and Recreation.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$138,830	\$154,535	\$193,567	\$226,432
Operating Costs	39,640	42,250	42,875	43,875
Outside Services	6,049	38,000	10,000	19,000
Equipment Rental	52,795	58,500	58,500	60,140
Capital Items	2,859	6,000	6,000	2,500
	<u>\$240,173</u>	<u>\$299,285</u>	<u>\$310,942</u>	<u>\$351,947</u>

Personnel Costs: Includes .20 Facilities Superintendent's time, 2.5 Utility Workers, and 2 Seasonal Workers.

Operating Costs: Includes small hand and power tools, sand, gravel, dirt, fertilizer, and seed.

Outside Services: Fertilizing and weed control for playing fields and tree removal service.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Replace equipment and tool cat attachments

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Utility Worker	1.5	1.5	2.5
Facilities Superintendent	0.15	0.15	0.20
	1.65	1.65	2.70
Part-time Seasonal Worker	2.0	1.0	2.0

Activity Description:

The Park Development account is for capital projects related to our parks that are being paid for with our General Fund monies. This activity is under the direct supervision of the Facilities Superintendent, reporting to the Director of Parks and Recreation.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Capital Items	0	0	450,000	0
	<u>\$0</u>	<u>\$0</u>	<u>\$450,000</u>	<u>\$0</u>

Capital Items: None budgeted for 2021.

PERSONNEL SUMMARY
(Not Applicable)

GENERAL FUND

DEPARTMENT:
Administration -
Community Activities

FUNCTION:
Recreation and Culture

Activity Description:

Funds activities in Meridian Township that provide a benefit to the community-at-large.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Community Promotion		11,152	10,000	6,000	6,000
Meals on Wheels		4,000	4,000	4,000	4,000
Community Band		1,700	1,700	1,700	1,700
Lake Lansing Watershed Mgt		10,101	10,000	10,000	10,000
		<u>\$26,953</u>	<u>\$25,700</u>	<u>\$21,700</u>	<u>\$21,700</u>

Community Promotion: Flags over Meridian (\$1,000) and Community Gardens (\$5,000).

Meals on Wheels: Costs to operate the program to provide services to Township residents.

Community Band: Contribution to the Community Band.

Lake Lansing Watershed Management: Represents the Township's portion of the cost to monitor and maintain the quality of Lake Lansing for recreational purposes.

PERSONNEL SUMMARY
(Not Applicable)

Narrative: The Communications Department provides timely and accurate information, promotes community events and programs to the residents, neighboring communities and visitors to Meridian Township. The department is responsible for managing media relations, the Township’s website, social media, internal communication services, graphic design, Township publications and official Township meetings.

EXPENDITURE SUMMARY				
<u>Account Classification</u>	2019 Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Personnel Costs	\$0	\$211,125	\$222,235	\$229,430
Operating Costs	0	10,285	23,685	38,045
Outside Services	66	91,900	98,900	75,500
Capital Items	0	1,200	1,200	12,600
	<u>\$66</u>	<u>\$314,510</u>	<u>\$346,020</u>	<u>\$355,575</u>

Personnel Costs: No change in staffing levels in 2021.

Capital Items: Replacement Equipment

PERSONNEL SUMMARY			
<u>Position/Title</u>	2019	2020	2021
HOMTV Executive Producer	1.0	1.0	1.0
Studio TV Production Manager	1.0	1.0	1.0
Video Programmer/Studio Producer	1.0	1.0	1.0
	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>
Interns and Freelancers	40	0	10

GENERAL FUND

DEPARTMENT:
Capital Outlay

FUNCTION:
Other

Activity Description:

This activity identifies major building projects and capital items financed by the General Fund.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Outside Services		\$100,139			
Capital Items		\$255,656	\$2,610,000	\$2,625,500	\$447,000
		<u>\$355,794</u>	<u>\$2,610,000</u>	<u>\$2,625,500</u>	<u>\$447,000</u>

Outside Services: Municipal building HVAC design services

Capital Items: Includes all General Fund capital acquisitions of \$5,000 or greater.

2020 BUDGET

Information Services	Computer workstations	5,500
	Hardware	60,000
	Network upgrades	86,500
	Server upgrades	8,000
	Mobile Data Units	15,000
	Total Information Services	<u>\$175,000</u>
Professional Services	Municipal building HVAC design services	2,200,000
	Total Professional Services	<u>\$2,200,000</u>
Construction/Improvements	Replace Front Ramp South Fire Station	75,000
	Remodel Municipal Building Break Areas	20,000
	Replace Municipal Building Windows	30,000
	Solar and Green Project	110,000
	Total Construction/Improvements	<u>235,000</u>
	2020 TOTAL CAPITAL OUTLAY BUDGETED	<u><u>\$2,610,000</u></u>

2021 BUDGET

Information Services	Network upgrades	107,000
	Server upgrades	35,000
	Mobile Data Units	30,000
	Total Information Services	<u>\$172,000</u>
Construction/Improvements	Building LED light conversions	75,000
	Drinking fountain upgrades - All buildings	30,000
	Replace Municipal building exterior doors	40,000
	Nokomis learning center roof replacement	30,000
	Solar Prjobject	100,000
	Total Construction/Improvements	<u>\$275,000</u>
	2021 TOTAL CAPITAL OUTLAY BUDGETED	<u><u>\$447,000</u></u>

PERSONNEL SUMMARY

(Not Applicable)

GENERAL FUND

DEPARTMENT:
Operating Transfers Out

FUNCTION:
Other

Activity Description:

These are transfers from the General Fund to other funds for debt payments and purchases.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Transfer Out	\$0	\$0	\$50,000	\$0
Transfer Out to MP - Police/Fire	210,000	250,000	250,000	250,000
Transfer Out/Local Roads	400,000	250,000	250,000	280,000
	<u>\$610,000</u>	<u>\$500,000</u>	<u>\$550,000</u>	<u>\$530,000</u>

Transfers Out: None planned for 2021.

Transfer Out to MP - Police/Fire: The 2021 projections include \$250,000 to the Motor Pool for future purchases of vehicles and equipment for the Police and Fire departments.

Transfer Out/Local Roads: The 2021 projections include \$280,000 to the local roads.

PERSONNEL SUMMARY
(Not Applicable)

SUMMARY OF SPECIAL REVENUE FUNDS

REVENUE SUMMARY				
FUND	2019 Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Local Roads	\$11,985,812	\$12,027,500	\$476,371	\$512,500
CATA Redi-Ride Millage	351,390	100	2,010	368,100
Senior Center Millage	152,090	153,550	153,050	156,550
Pedestrian/Bicycle Pathways	1,444,087	2,959,200	1,290,445	3,322,450
Land Preservation Millage	642,210	612,200	618,175	206,100
Land Preservation Reserve	98,282	35,000	50,000	40,000
Park Millage	1,634,533	1,260,250	1,831,400	1,283,250
Park Restricted/Designated	109,995	98,100	29,860	93,000
Nancy Moore Park Beautification	209	0	0	0
Fire Restricted/Designated	144	50	80	30
Library Restricted	228	50	60	50
Police Restricted/Designated	43,553	25,500	44,607	17,300
Law Enforcement Grant Funds	2,168	500	400	200
Cable Television	768,711	0	900	100
Community Needs	24,883	7,750	83,150	10,250
TOTAL ADOPTED REVENUES	\$17,258,295	\$17,179,750	\$4,580,508	\$6,009,880

FUND BALANCE USAGE:

Local Roads Fund	\$0	\$0	\$4,748,629	\$3,117,500
CATA Redi-Ride Millage	0	9,900	7,990	0
Senior Center Millage	0	0	0	0
Pedestrian/Bicycle Pathways	0	0	925	504,075
Land Preservation Millage	0	0	0	0
Land Preservation Reserve	0	0	0	0
Park Millage	0	13,775	1,508,800	0
Park Restricted/Designated	0	0	18,105	0
Nancy Moore Park Beautification	0	0	0	0
Fire Restricted/Designated	0	0	0	0
Library Restricted	0	0	0	0
Police Restricted/Designated	0	9,500	4,450	0
Law enforcement Grant Funds	0	0	0	0
Cable Television	74,649	131,310	68,205	0
Community Needs Fund	0	750	0	0
	74,649	165,235	6,357,104	3,621,575

EXPENDITURE SUMMARY				
FUND	2019 Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Local Roads	\$1,040,824	\$3,500,000	\$5,225,000	\$3,950,000
CATA Redi-Ride Millage	350,000	10,000	10,000	368,000
Senior Center Millage	192,135	148,500	145,325	155,000
Pedestrian/Bicycle Pathways	1,431,397	2,917,420	1,291,370	3,826,525
Land Preservation Millage	141,184	192,005	190,995	201,595
Land Preservation Reserve	78	0	0	0
Park Millage:				
Parks & Recreation Administration	156,154	178,915	155,525	180,961
Harris Nature Center	207,368	203,340	143,515	168,955
Parks Maintenance	307,439	391,770	341,160	414,400
Park Development	466,287	500,000	2,700,000	135,000
Total Park Millage	1,137,248	1,274,025	3,340,200	899,316
Park Restricted/Designated	241,789	95,575	47,965	92,600
Nancy Moore Park Beautification	13,150	0	0	0
Fire Restricted/Designated	4,801	0	0	0
Library Restricted	0	0	0	0
Police Restricted/Designated	27,565	35,000	49,057	17,000
Police Grant Funds	0	0	0	0
Cable Television	769,200	131,310	75,475	0
Community Needs	19,791	8,500	21,150	10,200
TOTAL EXPENDITURES	\$5,369,162	\$8,312,335	\$10,396,537	\$9,520,236

LOCAL ROADS FUND

Narrative: This fund manages the preservation and maintenance of the Township's local road system and is funded by a special millage passed in August 2019 for 10 years. This millage allows the Township to issue 3 separate bonds to upgrade the roads. The Deputy Township Manager/Director of Public Works oversees this fund.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Property Taxes	\$434,455	\$0	\$2,495	\$0
Interest	51,357	5,000	51,376	60,000
Bond Proceeds	11,100,000	11,600,000	0	0
Other Intergovernmental revenue	0	172,500	172,500	172,500
Operating Transfer In	400,000	250,000	250,000	280,000
	<u>\$11,985,812</u>	<u>\$12,027,500</u>	<u>\$476,371</u>	<u>\$512,500</u>

STATEMENT OF UNASSIGNED FUND BALANCE	
Fund Balance as of December 31, 2019 (per audit)	\$11,825,875
Anticipated Operating Surplus (Deficit) for 2020	<u>-4,748,629</u>
Estimated Available Fund Balance as of December 31, 2020	7,077,246
Anticipated Operating Surplus (Deficit) for 2021	<u>-3,437,500</u>
Estimated Available Fund Balance as of December 31, 2021	<u>\$3,639,746</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Professional Services	163,306	0	304,700	450,000
Capital Items	877,518	3,500,000	4,920,300	3,500,000
	<u>\$1,040,824</u>	<u>\$3,500,000</u>	<u>\$5,225,000</u>	<u>\$3,950,000</u>

Capital Items: Local road construction/improvements and sidewalk ramps required by American Disabilities Act.

PERSONNEL SUMMARY	
(Not Applicable)	

PEDESTRIAN/BICYCLE PATHWAY MILLAGE FUND

Narrative: This fund manages the design, construction and maintenance of the Township's millage-supported pedestrian/bicycle pathway system. This millage was renewed and increased to .3333 effective 2017 through 2028. The Deputy Township Manager/Director of Public Works and Director of Parks and Recreation oversees this fund.

REVENUE SUMMARY

<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Tax Collections	\$580,642	\$599,200	\$601,445	\$601,150
Reimbursements/Other	838,755	2,350,000	681,000	2,713,300
Interest	24,690	10,000	8,000	8,000
Operating Transfer In	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u><u>\$1,444,087</u></u>	<u><u>\$2,959,200</u></u>	<u><u>\$1,290,445</u></u>	<u><u>\$3,322,450</u></u>

STATEMENT OF RESTRICTED FUND BALANCE

	<u>Nonspendable</u>	<u>Restricted</u>
Fund Balance as of December 31, 2019 (per audit)	\$0	\$1,101,777
Anticipated Operating Surplus (Deficit) for 2020	<u> </u>	<u>(925)</u>
Estimated Available Fund Balance as of December 31, 2020	0	1,100,852
Anticipated Operating Surplus (Deficit) for 2021	<u> </u>	<u>(504,075)</u>
Estimated Available Fund Balance as of December 31, 2021	<u><u>\$0</u></u>	<u><u>\$596,777</u></u>

PEDESTRIAN/BICYCLE PATHWAY MILLAGE FUND

EXPENDITURE SUMMARY

<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$21,921	\$35,920	\$53,720	\$65,075
Operating Costs	44,463	46,500	42,650	42,775
Outside Services	49,745	40,000	40,000	40,000
Equipment Rental	93,790	95,000	95,000	63,675
Capital Items	<u>1,221,478</u>	<u>2,700,000</u>	<u>1,060,000</u>	<u>3,615,000</u>
	<u>\$1,431,397</u>	<u>\$2,917,420</u>	<u>\$1,291,370</u>	<u>\$3,826,525</u>

Personnel Costs: No seasonal workers for 2021.

Operating Costs: Includes administrative cost paid to General Fund for engineering work (\$40,000).

Outside Services: Mowing, tree trimming and snow removal as needed (\$40,000)

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Pathway construction/improvements. MSU to Lake Lansing Phase 1 and 2B, Pathway repairs, Shaw street extension, and RRFB project in 3 locations.

PERSONNEL SUMMARY

<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Sr. Park Naturalist			0.15
Utility Worker	0.50	0.50	1.00
Seasonal Utility Aide	1.00	0.00	0.00

CATA REDI-RIDE MILLAGE FUND

Narrative: In 1999, voters approved a 0.2 millage for increased public transportation including a redi-ride service. The levy was renewed in November 2009 for 10 years and renewed again in 2019 for 10 years. All funds collected are transferred to the Capital Area Transportation Authority.

REVENUE SUMMARY

<u>Account Classification</u>	2019 Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Millage Collections	\$347,494	\$0	\$1,910	\$368,000
Interest	<u>\$3,897</u>	<u>\$100</u>	<u>\$100</u>	<u>\$100</u>
	<u>\$351,390</u>	<u>\$100</u>	<u>\$2,010</u>	<u>\$368,100</u>

STATEMENT OF RESTRICTED FUND BALANCE

Fund Balance as of December 31, 2019 (per audit)	\$17,381
Anticipated Operating Surplus (Deficit) for 2020	<u>(7,990)</u>
Estimated Available Fund Balance as of December 31, 2020	9,391
Anticipated Operating Surplus (Deficit) for 2021	<u>100</u>
Estimated Available Fund Balance as of December 31, 2021	<u>\$9,491</u>

EXPENDITURE SUMMARY

<u>Account Classification</u>	2019 Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Redi-Ride Services	\$350,000	\$10,000	\$10,000	\$368,000
	<u>\$350,000</u>	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$368,000</u>

PERSONNEL SUMMARY

(Not Applicable)

SENIOR CENTER MILLAGE FUND

Narrative: This activity is operated in partnership with Okemos Public Schools and provides activities for older adults throughout the community. The Center is located at Chippewa Middle School with operations funded through a portion of the Community Services Millage. The staff are employed by Okemos Schools, but report to the Director of Parks and Recreation.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>20120 Projected Total</u>	<u>2021 Budget</u>
Taxes	\$145,806	\$150,550	\$150,550	\$154,550
Interest	6,284	3,000	2,500	2,000
	<u>\$152,090</u>	<u>\$153,550</u>	<u>\$153,050</u>	<u>\$156,550</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2019 (per audit)	\$241,271
Anticipated Operating Surplus (Deficit) for 2020	<u>7,725</u>
Estimated Available Fund Balance as of December 31, 2020	248,996
Anticipated Operating Surplus (Deficit) for 2021	<u>1,550</u>
Estimated Available Fund Balance as of December 31, 2021	<u>\$250,546</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>20120 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$2,261	\$1,000	\$325	\$0
Operating Costs	106	0	0	0
Outside Services	159,143	117,500	140,000	150,000
Capital Items	30,626	30,000	5,000	5,000
	<u>\$192,135</u>	<u>\$148,500</u>	<u>\$145,325</u>	<u>\$155,000</u>

Personnel Costs: Township staff assistance as needed.

Outside Services: Contractual staffing costs.

Capital Items: Tables, chairs, and lighting improvements.

PERSONNEL SUMMARY	
(Not Applicable)	

LAND PRESERVATION MILLAGE FUND

Narrative: In November 2000, voters approved a ten-year, 0.75 millage for the purpose of purchasing land and land easements for conservation purposes. 25% of the millage collected is reserved and invested, with interest earned used for the purpose of maintaining the properties. Recommendations for purchase are brought forward by the Land Preservation Advisory Board. A reduced renewal (.33 mills) was approved in November 2010 for maintenance, stewardship, and acquisition. In November of 2020 the voters will be voting on a millage reduction of .10 mills. The activity is managed by the Parks and Recreation Department.

REVENUE SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Land Preservation Millage Collections		\$575,253	\$592,200	\$595,175	\$186,100
State Grant Revenue		0	\$0	\$0	\$0
Investment Income (Loss)		66,957	20,000	23,000	20,000
		<u>\$642,210</u>	<u>\$612,200</u>	<u>\$618,175</u>	<u>\$206,100</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2019 (per audit)	\$3,333,364
Anticipated Operating Surplus (Deficit) for 2020	<u>427,180</u>
Estimated Available Fund Balance as of December 31, 2020	3,760,544
Anticipated Operating Surplus (Deficit) for 2021	<u>4,505</u>
Estimated Available Fund Balance as of December 31, 2021	<u>\$3,765,049</u>

EXPENDITURE SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs		83,486	90,705	89,695	95,295
Operating Costs		1,218	6,300	6,300	11,300
Outside Services		15,146	45,000	45,000	45,000
Equipment Rental		0	0	0	0
Land Acquisitions, Operations & Maintenance		41,334	50,000	50,000	50,000
		<u>\$141,184</u>	<u>\$192,005</u>	<u>\$190,995</u>	<u>\$201,595</u>

Personnel Costs: No Change in staffing levels in 2021.

Operating Costs: Includes signs, maintenance supplies, grounds maintenance.

Outside Services: Legal fees relating to land acquisition, stewardship plan and controlled burns.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Sr. Parks & Land Management Coordinator	0.5	0.5	0.5
Park and Land Management Coordinator	0.0	0.0	0.05
Park Naturalist	0.8	0.8	0.8

LAND PRESERVATION RESERVE FUND

Narrative: In November 2000, voters approved a ten-year 0.75 millage for the purpose of purchasing land and land easements for conservation purposes. 25% of the millage collected has been set aside in an endowment fund and invested for future management activities of the properties.

REVENUE SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Grant Revenue		\$0	\$0	\$0	\$0
Investment Income (Loss)		98,282	35,000	50,000	40,000
Other Revenue		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
		<u>\$98,282</u>	<u>\$35,000</u>	<u>\$50,000</u>	<u>\$40,000</u>

STATEMENT OF FUND BALANCE		
	<u>Nonspendable</u>	<u>Restricted</u>
Fund Balance as of December 31, 2018 (per audit)		\$3,163,839
Anticipated Operating Surplus (Deficit) for 2019	<u>0</u>	<u>50,000</u>
Estimated Available Fund Balance as of December 31, 2019	0	3,213,839
Anticipated Operating Surplus (Deficit) for 2020	<u>0</u>	<u>40,000</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$0</u>	<u>\$3,253,839</u>

EXPENDITURE SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Operating Costs		78	0	0	0
		<u>\$78</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

PERSONNEL SUMMARY	
(Not Applicable)	

PARK MILLAGE FUND

Narrative: This activity is funded by a .667 mill levy that was authorized for twelve years beginning in 2015. The Director of Parks and Recreation oversees this fund with guidance from the Park Commission.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Park Millage	\$1,159,144	\$1,196,250	\$1,198,350	\$1,228,250
Harris Center	45,794	42,000	5,500	30,000
Investment Income	35,551	10,000	12,000	10,000
Rentals and other	17,175	12,000	8,000	15,000
Grant Revenue	301,870	0	607,550	0
Operating Transfer In	75,000	0	0	0
	<u>\$1,634,533</u>	<u>\$1,260,250</u>	<u>\$1,831,400</u>	<u>\$1,283,250</u>

STATEMENT OF FUND BALANCE		
	<u>Nonspendable</u>	<u>Restricted</u>
Fund Balance as of December 31, 2019 (per audit)	\$0	\$1,520,672
Anticipated Operating Surplus (Deficit) for 2020	<u>0</u>	<u>(1,508,800)</u>
Estimated Available Fund Balance as of December 31, 2020	0	11,872
Anticipated Operating Surplus (Deficit) for 2021	<u>0</u>	<u>383,934</u>
Estimated Available Fund Balance as of December 31, 2021	<u>\$0</u>	<u>\$395,806</u>

PARK MILLAGE FUND

DEPARTMENT:
Parks and Recreation -
Administration

FUNCTION:
Recreation and Culture

Activity Description:

This division oversees expenditures of the Park Millage budget for park maintenance, development and acquisition, Harris Nature Center operations, and selected programs of the Park Commission.

EXPENDITURE SUMMARY				
<u>Account Classification</u>	2019 Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Personnel Costs	\$154,938	\$173,765	\$152,375	\$176,611
Operating Costs	1,131	5,150	3,150	4,350
Outside Services	85	0	0	0
Equipment Rental	0	0	0	0
Capital Items	0	0	0	0
	<u>\$156,154</u>	<u>\$178,915</u>	<u>\$155,525</u>	<u>\$180,961</u>

Personnel Costs: No Change in staffing levels in 2020.

Outside Services: Consulting fees.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2020.

PERSONNEL SUMMARY			
<u>Position/Title</u>	2019	2020	2021
Director of Parks & Recreation	0.5	0.5	0.5
Sr. Park & Land Mgt. Coordinator	0.5	0.5	0.5
Park Naturalist	0.2	0.2	0.2
Administrative Assistant II	0.5	0.5	0.5
	<u>1.7</u>	<u>1.7</u>	<u>1.7</u>
Intern/Seasonal	0.0	0.0	0.0

PARK MILLAGE FUND

DEPARTMENT:
Parks and Recreation -
Harris Nature Center

FUNCTION:
Recreation and Culture

Activity Description:

This activity offers environmental activities, outdoor recreation opportunities and special events focusing on protecting, promoting and interpreting our environment. The Nature Center is open to the public 40 hours per week plus special outreach programs, events, and building rentals. The Director of Parks & Recreation oversees this activity.

EXPENDITURE SUMMARY				
<u>Account Classification</u>	2019 <u>Actual</u>	2020 Original <u>Budget</u>	2020 Projected <u>Total</u>	<u>2021 Budget</u>
Personnel Costs	\$178,741	\$169,940	\$113,615	\$136,955
Operating Costs	24,155	26,400	22,900	23,000
Outside Services	3,444	7,000	7,000	9,000
Capital Items	1,027	0	0	0
	<u>\$207,368</u>	<u>\$203,340</u>	<u>\$143,515</u>	<u>\$168,955</u>

Personnel Costs: Vacancy in Sr. Park Naturalist from retirement, replaced with Park Naturalist.

Operating Costs: Materials and supplies for the Nature Center.

Outside Services: Maintenance contracts.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Sr. Park Naturalist	1.0	0.0	0.0
Park Naturalist	1.0	2.0	2.0
	2.0	2.0	2.0
Interns - part time	6.0	6.0	6.0

PARK MILLAGE FUND

DEPARTMENT:
Parks and Recreation -
Park Maintenance

FUNCTION:
Recreation and Culture

Activity Description:

This activity is responsible for maintenance of approximately 500 acres of Park Millage park land. This division is under the supervision of the Facilities Superintendent, reporting directly to the Director of Parks & Recreation.

EXPENDITURE SUMMARY				
<u>Account Classification</u>	2018 <u>Actual</u>	2019 Original <u>Budget</u>	2019 Projected <u>Total</u>	<u>2020 Budget</u>
Personnel Costs	\$214,494	\$239,770	\$210,010	\$242,775
Operating Costs	24,217	50,500	49,650	51,950
Outside Services	15,255	37,000	17,000	42,000
Equipment Rental	52,795	58,500	58,500	75,175
Capital Items	<u>678</u>	<u>6,000</u>	<u>6,000</u>	<u>2,500</u>
	<u>\$307,439</u>	<u>\$391,770</u>	<u>\$341,160</u>	<u>\$414,400</u>

Personnel Costs: No change in staffing for 2020

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Equipment purchases and drain assessment.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2020</u>
Facilities Superintendent	0.15	0.15	0.15
Utility Worker	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>
	3.15	3.15	3.15
Seasonal Worker	0.0	0.0	0.0

PARK MILLAGE FUND

DEPARTMENT:
Parks and Recreation -
Park Development

FUNCTION:
Recreation and Culture

Activity Description:

This activity funds renovation and development of all Township parks.

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Capital Items	<u>466,287</u>	<u>500,000</u>	<u>2,700,000</u>	<u>135,000</u>
	<u><u>\$466,287</u></u>	<u><u>\$500,000</u></u>	<u><u>\$2,700,000</u></u>	<u><u>\$135,000</u></u>

Capital Items: Marketplace on the Green, Large dog park, shade structure for pickle ball, parking lot expansion for North Meridian and Central Park South, tables, grills, benches, bike racks, kiosks

PERSONNEL SUMMARY
(See Park Millage Parks Administration activity)

PARK RESTRICTED/DESIGNATED FUND

Narrative: These funds are designed for special purposes for Meridian Township park activities. The Director of Parks & Recreation oversees these funds.

REVENUE SUMMARY					
Account Classification	2019	Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Grant Revenue		\$0	\$0		
Interest		\$6,336	\$3,000	\$1,000	\$1,000
Market Revenue		34,447	40,000	27,000	42,000
Donations/Park Revenue		69,213	55,100	1,860	50,000
		<u>\$109,995</u>	<u>\$98,100</u>	<u>\$29,860</u>	<u>\$93,000</u>

Market Revenues: Farmers' Market administered by the Department of Parks & Recreation with the daily operations overseen by the Market Manager. Revenues are generated through stall rental fees from vendors.

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2019 (per audit)	\$124,453
Anticipated Operating Surplus (Deficit) for 2020	<u>(18,105)</u>
Estimated Available Fund Balance as of December 31, 2020	106,348
Anticipated Operating Surplus (Deficit) for 2021	<u>400</u>
Estimated Available Fund Balance as of December 31, 2021	<u>\$106,748</u>

EXPENDITURE SUMMARY					
Account Classification	2019	Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Recreation Grant Expense		\$0	\$0		
Market Expense		106,431	41,275	37,965	39,100
Recreation Expense		0	3,300	10,000	3,500
Celebrate Downtown Expense		48,937	51,000	0	50,000
Park Development		11,421			
Transfer Out		75,000	0	0	0
		<u>\$241,789</u>	<u>\$95,575</u>	<u>\$47,965</u>	<u>\$92,600</u>

Market Expense: Market Manager stipend, advertising expenses and relocation expense.

Recreation Expense: Recreation programs.

Park Development: Park and Field Improvements.

PERSONNEL SUMMARY			
Position/Title	2019	2020	2021
Recreation Staff-Summer*	2.0	2.0	2.0

* Tentative - Staffing dependent on grant/donations revenue received.

NANCY MOORE - PARK BEAUTIFICATION FUND

Narrative: The Nancy Moore - Park Beautification Fund was created in honor of Nancy Moore, a long-time Park Commissioner, after her death in 1993. Funds in this account are reserved for use on projects that beautify Meridian Township parks. The Director of Parks & Recreation oversees this fund.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Donations/Other	\$0	\$0		
Interest	209	0		
	<u>\$209</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2020 (per audit)	\$0
Anticipated Operating Surplus (Deficit) for 2020	<u>0</u>
Estimated Available Fund Balance as of December 31, 2020	0
Anticipated Operating Surplus (Deficit) for 2021	<u>0</u>
Estimated Available Fund Balance as of December 31, 2021	<u><u>\$0</u></u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Park Beautification	<u>\$13,150</u>	<u>\$0</u>		
	<u><u>\$13,150</u></u>	<u><u>\$0</u></u>		

Park Beautification: Plantings and garden restorations in parks.

PERSONNEL SUMMARY	
(Not Applicable)	

FIRE RESTRICTED/DESIGNATED FUND

Narrative: The Fire Chief oversees this fund. It is used to account for restricted gifts and grants. No budgeted activity for 2020.

REVENUE SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Grant Revenue		\$0	\$0	\$0	\$0
Interest		119	50	30	30
Donations		25	0	50	0
Operating Transfers In		0	0	0	0
		<u>\$144</u>	<u>\$50</u>	<u>\$80</u>	<u>\$30</u>

Donations: Funds donated by individuals and other organizations for specified purposes.

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2019 (per audit)	\$5,010
Anticipated Operating Surplus (Deficit) for 2020	<u>80</u>
Estimated Available Fund Balance as of December 31, 2020	5,090
Anticipated Operating Surplus (Deficit) for 2021	<u>30</u>
Estimated Available Fund Balance as of December 31, 2021	<u><u>\$5,120</u></u>

EXPENDITURE SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Miscellaneous		\$592	\$0	\$0	\$0
Capital Items		<u>\$4,209</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
		<u>\$4,801</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Capital Items: None planned for 2020.

PERSONNEL SUMMARY	
(Not Applicable)	

LIBRARY RESTRICTED FUND

Narrative: This fund is used to account for donations for improvements to the local libraries. No budgeted activity for 2020.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Interest	228	50	60	50
	<u>\$228</u>	<u>\$50</u>	<u>\$60</u>	<u>\$50</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2019 (per audit)	\$13,472
Anticipated Operating Surplus (Deficit) for 2019	<u>60</u>
Estimated Available Fund Balance as of December 31, 2019	13,532
Anticipated Operating Surplus (Deficit) for 2020	<u>50</u>
Estimated Available Fund Balance as of December 31, 2020	<u>\$13,582</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Capital Items	0	0	0	0
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Capital Items: None planned for 2020.

PERSONNEL SUMMARY	
(Not Applicable)	

POLICE RESTRICTED/DESIGNATED FUND

Narrative: The Police Chief oversees this fund. It is used to account for restricted gifts and grants.

REVENUE SUMMARY				
<u>Account Classification</u>	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Grant Revenue	\$1,636	\$8,000	\$25,757	\$5,000
Interest	1,444	500	500	300
Forfeiture Revenue	23,899	5,000	10,000	5,000
Donations	10,167	5,000	1,350	0
Training Fund PA 302	<u>6,407</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>
	<u>\$43,553</u>	<u>\$25,500</u>	<u>\$44,607</u>	<u>\$17,300</u>

Grant Revenue: Grant revenue to cover 50% of the cost of bullet proof vests.

Forfeiture Revenue: Money from the confiscation or sale of forfeited property and cash.

Donations: Funds donated by individuals or organizations for specified purposes.

Training Fund PA 302: Funds from the State of Michigan based on the State funding formula.

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2019 (per audit)	\$89,473
Anticipated Operating Surplus (Deficit) for 2020	<u>(4,450)</u>
Estimated Available Fund Balance as of December 31, 2020	85,023
Anticipated Operating Surplus (Deficit) for 2021	<u>300</u>
Estimated Available Fund Balance as of December 31, 2021	<u>\$85,323</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	2018 Actual	2019 Original Budget	2019 Projected Total	2020 Budget
Operating Supplies - Forfeiture	\$0	\$0		
Operating Supplies - Victims Rights	0	0		
Operating costs	6,320	8,000	25,757	10,000
Training Fund PA 302	6,705	7,000	7,000	7,000
Children's Christmas Party	14,540	5,000	1,300	0
Capital Items	<u>0</u>	<u>15,000</u>	<u>15,000</u>	<u>0</u>
	<u>\$27,565</u>	<u>\$35,000</u>	<u>\$49,057</u>	<u>\$17,000</u>

Operating Supplies - Forfeiture: Supplies to enhance law enforcement services.

Operating Costs: Includes the 50% of the cost of replacement bullet proof vests.

Training Fund PA 302: Restricted funds for law enforcement training.

Children's Christmas Party: Money is raised through donations to pay for the annual party.

Capital Items: Canine

PERSONNEL SUMMARY	
(Not Applicable)	

LAW ENFORCEMENT GRANTS FUND

Narrative: This fund accounts for federal and state grants received for law enforcement programs. The Police Chief oversees this fund. The Office of Highway Safety Planning funds programs that reimburse salaries and benefits associated with the Michigan Safe Community Grant.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Interest	\$1,329	\$500	\$400	\$200
Grants	839	0		
	<u>\$2,168</u>	<u>\$500</u>	<u>\$400</u>	<u>\$200</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2019 (per audit)	\$76,045
Anticipated Operating Surplus (Deficit) for 2020	<u>400</u>
Estimated Available Fund Balance as of December 31, 2020	76,445
Anticipated Operating Surplus (Deficit) for 2021	<u>200</u>
Estimated Available Fund Balance as of December 31, 2021	<u><u>\$76,645</u></u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Grant expenditures	\$0	\$0	\$0	\$0
Capital Items	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

PERSONNEL SUMMARY	
(Not Applicable)	

CABLE TV FUND

Narrative: The highest priority of the Communications Department is to provide residents with an increased access to transparency in governance with relevant information and in a timely fashion. A diverse means of methods through the utilization of current and best communication practices is used to provide information to residents and neighboring municipalities. An advisory board, the Cable Communications Commission, approves operating policies and makes recommendations concerning fiscal matters to the Township Board. Operating funds are primarily generated from franchise fees and peg fees derived from cable service providers according to Public Act 480.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Franchise Fees-Cable TV	\$628,331	\$0		
PEG Fees	131,475	0		
Miscellaneous Revenue	3,964	0		
Donations/Agency Fees	485	0		
Interest	2,856	0	900	100
Grant Revenue	1,600	0		
Operating Transfers In	0	0		
	<u>\$768,711</u>	<u>\$0</u>	<u>\$900</u>	<u>\$100</u>

Franchise Fees - Cable TV: Moved to General Fund

PEG Fees: Moved to General Fund

STATEMENT OF FUND BALANCE		
	<u>Nonspendable</u>	<u>Restricted</u>
Fund Balance as of December 31, 2019 (per audit)	\$6,370	\$290,098
Anticipated Operating Surplus (Deficit) for 2020	<u>(6,370)</u>	<u>(68,205)</u>
Estimated Available Fund Balance as of December 31, 2020	0	221,893
Anticipated Operating Surplus (Deficit) for 2021	<u>0</u>	<u>100</u>
Estimated Available Fund Balance as of December 31, 2021	<u>\$0</u>	<u>\$221,993</u>

CABLE TV FUND

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$492,666	\$81,310	\$75,475	\$0
Operating Costs	187,089	0	0	0
Outside Services	62,882	50,000	0	0
Equipment Rental	0	0	0	0
Capital Items	26,563	0	0	0
	<u>\$769,200</u>	<u>\$131,310</u>	<u>\$75,475</u>	<u>\$0</u>

PERSONNEL SUMMARY

(Not Applicable)

COMMUNITY NEEDS FUND

Narrative: The Community Resources Commission functions to promote a better community for all residents through its focus on existing or potential human concerns. Funds are donated for distribution to needy Township residents through the Community Resources Commission, who oversees the fund with the Human Services Specialist.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Donations	\$22,817	\$7,500	\$82,000	\$10,000
Redi-Ride	\$1,829	\$200	\$1,000	\$200
Interest	237	50	150	50
	<u>\$24,883</u>	<u>\$7,750</u>	<u>\$83,150</u>	<u>\$10,250</u>

STATEMENT OF RESTRICTED FUND BALANCE	
Fund Balance as of December 31, 2019 (per audit)	\$23,888
Anticipated Operating Surplus (Deficit) for 2020	<u>62,000</u>
Estimated Available Fund Balance as of December 31, 2020	85,888
Anticipated Operating Surplus (Deficit) for 2021	<u>50</u>
Estimated Available Fund Balance as of December 31, 2021	<u>\$85,938</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Emergency Fund	\$17,361	\$7,500	\$20,000	\$10,000
Redi-Ride	\$1,800	\$1,000	\$1,000	\$200
Operating Supplies	0	0	0	0
Special Events	631	0	150	0
	<u>\$19,791</u>	<u>\$8,500</u>	<u>\$21,150</u>	<u>\$10,200</u>

PERSONNEL SUMMARY	
(Not Applicable)	

FIRE STATION DEBT RETIREMENT FUND

Narrative: In November 2012, voters approved the issuance of \$3,500,000 in general obligation unlimited tax bonds for the purpose of erecting, furnishing, and equipping a new central fire station on a site located at the southeast corner of Okemos Road and Central Park Drive. The bonds are payable in a period not to exceed fifteen (15) years from the date of issue. The estimated average millage rate to retire the bonds is 0.2 mill (\$0.20 per \$1,000 of taxable value). The bonds have been issued, and the Township has received the proceeds from the bonds. Millage collections began in 2014.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Millage Collections	\$350,733	\$361,600	\$363,105	\$372,100
Interest	<u>5,327</u>	<u>2,000</u>	<u>2,000</u>	<u>1,000</u>
	<u>\$356,060</u>	<u>\$363,600</u>	<u>\$9,000</u>	<u>\$373,100</u>

STATEMENT OF ASSIGNED FUND BALANCE	
Fund Balance (Deficit) as of December 31, 2019 (per audit)	\$290,780
Anticipated Operating Surplus (Deficit) for 2020	<u>(264,405)</u>
Estimated Available Fund Balance as of December 31, 2020	26,375
Anticipated Operating Surplus (Deficit) for 2021	<u>98,510</u>
Estimated Available Fund Balance as of December 31, 2021	<u>\$124,885</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Debt Service - Principal	\$220,000	\$225,000	\$225,000	\$230,000
Debt Service - Interest	<u>51,468</u>	<u>48,405</u>	<u>48,405</u>	<u>44,590</u>
	<u>\$271,468</u>	<u>\$273,405</u>	<u>\$273,405</u>	<u>\$274,590</u>

PERSONNEL SUMMARY	
(Not Applicable)	

TOWNSHIP IMPROVEMENT REVOLVING FUND

Narrative: This fund is used to account for public improvement projects paid in advance and reimbursed through special assessments.

REVENUE SUMMARY				
<u>Account Classification</u>	2019 Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Interest	\$18,269	\$10,000	\$9,000	\$9,000
Interest - Special Assessments	12,790	10,000	10,700	10,500
Special Assessments	144,416	150,000	140,000	140,000
Miscellaneous	<u>0</u>	<u>0</u>	<u>1,500</u>	<u>0</u>
	<u>\$175,475</u>	<u>\$170,000</u>	<u>\$161,200</u>	<u>\$159,500</u>

STATEMENT OF ASSIGNED FUND BALANCE	
Fund Balance as of December 31, 2019 (per audit)	\$1,003,304
Anticipated Operating Surplus (Deficit) for 2020	<u>56,200</u>
Estimated Available Fund Balance as of December 31, 2020	1,059,504
Anticipated Operating Surplus (Deficit) for 2021	<u>94,500</u>
Estimated Available Fund Balance as of December 31, 2021	<u>\$1,154,004</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	2019 Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Construction/Improvements	<u>\$127,756</u>	<u>\$120,000</u>	<u>\$105,000</u>	<u>\$65,000</u>
	<u>\$127,756</u>	<u>\$120,000</u>	<u>\$105,000</u>	<u>\$65,000</u>

Construction/Improvements: Lake Lansing Watershed and sidewalk repair

PERSONNEL SUMMARY	
(Not Applicable)	

Road Construction Debt

Narrative: In August 2019, voters approved the issuance of \$35,000,000 in general obligation unlimited tax bonds for the purpose of repairing the local roads. The bonds will be issued in 3 separate issuances over the next 10 years. The estimated average millage rate to retire the bonds is 0.19429 mill (\$0.19429 per \$1,000 of taxable value).

REVENUE SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Millage Collections		\$0	\$3,514,000	\$3,518,000	\$3,619,000
Interest		1,953	30,000	16,000	15,000
		<u>\$1,953</u>	<u>\$3,544,000</u>	<u>\$9,000</u>	<u>\$3,634,000</u>

STATEMENT OF ASSIGNED FUND BALANCE	
Fund Balance (Deficit) as of December 31, 2019 (per audit)	\$882,435
Anticipated Operating Surplus (Deficit) for 2020	<u>(3,522,000)</u>
Estimated Available Fund Balance as of December 31, 2020	(2,639,565)
Anticipated Operating Surplus (Deficit) for 2021	<u>66,500</u>
Estimated Available Fund Balance as of December 31, 2021	<u><u>-\$2,573,065</u></u>

EXPENDITURE SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Debt Service - Principal		\$0	\$3,305,000	\$3,050,000	\$3,165,000
Debt Service - Interest		0	235,175	481,000	402,500
		<u>\$0</u>	<u>\$3,540,175</u>	<u>\$3,531,000</u>	<u>\$3,567,500</u>

PERSONNEL SUMMARY	
(Not Applicable)	

PUBLIC WORKS AND ENGINEERING FUNDS COMBINED STATEMENT

REVENUE SUMMARY				
<u>ACTIVITY</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
REVENUES				
CHARGES FOR SERVICES				
Water Fund	\$6,130,996	\$6,268,000	\$6,278,000	\$6,395,000
Sewer Fund	<u>5,893,261</u>	<u>6,174,050</u>	<u>6,192,550</u>	<u>7,374,850</u>
Total Charges for Services	12,024,257	12,442,050	12,470,550	13,769,850
OTHER REVENUES				
Water Fund	474,460	65,200	60,300	50,300
Sewer Fund	<u>11,504</u>	<u>5,500</u>	<u>9,200</u>	<u>9,000</u>
Total Other Revenues	485,964	70,700	69,500	59,300
OTHER FINANCING SOURCES				
Water Fund	154,081	0	0	0
Sewer Fund	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Financing Sources	<u>154,081</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$12,664,302</u>	<u>\$12,512,750</u>	<u>\$12,540,050</u>	<u>\$13,829,150</u>

EXPENSE SUMMARY				
<u>ACTIVITY</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Water Fund	\$5,910,553	\$6,337,260	\$6,244,285	\$6,432,025
Sewer Fund	<u>4,364,045</u>	<u>6,136,800</u>	<u>6,199,580</u>	<u>6,937,430</u>
TOTAL EXPENSES	<u>\$10,274,598</u>	<u>\$12,474,060</u>	<u>\$12,443,865</u>	<u>\$13,369,455</u>

WATER FUND Summary

REVENUE SUMMARY					
ACTIVITY	2019	Actual	2020 Original Budget	2020 Projected Total	2021 Budget
CHARGES FOR SERVICES					
Water Sales		\$5,676,985	\$5,850,000	\$5,850,000	\$5,952,000
Billing Charges		139,382	138,000	138,000	138,000
Water Penalties		33,713	30,000	10,000	30,000
Customer Installation		91,022	70,000	70,000	70,000
Water Benefits		4,769	20,000	20,000	20,000
Connection Fees		134,449	120,000	120,000	120,000
Engineering & Inspection Fees		50,676	40,000	70,000	65,000
Total Charges for Services		<u>6,130,996</u>	<u>6,268,000</u>	<u>6,278,000</u>	<u>6,395,000</u>
OTHER REVENUES					
Rental Income		27,181	27,000	28,100	28,100
Interest		46,173	25,000	15,000	5,000
Miscellaneous		401,107	13,200	17,200	17,200
Total Other Revenues		<u>474,460</u>	<u>65,200</u>	<u>60,300</u>	<u>50,300</u>
OTHER FINANCING SOURCES					
Transfers In		0	0	0	0
Capital Contributions		154,081	0	0	0
Total Other Financing Sources		<u>154,081</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES		<u><u>\$6,759,537</u></u>	<u><u>\$6,333,200</u></u>	<u><u>\$6,338,300</u></u>	<u><u>\$6,445,300</u></u>

Water Sales: Water sales revenue is based on 2020 rates of \$4.96/1000 gal, compared to \$4.77 in 2020. The estimate is conservative in relation to new customers and weather factors.

Billing Charges: Represents 50% of the cost of reading meters and processing utility bills. The 2020 charge of \$5.00 per bill stays the same as 2020.

EXPENSE SUMMARY					
ACTIVITY	2019	Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Administration		\$1,426,605	\$708,960	\$712,790	\$722,180
Engineering		245,705	265,580	264,225	285,020
Water Supply		3,186,269	3,252,400	3,281,500	3,400,000
Water Distribution Maintenance		1,168,453	1,445,320	1,470,770	1,554,825
Pension		(110,550)	0	0	0
Capital Outlay		-5,930	665,000	515,000	470,000
TOTAL EXPENSES		<u><u>\$5,910,553</u></u>	<u><u>\$6,337,260</u></u>	<u><u>\$6,244,285</u></u>	<u><u>\$6,432,025</u></u>

WATER FUND

DEPARTMENT:
Public Works and Engineering -
Administration

FUNCTION:
Public Works

Activity Description:

Personnel are responsible for coordinating all activities of the Department of Public Works & Engineering to ensure that goals and objectives of the Township Board are carried out. Administrative expenses are split between the Water Fund and the Sewer Fund.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs		\$108,259	\$114,660	\$115,690	\$119,080
Operating Costs		40,745	57,300	57,100	62,100
Outside Services		14,607	12,000	15,000	16,000
Equipment Rental		0	0		
Administrative		525,000	525,000	525,000	525,000
Depreciation		737,994	0		
Capital Items		0	0		
TOTAL		<u><u>\$1,426,605</u></u>	<u><u>\$708,960</u></u>	<u><u>\$712,790</u></u>	<u><u>\$722,180</u></u>

Personnel Costs: No change in staffing

Outside Services: Share of audit costs.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Administrative: Amount paid to General Fund for Administrative expenses.

Depreciation: Year-end adjustment performed at audit time to record non-cash items. All capital assets are depreciated over their useful lives rather than expensed at time of purchase.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Asst. Twp. Mgr. & Dir of P.W.	0.5	0.5	0.5
Administrative Assistant II	0.5	0.5	0.5
Total	1.0	1.0	1.0

WATER FUND

DEPARTMENT:
**Public Works and Engineering -
 Engineering**

FUNCTION:
Public Works

Activity Description:

The office of Engineering is responsible for coordinating all engineering activities regarding sewer, water, sidewalk, pathway, street lights, and road paving systems. Department personnel review all public and private developments for conformance to current standards and practices. Costs for this activity are split equally between the Water and Sewer Funds.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$230,680	\$246,430	\$245,575	\$265,585
Operating Costs	1,430	3,900	3,900	4,100
Outside Services	30	500	0	0
Equipment Rental	13,565	14,750	14,750	15,335
Capital Items	<u>0</u>	<u>0</u>		
	<u>\$245,705</u>	<u>\$265,580</u>	<u>\$264,225</u>	<u>\$285,020</u>

Personnel Costs: No staffing changes fro 2021

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Chief Engineer	0.5	0.5	0.5
Sr. Project Engineer	0.5	0.5	0.5
DPW Records Manager	0.5	0.5	0.5
GIS Specialist	0.3	0.3	0.3
Engineering Tech	1.0	1.0	1.0
Administrative Assistant I	<u>0.5</u>	<u>0.0</u>	<u>0.0</u>
	3.3	2.8	2.8
Engineering Aide	0.0	0.0	0.0
Intern	0.50	0.50	0.50

WATER FUND

DEPARTMENT:
Public Works and Engineering -
Water Supply

CLASSIFICATION:
Public Works

Activity Description:

Meridian Township purchases treated water from the Board of Water and Light as well as the East Lansing-Meridian Water and Sewer Authority (which operates the treatment plant and well fields as a separate corporation). The Deputy Township Manager/Director of Public Works is a member of the Authority Board.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Operating Costs	\$0	\$2,400	\$0	\$0
Outside Services	<u>3,186,269</u>	<u>3,250,000</u>	<u>3,281,500</u>	<u>3,400,000</u>
	<u><u>\$3,186,269</u></u>	<u><u>\$3,252,400</u></u>	<u><u>\$3,281,500</u></u>	<u><u>\$3,400,000</u></u>

Outside Services: Cost of water from East Lansing Water Sewer Authority and Lansing Board of Water & Light.

PERSONNEL SUMMARY
(Not Applicable)

WATER FUND

DEPARTMENT:
Public Works and Engineering -
Water Maintenance

CLASSIFICATION:
Public Works

Activity Description:

The Water Distribution Maintenance activity oversees the maintenance of the Township's water system which includes two 0.5 million gallon water towers, a booster station, over 165 miles of water mains, 1,900 fire hydrants, and 13,700 meters and services. Maintenance personnel are responsible for emergency repairs to the water system and coordinate with other public safety offices during times of need. This activity is under the supervision of the Deputy Township Manager/Director of Public Works.

BUDGET SUMMARY					
Account Classification	2019	Actual	2020 Original Budget	2020 Projected Total	2021 Budget
Personnel Costs		\$633,620	\$639,720	\$665,070	\$793,855
Operating Costs		148,411	174,700	174,800	173,350
Outside Services		149,321	125,000	125,000	100,000
Equipment Rental		179,065	178,900	178,900	162,620
Customer Install-Water Meters		48,876	300,000	300,000	300,000
Capital Items		9,161	27,000	27,000	25,000
		<u>\$1,168,453</u>	<u>\$1,445,320</u>	<u>\$1,470,770</u>	<u>\$1,554,825</u>

Personnel Costs: Includes a 2% wage increase and no staffing changes in 2021.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Safety equipment and tools

PERSONNEL SUMMARY			
Position/Title	2019	2020	2021
Facilities Manager			0.25
Lead Worker	1.0	1.0	1.0
Utility Worker	7.0	7.0	8.0
	<u>8.0</u>	<u>8.0</u>	<u>9.25</u>
Seasonal Staff	0.0	1.0	2.0

WATER FUND

DEPARTMENT:
Public Works and Engineering -
Capital Outlay

FUNCTION:
Public Works

Activity Description:

These are major projects and special equipment used for the Water Fund.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Capital Items	-5,930	665,000	515,000	470,000
	<u><u>-\$5,930</u></u>	<u><u>\$665,000</u></u>	<u><u>\$515,000</u></u>	<u><u>\$470,000</u></u>

Capital Items: Replace 16" watermain valves (\$280,000) and North Water Tower improvements (\$190,000).

PERSONNEL SUMMARY
(Not Applicable)

SEWER FUND Summary

REVENUE SUMMARY					
<u>ACTIVITY</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
CHARGES FOR SERVICES					
Sewer Charges	\$5,432,168		\$5,800,000	\$5,800,000	\$7,040,000
Lift Station Fees		6,938	6,900	6,900	6,850
Billing Charges		139,453	130,000	135,000	138,000
Penalties		36,399	35,000	12,000	20,000
Sewer Benefits		11,148	10,000	10,000	10,000
Sewer Licenses/Inspections		3,400	5,150	5,150	5,000
Connection Fees		194,119	150,000	150,000	100,000
Charges for Services		<u>69,636</u>	<u>37,000</u>	<u>73,500</u>	<u>55,000</u>
Total Charges for Services		<u>5,893,261</u>	<u>6,174,050</u>	<u>6,192,550</u>	<u>7,374,850</u>
OTHER REVENUES					
Grant Revenue		0	0	0	0
Interest		9,552	5,000	8,000	5,000
Reimbursements		0	0	0	0
Miscellaneous		<u>1,952</u>	<u>500</u>	<u>1,200</u>	<u>4,000</u>
Total Other Revenues		<u>11,504</u>	<u>5,500</u>	<u>9,200</u>	<u>9,000</u>
OTHER FINANCING SOURCES					
Transfers In		0	0	0	0
Capital Contributions		0	0	0	0
Total Other Financing Sources		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES		<u>\$5,904,765</u>	<u>\$6,179,550</u>	<u>\$6,201,750</u>	<u>\$7,383,850</u>

Sewer Charges: Sewer charges revenue is based on 2021 rates of \$6.31 per 1000 gallons of metered water, increased from \$5.84 per 1000 gallons in 2020. The estimate is conservative in relation to new customers and weather factors.

Billing Charges: Represents 50% of the cost of reading meters and processing utility bills. The 2021 charge of \$5.00 per bill stays the same as 2020.

EXPENSE SUMMARY					
<u>ACTIVITY</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Administration		\$994,438	\$663,910	\$673,785	\$682,860
Engineering		249,920	304,025	292,725	313,775
Sewage Treatment		1,555,960	3,500,000	3,500,000	3,200,000
Sewer System Maintenance		1,319,153	915,365	863,070	935,795
Capital Outlay		0	500,000	500,000	555,000
Pension		-72,896	0	0	0
Fixed Obligations		<u>317,471</u>	<u>253,500</u>	<u>370,000</u>	<u>1,250,000</u>
TOTAL EXPENSES		<u>\$4,364,045</u>	<u>\$6,136,800</u>	<u>\$6,199,580</u>	<u>\$6,937,430</u>

SEWER FUND

DEPARTMENT:
Public Works and Engineering -
Administration

FUNCTION:
Public Works

Activity Description:

Personnel are responsible for coordinating all activities of the Department of Public Works & Engineering to ensure that goals and objectives of the Township Board are carried out. Administrative expenses are split between the Water Fund and the Sewer Fund.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$109,404		\$115,160	\$115,785	\$118,860
Operating Costs		13,606	11,750	16,000	16,000
Outside Services		14,607	12,000	17,000	23,000
Equipment Rental		0	0	0	0
Administrative		525,000	525,000	525,000	525,000
Depreciation		331,821	0	0	0
Capital Items		0	0	0	0
TOTAL		<u>\$994,438</u>	<u>\$663,910</u>	<u>\$673,785</u>	<u>\$682,860</u>

Personnel Costs: No change in staffing

Outside Services: Share of audit costs.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Administrative: Amount paid to General Fund for administrative expenses.

Depreciation: Year-end adjustment performed at audit time to record non-cash items. All capital assets are depreciated over their useful lives, rather than expensed at time of purchase.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Asst. Twp. Mgr. & Dir of P.W.	0.5	0.5	0.5
Administrative Assistant II	0.5	0.5	0.5
	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>

SEWER FUND

DEPARTMENT
Public Works Engineering -
Engineering

FUNCTION:
Public Works

Activity Description:

The office of Engineering is responsible for coordinating all engineering activities regarding sewer, water, sidewalk, pathway, street lights, and road paving systems. Department personnel review all public and private development for conformance to current standards and practices. Costs for this activity are split equally between the Water and Sewer Funds.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019</u> Actual	<u>2020</u> Original Budget	<u>2020</u> Projected Total	<u>2021</u> Budget
Personnel Costs	\$243,957	\$250,275	\$243,975	\$259,440
Operating Costs	647	4,000	4,000	4,000
Outside Services	-8,248	35,000	30,000	35,000
Equipment Rental	13,565	14,750	14,750	15,335
Capital Items	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$249,920</u>	<u>\$304,025</u>	<u>\$292,725</u>	<u>\$313,775</u>

Personnel Costs: No staffing changes for 2021

Outside Services: Engineering consulting, as needed.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: None planned for 2021.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Chief Engineer	0.5	0.5	0.5
Sr. Project Engineer	0.5	0.5	0.5
DPW Records Manager	0.5	0.5	0.5
GIS Specialist	0.3	0.3	0.6
Engineering Tech	1.0	1.0	1.0
Administrative Assistant I	<u>0.5</u>	<u>0.0</u>	<u>0.0</u>
	3.3	2.8	3.1
Intern	0.50	0.50	0.50

SEWER FUND

DEPARTMENT:
Public Works and Engineering -
Sewage Treatment

CLASSIFICATION:
 Public Works

Activity Description:

Meridian Township purchases sewage treatment services from the City of East Lansing, owner and operator of the treatment plant, paid on a monthly basis.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original</u>	<u>2020</u>	<u>2021</u>
			<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
				<u>Total</u>	
Contractual Services	\$1,555,960		\$3,500,000	\$3,500,000	\$3,200,000
	<u>\$1,555,960</u>		<u>\$3,500,000</u>	<u>\$3,500,000</u>	<u>\$3,200,000</u>

Contractual Services: Estimated expenses by the East Lansing Waste Water Treatment Plant.

PERSONNEL SUMMARY	
(Not Applicable)	

SEWER FUND

DEPARTMENT:
Public Works and Engineering -
Sewer Maintenance

CLASSIFICATION:
Public Works

Activity Description:

The Sewer System Maintenance activity operates and maintains the Township's sewer system which includes: 28 lift stations, over 150 miles of sanitary sewer, manhole and Township-owned storm sewers/catch basins and detention basins. Maintenance personnel are responsible for emergency repairs to the sewer system and coordinate with other public safety offices during times of need.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Personnel Costs	\$320,107	\$377,950	\$333,155	\$373,800
Operating Costs	155,196	340,115	332,615	347,300
Outside Services	61,745	70,000	70,000	70,000
Equipment Rental	102,165	101,300	101,300	118,695
Depreciation	675,694	0	0	0
Capital Items	4,245	26,000	26,000	26,000
	<u>\$1,319,153</u>	<u>\$915,365</u>	<u>\$863,070</u>	<u>\$935,795</u>

Personnel Costs: No change in staffing levels in 2021.

Operating Costs: Includes Utilities, operating supplies and costs for lift station repairs.

Outside Services: Root cleaning project, concrete/asphalt repairs, annual lift station cleaning, and generator maintenance.

Equipment Rental: Amount paid to the Motor Pool to cover the cost of fuel, maintenance, and depreciation for the vehicle(s) assigned to this activity.

Capital Items: Safety equipment and tools.

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2019</u>	<u>2020</u>
Lead Worker	1.0	1.0	1.0
Utility Worker	4.0	4.0	4.0
	5.0	5.0	5.0
Seasonal Staff	0.0	0.0	0.0

SEWER FUND

DEPARTMENT:
Public Works and Engineering -
Capital Outlay

CLASSIFICATION:
Public Works

Activity Description:

These are major projects and special equipment used for the Sewer Fund.

BUDGET SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original</u>	<u>2020</u>	<u>2021</u>
			<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
				<u>Total</u>	
Contractual Services		\$0	\$0	\$0	\$0
Contractual Services-Fed Grant		0	0	0	0
Sanitary Sewer Construction		0	0	0	0
Capital Items		0	500,000	500,000	555,000
		<u>\$0</u>	<u>\$500,000</u>	<u>\$500,000</u>	<u>\$555,000</u>

Contractual Services: None planned for 2021.

Sanitary Sewer Construction: None planned for 2021.

Capital Items: County Park North sewer rehabilitation (\$500,000) and Whitehills Lake onsite backup generator (\$55,000).

PERSONNEL SUMMARY	
(Not Applicable)	

SEWER FUND

DEPARTMENT:
Public Works and Engineering -
Fixed Obligations

CLASSIFICATION:
Public Works

Activity Description:

This section lists those debt obligations that are included in water and sewage usage rates. The cash flow for payments is budgeted; however, the payment is actually a reduction of the debt rather than an expense and is reflected as such during the audit process.

BUDGET SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Wastewater Optimization	<u>\$317,471</u>	<u>\$253,500</u>	<u>\$370,000</u>	<u>\$1,250,000</u>
	<u>\$317,471</u>	<u>\$253,500</u>	<u>\$370,000</u>	<u>\$1,250,000</u>

Wastewater optimization: Township share of improvements to the East Lansing Plant.

PERSONNEL SUMMARY
(Not Applicable)

MOTOR POOL

Narrative: The Motor Pool is responsible for all routine maintenance, emergency repairs, and purchase of new and replacement vehicles and major pieces of equipment in the Township's fleet. The Motor Pool vehicle and equipment fleet contains over 130 vehicles and major pieces of equipment with a cost over \$5.0 million. Maintenance personnel also oversee the record keeping and specifications of all vehicles and equipment. The Motor Pool Fund is managed directly by the Facilities Superintendent in the Department of Public Works and Engineering.

REVENUE SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Interest		\$18,042	\$5,000	\$5,600	\$5,000
Rentals		1,363,190	1,500,320	1,500,320	1,401,320
Reimbursements		0	5,000	4,500	5,000
Gain (Loss) on Vehicle Sales		22,699	5,000	0	0
Transfer In		0	0	0	0
		<u>\$1,403,932</u>	<u>\$1,515,320</u>	<u>\$1,510,420</u>	<u>\$1,411,320</u>

Rentals: Represents the charges to other Departments for use of Township vehicles and equipment. The charge is based on depreciation, gas usage, and maintenance of specific vehicles used by each department.

Reimbursements: None for 2021

Vehicle Sales: Sales from vehicles being rotated out and sold.

STATEMENT OF RETAINED EARNINGS		
	Invested in Capital Assets	Unrestricted
Fund Equity as of December 31, 2018 (per audit)	\$1,919,868	\$1,083,086
Anticipated Operating Surplus (Deficit) for 2019		<u>399,340</u>
Estimated Available Fund Equity as of December 31, 2019	1,919,868	1,482,426
Anticipated Operating Surplus (Deficit) for 2020		<u>(1,021,745)</u>
Estimated Available Fund Equity as of December 31, 2020	<u>\$1,919,868</u>	<u>\$460,681</u>

MOTOR POOL

EXPENDITURE SUMMARY					
<u>Account Classification</u>	<u>2019</u>	<u>Actual</u>	<u>2020 Original</u> <u>Budget</u>	<u>2020</u> <u>Projected</u> <u>Total</u>	<u>2021</u> <u>Budget</u>
Personnel Costs	\$195,673		\$196,310	\$196,625	\$207,665
Operating Costs		331,960	396,450	381,955	396,400
Outside Services		108,831	110,000	100,000	110,000
Depreciation		403,312	0		
Capital Items		5,053	437,500	432,500	1,719,000
TOTAL		<u>\$1,044,828</u>	<u>\$1,140,260</u>	<u>\$1,111,080</u>	<u>\$2,433,065</u>

Personnel Costs: No change in staffing levels in 2021.

Operating Costs: Includes repair parts, tools, gasoline, vehicle insurance, and equipment maintenance.

Outside Services: Includes outside vendors for firetruck and other vehicle repairs, towing, and vehicle alignment services.

Depreciation: Year-end adjustment performed during the audit to record non-cash items. All capital assets are depreciated over their useful lives rather than expensed at time of purchase.

Capital Items: Represents the cash outlay requirements for new capital items. These items are budgeted as expenditures, then capitalized at year-end. Includes the following vehicles: 3 Police Interceptors (\$129,000), Vactor sewer truck (\$450,000), Large with mower (\$70,000), Toolcat (\$60,000), Ladder Fire truck (\$1,000,000).

PERSONNEL SUMMARY			
<u>Position/Title</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Facilities Superintendent	0.25	0.25	0.25
Lead Mechanic	1.0	1.0	1.0
Mechanic	1.0	1.0	1.0
	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>

DOWNTOWN DEVELOPMENT AUTHORITY

Narrative: The Meridian Township Downtown Development Authority (DDA) has a separate legal identity but operates in conformity with many of the Township's policies and procedures. The DDA is reported in the Township's financial statements as a discreetly presented component unit. The DDA was organized pursuant to Township Ordinance No. 2005-12 and Act 197 of the Public Acts of 1975, as amended. This DDA's mission is as follows: to beautify and revitalize downtown Okemos as a very desirable place to shop, live and do business. It is a commitment to promoting an improved quality of life by creating a friendly, walkable community embracing natural aesthetics of the river and parks. A Board of Directors, appointed by the Township Board, governs the DDA.

REVENUE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Adopted Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Property Taxes	\$32,334	\$30,200	\$6,500	\$6,500
Intergovernmental Revenue	\$12,764	\$12,000	\$0	\$0
Grant Revenue	0	0		
Investment Income	6	0		
DDA Special Event	0	0		
Miscellaneous	0	0		
	<u>\$45,103</u>	<u>\$42,200</u>	<u>\$6,500</u>	<u>\$6,500</u>

Property Tax: The DDA's tax increment revenue is generated when the current taxable valuation of all real and personal properties within the Development Area exceeds the initial value of the 2005 base year.

Intergovernmental Revenue: Refund from the State of Michigan to offset the loss in tax revenue from the personal property tax exemption.

Grant Revenue: No anticipated request in 2021.

DDA Special Event: None planned for 2021.

STATEMENT OF FUND BALANCE	
Fund Balance Deficit as of December 31, 2019 (per audit)	(\$90,640)
Anticipated Operating Surplus (Deficit) for 2020	<u>(235)</u>
Estimated Available Fund Balance as of December 31, 2020	(90,875)
Anticipated Operating Surplus (Deficit) for 2021	<u>(235)</u>
Estimated Available Fund Balance as of December 31, 2021	<u>(\$91,110)</u>

EXPENDITURE SUMMARY				
<u>Account Classification</u>	<u>2019 Actual</u>	<u>2020 Adopted Budget</u>	<u>2020 Projected Total</u>	<u>2021 Budget</u>
Operating Costs	2,905	3,000	3,000	3,000
Outside Services	740	1,000	0	0
Special Events	0	0	0	0
Debt Service	4,298	4,485	3,735	3,735
	<u>\$7,943</u>	<u>\$8,485</u>	<u>\$6,735</u>	<u>\$6,735</u>

Operating Costs: Includes expenses such as streetlight electricity and water for flowers.

Outside Services: Includes continued streetscape projects, such as hanging flower baskets, weeding, snow removal, and other related activities.

Special Events: None planned for 2021.

Debt Service: Principal and interest payments on the loan from the General Fund for the LED Streetlight improvement project.

Glossary of Terms

Accrual	The accrual basis of accounting is used for the proprietary fund types and non-expendable trust funds. Under the accrual method, revenues are recognized in the accounting period in which they are earned while expenses are recognized when the related liability is incurred.
Appropriation	A legal authorization granted by the Township Board to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in dollar amount and as to the time frame in which it may be expended.
Approved Budget	The approved budget represents the original appropriation for the fiscal year plus any supplemental appropriations, inter-unit budget adjustments or reappropriation of prior year encumbrances as authorized by the Township Board.
Budget	A plan for the accomplishment of programs related to objectives and goals within a definite time period. It includes an estimate of resources required, and an estimate of resources available to finance such a plan.
Carry-over Funds	Carry-over funds are the result of the unspent appropriations in the prior year, new growth, the expansion of the tax base beyond what was projected and increased revenues over estimated amounts. They are brought forward from the preceding fiscal year to become part of the "beginning fund balance".
Debt Service Fund	A fund established to account for the accumulation of resources for, and the payment of general long-term debt, principal and interest.
Department	Is a separate functional and accounting entity within a certain fund type.
Encumbrance	Commitments related to unperformed (executory) contracts for goods or services.
Expenditures	Decreases in assets or net financial resources. Expenditures include current operating expenses that require the current or future use of net current assets, debt service or capital outlays.
Fiscal Year	The 12-month period to which the annual operating budget applies (January 1 to December 31).
Fund	A fiscal and accounting entity with a self-balancing set of accounts which is segregated for the purpose of carrying or specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.
Mills	Refers to amount per \$1,000 of SEV in real estate taxes. For example 70 mills applied to an SEV of \$100,000 would yield \$7,000.
Revenue	Revenue is an increase in financial resources.
SEV	State Equalized Value equal to 50 percent of the assessed value.
Taxable Value	The SEV reduced to the limitations required by the Headley Amendment to property tax laws and to which millage rate is applied to yield real property tax revenue.
TIRF	Township Improvement Revolving Fund. This is a state authorized fund used to finance public improvements such as utility projects, township construction programs, public safety purchases and other capital outlays. The Township Board may order transfers from this fund to the General Fund or Capital Projects Fund for those purposes.

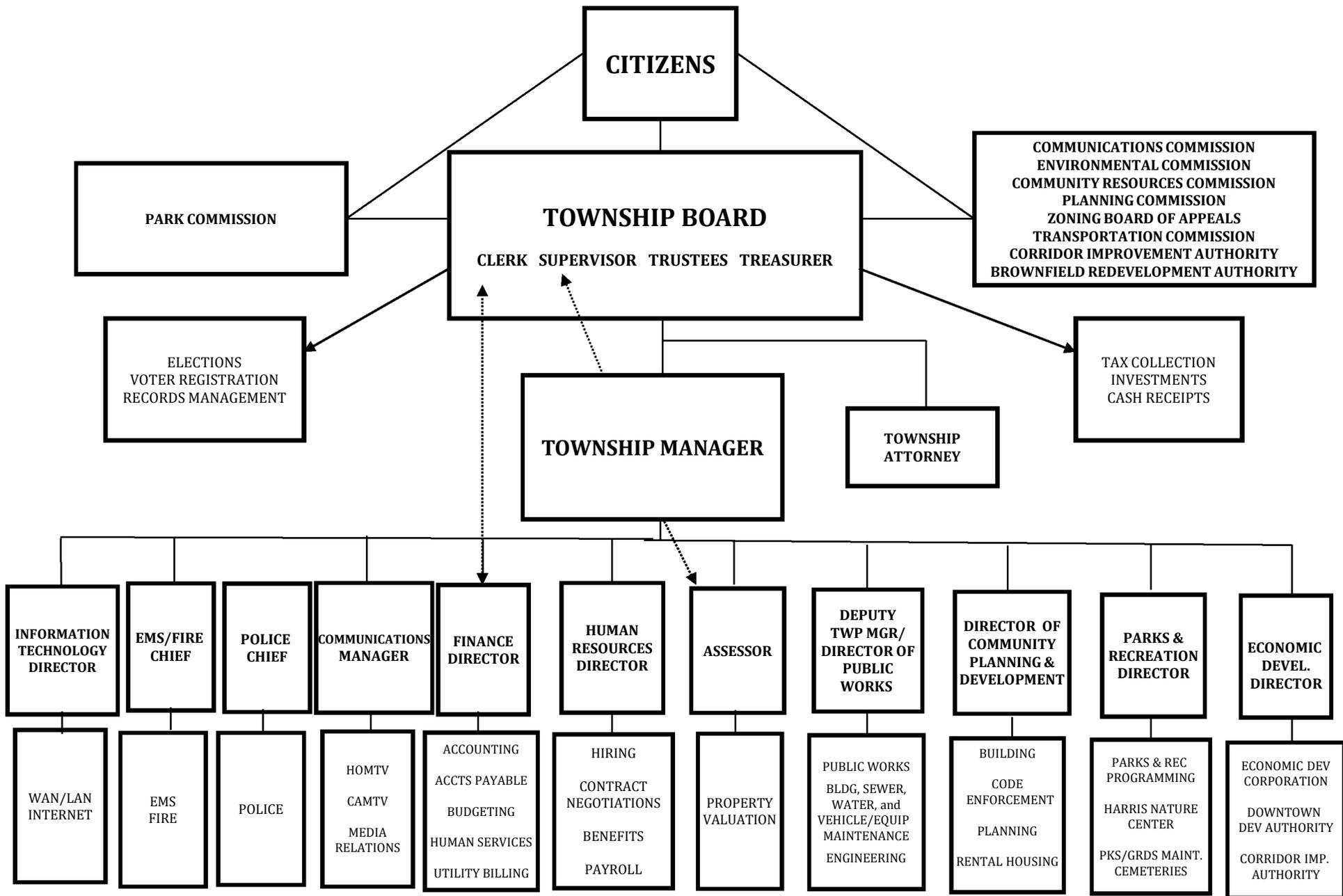
CHARTER TOWNSHIP OF MERIDIAN

AREA and LOCATION

The Charter Township of Meridian encompasses approximately 32 square miles and is located in the south-central area of lower Michigan. Meridian Township is largely residential, part of the Lansing Metropolitan Area, east of the State Capital, and immediately adjacent to East Lansing - home of Michigan State University. The Township was originally organized in 1842 and became a charter township on December 14, 1959.

FORM of GOVERNMENT

The Charter Township of Meridian was established pursuant to Act 359, Public Acts of Michigan, 1947, as amended. The Township is governed by a Township Board that is composed of a part-time Supervisor, full-time Clerk and Treasurer, and four Trustees serving four-year terms. The chief administrative officer is the Township Manager who is appointed by the Township Board and serves at its pleasure. The Board is vested with all legislative powers, except those otherwise provided by law.



Dotted Lines – Denotes Relationship defined by State Statute

INVESTMENT GOALS

Purpose

It is the policy of Meridian Township to invest its funds in a manner which will ensure the preservation of principal and provide the highest investment return with the maximum security while meeting the daily cash flow needs of the township and complying with all state statutes governing the investment of public funds.

Objectives

The primary objectives of the Township's investment activities in priority order shall be:

Safety – Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

Diversification – The investments will be diversified by security type and institution in order to reduce overall portfolio risk while obtaining market average rates of return.

Liquidity – The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Return of Investment – The investment portfolio shall be designed with the objective of obtaining a reasonable rate of return throughout the budgetary and economic cycles, while taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

STAFFING PLAN

	2020	2021	
	<u>BUDGET</u>	<u>BUDGET</u>	<u>Chg</u>
GENERAL FUND			
<u>TOWNSHIP BOARD</u>			
Supervisor	1	1	
Trustee	4	4	
TOTAL	<u>5</u>	<u>5</u>	
 <u>ACCOUNTING AND BUDGETING</u>			
Director of Finance	1	1	
Accountant	0.375	1	0.625
Bookkeeper	3.25	2.75	(0.50)
Purchasing Coordinator	1	0	(1.00)
TOTAL	<u>5.625</u>	<u>4.75</u>	
 <u>ASSESSING</u>			
Appraiser II	2	2	
Assessing Clerk	1	1	
TOTAL	<u>3</u>	<u>3</u>	
Intern (part time)	*	2	2
 <u>CLERK'S OFFICE</u>			
Clerk	1	1	
Assistant to the Clerk	1	1	
Administrative Assistant II	1	1	
Records Technician II	1	1	
TOTAL	<u>4</u>	<u>4</u>	
Temporary Election Help	*	4	4
 <u>ADMINISTRATION/HUMAN RESOURCES</u>			
Township Manager	1	1	
Executive Assistant	1	0.5	(0.50)
Administrative Assistant	0	0.5	0.50
Human Resources Director	1	1	
Human Resources Administrator	1	1	
Human Resources Assistant	0	0.5	0.50
Accountant	0.125	0	(0.125)
TOTAL	<u>4.125</u>	<u>4.5</u>	
 <u>INFORMATION TECHNOLOGY</u>			
Director of Information Technology	1	1	
Assistant Director of Information Technology	1	1	
GIS Specialist	0.4	0.4	
TOTAL	<u>2.4</u>	<u>2.4</u>	
 <u>TREASURER'S OFFICE</u>			
Treasurer	1	1	
Assistant to the Treasurer	1	1	
Bookkeeper	0.75	0.75	
TOTAL	<u>2.75</u>	<u>2.75</u>	

		2020 BUDGET	2021 BUDGET	Chg
<u>BUILDING MAINTENANCE</u>				
DPW Superintendent		0.15	0	(0.15)
Lead Worker		1	1	
	TOTAL	1.15	1.00	
<u>GROUNDS MAINTENANCE</u>				
DPW Superintendent		0.15	0.00	(0.15)
Utility Worker		1.0	1.0	
	TOTAL	1.15	1.00	
Seasonal workers	*	2.0	2.0	
<u>CEMETERY</u>				
DPW Superintendent		0.15	0.25	0.10
Seasonal workers	*	2	2	
<u>RECYCLING CENTER</u>				
Environmental Programs Coordinator		0.8	0.8	
<u>POLICE DEPARTMENT</u>				
Chief of Police		1	1	
Assistant Chief of Police		1	1	
Lieutenant		1	1	
Sergeant		7	7	
Officer		31	31	
Records Supervisor		1	1	
Administrative Assistant II		1	1	
Records Technician II		2.5	2	(0.50)
	TOTAL	45.5	45	
Cadets (part-time)	*	9	9	
Crossing Guards (part time)	*	6	6	
<u>EMS/FIRE DEPARTMENT</u>				
EMS/Fire Chief		1	1	
Inspector - Fire		1	1	
Training/EMS Chief		1	1	
Battalion Chief		2	2	
Captain		3	3	
Lieutenant		7	7	
Paramedic/Firefighter		20	20	
Administrative Assistant II		1	1	
	TOTAL	36	36	
Part-Time Firefighters	*	10	5	(5.00)
<u>COMMUNITY PLANNING & DEVELOPMENT</u>				
Community Planning & Development Director		1	1	
Dir. of Neighborhoods & Economic Development		1	1	
Chief Building Inspector		1	1	
Building Inspector		2	2	
Rental Housing Inspector (2 @ .625)		1.25	1.25	
Sr. Code Enforcement Officer		1	1	

		2020 BUDGET	2021 BUDGET	Chg
Principal Planner		1	1	
Assistant Planner		2	1	(1.00)
Administrative Assistant II		1	1	
Administrative Assistant I		1	1	
	TOTAL	12.25	11.25	
Intern (part time)	*	2	2	
<u>CABLE TV</u>				
Communications Manager		1	1	
Marketing & Public Relations Specialist		1	1	
Multimedia Specialist		1	1	
	TOTAL	3	3	
Freelance Journalists	*	0	0.25	0.25
Unpaid Interns	*	5	5	
<u>HUMAN SERVICES</u>				
Human Services Specialist		0.8	0.8	
<u>PARKS & RECREATION ADMINISTRATION</u>				
Director of Parks & Recreation		0.50	0.50	
Administrative Assistant II		0.50	0.50	
	TOTAL	1	1	
Intern/Seasonal	*	2	2	
<u>RECREATION</u>				
Parks/Recreation Specialist		2	1	(1.00)
Seasonal Workers (part time)	*	2	2	
<u>PARKS MAINTENANCE</u>				
Superintendent - Parks & Land Preservation		0.15	0.20	
Lead Worker		0.00	0.50	
Utility Worker		1.5	2	0.50
	TOTAL	1.65	2.70	
Seasonal Workers (part time)	*	1	1	(1.00)
TOTAL - GENERAL FUND - Regular		133.35	130.20	
TOTAL - GENERAL FUND - Temporary		* 47.0	42.25	

SPECIAL REVENUE FUNDS

PEDESTRIAN/BICYCLE PATHWAY MILLAGE

Parks & Land Superintendent		0.50	0.15	
Lead Worker		0	0.5	(1.00)
	TOTAL	0.50	0.65	

PARK MILLAGE

Director of Parks & Recreation		0.50	0.50	
Administrative Assistant II		0.50	0.50	
Superintendent - Parks & Land Preservation		0.15	0.60	
Park Naturalist		2.2	2.2	
Sr. Park & Land Mgt Coordinator		0.50	0.50	
Utility Worker		3	3	
	TOTAL	6.85	7.30	

		2020 BUDGET	2021 BUDGET	Chg
HNC Interns-Part Time	*	6	6	
<u>LAND PRESERVATION MILLAGE FUND</u>				
Parks & Land Superintendent		0.00	0.05	
Sr. Park and Land Mgt Coordinator		0.50	0.50	
Park Naturalist		0.80	0.80	
TOTAL		1.30	1.35	
TOTAL SPECIAL REVENUE FUND - Regular		8.65	9.30	
TOTAL SPECIAL REVENUE FUND - Temporary		* 6.0	6.0	

PUBLIC WORKS - ADMINISTRATION

Deputy Twp. Manager/Director of Public Works		1	1	
Administrative Assistant II		1	1	
TOTAL		2	2	

ENGINEERING

Chief Engineer		1	1	
Sr. Project Engineer		1	1	
DPW Records Manager		1	1	
GIS Specialist		0.6	0.6	
Engineering Technician		2	2	
TOTAL		5.6	5.6	
Interns	*	1	1	

WATER DISTRIBUTION MAINTENANCE

DPW Superintendent		0	0.25	
Lead Worker		1	1	
Utility Worker		7	7	
TOTAL		8	8.25	

SEWER SYSTEM MAINTENANCE

DPW Superintendent		0	0.25	0.25
Lead Worker		1	1	
Utility Worker		4	3	(1.00)
TOTAL		5	4.25	

TOTAL PUBLIC WORKS FUND - Regular		20.60	20.10	
TOTAL PUBLIC WORKS FUND - Temporary		* 1	1	

MOTOR POOL

DPW Superintendent		0.25	0.25	
Lead Mechanic		1	1	
Mechanic		1	1	
		2.25	2.25	

TOTAL INTERNAL SERVICES FUND - Regular		2.25	2.25	
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GRAND TOTAL - ALL FUNDS - Regular		164.85	161.85	
GRAND TOTAL - ALL FUNDS - Temporary		54.00	49.25	

**CAPITAL OUTLAY/IMPROVEMENT SUMMARY
2021
BUDGET**

DEPARTMENT	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	BUDGET AMOUNT
GENERAL FUND:				
Clerk	980.000	Office Equipment & Furniture	Replacement equipment	500
Treasurer	980.000	Office Equipment & Furniture	Replacement equipment	500
Building Maintenance	979.000	Machinery & Equipment	Replacement equipment	5,000
Grounds Maintenance	979.000	Machinery & Equipment	Replacement equipment and Salt spreader	1,500
Police	979.000	Machinery & Equipment	Replacement police equipment (\$1,000), Taser videos (\$4,000), Traffic Study Equipment 2 (\$12,000).	17,000
Fire	979.000	Machinery & Equipment	Alert siren (\$35,000), Replacement equipment (\$10,000)	45,000
	980.000	Office Equipment & Furniture	Replacement equipment	500
Park Maintenance	979.000	Machinery & Equipment	Replacement equipment and tool cat attachments	2,500
Communications	980.010	Video Production Equipment	P2 Small Camera system (\$6,000), MAC Editing computer replacement (\$5,000), and Wireless Microphone (\$1,600)	12,600
Capital Outlay	974.000	Construction/Improvements	Building LED Lights conversions (\$75,000), Drinking fountain upgrades (\$30,000), Municipal building exterior doors (\$40,000), Nokomis learning center roof (\$30,000), and Solar project (\$100,000).	275,000
	980.040	Network Upgrades	San device replacements (\$70,000), Network switch replacement (\$25,000) and replacement equipment (\$12,000)	107,000
	980.050	Server Upgrades	Upgrade server	35,000
	980.070	Mobile Data Units	Police body cameras and filed based computers	30,000
				447,000
TOTAL-GENERAL FUND				\$532,100
SPECIAL REVENUE FUNDS:				
Local Roads Fund	974.000	Construction/Improvements	Local Street Maintenance	\$3,500,000
Pathway Millage	974.000	Construction/Improvements	Pathway construction	\$3,615,000
Senior Center Millage	980.000	Office Equipment & Furniture	Tables, Chairs, and Lighting Improvements	\$30,000
Park Millage - Park Dev				
Park Maintenance	979.000	Machinery & Equipment	Replacement equipment	2,500
Park Development	974.000	Construction/Improvements	Market Place on the Green artificial ice (\$75,000) and Kiosks (\$60,000)	135,000
				\$137,500
TOTAL-SPECIAL REVENUE FUNDS				\$7,282,500

**CAPITAL OUTLAY/IMPROVEMENT SUMMARY
2021
BUDGET**

DEPARTMENT	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	BUDGET AMOUNT
CONSTRUCTION FUND:				
TIRF	972.020	Lake Lansing Watershed	Lake Lansing management	15,000
	974.000	Construction/Improvements	Sidewalk maintenance	50,000
				65,000
TOTAL-CONSTRUCTION FUND				\$65,000
PUBLIC WORKS FUNDS:				
System Maintenance	979.000	Machinery & Equipment	Replacement equipment vector equipment and Jack hammer for backh	25,000
Capital Outlay	974.000	Construction-Sewer	Country Park North	500,000
	974.000	Construction-Sewer	Whitehills Lake/BL 69 backup generator	55,000
	974.000	Construction-Water	Replace 16" watermain Valves	280,000
	974.000	Construction-Water	North water Tower improvements	190,000
				1,025,000
TOTAL-PUBLIC WORKS FUNDS				\$1,050,000
Motor Pool				
	981.000	Vehicles	3 Police Interceptors (\$129,000), Vector sewer Truck (\$450,000), Large width mower (\$70,000), Toolcat (\$60,000), and Ladder Fire truck (\$1,000,000).	1,719,000
Total Motor Pool				\$1,719,000
TOTAL - ALL FUNDS				\$10,648,600

2021 Motor Pool

Department	ID	Year	Model	Description	Purchase Cost	
Administration	49	2010	Escape	1st Floor Pool Auto	\$	17,367.00
Administration	677	2020	Escape	Pool Auto	\$	24,040.00
Administration	676	2020	Escape	Pool Auto	\$	24,040.00
Administration	101	2012	Focus	Pool Auto	\$	13,180.00
Administration	658	2019	Escape	Assessing auto	\$	21,899.00
Building Maintenance	71	2013	F250	Pickup Truck	\$	24,661.00
Building Maintenance	612	2017	Transit	Facility maintenance van	\$	25,782.00
Building Maintenance	649	2003	3000	Street Sweeper	\$	19,000.00
Cemetery	96	2012	Lazer	Zero Turn Mower	\$	7,478.00
Cemetery	98	2002	Lazer	Zero Turn Mower	\$	11,255.00
Cemetery	95	2002	Truckster	Utility Vehicle	\$	12,700.00
Cemetery	99	2002	Lazer	Zero Turn Mower	\$	11,255.00
Cemetery	94	1995	210-S	Backhoe	\$	45,000.00
Cemetery	97	2012	Lazer	Zero Turn Mower	\$	7,478.00
Community Planning & Development	118	2014	Utility	Building Inspector	\$	26,935.00
Community Planning & Development	117	2014	Utility	Building Inspector	\$	26,935.00
Community Planning & Development	660	2019	Escape	Building Inspector	\$	21,899.00
Community Planning & Development	611	2013	Interceptor	Rental Inspection-Code Enforcement	\$	24,678.00
Community Planning & Development	102	2012	Focus	2nd Floor Pool Auto	\$	13,180.00
Community Planning & Development	124	2016	Escape	Code Enforcement	\$	26,661.00
Engineering	45	2013	Explorer	Field Inspection	\$	26,893.00
Engineering	48	2008	Canyon	Field Inspection	\$	16,197.00
Engineering	50	2013	Explorer	Field Inspection	\$	26,893.00
Engineering	46	2013	Interceptor	Field Inspection	\$	25,203.00
Engineering	121	2015	Interceptor	Field Inspection (Black)	\$	36,000.00
Fire Department	150	2016	Metro Star	Engine 91	\$	425,000.00
Fire Department	138	1999	Contender	Engine 93	\$	165,000.00
Fire Department	140	2008	Metro Star	Engine 92	\$	373,700.00
Fire Department	149	2003	Fire Safety	Fire Safety Trailer	\$	-
Fire Department	142	2011	King Cobra		\$	2,642.50
Fire Department	145	2003	F250	Squad 91 Truck	\$	23,296.00
Fire Department	139		Single	Rescue Boat Trailer	\$	-
Fire Department	122	2015	Interceptor	Chief Auto	\$	36,000.00
Fire Department	135	2017	G4500	Ambulance Medic 91	\$	177,390.00
Fire Department	137	1999	Dash	Ladder Truck 93	\$	500,000.00
Fire Department	144	2009	C4500, Kodiak	M931/Rescue Vehicle	\$	146,000.00
Fire Department	133	2013	G4500	911 Ambulance was Medic 92	\$	164,155.00
Fire Department	132	2013	Expedition	Command Car	\$	31,750.00
Fire Department	134	2015	G4500	Ambulance Medic 93	\$	179,555.00
Fire Department	141	2010	Escape	Training/EMS Admin Vehicle	\$	17,606.00
Fire Department	663	2018	Brawn	Ambulance Medic 92	\$	179,540.00

2021 Motor Pool

Parks Maintenance	105	2010	Escape	Park/Land Pres Supervisor	\$	17,606.00
Parks Maintenance	65	2000	F350	Flat Bed Truck with Water Tank	\$	32,700.00
Parks Maintenance	87	2007	Ram	1 ton dually pickup truck	\$	30,413.30
Parks Maintenance	88	1992		1070 Tractor	\$	20,000.00
Parks Maintenance	60	2006	Express		\$	10,000.00
Parks Maintenance	82	1993	2 Axle		\$	3,000.00
Parks Maintenance	86	2003	455D	Mower	\$	33,319.00
Parks Maintenance	63	1999	F350	Flat Bed Dump Truck	\$	27,448.00
Parks Maintenance	79	2007	455D	Batwing mower	\$	44,850.00
Parks Maintenance	62	2017		Trailer Prow 7X16 TE2	\$	5,000.00
Parks Maintenance	90	2008		997	\$	14,219.00
Parks Maintenance	84	2002	1 Axle		\$	1,200.00
Parks Maintenance	73	2013	Tornado		\$	6,000.00
Parks Maintenance	664	2019		4100 Batwing Mower	\$	62,000.00
Parks Maintenance	92	2013	XVV 825I	Gator	\$	12,644.68
Parks Maintenance	635	2017	Dump Trailer	Tri-axle dump	\$	9,500.00
Parks Maintenance	91	2013	XVV 825I	Gator	\$	12,644.68
Parks Maintenance	76		F250	Land Preservation Pickup Truck	\$	26,000.00
Parks Maintenance	659	2018		3500 Dump Truck	\$	41,117.00
Parks Maintenance	15	1992	EW	Special Events Trailer	\$	3,000.00
Parks Maintenance	93	1994		970 Tractor	\$	20,000.00
Parks Maintenance	77	2007	2 axle		\$	8,000.00
Parks Maintenance	74	2006	Brushcat	Rotary Brush Cutter	\$	4,823.00
Parks Maintenance	83	2001	455D	Tractor	\$	31,500.00
Parks Maintenance	89	1989	Beaver 4-26165	Chipper	\$	10,000.00
Parks Maintenance	72	2016	1600 Turbo Series 2	Batwing Mower	\$	48,000.00
Parks Maintenance	67	2005	IS5000	Ferris Mower	\$	13,624.00
Parks Maintenance	66	2012	F250	4 Door	\$	25,592.00
Parks Maintenance	78	2007		3280 front mount mower	\$	17,500.00
Parks Maintenance	85	2004	2 axle		\$	8,000.00
Parks Maintenance	70	2013	4100D	Batwing Mower	\$	52,000.00
Parks Maintenance	2	2013	Interceptor	Park Ranger	\$	24,418.00
Parks Maintenance	61	2005	Ram	3500	\$	28,628.78
Parks Maintenance	610	2018	Mean Green	Electric Mower	\$	18,000.00
Parks Maintenance	609	2018	Mean Green	Electric Mower	\$	18,000.00
Parks Maintenance	81		Deck Over	Red Trailer	\$	2,500.00
Parks Maintenance	64	2008	F250	Standard Cab	\$	25,261.00
Parks Maintenance	75	2006	68 Angle Broom	Angel Power Broom	\$	4,597.00
Parks Maintenance	80	2009		997 Zero Turn Mower	\$	16,800.00
Parks Maintenance	68	2008	Tornado		\$	4,275.00
Pathway Maintenance	56	2006		5600 Tool Cat	\$	40,300.00
Pathway Maintenance	59	1991	MT5	Trackless	\$	33,000.00
Pathway Maintenance	52	2008	Canyon	Pickup Truck with plow	\$	19,857.00
Pathway Maintenance	58	1997	MT5	Trackless	\$	36,905.00
Pathway Maintenance	55	2016		5600 Tool Cat	\$	59,139.00
Pathway Maintenance	57	2002		345 Groundsmaster Tractor with Blow	\$	20,000.00
Pathway Maintenance	53	2012	MD Companies M-B	Multi-purpose utility plow	\$	103,600.00
Pathway Maintenance	54	2012	MD Companies MB60	Snow blower for MB Utility #53	\$	9,500.00

2021 Motor Pool

Police Department	106	2009	FLHTPI	Motorcycle Patrol M9	\$	13,300.00
Police Department	107	2009	FLHTPI	Motorcycle Patrol M10	\$	13,300.00
Police Department	108			Enclosed trailer	\$	2,000.00
Police Department	110	2008	Fusion	Investigation auto	\$	15,354.00
Police Department	111	2009	Fusion	Investigation auto	\$	14,311.00
Police Department	116	2012	Explorer	Chief Admin Auto	\$	32,000.00
Police Department	119	2015	Utility	Parking Enforcement	\$	36,000.00
Police Department	120	2015	Utility	Patrol 108 (K9)	\$	36,000.00
Police Department	125	2016	Utility	Patrol 113	\$	26,661.00
Police Department	126	2017	Utility	Patrol 114	\$	36,000.00
Police Department	127	2017	Utility	Patrol 115	\$	36,000.00
Police Department	128	2017	Utility	Patrol 116	\$	36,000.00
Police Department	129	2018	Utility	Patrol 118	\$	27,885.00
Police Department	130	2018	Utility	Patrol 118	\$	27,885.00
Police Department	131	2016	Fast-870 RE9013	Speed Radar Trailer	\$	5,000.00
Police Department	653	2018	Utility	Patrol 119	\$	36,000.00
Police Department	661	2019	Escape	DB Black Escape	\$	21,899.00
Police Department	666	2019	Ranger	DB Gray	\$	28,882.00
Police Department	667	2020	Utility	Patrol 120	\$	33,154.00
Police Department	668	2020	Utility	Patrol 123 (Black)	\$	33,154.00
Police Department	670	2020	Utility	Patrol 121	\$	33,154.00
Police Department	671	2020	Utility	Patrol 122	\$	33,154.00
Sewer Maintenance	28	2013	F250	Pickup Truck (Extended cab)	\$	23,811.00
Sewer Maintenance	42	2003	1 Axle	Confined Space Trailer	\$	2,729.00
Sewer Maintenance	30	2013	7500 SBA 6X	Vactor Truck (complete unit)	\$	390,000.00
Sewer Maintenance	38	2011	F350	Pickup Truck (Crew cab)	\$	27,085.00
Sewer Maintenance	31	2016	E450	Sewer Camera Truck	\$	202,606.37
Sewer Maintenance	37	1990		Green Portable Generator	\$	10,000.00
Sewer Maintenance	41	1999	Trailer Spectrum	Gray Portable Generator	\$	10,000.00
Sewer Maintenance	674	2020	F250	Pickup Truck (Crew cab)	\$	30,583.00
Sewer Maintenance	39	2011	F450	Service Truck	\$	55,176.00
Vehicle Maintenance	151	2013	F150		\$	17,509.00
Vehicle Maintenance	152	2008			\$	13,720.00
Water Maintenance	20	1994	Arrow Board	Arrow M: Traffic Arrow Board	\$	-
Water Maintenance	675	2020	F250	Pickup Truck (Extended Cab)	\$	30,583.00
Water Maintenance	14	2005	Beaver	Tandem Dually Trailer	\$	13,952.00
Water Maintenance	21	2007	FG30N-LP	Fork Lift	\$	24,878.70
Water Maintenance	7	2018	Utility	Stake and Locate Vehicle	\$	28,000.00
Water Maintenance	672	2003	2 Axle	Air Trailer	\$	8,000.00
Water Maintenance	13	2012	F250	Pickup Truck	\$	25,614.00
Water Maintenance	652	2018		185 Portable Air Compressor	\$	19,590.00
Water Maintenance	5	2017	F250	Pickup Truck (Standard cab)	\$	26,000.00
Water Maintenance	8	2012	F350	Service Truck	\$	25,203.00
Water Maintenance	4	2017	Neuson	Light Tower	\$	9,000.00
Water Maintenance	23	2011	F350	Pickup Truck (4 door)	\$	31,218.00
Water Maintenance	9	2008	Acterra	Dump Truck (10 yard)	\$	100,000.00

2021 Motor Pool

Water Maintenance	19	1996	Arrow Board	Arrow M: Traffic Arrow Board	\$	5,000.00
Water Maintenance	10	2001	FL80 Vactor	Vactor Truck	\$	129,613.00
Water Maintenance	18	2007	580K super M	Backhoe (Yard)	\$	65,000.00
Water Maintenance	6	2017	Backhoe	Backhoe	\$	96,000.00
Water Maintenance	11	2002	DPU	Compactor	\$	7,000.00
Water Maintenance	24	2002	F750	Dump Truck (5 yard)	\$	50,877.00
Water Maintenance	104	2008	F150	CBO Pickup Truck	\$	12,247.00

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 000.000					
101-000.000-402.000	CURRENT PROPERTY TAXES	7,301,301	7,539,000	7,550,000	7,743,000
101-000.000-402.100	Payment in Lieu of Taxes	5,968	5,960	6,900	7,000
101-000.000-404.030	POLICE MILLAGE 98/04	1,056,304	1,090,900	1,092,000	1,120,000
101-000.000-405.050	FIRE MILLAGE - 98/04	1,112,889	1,149,400	1,151,000	1,180,000
101-000.000-405.080	POLICE/FIRE MILLAGE - 18	2,587,090	2,678,400	2,677,500	2,750,000
101-000.000-406.000	TRAILER PARK COLLECTIONS	257	200	200	200
101-000.000-409.000	Community Services Millage	114,512	118,300	118,500	121,500
101-000.000-412.000	DELINQUENT PROPERTY TAXES	(2,765)	5,000	5,000	5,000
101-000.000-428.000	STREET LIGHTS	351,412	360,000	373,700	373,500
101-000.000-445.000	TAX PENALTIES	15,274	12,000	8,900	8,000
101-000.000-447.000	TAX ADMINISTRATION FEE	981,274	900,000	980,000	990,000
101-000.000-451.000	BUILDING PERMITS	589,606	500,000	500,000	500,000
101-000.000-451.100	MECHANICAL PERMITS	82,408	95,000	80,000	80,000
101-000.000-451.200	ELECTRICAL PERMITS	86,174	75,000	75,000	75,000
101-000.000-451.300	PLUMBING PERMITS	49,833	60,000	50,000	60,000
101-000.000-451.400	MEP REGISTRATION FEES	1,395	2,500	100	1,000
101-000.000-452.000	WETLAND PERMITS			500	
101-000.000-453.000	Other Permits	35,799	35,000	25,000	25,000
101-000.000-453.500	MOBILE FOOD VENDOR PERMITS	600	750	240	250
101-000.000-455.000	MEDICAL MARIHUANA FEES	105,000	30,000	30,000	20,000
101-000.000-506.100	GRANT REVENUE - FEDERAL	1,246			
101-000.000-574.000	STATE REVENUE SHARING	3,599,341	3,480,000	3,300,000	3,000,000
101-000.000-574.100	CVT SUPPLEMENTAL - UNFUNDED LIAB	21,377			
101-000.000-575.000	LIQUOR TAX REFUND	30,612	30,000	30,000	25,000
101-000.000-576.000	OTHER INTRGOVTL REVENUE	63,894	80,000	110,000	65,000
101-000.000-576.200	METRO Act Fees	24,489	20,000	23,650	20,000
101-000.000-576.500	Local Revenue Sharing Agreements	315,338	315,000	410,400	415,000
101-000.000-604.000	FRANCHISE FEES - CABLE TV	120,000	600,000	600,000	500,000
101-000.000-604.500	CABLE PEG FEES		140,000	132,000	125,000
101-000.000-605.000	FIRE INSPECTION CHARGES	11,100	5,000	10,000	10,000
101-000.000-607.000	SOR FEES	560	500	500	500
101-000.000-609.000	ANNUAL RENTAL INSPECTION FEES	95,745	75,000	50,000	75,000
101-000.000-609.010	RENTAL HOUSG REINSPECTION FEES	10,611	7,000	5,000	5,000
101-000.000-609.015	RENTAL REGISTRATION	20,800	20,000	20,000	20,000
101-000.000-609.016	Rental Registration Renewal	76,900	60,000	60,000	60,000
101-000.000-609.017	VACANT/ABANDONED REGISTRATION	2,400	2,000	2,000	2,000
101-000.000-610.000	VENDOR FEES	1,525	500	500	500
101-000.000-612.000	BROWNFIELD APPLICATION FEE	3,370	5,000	3,000	3,000
101-000.000-624.000	PLANNING DEPARTMENT	53,812	30,000	30,000	30,000
101-000.000-625.000	PUBLIC WORKS SERVICES	1,050,000	1,050,000	1,050,000	1,050,000
101-000.000-625.500	PEDESTRIAN BIKEPATH ADMINITRATIVE		40,000	40,000	40,000
101-000.000-627.000	CEMETERY REVENUE	21,400	20,000	25,000	20,000
101-000.000-628.000	COPIES	994	400	600	500
101-000.000-628.010	POLICE DESK REVENUE	2,996	3,000	400	100
101-000.000-628.020	FOIA REQUESTS - COPIES	4,128	2,000	3,100	2,000
101-000.000-628.500	ELECTRONIC COPIES	2,100	1,500	1,500	1,000
101-000.000-629.000	FRANCHISE FEES - BWL	174,079	160,000	170,000	172,000
101-000.000-638.500	RECREATION PROGRAM REV	10,885	15,000	2,000	10,000
101-000.000-638.501	Sporties for Shorties	16,437	13,000	2,000	10,000
101-000.000-638.502	Sand Volleyball	3,125	4,000		3,500
101-000.000-638.503	Adult Softball	11,699	12,000		10,000
101-000.000-638.505	Special Events				3,000
101-000.000-638.506	ADULT SPORTS	2,640	4,000		2,000
101-000.000-638.510	RECREATION - BASEBALL	29,481	31,500	4,500	4,500
101-000.000-638.601	Oaks Soccer	46,540	45,000	2,750	40,000
101-000.000-638.602	Oaks Football	8,097	8,000	2,850	8,000
101-000.000-638.603	Oaks Misc	460		400	
101-000.000-638.700	Contract Programs	8,860	8,000	2,000	8,000

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
101-000.000-638.801	HYRA Basketball	16,988	15,000	3,110	10,000
101-000.000-638.802	HYRA T-BALL	2,388	2,500	1,395	2,000
101-000.000-638.803	HYRA Flag Football	7,358	4,500		4,500
101-000.000-638.804	HYRA Soccer	17,440	10,000	1,200	10,000
101-000.000-638.805	HYRA Misc	680			
101-000.000-638.900	OBSC Revenue	120		600	
101-000.000-638.950	WILLIAMSTON REC REVENUE	13,682	18,900	1,500	13,500
101-000.000-643.000	CEMETERY LOT SALES	12,450	16,000	16,000	15,000
101-000.000-647.010	SURPLUS PROPERTY	3,168		950	
101-000.000-650.000	RECYCLING REVENUE	10,963	10,000	800	
101-000.000-650.500	SPONSOR REVENUE	1,750	1,500	500	1,500
101-000.000-656.000	PARKING TICKETS	5,533	7,500	2,200	5,000
101-000.000-657.000	ORDINANCE FINES	5,880	3,000	3,000	3,000
101-000.000-657.010	FINES-UTC ENFORCEMENT	69,536	65,000	45,000	50,000
101-000.000-657.020	FINES-RETAIL FRAUD ORDINANCE	14,100	20,000	8,000	10,000
101-000.000-657.030	POLICE SERVICES-WILLIAMSTOWN TWP	243,835	235,000	245,500	240,000
101-000.000-658.000	FALSE ALARM FEES	7,727	8,000	3,000	4,000
101-000.000-660.000	COURT RESTITUTION	14,682	15,000	12,000	15,000
101-000.000-660.500	TCPS REVENUE SHARING	804	700	1,175	800
101-000.000-665.000	INTEREST	358,287	100,000	150,000	100,000
101-000.000-665.060	INTEREST - LOAN REPAYMENTS	4,485	4,485	3,735	3,735
101-000.000-665.100	Gain/Loss on Investment	9,369			
101-000.000-665.200	Unrealized invest gain/loss	17,285			
101-000.000-666.020	DIVIDEND - PROPERTY AND LIABILITY INS.	1,651	1,500	14,395	1,500
101-000.000-667.200	Rent-School Street	6,922	6,960	6,960	6,960
101-000.000-671.000	MISCELLANEOUS	3,220	2,000	2,725	2,000
101-000.000-675.150	DONATIONS	11,876			
101-000.000-675.180	DONATIONS - PARK LAKE ROUNDABOUT	141			
101-000.000-676.000	REIMBURSEMENTS	31,255	40,000	40,000	30,000
101-000.000-676.020	REIMBURSEMENTS-POLICE	11,110	5,000	3,000	3,000
101-000.000-676.030	REIMBURSEMENTS-FIRE	15,831	1,000	31,700	1,000
101-000.000-676.040	REIMBURSEMENTS-INSURANCE			6,000	
101-000.000-677.000	AMBULANCE FEE COLLECTIONS	1,544,487	1,350,000	1,350,000	1,350,000
101-000.000-678.000	REIMBURSEMENTS-CROSSING GUARDS	11,304	11,000	9,950	5,000
101-000.000-680.000	REIMBURSEMENTS-SCHOOL SECURITY	9,517	5,000	2,000	2,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		22,807,196	22,904,355	22,785,085	22,689,545

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 100.101 - TOWNSHIP BOARD					
101-100.101-701.000	SALARIES	62,533	64,600	64,555	65,850
101-100.101-714.000	FICA	4,548	4,950	4,950	5,050
101-100.101-718.000	WORKERS COMPENSATION	101	150	100	150
101-100.101-728.000	OPERATING SUPPLIES	2,214	1,000	1,000	1,000
101-100.101-821.000	PROFESSIONAL SERVICES	375	2,000	500	2,000
101-100.101-822.010	EMPLOYEE RECOGNITION		2,000	1,000	2,000
101-100.101-825.000	PROFESSIONAL CONFERENCES/DUES	4,682	7,000	3,500	7,000
101-100.101-851.000	COMMUNICATIONS	404	2,000	2,000	2,000
101-100.101-870.000	MILEAGE	126	500		500
NET OF REVENUES/APPROPRIATIONS - 100.101 - TOWNSHIP BOARD		(74,983)	(84,200)	(77,605)	(85,550)
Dept 170.173 - ADMINISTRATIVE SERVICES					
101-170.173-708.000	PCOR FEDERAL FEE			815	850
101-170.173-714.000	FICA	1,675	1,500	1,650	1,750
101-170.173-715.000	HEALTH INSURANCE	12,762	10,000	13,750	15,000
101-170.173-715.100	RETIREE HEALTH INS - OPEB	447,774	450,000	450,000	207,000
101-170.173-717.000	PENSION	202,162	200,000	212,350	146,000
101-170.173-724.000	UNEMPLOYMENT COMPENSATION	10,065		1,000	1,000
101-170.173-728.000	OPERATING SUPPLIES	16,687	20,000	20,000	20,000
101-170.173-728.400	OPERATING SUPPLIES-COVID-19			75,000	
101-170.173-730.000	POSTAGE	41,838	38,000	38,000	35,000
101-170.173-806.000	CLAIM REIMBURSEMENT			7,900	
101-170.173-808.000	LEGAL FEES	207,708	150,000	165,000	175,000
101-170.173-808.100	LEGAL FEES - UTC	78,063	85,000	85,000	85,000
101-170.173-808.200	LEGAL FEES - LABOR RELATIONS	96,520	50,000	50,000	50,000
101-170.173-810.000	ADVERTISING	14,462	10,000	5,000	10,000
101-170.173-812.000	INSURANCE	108,714	115,000	115,000	120,000
101-170.173-820.000	CONTRACTUAL SERVICES	15,505	20,000	5,000	8,000
101-170.173-821.000	PROFESSIONAL SERVICES			1,000	
101-170.173-826.000	COMPUTER SERVICES/SUPPLIES			300	
101-170.173-826.010	COMPUTER NETWORK LEASE	10		20	
101-170.173-836.000	AMBULANCE BILLING	81,393	85,000	82,000	85,000
101-170.173-920.000	UTILITIES-ELECTRIC/GAS/WATER	248,924	225,000	225,000	230,000
101-170.173-921.000	UTILITIES-TELEPHONE & DATA SERVICES	152,987	160,000	160,000	160,000
101-170.173-921.500	UTILITIES-CELL PHONE REIMB	22,393	22,000	23,400	24,000
101-170.173-922.000	UTILITIES-STREET LIGHTS	383,378	375,000	380,000	385,000
101-170.173-936.000	EQUIPMENT MAINTENANCE	30,676	40,000	32,000	35,000
101-170.173-955.000	MISCELLANEOUS	904			
101-170.173-965.000	Property Taxes	50	100	100	100
NET OF REVENUES/APPROPRIATIONS - 170.173 - ADMINISTRATIVE SERVIC		(2,174,650)	(2,056,600)	(2,149,285)	(1,793,700)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 170.191 - ELECTIONS					
101-170.191-701.080	SALARIES - TEMPORARY	15,565	36,000	36,000	20,000
101-170.191-701.120	SALARIES-MAY ELECTION	12,690			
101-170.191-701.130	SALARIES-AUGUST PRIMARY	21,053	28,500	28,500	
101-170.191-701.140	SALARIES-NOVEMBER ELECTION		28,500	50,000	25,000
101-170.191-701.150	SALARIES-PRESIDENTIAL PRIMARY		28,500	50,000	
101-170.191-706.000	OVERTIME	4,092	5,000	25,000	5,000
101-170.191-714.000	FICA	1,560	10,250	10,250	3,825
101-170.191-717.000	PENSION	224	1,000	1,000	600
101-170.191-717.500	VantageCare	7		100	100
101-170.191-728.000	OPERATING SUPPLIES	1,745	4,000	4,000	4,000
101-170.191-728.001	SUPPLIES - MAY ELECTION	211			
101-170.191-728.002	Supplies-Aug Election	4,811	5,000	5,000	
101-170.191-728.003	Supplies-Nov Election	355	5,000	5,000	5,000
101-170.191-728.004	Supplies-Pres Elec		5,000	5,000	
101-170.191-730.001	Postage- May Election	1,460			
101-170.191-730.002	Postage-Aug Election	801	9,700	3,900	
101-170.191-730.003	Postage-Nov Elec	805	9,700		10,000
101-170.191-730.004	Postage Pres Elec		9,700	9,700	
101-170.191-733.000	ELEC COSTS-COUNTY	8,206	15,000		
101-170.191-820.000	CONTRACTUAL SERVICES	2,418	4,600	2,000	2,000
101-170.191-825.000	PROFESSIONAL CONFERENCES/DUES	25	1,000	1,075	1,000
101-170.191-826.000	COMPUTER SERVICES/SUPPLIES	907	5,000		5,000
101-170.191-870.000	MILEAGE	126	600		
101-170.191-936.000	EQUIPMENT MAINTENANCE	580	750	500	500
101-170.191-980.000	OFFICE EQUIPMENT & FURNITURE	2,390	500		
NET OF REVENUES/APPROPRIATIONS - 170.191 - ELECTIONS		(80,031)	(213,300)	(237,025)	(82,025)
Dept 170.201 - ACCOUNTING					
101-170.201-701.000	SALARIES	262,924	336,400	335,000	305,000
101-170.201-702.000	SICK LEAVE INCENTIVE PAY	237	850		
101-170.201-706.000	OVERTIME	1			
101-170.201-709.000	ICMA CONTRIBUTION	250	500	500	500
101-170.201-710.000	LONGEVITY	1,280	1,280	1,280	1,360
101-170.201-714.000	FICA	19,834	25,950	25,950	23,500
101-170.201-715.000	HEALTH INSURANCE	47,034	84,450	50,100	61,100
101-170.201-716.000	LIFE/DISABILITY INSURANCE	1,080	1,865	1,300	1,550
101-170.201-717.000	PENSION	29,980	37,200	37,200	46,500
101-170.201-717.500	VantageCare	4,167	6,250	6,250	5,150
101-170.201-718.000	WORKERS COMPENSATION	667	1,500	650	1,310
101-170.201-728.000	OPERATING SUPPLIES	14,001	12,000	12,000	12,000
101-170.201-730.000	POSTAGE	23,252	21,000	21,000	21,000
101-170.201-807.000	AUDIT	30,630	32,000	28,000	30,000
101-170.201-821.000	PROFESSIONAL SERVICES	13,951	5,000	5,000	5,500
101-170.201-825.000	PROFESSIONAL CONFERENCES/DUES	2,870	3,500	1,000	5,000
101-170.201-870.000	MILEAGE	60	100		100
101-170.201-936.000	EQUIPMENT MAINTENANCE	179		120	200
101-170.201-980.000	OFFICE EQUIPMENT & FURNITURE		750		
NET OF REVENUES/APPROPRIATIONS - 170.201 - ACCOUNTING		(452,397)	(570,595)	(525,350)	(519,770)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 170.209 - ASSESSING					
101-170.209-701.000	SALARIES	158,015	162,700	162,700	167,750
101-170.209-701.080	SALARIES - TEMPORARY	5,445	6,600		6,600
101-170.209-704.000	BOARD OF REVIEW	2,428	3,245	3,245	3,245
101-170.209-706.000	OVERTIME	52			
101-170.209-709.000	ICMA CONTRIBUTION	500	500	500	500
101-170.209-710.000	LONGEVITY	640	640	640	640
101-170.209-714.000	FICA	11,977	13,290	13,290	13,700
101-170.209-715.000	HEALTH INSURANCE	43,315	49,450	45,000	51,000
101-170.209-716.000	LIFE/DISABILITY INSURANCE	722	960	960	985
101-170.209-717.000	PENSION	18,216	16,500	18,500	21,800
101-170.209-717.500	VantageCare	2,985	3,190	3,190	3,300
101-170.209-718.000	WORKERS COMPENSATION	741	1,220	700	1,150
101-170.209-728.000	OPERATING SUPPLIES	2,915	5,000	4,000	4,000
101-170.209-808.000	LEGAL FEES	25			
101-170.209-819.000	TRAINING	659	1,850	1,050	1,850
101-170.209-820.000	CONTRACTUAL SERVICES	74,813	75,200	75,200	77,500
101-170.209-821.000	PROFESSIONAL SERVICES	17,850	22,500	20,000	28,500
101-170.209-825.000	PROFESSIONAL CONFERENCES/DUES	530	600	580	600
101-170.209-870.000	MILEAGE	87	300		200
101-170.209-980.000	OFFICE EQUIPMENT & FURNITURE	360			
NET OF REVENUES/APPROPRIATIONS - 170.209 - ASSESSING		(342,275)	(363,745)	(349,555)	(383,320)
Dept 170.215 - CLERK					
101-170.215-701.000	SALARIES	201,920	211,700	190,000	211,300
101-170.215-706.000	OVERTIME	167	1,000	1,000	1,000
101-170.215-709.000	ICMA CONTRIBUTION	500	500	500	500
101-170.215-714.000	FICA	15,279	16,350	16,000	16,240
101-170.215-715.000	HEALTH INSURANCE	28,849	37,650	22,000	21,200
101-170.215-715.010	FLEXIBLE BENEFIT			4,125	4,500
101-170.215-716.000	LIFE/DISABILITY INSURANCE	926	1,210	1,210	1,250
101-170.215-717.000	PENSION	19,445	19,500	19,500	20,000
101-170.215-717.500	VantageCare	3,634	4,100	4,100	4,120
101-170.215-718.000	WORKERS COMPENSATION	533	900	550	920
101-170.215-725.000	TEMPORARY HELP	204			
101-170.215-728.000	OPERATING SUPPLIES	489	1,000	1,000	1,000
101-170.215-750.000	PUBLICATIONS	445	500	500	500
101-170.215-820.000	CONTRACTUAL SERVICES	1,428	3,000	12,000	12,000
101-170.215-825.000	PROFESSIONAL CONFERENCES/DUES	1,945	3,000	425	3,000
101-170.215-826.000	COMPUTER SERVICES/SUPPLIES	570	1,000	1,000	1,000
101-170.215-870.000	MILEAGE	208	500	100	300
101-170.215-980.000	OFFICE EQUIPMENT & FURNITURE		500	500	500
NET OF REVENUES/APPROPRIATIONS - 170.215 - CLERK		(276,542)	(302,410)	(274,510)	(299,330)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 170.226 - ADMIN & HUMAN RESOURCES					
101-170.226-701.000	SALARIES	365,694	382,000	411,000	409,000
101-170.226-701.080	SALARIES - TEMPORARY			3,000	
101-170.226-702.000	SICK LEAVE INCENTIVE PAY	1,218	8,665		
101-170.226-706.000	OVERTIME	842	500	740	
101-170.226-709.000	ICMA CONTRIBUTION	2,700	2,700	2,700	2,800
101-170.226-710.000	LONGEVITY	1,280	1,280	1,280	1,280
101-170.226-714.000	FICA	28,920	28,400	34,000	31,300
101-170.226-715.000	HEALTH INSURANCE	36,019	44,600	40,000	60,000
101-170.226-715.010	FLEXIBLE BENEFIT	9,000	9,000	9,000	4,500
101-170.226-716.000	LIFE/DISABILITY INSURANCE	3,280	3,110	2,700	3,100
101-170.226-717.000	PENSION	41,364	41,700	45,000	40,400
101-170.226-717.500	VantageCare	6,351	7,000	7,500	6,750
101-170.226-718.000	WORKERS COMPENSATION	894	1,650	900	1,600
101-170.226-723.000	AUTO ALLOWANCE	9,657	9,700	9,700	9,700
101-170.226-728.000	OPERATING SUPPLIES	650	1,000	1,000	1,000
101-170.226-809.000	ACTUARIAL SERVICES	24,978	25,000	15,000	25,000
101-170.226-814.000	MEETING EXPENSE	1,924	2,000	500	2,000
101-170.226-819.000	TRAINING				30,000
101-170.226-820.000	CONTRACTUAL SERVICES	3,800	5,000	5,000	5,000
101-170.226-822.010	EMPLOYEE RECOGNITION	(117)	2,500	2,500	5,000
101-170.226-822.020	INTERVIEW/HIRING EXPENSES	2,379	4,000	4,000	4,000
101-170.226-825.000	PROFESSIONAL CONFERENCES/DUES	7,768	12,000	4,000	7,000
101-170.226-835.000	PHYSICALS	23,948	26,000	26,000	26,000
101-170.226-835.010	EMPLOYEE WELLNESS PROGRAM	1,723	22,500	22,500	15,000
101-170.226-870.000	MILEAGE	222	150		
101-170.226-942.000	EQUIPMENT RENTAL	4,255	4,500	4,500	21,750
101-170.226-980.000	OFFICE EQUIPMENT & FURNITURE	699			
NET OF REVENUES/APPROPRIATIONS - 170.226 - ADMIN & HUMAN RESO		(579,448)	(644,955)	(652,520)	(712,180)
Dept 170.230 - INFORMATION TECHNOLOGY					
101-170.230-701.000	SALARIES	204,559	209,200	200,000	229,000
101-170.230-702.000	SICK LEAVE INCENTIVE PAY	1,940	1,950		
101-170.230-706.000	OVERTIME	643			
101-170.230-709.000	ICMA CONTRIBUTION	850	600	600	600
101-170.230-710.000	LONGEVITY	1,280	1,280	1,280	1,280
101-170.230-714.000	FICA	15,903	16,300	16,300	17,650
101-170.230-715.000	HEALTH INSURANCE	41,898	36,000	30,000	37,000
101-170.230-715.010	FLEXIBLE BENEFIT	1,800	1,800	1,800	1,800
101-170.230-716.000	LIFE/DISABILITY INSURANCE	996	1,230	1,200	1,350
101-170.230-717.000	PENSION	19,807	20,550	22,000	22,450
101-170.230-717.500	VantageCare	3,556	4,100	4,100	4,500
101-170.230-718.000	WORKERS COMPENSATION	600	940	550	1,000
101-170.230-728.000	OPERATING SUPPLIES	1,543	100	597	800
101-170.230-819.000	TRAINING	4,847	7,500	5,000	7,500
101-170.230-820.000	CONTRACTUAL SERVICES	892	70,000	138,000	47,000
101-170.230-821.000	PROFESSIONAL SERVICES	52,657	22,000	22,000	
101-170.230-825.000	PROFESSIONAL CONFERENCES/DUES		1,000		2,500
101-170.230-826.000	COMPUTER SERVICES/SUPPLIES	10,238	13,000	15,000	15,500
101-170.230-826.010	Existing Software License Agreements	177,793	192,000	210,000	215,000
101-170.230-826.020	Existing Hardware Licenses	8,397	8,000	11,650	16,250
101-170.230-826.030	DATA SERVICES	37,041		7,500	7,500
101-170.230-978.000	SOFTWARE	78			
101-170.230-980.000	OFFICE EQUIPMENT & FURNITURE	224			
NET OF REVENUES/APPROPRIATIONS - 170.230 - INFORMATION TECHNOI		(587,542)	(607,550)	(687,577)	(628,680)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 170.253 - TREASURER					
101-170.253-701.000	SALARIES	156,837	159,900	159,900	164,500
101-170.253-701.080	SALARIES - TEMPORARY			3,275	
101-170.253-702.000	SICK LEAVE INCENTIVE PAY	1,063	1,000	215	
101-170.253-706.000	OVERTIME	2,070	1,500	1,500	1,500
101-170.253-709.000	ICMA CONTRIBUTION	500	500	500	500
101-170.253-710.000	LONGEVITY	1,280	1,280	1,280	1,520
101-170.253-714.000	FICA	12,169	12,600	12,600	12,750
101-170.253-715.000	HEALTH INSURANCE	32,745	39,000	39,000	43,750
101-170.253-716.000	LIFE/DISABILITY INSURANCE	772	950	900	1,000
101-170.253-717.000	PENSION	19,885	16,300	23,000	25,500
101-170.253-717.500	VantageCare	2,845	3,175	3,175	3,250
101-170.253-718.000	WORKERS COMPENSATION	351	575	320	550
101-170.253-728.000	OPERATING SUPPLIES	210	100	200	200
101-170.253-730.000	POSTAGE	10,562	11,000	11,000	11,000
101-170.253-808.000	LEGAL FEES		275		
101-170.253-825.000	PROFESSIONAL CONFERENCES/DUES	4,716	3,500		3,500
101-170.253-870.000	MILEAGE	42	500	100	500
101-170.253-900.000	PRINTING/PUBLISHING	5,583	6,200	6,400	6,500
101-170.253-955.000	MISCELLANEOUS	772	400	300	400
101-170.253-980.000	OFFICE EQUIPMENT & FURNITURE	634	500		500
NET OF REVENUES/APPROPRIATIONS - 170.253 - TREASURER		(253,036)	(259,255)	(263,665)	(277,420)
Dept 170.260 - WATERSHED MANAGEMENT					
101-170.260-820.000	CONTRACTUAL SERVICES	19,301	40,000	40,000	40,000
101-170.260-842.000	DRAINS AT LARGE	29,777	80,000	103,000	103,000
101-170.260-842.500	CHAPTER 20 DRAINS	23,222	70,000		50,000
101-170.260-843.500	SPECIAL PROJECT DRAINS - PRINCIPAL	271,034	240,410	240,410	380,500
101-170.260-843.501	SPECIAL PROJECT DRAINS - INTEREST	72,861	63,860	64,000	121,000
NET OF REVENUES/APPROPRIATIONS - 170.260 - WATERSHED MANAGEM		(416,195)	(494,270)	(447,410)	(694,500)
Dept 170.268 - BUILDING MAINTENANCE					
101-170.268-701.000	SALARIES	62,480	65,200	55,000	56,000
101-170.268-702.000	SICK LEAVE INCENTIVE PAY		220		
101-170.268-706.000	OVERTIME	1,328	1,500	5,000	5,000
101-170.268-709.000	ICMA CONTRIBUTION	288	290	250	250
101-170.268-710.000	LONGEVITY	913		320	320
101-170.268-714.000	FICA	5,285	5,300	4,710	4,750
101-170.268-715.000	HEALTH INSURANCE	10,266	21,400	16,500	17,000
101-170.268-715.010	FLEXIBLE BENEFIT	1,875		4,500	4,500
101-170.268-716.000	LIFE/DISABILITY INSURANCE	293	385	350	325
101-170.268-717.000	PENSION	8,214	8,500	8,500	10,600
101-170.268-717.500	VantageCare	658	220	1,200	1,100
101-170.268-718.000	WORKERS COMPENSATION	1,445	2,600	1,400	2,675
101-170.268-727.000	LICENSES	1,936	6,200	1,200	1,200
101-170.268-728.000	OPERATING SUPPLIES	8,081	12,000	12,000	21,000
101-170.268-760.000	UNIFORMS		275		
101-170.268-761.000	CLOTHING ALLOWANCE	804	750	750	750
101-170.268-819.000	TRAINING	750	1,500	200	1,500
101-170.268-820.000	CONTRACTUAL SERVICES	167,718	304,000	160,000	243,000
101-170.268-825.000	PROFESSIONAL CONFERENCES/DUES		1,000		
101-170.268-827.000	RADIO MAINTENANCE	87		100	100
101-170.268-828.000	SOLID WASTE CONTAINER SERVICES	10,402	12,000	12,000	12,000
101-170.268-930.000	BUILDING REPAIRS	36,483	75,000	75,000	45,000
101-170.268-937.000	BUILDING MAINTENANCE	36,089	45,000	45,000	45,000
101-170.268-942.000	EQUIPMENT RENTAL	13,270	14,250	14,250	14,960
101-170.268-979.000	MACHINERY AND EQUIPMENT		450	450	5,000
NET OF REVENUES/APPROPRIATIONS - 170.268 - BUILDING MAINTENANC		(368,665)	(578,040)	(418,680)	(492,030)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 170.269 - Grounds Maintenance					
101-170.269-701.000	SALARIES	64,954	65,150	47,500	48,500
101-170.269-701.080	SALARIES - TEMPORARY	3,063	12,000	12,000	12,000
101-170.269-702.000	SICK LEAVE INCENTIVE PAY		215		
101-170.269-706.000	OVERTIME	3,687	7,000	7,000	7,000
101-170.269-709.000	ICMA CONTRIBUTION	288	620	250	250
101-170.269-710.000	LONGEVITY	521	1,475	1,280	1,280
101-170.269-714.000	FICA	5,779	6,710	5,000	5,350
101-170.269-715.000	HEALTH INSURANCE	17,445	22,700	20,000	16,000
101-170.269-716.000	LIFE/DISABILITY INSURANCE	293	385	340	300
101-170.269-717.000	PENSION	8,329	8,625	8,000	10,700
101-170.269-717.500	VantageCare	1,177	1,300	925	950
101-170.269-718.000	WORKERS COMPENSATION	1,338	2,340	1,300	2,050
101-170.269-727.000	LICENSES	2,674	6,700	1,200	1,200
101-170.269-728.000	OPERATING SUPPLIES	9,192	11,000	11,000	11,000
101-170.269-760.000	UNIFORMS		400		
101-170.269-761.000	CLOTHING ALLOWANCE	1,393	750	750	750
101-170.269-819.000	TRAINING	500	1,500	1,500	1,500
101-170.269-820.000	CONTRACTUAL SERVICES	9,841	25,000	25,000	25,000
101-170.269-825.000	PROFESSIONAL CONFERENCES/DUES		1,000		
101-170.269-827.000	RADIO MAINTENANCE	5	100	100	100
101-170.269-934.000	GROUNDS MAINTENANCE	480	18,000	18,000	18,000
101-170.269-936.000	EQUIPMENT MAINTENANCE		650	650	650
101-170.269-942.000	EQUIPMENT RENTAL	52,795	68,500	68,500	60,140
101-170.269-979.000	MACHINERY AND EQUIPMENT	1,296	7,500	7,500	1,500
NET OF REVENUES/APPROPRIATIONS - 170.269 - Grounds Maintenance		(185,050)	(269,620)	(237,795)	(224,220)
Dept 170.276 - CEMETERY					
101-170.276-701.000	SALARIES	14,739	11,250	18,700	19,200
101-170.276-701.080	SALARIES - TEMPORARY	10,321	13,200	8,000	12,000
101-170.276-706.000	OVERTIME	368	800	2,000	2,000
101-170.276-709.000	ICMA CONTRIBUTION	38	40	65	65
101-170.276-710.000	LONGEVITY	361	200	240	240
101-170.276-714.000	FICA	1,953	2,000	2,000	2,600
101-170.276-715.000	HEALTH INSURANCE	1,746	2,300	2,300	4,000
101-170.276-716.000	LIFE/DISABILITY INSURANCE	50	70	60	115
101-170.276-717.000	PENSION	1,627	1,700	2,500	2,600
101-170.276-717.500	VantageCare	217	240	375	415
101-170.276-718.000	WORKERS COMPENSATION	278	500	300	550
101-170.276-728.000	OPERATING SUPPLIES	1,659	3,000	3,000	3,000
101-170.276-760.000	UNIFORMS		100	100	100
101-170.276-820.000	CONTRACTUAL SERVICES	605	1,200		
101-170.276-880.000	COMMUNITY PROMOTION		1,000	1,000	1,000
101-170.276-920.000	UTILITIES-ELECTRIC/GAS/WATER	552	300	400	400
101-170.276-930.000	BUILDING REPAIRS	479	500	500	500
101-170.276-942.000	EQUIPMENT RENTAL	10,360	12,400	12,400	24,260
101-170.276-974.000	CONSTRUCTION/IMPROVEMENTS	11,749			
101-170.276-979.000	MACHINERY AND EQUIPMENT	6,829			
NET OF REVENUES/APPROPRIATIONS - 170.276 - CEMETERY		(63,931)	(50,800)	(53,940)	(73,045)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 170.277 - RECYCLING CENTER					
101-170.277-701.000	SALARIES	32,918	33,500	33,500	35,350
101-170.277-706.000	OVERTIME	163	150		150
101-170.277-710.000	LONGEVITY	320	640	640	640
101-170.277-714.000	FICA	2,530	2,610	2,610	2,760
101-170.277-715.000	HEALTH INSURANCE	10,622	15,250	11,500	11,600
101-170.277-716.000	LIFE/DISABILITY INSURANCE	154	200	200	210
101-170.277-717.000	PENSION	3,308	3,300	3,300	3,500
101-170.277-717.500	VantageCare	599	660	660	700
101-170.277-718.000	WORKERS COMPENSATION	167	280	160	270
101-170.277-728.000	OPERATING SUPPLIES	13	50	50	100
101-170.277-820.000	CONTRACTUAL SERVICES	24,000	24,000	24,000	24,000
101-170.277-880.000	COMMUNITY PROMOTION	1,742	2,000	2,000	2,000
101-170.277-888.500	RECYCLING-SPECIAL PROJECTS	22,220	15,000	15,000	10,000
101-170.277-934.000	GROUNDS MAINTENANCE				10,000
NET OF REVENUES/APPROPRIATIONS - 170.277 - RECYCLING CENTER		(98,756)	(97,640)	(93,620)	(101,280)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 300.301 - POLICE					
101-300.301-701.000	SALARIES	2,339,088	2,615,000	2,400,000	2,422,000
101-300.301-701.040	SALARIES-RECORD DIVISION	185,691	193,800	160,000	170,000
101-300.301-701.050	SALARIES-CROSSING GUARDS	28,305	29,000	10,200	29,000
101-300.301-701.170	SALARIES-CADETS	83,087	95,000	84,000	90,000
101-300.301-702.000	SICK LEAVE INCENTIVE PAY	20,408	17,250	16,000	12,300
101-300.301-702.010	HOLIDAY PAYOUT	74,532	83,100	83,100	85,000
101-300.301-706.000	OVERTIME	77,553	92,000	70,000	80,000
101-300.301-706.010	OVERTIME-COURT HEARINGS	9,883	10,000	8,000	10,000
101-300.301-706.030	OVERTIME-RECORDS DIVISION		1,000		1,000
101-300.301-706.040	OVERTIME-SCHOOL SECURITY	15,906	17,000	4,000	12,000
101-300.301-706.050	OVERTIME-CANINE UNIT	3,773	4,200	2,000	4,200
101-300.301-706.060	OVERTIME-TRAINING	16,099	17,000	12,000	17,000
101-300.301-706.070	OVERTIME-HOLIDAY	31,270	36,000	36,000	36,000
101-300.301-706.300	OVERTIME-GRANT			105	
101-300.301-709.000	ICMA CONTRIBUTION			250	250
101-300.301-710.000	LONGEVITY	27,303	26,600	26,600	26,300
101-300.301-714.000	FICA	229,032	238,000	225,000	240,000
101-300.301-715.000	HEALTH INSURANCE	390,289	450,000	380,000	500,000
101-300.301-715.010	FLEXIBLE BENEFIT	81,375	94,500	60,400	58,500
101-300.301-716.000	LIFE/DISABILITY INSURANCE	12,348	15,500	15,500	15,300
101-300.301-717.000	PENSION	1,687,214	1,778,000	1,978,000	2,042,500
101-300.301-717.500	VantageCare	3,082	3,500	3,500	14,500
101-300.301-718.000	WORKERS COMPENSATION	48,206	78,900	50,000	76,200
101-300.301-720.000	PHYSICAL FITNESS AWARDS	7,700	8,000	8,000	12,000
101-300.301-727.000	LICENSES	16,000		16,000	20,000
101-300.301-728.000	OPERATING SUPPLIES	13,480	18,000	12,000	12,000
101-300.301-728.020	OPERATING SUPPLIES-BREATHALYZE	261	500		500
101-300.301-728.040	OPERATING SUPPLIES-CANINE UNIT	754	1,250	1,250	1,500
101-300.301-728.050	OPERATING SUPPLIES-CRIME PREV.	2,990	3,000	3,000	3,000
101-300.301-728.070	OPERATING SUPPLIES-DARE PROG.	3,000	3,000	3,000	3,000
101-300.301-728.140	OPERATING SUPPLIES-WATCH SIGNS	489			
101-300.301-728.300	Operating Costs - Spec Resp Team	1,561	2,500	2,500	2,500
101-300.301-739.000	AMMUNITION	15,442	16,000	16,000	16,000
101-300.301-750.000	PUBLICATIONS	86	500	500	500
101-300.301-760.000	UNIFORMS	16,766	28,000	28,000	25,000
101-300.301-761.000	CLOTHING ALLOWANCE	3,247	3,500	3,500	3,500
101-300.301-762.000	UNIFORM CLEANING	8,676	12,500	9,000	12,500
101-300.301-764.000	SHOES AND BOOTS	3,338	4,500	4,500	4,500
101-300.301-811.000	ACCREDITATION STUDY	2,700			1,200
101-300.301-820.000	CONTRACTUAL SERVICES	4,677			
101-300.301-820.035	TOWING SERVICES	1,950	1,500	2,000	2,500
101-300.301-820.040	911 OPERATION	9,000	15,000	15,000	15,000
101-300.301-820.060	PRINTING CONTRACT	3,958	5,000	2,000	2,500
101-300.301-820.065	Record Shredding and Storage	90	400	400	400
101-300.301-825.000	PROFESSIONAL CONFERENCES/DUES	3,066	5,500	3,500	5,500
101-300.301-826.000	COMPUTER SERVICES/SUPPLIES		10,500	4,740	9,100
101-300.301-827.000	RADIO MAINTENANCE	9,358	15,000	1,500	15,000
101-300.301-831.000	TRAINING	13,497	28,000	16,000	28,000
101-300.301-851.000	COMMUNICATIONS	349	500	500	500
101-300.301-870.000	MILEAGE	451	1,200	250	1,200
101-300.301-936.000	EQUIPMENT MAINTENANCE	2,213	3,000	3,000	3,000
101-300.301-942.000	EQUIPMENT RENTAL	292,460	301,470	301,470	208,625
101-300.301-956.060	BICYCLE PATROL FUND*	169	400	400	400
101-300.301-979.000	MACHINERY AND EQUIPMENT	15,790	33,350	29,000	17,000
NET OF REVENUES/APPROPRIATIONS - 300.301 - POLICE		(5,817,962)	(6,417,420)	(6,111,665)	(6,368,475)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 300.336 - FIRE DEPARTMENT					
101-300.336-701.000	SALARIES	2,223,327	2,340,000	2,340,000	2,404,100
101-300.336-701.060	SALARIES-PART TIME FIREFIGHTRS	2,516	50,000	12,000	25,000
101-300.336-701.070	SALARIES-ACTING PAY	20,347	21,000	30,000	25,000
101-300.336-702.000	SICK LEAVE INCENTIVE PAY	14,238	15,690	15,690	18,000
101-300.336-702.010	HOLIDAY PAYOUT	85,906	97,900	97,900	100,000
101-300.336-706.000	OVERTIME	102,530	85,000	85,000	85,000
101-300.336-706.060	OVERTIME-TRAINING	12,659	20,000	10,000	15,000
101-300.336-706.070	OVERTIME-HOLIDAY			10,000	12,000
101-300.336-709.000	ICMA CONTRIBUTION	250	250	250	250
101-300.336-710.000	LONGEVITY	27,020	28,800	28,800	26,560
101-300.336-714.000	FICA	193,626	211,200	211,200	215,000
101-300.336-715.000	HEALTH INSURANCE	381,620	515,250	500,000	485,000
101-300.336-715.010	FLEXIBLE BENEFIT	46,125	45,000	45,000	45,000
101-300.336-716.000	LIFE/DISABILITY INSURANCE	10,534	14,250	14,250	14,500
101-300.336-717.000	PENSION	2,005,906	1,916,400	2,200,000	2,429,900
101-300.336-717.500	VantageCare	2,555	2,900	2,900	11,800
101-300.336-718.000	WORKERS COMPENSATION	62,241	100,000	65,000	100,000
101-300.336-720.000	PHYSICAL FITNESS AWARDS	15,500	17,000	16,000	17,500
101-300.336-721.000	FOOD ALLOWANCE	18,700	19,200	19,200	19,800
101-300.336-723.000	AUTO ALLOWANCE	7,243	7,200	3,730	
101-300.336-726.000	SPECIAL EQUIPMENT	13,138	30,000	30,000	34,200
101-300.336-728.000	OPERATING SUPPLIES	11,955	12,500	12,500	12,500
101-300.336-728.090	OPERATING SUPPLIES-AMBULANCE	82,271	80,000	80,000	80,000
101-300.336-732.000	HAZMAT	4,425	8,000	8,000	9,000
101-300.336-750.000	PUBLICATIONS	1,530	1,200	1,200	1,200
101-300.336-760.000	UNIFORMS	9,429	11,000	11,000	13,000
101-300.336-762.000	UNIFORM CLEANING	3,658	3,000	3,000	3,000
101-300.336-764.000	SHOES AND BOOTS	6,451	6,125	6,400	6,500
101-300.336-820.000	CONTRACTUAL SERVICES	26,419	26,100	30,000	30,000
101-300.336-823.000	EMERGENCY MEDICAL TRAINING	4,782	5,000	5,000	7,000
101-300.336-825.000	PROFESSIONAL CONFERENCES/DUES	2,317	2,500	2,500	2,500
101-300.336-827.000	RADIO MAINTENANCE	9,697	13,860	13,860	13,860
101-300.336-831.000	TRAINING	12,705	18,000	14,000	18,000
101-300.336-851.000	COMMUNICATIONS		500		
101-300.336-880.000	COMMUNITY PROMOTION	4,806	4,000	4,000	5,000
101-300.336-936.000	EQUIPMENT MAINTENANCE	6,485	10,000	10,000	15,500
101-300.336-942.000	EQUIPMENT RENTAL	242,905	280,000	280,000	282,820
101-300.336-979.000	MACHINERY AND EQUIPMENT	30,924	35,000	35,000	45,000
101-300.336-980.000	OFFICE EQUIPMENT & FURNITURE		500	500	500
NET OF REVENUES/APPROPRIATIONS - 300.336 - FIRE DEPARTMENT		(5,706,740)	(6,054,325)	(6,253,880)	(6,628,990)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 300.371 - DEV. - BUILDING DIVISION					
101-300.371-701.000	SALARIES	363,231	401,000	390,500	400,000
101-300.371-701.080	SALARIES - TEMPORARY	4,177	6,000	6,000	6,000
101-300.371-702.000	SICK LEAVE INCENTIVE PAY	1,577	1,400	300	
101-300.371-706.000	OVERTIME			500	
101-300.371-709.000	ICMA CONTRIBUTION	563	815	1,063	1,063
101-300.371-710.000	LONGEVITY	3,520	4,160	3,850	3,850
101-300.371-714.000	FICA	29,023	30,500	30,500	31,450
101-300.371-715.000	HEALTH INSURANCE	31,940	38,800	35,000	41,000
101-300.371-715.010	FLEXIBLE BENEFIT	9,000	9,000	9,000	9,000
101-300.371-716.000	LIFE/DISABILITY INSURANCE	1,374	2,275	1,800	1,900
101-300.371-717.000	PENSION	24,643	35,200	29,000	29,000
101-300.371-717.500	VantageCare	5,237	7,575	6,750	6,300
101-300.371-718.000	WORKERS COMPENSATION	1,803	3,100	1,700	2,800
101-300.371-728.000	OPERATING SUPPLIES	1,272	1,000	1,000	1,000
101-300.371-750.000	PUBLICATIONS	111	500	750	1,000
101-300.371-820.000	CONTRACTUAL SERVICES	6,000			
101-300.371-825.000	PROFESSIONAL CONFERENCES/DUES	1,859	3,000	2,000	3,000
101-300.371-827.000	RADIO MAINTENANCE	557	5	50	500
101-300.371-870.000	MILEAGE	14	100	100	100
101-300.371-942.000	EQUIPMENT RENTAL	23,670	39,600	39,600	23,155
NET OF REVENUES/APPROPRIATIONS - 300.371 - DEV. - BUILDING DIVISIO		(509,571)	(584,030)	(559,463)	(561,118)
Dept 300.400 - DEV. - PLANNING/ADMIN.					
101-300.400-701.000	SALARIES	382,868	435,000	350,000	354,000
101-300.400-701.080	SALARIES - TEMPORARY	3,083	6,000	735	6,000
101-300.400-701.090	SALARIES-APPOINTED OFFICIALS	7,590	10,000	8,000	10,000
101-300.400-702.000	SICK LEAVE INCENTIVE PAY	2,044			
101-300.400-706.000	OVERTIME	6,538	6,000	3,300	6,000
101-300.400-709.000	ICMA CONTRIBUTION	938	1,450	1,190	2,400
101-300.400-710.000	LONGEVITY	1,600	1,920	1,600	1,920
101-300.400-714.000	FICA	31,374	32,350	30,500	29,100
101-300.400-715.000	HEALTH INSURANCE	50,203	57,400	52,000	68,500
101-300.400-715.010	FLEXIBLE BENEFIT	9,000	9,000	1,875	
101-300.400-716.000	LIFE/DISABILITY INSURANCE	1,775	2,350	2,100	2,100
101-300.400-717.000	PENSION	29,225	39,000	39,000	29,500
101-300.400-717.500	VantageCare	6,901	7,800	7,400	7,000
101-300.400-718.000	WORKERS COMPENSATION	1,998	3,400	2,000	2,800
101-300.400-728.000	OPERATING SUPPLIES	1,075	1,250	1,250	1,250
101-300.400-750.000	PUBLICATIONS	332	1,000	1,000	1,000
101-300.400-820.000	CONTRACTUAL SERVICES	846			
101-300.400-821.000	PROFESSIONAL SERVICES	9,919	20,000	10,000	20,000
101-300.400-825.000	PROFESSIONAL CONFERENCES/DUES	5,008	6,000	4,000	6,000
101-300.400-827.000	RADIO MAINTENANCE	454		1,600	1,600
101-300.400-870.000	MILEAGE	1,737	2,000	1,000	2,000
101-300.400-942.000	EQUIPMENT RENTAL	5,735	7,900	7,900	4,635
NET OF REVENUES/APPROPRIATIONS - 300.400 - DEV. - PLANNING/ADMII		(560,243)	(649,820)	(526,450)	(555,805)
Dept 440.446 - STREET & HIGHWAYS					
101-440.446-701.000	SALARIES		75,600		
101-440.446-714.000	FICA		6,050		
101-440.446-715.000	HEALTH INSURANCE		8,500	175	
101-440.446-716.000	LIFE/DISABILITY INSURANCE		115		
101-440.446-717.000	PENSION		7,700		
101-440.446-717.500	VantageCare		1,500		
101-440.446-728.000	OPERATING SUPPLIES		5,000		
101-440.446-819.000	TRAINING		1,200		
101-440.446-821.000	PROFESSIONAL SERVICES	2,339	15,000	120,000	
101-440.446-825.000	PROFESSIONAL CONFERENCES/DUES		500		
NET OF REVENUES/APPROPRIATIONS - 440.446 - STREET & HIGHWAYS		(2,339)	(121,165)	(120,175)	

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 600.749 - HUMAN SERVICES					
101-600.749-701.000	SALARIES	41,281	42,050	42,050	42,800
101-600.749-701.090	SALARIES-APPOINTED OFFICIALS	840	1,200	1,200	1,200
101-600.749-710.000	LONGEVITY	320	320	320	320
101-600.749-714.000	FICA	3,355	3,330	3,330	3,275
101-600.749-715.000	HEALTH INSURANCE	3,588	3,600	7,800	8,000
101-600.749-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
101-600.749-716.000	LIFE/DISABILITY INSURANCE	189	250	250	245
101-600.749-717.000	PENSION	4,128	4,150	4,150	4,100
101-600.749-717.500	VantageCare	751	825	825	810
101-600.749-718.000	WORKERS COMPENSATION	227	350	200	315
NET OF REVENUES/APPROPRIATIONS - 600.749 - HUMAN SERVICES		(59,179)	(60,575)	(64,625)	(65,565)
Dept 728.500 - MERIDIAN REDEVELOPMENT					
101-728.500-821.000	PROFESSIONAL SERVICES			130,000	700,000
NET OF REVENUES/APPROPRIATIONS - 728.500 - MERIDIAN REDEVELOPMENT				(130,000)	(700,000)
Dept 750.752 - PARK COMMISSION					
101-750.752-701.090	SALARIES-APPOINTED OFFICIALS	1,305	3,500	3,000	3,375
101-750.752-714.000	FICA	100	270	270	260
101-750.752-718.000	WORKERS COMPENSATION	6	10	10	10
101-750.752-728.000	OPERATING SUPPLIES	238			600
101-750.752-825.000	PROFESSIONAL CONFERENCES/DUES	1,066	1,600	1,600	1,600
NET OF REVENUES/APPROPRIATIONS - 750.752 - PARK COMMISSION		(2,715)	(5,380)	(4,880)	(5,845)
Dept 750.753 - PARKS AND RECREATION ADMIN.					
101-750.753-701.000	SALARIES	72,325	75,000	72,000	76,500
101-750.753-701.080	SALARIES - TEMPORARY	7,853	10,440	3,000	10,980
101-750.753-702.000	SICK LEAVE INCENTIVE PAY		1,445		
101-750.753-706.000	OVERTIME	168	1,200	200	300
101-750.753-709.000	ICMA CONTRIBUTION	125	125	125	125
101-750.753-710.000	LONGEVITY	1,280	1,280	1,280	1,280
101-750.753-714.000	FICA	6,281	7,100	7,100	6,900
101-750.753-715.000	HEALTH INSURANCE	10,142	10,700	8,900	8,500
101-750.753-715.010	FLEXIBLE BENEFIT	2,250	2,250	2,250	2,250
101-750.753-716.000	LIFE/DISABILITY INSURANCE	347	450	450	450
101-750.753-717.000	PENSION	8,638	10,250	10,520	10,500
101-750.753-717.500	VantageCare	1,317	1,475	1,475	1,500
101-750.753-718.000	WORKERS COMPENSATION	481	930	930	835
101-750.753-728.000	OPERATING SUPPLIES	1,308	3,500	2,000	3,500
101-750.753-825.000	PROFESSIONAL CONFERENCES/DUES	2,780	1,500	600	600
101-750.753-870.000	MILEAGE	34			
101-750.753-880.000	COMMUNITY PROMOTION	4,414	5,400	3,000	25,900
101-750.753-882.500	Recreation Program Expenses	136			
NET OF REVENUES/APPROPRIATIONS - 750.753 - PARKS AND RECREATION		(119,879)	(133,045)	(113,830)	(150,120)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 750.754 - Recreation					
101-750.754-701.000	SALARIES	103,217	112,300	82,500	57,800
101-750.754-701.080	SALARIES - TEMPORARY	11,945	19,800	6,000	14,400
101-750.754-702.000	SICK LEAVE INCENTIVE PAY	618	550	120	
101-750.754-706.000	OVERTIME	9,357	5,000	1,000	5,000
101-750.754-709.000	ICMA CONTRIBUTION	500	500	500	250
101-750.754-710.000	LONGEVITY	1,280	1,600	1,280	1,280
101-750.754-714.000	FICA	9,657	10,650	6,650	6,050
101-750.754-715.000	HEALTH INSURANCE	8,730	9,200	7,900	7,600
101-750.754-715.010	FLEXIBLE BENEFIT	3,375	4,500		
101-750.754-716.000	LIFE/DISABILITY INSURANCE	494	675	575	350
101-750.754-717.000	PENSION	10,915	10,950	7,500	6,200
101-750.754-717.500	VantageCare	1,894	2,250	1,500	1,150
101-750.754-718.000	WORKERS COMPENSATION	2,207	3,975	2,100	2,250
101-750.754-825.000	PROFESSIONAL CONFERENCES/DUES	1,810	2,900	800	800
101-750.754-870.000	MILEAGE	380	500	110	50
101-750.754-882.500	Recreation Program Expenses	10,586	12,000	12,000	12,000
101-750.754-882.501	Sporties for Shorties	589	1,400	400	1,000
101-750.754-882.507	ADULT SPORTS	3,290	6,000	1,000	3,000
101-750.754-882.601	Oaks Soccer	11,161	15,000	2,060	13,000
101-750.754-882.602	Oaks Football	2,688	1,700	705	2,500
101-750.754-882.801	HYRA Basketball	8,156	9,500	7,765	8,000
101-750.754-882.802	HYRA Baseball/Softball	483	1,100		1,100
101-750.754-882.803	HYRA Flag Football	1,409	1,300	705	1,500
101-750.754-882.804	HYRA Soccer	2,454	2,400	1,645	2,400
101-750.754-882.805	HYRA - Misc.	9,415	11,000		11,000
101-750.754-882.910	YOUTH BASEBALL/SOFTBALL	17,170	21,000	470	21,000
101-750.754-882.950	WILLIAMSTON REC EXPENDITURES	7,063	10,000	95	7,000
101-750.754-955.000	MISCELLANEOUS	14,080	14,500	5,000	20,000
NET OF REVENUES/APPROPRIATIONS - 750.754 - Recreation		(254,923)	(292,250)	(150,380)	(206,680)
Dept 750.758 - Park Maintenance					
101-750.758-701.000	SALARIES	72,716	77,600	117,700	126,000
101-750.758-701.080	SALARIES - TEMPORARY	11,638	13,200	13,200	14,400
101-750.758-702.000	SICK LEAVE INCENTIVE PAY		220		
101-750.758-706.000	OVERTIME	4,788	4,000	4,000	4,000
101-750.758-709.000	ICMA CONTRIBUTION	412	420	675	675
101-750.758-710.000	LONGEVITY	841	835	832	832
101-750.758-714.000	FICA	7,942	7,500	11,500	11,300
101-750.758-715.000	HEALTH INSURANCE	19,574	26,400	26,400	39,000
101-750.758-715.010	FLEXIBLE BENEFIT	150		900	900
101-750.758-716.000	LIFE/DISABILITY INSURANCE	324	460	460	725
101-750.758-717.000	PENSION	5,302	6,500	6,500	15,000
101-750.758-717.500	VantageCare	1,366	1,550	1,550	2,400
101-750.758-718.000	WORKERS COMPENSATION	1,435	2,650	2,650	4,000
101-750.758-723.000	AUTO ALLOWANCE	10,886	13,200	7,200	7,200
101-750.758-727.000	LICENSES	3,102	2,175	2,400	2,400
101-750.758-728.000	OPERATING SUPPLIES	25,416	26,000	26,000	27,000
101-750.758-760.000	UNIFORMS	379	650	650	650
101-750.758-761.000	CLOTHING ALLOWANCE	1,455	975	1,875	1,875
101-750.758-820.000	CONTRACTUAL SERVICES	6,049	38,000	10,000	19,000
101-750.758-825.000	PROFESSIONAL CONFERENCES/DUES	1,225	1,000	500	500
101-750.758-827.000	RADIO MAINTENANCE	698	700	700	700
101-750.758-934.000	GROUNDS MAINTENANCE	8,510	10,000	10,000	10,000
101-750.758-936.000	EQUIPMENT MAINTENANCE	310	750	750	750
101-750.758-942.000	EQUIPMENT RENTAL	52,795	58,500	58,500	60,140
101-750.758-979.000	MACHINERY AND EQUIPMENT	2,859	6,000	6,000	2,500
NET OF REVENUES/APPROPRIATIONS - 750.758 - Park Maintenance		(240,172)	(299,285)	(310,942)	(351,947)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 750.759 - Park Development					
101-750.759-974.000	CONSTRUCTION/IMPROVEMENTS			450,000	
NET OF REVENUES/APPROPRIATIONS - 750.759 - Park Development				(450,000)	
Dept 750.775 - COMMUNITY ACTIVITIES					
101-750.775-880.000	COMMUNITY PROMOTION	11,152	10,000	6,000	6,000
101-750.775-880.050	FUNDRAISER	101			
101-750.775-883.000	MEALS ON WHEELS	4,000	4,000	4,000	4,000
101-750.775-886.000	COMMUNITY BAND	1,700	1,700	1,700	1,700
101-750.775-889.000	LAKE LANSING CLEAN UP	10,000	10,000	10,000	10,000
NET OF REVENUES/APPROPRIATIONS - 750.775 - COMMUNITY ACTIVITIES		(26,953)	(25,700)	(21,700)	(21,700)
Dept 750.806 - CABLE TV					
101-750.806-701.000	SALARIES		156,800	158,000	165,600
101-750.806-701.080	SALARIES - TEMPORARY			10,000	3,000
101-750.806-706.000	OVERTIME		2,000	2,000	2,000
101-750.806-709.000	ICMA CONTRIBUTION		250	750	750
101-750.806-710.000	LONGEVITY		960	960	960
101-750.806-714.000	FICA		12,240	13,800	13,200
101-750.806-715.000	HEALTH INSURANCE		4,600	7,000	11,500
101-750.806-715.010	FLEXIBLE BENEFIT		13,500	9,000	9,000
101-750.806-716.000	LIFE/DISABILITY INSURANCE		940	940	1,000
101-750.806-717.000	PENSION		15,900	15,900	18,300
101-750.806-717.500	VantageCare		3,150	3,100	3,300
101-750.806-718.000	WORKERS COMPENSATION		785	785	820
101-750.806-728.000	OPERATING SUPPLIES		500	500	500
101-750.806-750.000	PUBLICATIONS		4,000	10,400	20,900
101-750.806-820.000	CONTRACTUAL SERVICES	66	91,900	98,900	75,500
101-750.806-825.000	PROFESSIONAL CONFERENCES/DUES		685	7,685	10,445
101-750.806-870.000	MILEAGE		100	100	100
101-750.806-880.000	COMMUNITY PROMOTION		1,000	1,000	2,100
101-750.806-890.000	Special Events		3,000	3,000	3,000
101-750.806-936.000	EQUIPMENT MAINTENANCE		500	500	500
101-750.806-955.000	MISCELLANEOUS		500	500	500
101-750.806-980.010	VIDEO PRODUCTION EQUIPMENT		1,200	1,200	12,600
NET OF REVENUES/APPROPRIATIONS - 750.806 - CABLE TV		(66)	(314,510)	(346,020)	(355,575)
Dept 850.882 - ASSOCIATIONS AND AUTHORITIES					
101-850.882-825.010	CONVENTION/VISITORS BUREAU	3,675	3,700	3,650	3,700
101-850.882-825.020	TRI-COUNTY REGIONAL PLANNING	20,185	22,000	22,000	22,000
101-850.882-825.060	MICHIGAN TOWNSHIPS ASSOCIATION	6,819	6,900	6,940	7,100
101-850.882-825.080	MICHIGAN MUNICIPAL LEAGUE	8,368	8,500	8,555	8,750
101-850.882-825.095	LEAP INC	15,000	15,000	15,000	15,000
NET OF REVENUES/APPROPRIATIONS - 850.882 - ASSOCIATIONS AND AUT		(54,047)	(56,100)	(56,145)	(56,550)
Dept 900.901 - CAPITAL OUTLAY					
101-900.901-821.000	PROFESSIONAL SERVICES	100,139		12,000	
101-900.901-974.000	CONSTRUCTION/IMPROVEMENTS	138,326	2,435,000	2,435,000	275,000
101-900.901-980.015	New Computer Workstations	4,348	5,500	5,000	
101-900.901-980.020	HARDWARE	28,442	60,000	60,000	
101-900.901-980.040	Network Upgrades	29,163	86,500	85,500	107,000
101-900.901-980.050	Server Upgrades	1,433	8,000	8,000	35,000
101-900.901-980.070	Mobile Data Units	44,709	15,000	20,000	30,000
101-900.901-980.080	PHONE SYSTEMS	9,235			
NET OF REVENUES/APPROPRIATIONS - 900.901 - CAPITAL OUTLAY		(355,795)	(2,610,000)	(2,625,500)	(447,000)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 965.966 - OPERATING TRANSFERS OUT					
101-965.966-999.000	TRANSFERS OUT			50,000	
101-965.966-999.008	TRANSFER-OUT TO LOCAL ROADS FUND	400,000	250,000	250,000	280,000
101-965.966-999.009	TRANSFER OUT TO MP FOR POLICE & FIRE	210,000	250,000	250,000	250,000
NET OF REVENUES/APPROPRIATIONS - 965.966 - OPERATING TRANSFERS		(610,000)	(500,000)	(550,000)	(530,000)
ESTIMATED REVENUES - FUND 101					
		22,807,196	22,904,355	22,785,085	22,689,545
APPROPRIATIONS - FUND 101					
		20,274,085	24,716,585	24,864,192	23,372,420
NET OF REVENUES/APPROPRIATIONS - FUND 101		2,533,111	(1,812,230)	(2,079,107)	(682,875)
BEGINNING FUND BALANCE					
		7,961,300	10,494,411	10,494,418	8,415,311
ENDING FUND BALANCE					
		10,494,411	8,682,181	8,415,311	7,732,436

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 203 - LOCAL ROADS					
Dept 000.000					
203-000.000-402.000	CURRENT PROPERTY TAXES	434,268		2,480	
203-000.000-412.000	DELINQUENT PROPERTY TAXES	187		15	
203-000.000-576.000	OTHER INTRGOVTL REVENUE		172,500	172,500	172,500
203-000.000-665.000	INTEREST	51,013	5,000	70,000	60,000
203-000.000-665.100	Gain/Loss on Investment	26,364		(18,624)	
203-000.000-665.200	Unrealized invest gain/loss	(26,020)			
203-000.000-696.000	OTHR FINANCING SRCE-BOND PROCEEDS	11,100,000	11,600,000		
203-000.000-699.000	OPERATING TRANSFER IN	400,000	250,000	250,000	280,000
203-000.000-821.000	PROFESSIONAL SERVICES	163,306		304,700	450,000
203-000.000-974.000	CONSTRUCTION/IMPROVEMENTS	877,518	3,500,000	4,920,300	3,500,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		10,944,988	8,527,500	(4,748,629)	(3,437,500)
ESTIMATED REVENUES - FUND 203		11,985,812	12,027,500	476,371	512,500
APPROPRIATIONS - FUND 203		1,040,824	3,500,000	5,225,000	3,950,000
NET OF REVENUES/APPROPRIATIONS - FUND 203		10,944,988	8,527,500	(4,748,629)	(3,437,500)
BEGINNING FUND BALANCE		880,887	11,825,875	11,825,876	7,077,247
ENDING FUND BALANCE		11,825,875	20,353,375	7,077,247	3,639,747

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 204 - PEDESTRIAN BIKEPATH MILLAGE					
Dept 000.000					
204-000.000-403.000	BIKE PATH COLLECTIONS	580,393	599,000	601,295	601,000
204-000.000-412.000	DELINQUENT PROPERTY TAXES	249	200	150	150
204-000.000-576.000	OTHER INTRGOVTL REVENUE	837,245	2,350,000	645,000	2,713,300
204-000.000-611.000	PYMENT IN LIEU OF CONSTRUCTION			36,000	
204-000.000-665.000	INTEREST	24,690	10,000	8,000	8,000
204-000.000-676.000	REIMBURSEMENTS	1,510			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,444,087	2,959,200	1,290,445	3,322,450
Dept 440.450 - PEDESTRIAN BIKEPATH					
204-440.450-701.000	SALARIES	14,484	24,230	37,500	25,000
204-440.450-701.080	SALARIES - TEMPORARY				12,000
204-440.450-706.000	OVERTIME	243	500	1,500	1,500
204-440.450-709.000	ICMA CONTRIBUTION	125	125	165	165
204-440.450-710.000	LONGEVITY	640	640	785	785
204-440.450-714.000	FICA	1,166	1,925	3,000	4,900
204-440.450-715.000	HEALTH INSURANCE	2,717	3,700	3,500	10,500
204-440.450-715.010	FLEXIBLE BENEFIT	112		675	675
204-440.450-716.000	LIFE/DISABILITY INSURANCE	116	145	145	300
204-440.450-717.000	PENSION	1,603	3,450	5,300	6,400
204-440.450-717.500	VantageCare	290	465	750	950
204-440.450-718.000	WORKERS COMPENSATION	426	740	400	1,900
204-440.450-727.000	LICENSES	3,616	5,000	1,150	1,275
204-440.450-728.000	OPERATING SUPPLIES	847	1,500	1,500	1,500
204-440.450-820.000	CONTRACTUAL SERVICES	49,745	40,000	40,000	40,000
204-440.450-950.000	Vehicle Charges	93,790	95,000	95,000	63,675
204-440.450-957.000	ADMINISTRATIVE	40,000	40,000	40,000	40,000
204-440.450-974.000	CONSTRUCTION/IMPROVEMENTS	1,221,478	2,700,000	1,060,000	3,615,000
NET OF REVENUES/APPROPRIATIONS - 440.450 - PEDESTRIAN BIKEPATH		(1,431,398)	(2,917,420)	(1,291,370)	(3,826,525)
ESTIMATED REVENUES - FUND 204		1,444,087	2,959,200	1,290,445	3,322,450
APPROPRIATIONS - FUND 204		1,431,398	2,917,420	1,291,370	3,826,525
NET OF REVENUES/APPROPRIATIONS - FUND 204		12,689	41,780	(925)	(504,075)
BEGINNING FUND BALANCE		1,089,087	1,101,776	1,101,777	1,100,852
ENDING FUND BALANCE		1,101,776	1,143,556	1,100,852	596,777

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 205 - CATA Millage					
Dept 000.000					
205-000.000-407.000	CATA MILLAGE	347,344		1,900	368,000
205-000.000-412.000	DELINQUENT PROPERTY TAXES	150		10	
205-000.000-665.000	INTEREST	3,897	100	100	100
205-000.000-813.000	CATA Services	350,000	10,000	10,000	368,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,391	(9,900)	(7,990)	100
ESTIMATED REVENUES - FUND 205		351,391	100	2,010	368,100
APPROPRIATIONS - FUND 205		350,000	10,000	10,000	368,000
NET OF REVENUES/APPROPRIATIONS - FUND 205		1,391	(9,900)	(7,990)	100
BEGINNING FUND BALANCE		15,991	17,382	17,381	9,391
ENDING FUND BALANCE		17,382	7,482	9,391	9,491

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 207 - SENIOR CENTER MILLAGE					
Dept 000.000					
207-000.000-409.000	Community Services Millage	145,743	150,500	150,500	154,500
207-000.000-412.000	DELINQUENT PROPERTY TAXES	63	50	50	50
207-000.000-665.000	INTEREST	6,284	3,000	2,500	2,000
207-000.000-701.000	SALARIES	2,100	1,000	300	
207-000.000-714.000	FICA	161		25	
207-000.000-728.000	OPERATING SUPPLIES	106			
207-000.000-820.000	CONTRACTUAL SERVICES	159,143	117,500	140,000	150,000
207-000.000-980.000	OFFICE EQUIPMENT & FURNITURE	30,626	30,000	5,000	5,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		(40,046)	5,050	7,725	1,550
ESTIMATED REVENUES - FUND 207		152,090	153,550	153,050	156,550
APPROPRIATIONS - FUND 207		192,136	148,500	145,325	155,000
NET OF REVENUES/APPROPRIATIONS - FUND 207		(40,046)	5,050	7,725	1,550
BEGINNING FUND BALANCE		281,316	241,270	241,271	248,996
ENDING FUND BALANCE		241,270	246,320	248,996	250,546

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 208 - PARK MILLAGE					
Dept 000.000					
208-000.000-405.030	PARK MILLAGE	1,158,639	1,196,000	1,198,000	1,228,000
208-000.000-412.000	DELINQUENT PROPERTY TAXES	506	250	350	250
208-000.000-566.020	CTL PK N PHASE 2 GRANT REVENUE			422,550	
208-000.000-566.030	HARRIS CENTER GRANT REVENUE			100,000	
208-000.000-566.060	N MERIDIAN RD PARK GRANT REV	50,000			
208-000.000-566.090	Recreation Program Grant	251,870			
208-000.000-576.000	OTHER INTRGOVTL REVENUE	2,500			
208-000.000-665.000	INTEREST	35,551	10,000	12,000	10,000
208-000.000-667.000	RENTALS	11,175	10,000	4,000	12,000
208-000.000-667.020	HARRIS CENTER	45,794	42,000	5,500	30,000
208-000.000-667.060	DOG PARKS	3,500	2,000	4,000	3,000
208-000.000-670.400	TRANSFER IN FROM OTHER FUNDS	75,000			
208-000.000-675.150	DONATIONS			85,000	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,634,535	1,260,250	1,831,400	1,283,250
Dept 750.753 - PARKS AND RECREATION ADMIN.					
208-750.753-701.000	SALARIES	109,647	114,100	106,000	116,000
208-750.753-701.080	SALARIES - TEMPORARY	2,328	12,840		9,840
208-750.753-706.000	OVERTIME	696	400	100	400
208-750.753-709.000	ICMA CONTRIBUTION	300	300	300	300
208-750.753-710.000	LONGEVITY	1,600	1,600	1,600	1,760
208-750.753-714.000	FICA	8,797	9,950	9,950	9,780
208-750.753-715.000	HEALTH INSURANCE	10,993	13,100	13,900	15,200
208-750.753-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
208-750.753-716.000	LIFE/DISABILITY INSURANCE	536	675	575	680
208-750.753-717.000	PENSION	12,334	11,700	11,700	13,600
208-750.753-717.500	VantageCare	1,984	2,250	2,250	2,300
208-750.753-718.000	WORKERS COMPENSATION	1,224	2,350	1,500	2,250
208-750.753-728.000	OPERATING SUPPLIES	30	1,200	500	1,200
208-750.753-821.000	PROFESSIONAL SERVICES	85			
208-750.753-825.000	PROFESSIONAL CONFERENCES/DUES	793	2,050	1,000	850
208-750.753-870.000	MILEAGE	307	400	150	300
208-750.753-880.000	COMMUNITY PROMOTION		1,500	1,500	2,000
NET OF REVENUES/APPROPRIATIONS - 750.753 - PARKS AND RECREATION		(156,154)	(178,915)	(155,525)	(180,960)
Dept 750.756 - Harris Nature Center					
208-750.756-701.000	SALARIES	108,959	99,000	68,000	71,000
208-750.756-701.080	SALARIES - TEMPORARY	26,288	23,000	5,000	23,000
208-750.756-702.000	SICK LEAVE INCENTIVE PAY	191			
208-750.756-706.000	OVERTIME	3,171	1,000	300	1,000
208-750.756-709.000	ICMA CONTRIBUTION	500	500	350	350
208-750.756-710.000	LONGEVITY	1,830		385	385
208-750.756-714.000	FICA	10,224	9,500	9,500	7,300
208-750.756-715.000	HEALTH INSURANCE	9,093	16,600	16,600	21,500
208-750.756-715.010	FLEXIBLE BENEFIT	4,050	4,500	1,800	1,800
208-750.756-716.000	LIFE/DISABILITY INSURANCE	468	580	580	420
208-750.756-717.000	PENSION	10,140	9,700	7,600	7,200
208-750.756-717.500	VantageCare	1,769	1,950	1,500	1,400
208-750.756-718.000	WORKERS COMPENSATION	2,060	3,610	2,000	1,600
208-750.756-728.000	OPERATING SUPPLIES	12,568	13,000	13,000	13,000
208-750.756-820.000	CONTRACTUAL SERVICES	3,444	7,000	7,000	9,000
208-750.756-825.000	PROFESSIONAL CONFERENCES/DUES	1,076	1,000	1,000	1,000
208-750.756-870.000	MILEAGE	1,262	1,500	400	500
208-750.756-920.000	UTILITIES-ELECTRIC/GAS/WATER	5,783	8,000	8,000	8,000
208-750.756-934.000	GROUNDS MAINTENANCE	518	500	500	500
208-750.756-955.000	MISCELLANEOUS	2,949	2,400		
208-750.756-980.000	OFFICE EQUIPMENT & FURNITURE	1,027			
NET OF REVENUES/APPROPRIATIONS - 750.756 - Harris Nature Center		(207,370)	(203,340)	(143,515)	(168,955)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 750.758 - Park Maintenance					
208-750.758-701.000	SALARIES	135,929	141,500	135,000	139,000
208-750.758-701.080	SALARIES - TEMPORARY	4,634	6,160		7,200
208-750.758-702.000	SICK LEAVE INCENTIVE PAY		215		
208-750.758-706.000	OVERTIME	5,483	6,000	1,000	6,000
208-750.758-709.000	ICMA CONTRIBUTION	787	790	800	800
208-750.758-710.000	LONGEVITY	1,161	1,475	200	200
208-750.758-714.000	FICA	11,732	11,950	11,980	12,100
208-750.758-715.000	HEALTH INSURANCE	37,942	52,850	49,000	63,000
208-750.758-715.010	FLEXIBLE BENEFIT	150		900	900
208-750.758-716.000	LIFE/DISABILITY INSURANCE	621	855	855	850
208-750.758-717.000	PENSION	11,368	11,100	5,500	6,000
208-750.758-717.500	VantageCare	2,521	2,775	2,775	2,725
208-750.758-718.000	WORKERS COMPENSATION	2,166	4,100	2,000	4,000
208-750.758-727.000	LICENSES	5,176	2,000	2,000	4,750
208-750.758-728.000	OPERATING SUPPLIES	11,094	30,000	30,000	30,000
208-750.758-760.000	UNIFORMS		1,500		
208-750.758-761.000	CLOTHING ALLOWANCE	2,911	1,000	1,000	1,000
208-750.758-819.000	TRAINING	39	1,000	750	1,000
208-750.758-820.000	CONTRACTUAL SERVICES	15,255	35,000	15,000	40,000
208-750.758-820.020	SEWER CLEANING-SANITARY		2,000	2,000	2,000
208-750.758-825.000	PROFESSIONAL CONFERENCES/DUES		1,200		
208-750.758-827.000	RADIO MAINTENANCE	65		100	100
208-750.758-920.000	UTILITIES-ELECTRIC/GAS/WATER	4,933	200	200	500
208-750.758-934.000	GROUPS MAINTENANCE		10,000	10,000	10,000
208-750.758-936.000	EQUIPMENT MAINTENANCE		600	600	600
208-750.758-950.000	Vehicle Charges	52,795	58,500	58,500	75,175
208-750.758-956.095	DOG PARK EXPENSE		3,000	5,000	4,000
208-750.758-974.000	CONSTRUCTION/IMPROVEMENTS	279			
208-750.758-979.000	MACHINERY AND EQUIPMENT	399	6,000	6,000	2,500
NET OF REVENUES/APPROPRIATIONS - 750.758 - Park Maintenance		(307,440)	(391,770)	(341,160)	(414,400)
Dept 750.759 - Park Development					
208-750.759-974.000	CONSTRUCTION/IMPROVEMENTS	466,287	500,000	2,700,000	135,000
NET OF REVENUES/APPROPRIATIONS - 750.759 - Park Development		(466,287)	(500,000)	(2,700,000)	(135,000)
ESTIMATED REVENUES - FUND 208		1,634,535	1,260,250	1,831,400	1,283,250
APPROPRIATIONS - FUND 208		1,137,251	1,274,025	3,340,200	899,315
NET OF REVENUES/APPROPRIATIONS - FUND 208		497,284	(13,775)	(1,508,800)	383,935
BEGINNING FUND BALANCE		1,023,387	1,520,671	1,520,672	11,872
ENDING FUND BALANCE		1,520,671	1,506,896	11,872	395,807

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 209 - Land Preservation Millage					
Dept 000.000					
209-000.000-408.000	Land Preservation Millage	575,005	592,000	595,000	186,000
209-000.000-412.000	DELINQUENT PROPERTY TAXES	247	200	175	100
209-000.000-665.000	INTEREST	64,850	20,000	23,000	20,000
209-000.000-665.200	Unrealized invest gain/loss	2,108			
209-000.000-701.000	SALARIES	61,577	65,500	65,500	68,000
209-000.000-706.000	OVERTIME	2,190	1,000	500	500
209-000.000-709.000	ICMA CONTRIBUTION	325	325	340	340
209-000.000-710.000	LONGEVITY	320	320	370	530
209-000.000-714.000	FICA	4,887	5,150	5,300	5,300
209-000.000-715.000	HEALTH INSURANCE	4,141	6,755	6,600	9,200
209-000.000-715.010	FLEXIBLE BENEFIT	2,287	2,250	2,475	2,475
209-000.000-716.000	LIFE/DISABILITY INSURANCE	293	400	350	400
209-000.000-717.000	PENSION	6,076	7,150	6,650	6,700
209-000.000-717.500	VantageCare	1,059	1,310	1,310	1,350
209-000.000-718.000	WORKERS COMPENSATION	330	545	300	500
209-000.000-728.000	OPERATING SUPPLIES	110	5,000	5,000	10,000
209-000.000-808.000	LEGAL FEES	15,146	5,000	5,000	5,000
209-000.000-821.000	PROFESSIONAL SERVICES		40,000	40,000	40,000
209-000.000-825.000	PROFESSIONAL CONFERENCES/DUES	836	1,000	1,000	1,000
209-000.000-870.000	MILEAGE	273	300	300	300
209-000.000-934.000	GROUNDS MAINTENANCE	36,505	50,000	50,000	50,000
209-000.000-971.000	LAND ACQUISTION	4,829			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		501,026	420,195	427,180	4,505
ESTIMATED REVENUES - FUND 209		642,210	612,200	618,175	206,100
APPROPRIATIONS - FUND 209		141,184	192,005	190,995	201,595
NET OF REVENUES/APPROPRIATIONS - FUND 209		501,026	420,195	427,180	4,505
BEGINNING FUND BALANCE		2,832,338	3,333,364	3,333,364	3,760,544
ENDING FUND BALANCE		3,333,364	3,753,559	3,760,544	3,765,049

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 210 - Land Preservation Reserve Fund					
Dept 000.000					
210-000.000-665.000	INTEREST	74,635	35,000	50,000	40,000
210-000.000-665.100	Gain/Loss on Investment	7,646			
210-000.000-665.200	Unrealized invest gain/loss	16,001			
210-000.000-934.000	GROUNDS MAINTENANCE	78			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		98,204	35,000	50,000	40,000
ESTIMATED REVENUES - FUND 210		98,282	35,000	50,000	40,000
APPROPRIATIONS - FUND 210		78			
NET OF REVENUES/APPROPRIATIONS - FUND 210		98,204	35,000	50,000	40,000
BEGINNING FUND BALANCE		3,065,635	3,163,839	3,163,839	3,213,839
ENDING FUND BALANCE		3,163,839	3,198,839	3,213,839	3,253,839

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 211 - PARK RESTRICTED/DESIGNATED					
Dept 000.000					
211-000.000-650.500	SPONSOR REVENUE	54,334	51,000		50,000
211-000.000-665.000	INTEREST	6,336	3,000	1,000	1,000
211-000.000-667.030	FARM MARKET	15,887	18,000	13,000	18,000
211-000.000-667.035	MARKET VENDOR REV	18,560	22,000	14,000	24,000
211-000.000-667.045	Toward Center	(121)			
211-000.000-675.100	DONATIONS-HNC	3,555	2,000	1,725	
211-000.000-675.150	DONATIONS	11,200	2,000		
211-000.000-675.170	DONATIONS-SCHOLARSHIPS	244	100	135	
211-000.000-701.010	SALARY - FARM MARKET	13,506	15,000	12,000	13,000
211-000.000-714.000	FICA	1,033	1,150	900	1,000
211-000.000-718.000	WORKERS COMPENSATION	69	125	65	100
211-000.000-882.100	RECREATION SCHOLARSHIPS		300		500
211-000.000-886.600	HNC EXPENDITURES		3,000	10,000	3,000
211-000.000-892.000	CELEBRATE DOWNTOWN - SPONSORED EXPI	48,937	51,000		50,000
211-000.000-956.080	FARM MARKET	91,823	25,000	25,000	25,000
211-000.000-975.000	PARK DEVELOPMENT	11,421			
211-000.000-999.000	TRANSFERS OUT	75,000			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		(131,794)	2,525	(18,105)	400
ESTIMATED REVENUES - FUND 211		109,995	98,100	29,860	93,000
APPROPRIATIONS - FUND 211		241,789	95,575	47,965	92,600
NET OF REVENUES/APPROPRIATIONS - FUND 211		(131,794)	2,525	(18,105)	400
BEGINNING FUND BALANCE		256,246	124,452	124,453	106,348
ENDING FUND BALANCE		124,452	126,977	106,348	106,748

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 213 - NANCY MOORE - PARK BEAUTIFICATION FUND					
Dept 000.000					
213-000.000-665.000	INTEREST	209			
213-000.000-975.050	PARK BEAUTIFICATION	13,150			
NET OF REVENUES/APPROPRIATIONS - 000.000 -			(12,941)		
ESTIMATED REVENUES - FUND 213			209		
APPROPRIATIONS - FUND 213			13,150		
NET OF REVENUES/APPROPRIATIONS - FUND 213			(12,941)		
BEGINNING FUND BALANCE			12,941		
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 214 - FIRE RESTRICTED/DESIGNATED					
Dept 000.000					
214-000.000-665.000	INTEREST	119	50	30	30
214-000.000-675.035	DONATIONS RESTRIC. FF COMMUNITY OUTR	25		50	
214-000.000-956.015	FIREFIGHTERS COMMUNITY OUTREACH EXPE	592			
214-000.000-979.500	EQUIPMENT - GRANT FUNDED	4,209			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		(4,657)	50	80	30
ESTIMATED REVENUES - FUND 214		144	50	80	30
APPROPRIATIONS - FUND 214		4,801			
NET OF REVENUES/APPROPRIATIONS - FUND 214		(4,657)	50	80	30
BEGINNING FUND BALANCE		9,667	5,010	5,010	5,090
ENDING FUND BALANCE		5,010	5,060	5,090	5,120

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 215 - LIBRARY FUND - RESTRICTED					
Dept 000.000					
215-000.000-665.000	INTEREST	228	50	60	50
NET OF REVENUES/APPROPRIATIONS - 000.000 -		228	50	60	50

ESTIMATED REVENUES - FUND 215		228	50	60	50
APPROPRIATIONS - FUND 215					
NET OF REVENUES/APPROPRIATIONS - FUND 215		228	50	60	50
BEGINNING FUND BALANCE		13,244	13,472	13,472	13,532
ENDING FUND BALANCE		13,472	13,522	13,532	13,582

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 218 - POLICE RESTRICTED/DESIGNATED					
Dept 000.000					
218-000.000-506.000	GRANT REVENUE - LOCAL	1,636		20,757	
218-000.000-506.100	GRANT REVENUE - FEDERAL		8,000	5,000	5,000
218-000.000-659.000	FORFEITURE REVENUE-75%	16,399	5,000	7,500	5,000
218-000.000-659.050	FORFEITURE-25% VICTIMS RIGHTS			2,500	
218-000.000-659.100	FORFEITURE REV-NARCOTICS	7,500			
218-000.000-665.000	INTEREST	1,444	500	500	300
218-000.000-675.040	DONATIONS - POLICE DESIGNATED	70		50	
218-000.000-675.045	DONATIONS RESTRICTED KIDS XMAS PARTY	10,097	5,000	1,300	
218-000.000-675.050	POLICE TRAINING PA 302	6,407	7,000	7,000	7,000
218-000.000-728.081	OPERATING SUPPLIES-FORFEITURE NARCOTICS				5,000
218-000.000-760.000	UNIFORMS	6,320	8,000	5,000	5,000
218-000.000-880.030	KIDS XMAS PARTY	14,540	5,000	1,300	
218-000.000-956.040	POLICE TRAINING FUND PA 302	6,705	7,000	7,000	7,000
218-000.000-956.090	POLICE DESIGNATED FUND			20,757	
218-000.000-979.081	MACHINERY AND EQUIPMENT NARCOTICS		15,000	15,000	
NET OF REVENUES/APPROPRIATIONS - 000.000 -		15,988	(9,500)	(4,450)	300
ESTIMATED REVENUES - FUND 218		43,553	25,500	44,607	17,300
APPROPRIATIONS - FUND 218		27,565	35,000	49,057	17,000
NET OF REVENUES/APPROPRIATIONS - FUND 218		15,988	(9,500)	(4,450)	300
BEGINNING FUND BALANCE		73,485	89,473	89,473	85,023
ENDING FUND BALANCE		89,473	79,973	85,023	85,323

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 230 - CABLE TV					
Dept 000.000					
230-000.000-604.000	FRANCHISE FEES - CABLE TV	628,331			
230-000.000-604.500	CABLE PEG FEES	131,475			
230-000.000-646.000	CABLE MISCELLANEOUS REVENUE	3,964			
230-000.000-650.500	SPONSOR REVENUE	1,600			
230-000.000-665.000	INTEREST	2,856		900	100
230-000.000-675.150	DONATIONS	485			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		768,711		900	100
Dept 750.806 - CABLE TV					
230-750.806-701.000	SALARIES	326,080	50,500	48,650	
230-750.806-701.080	SALARIES - TEMPORARY	38,091		150	
230-750.806-702.000	SICK LEAVE INCENTIVE PAY	1,940			
230-750.806-706.000	OVERTIME	2,145			
230-750.806-709.000	ICMA CONTRIBUTION	750	250		
230-750.806-710.000	LONGEVITY	2,880			
230-750.806-714.000	FICA	28,596	4,050	3,740	
230-750.806-715.000	HEALTH INSURANCE	36,567	20,400	16,000	
230-750.806-715.010	FLEXIBLE BENEFIT	15,000			
230-750.806-716.000	LIFE/DISABILITY INSURANCE	1,254		1,200	
230-750.806-717.000	PENSION	32,690	5,100	4,865	
230-750.806-717.500	VantageCare	5,445	1,010	25	
230-750.806-718.000	WORKERS COMPENSATION	1,228		845	
230-750.806-728.000	OPERATING SUPPLIES	340			
230-750.806-750.000	PUBLICATIONS	33,579			
230-750.806-808.000	LEGAL FEES	15,500			
230-750.806-820.000	CONTRACTUAL SERVICES	62,882	50,000		
230-750.806-825.000	PROFESSIONAL CONFERENCES/DUES	9,884			
230-750.806-870.000	MILEAGE	85			
230-750.806-880.000	COMMUNITY PROMOTION	3,132			
230-750.806-890.000	Special Events	3,358			
230-750.806-955.000	MISCELLANEOUS	1,212			
230-750.806-957.000	ADMINISTRATIVE	120,000			
230-750.806-980.000	OFFICE EQUIPMENT & FURNITURE	1,195			
230-750.806-980.010	VIDEO PRODUCTION EQUIPMENT	25,368			
NET OF REVENUES/APPROPRIATIONS - 750.806 - CABLE TV		(769,201)	(131,310)	(75,475)	
ESTIMATED REVENUES - FUND 230		768,711		900	100
APPROPRIATIONS - FUND 230		769,201	131,310	75,475	
NET OF REVENUES/APPROPRIATIONS - FUND 230		(490)	(131,310)	(74,575)	100
BEGINNING FUND BALANCE		296,958	296,468	296,469	221,894
ENDING FUND BALANCE		296,468	165,158	221,894	221,994

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 246 - TIRF					
Dept 000.000					
246-000.000-576.100	State Grant Revenue			1,500	
246-000.000-665.000	INTEREST	18,269	10,000	9,000	9,000
246-000.000-665.040	INTEREST - SPECIAL ASSESSMENTS	12,790	10,000	10,700	10,500
246-000.000-672.000	SPECIAL ASSESSMENTS	144,416	150,000	140,000	140,000
246-000.000-972.020	LAKE LANSING WATERSHED	92,654	95,000	15,000	15,000
246-000.000-974.000	CONSTRUCTION/IMPROVEMENTS	35,102	25,000	90,000	50,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		47,719	50,000	56,200	94,500
ESTIMATED REVENUES - FUND 246		175,475	170,000	161,200	159,500
APPROPRIATIONS - FUND 246		127,756	120,000	105,000	65,000
NET OF REVENUES/APPROPRIATIONS - FUND 246		47,719	50,000	56,200	94,500
BEGINNING FUND BALANCE		955,586	1,003,305	1,003,305	1,059,505
ENDING FUND BALANCE		1,003,305	1,053,305	1,059,505	1,154,005

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 250 - COMMUNITY NEEDS FUND					
Dept 000.000					
250-000.000-665.000	INTEREST	237	50	150	50
250-000.000-675.060	DONATIONS - HRC EMER SERVICES	20,956	7,500	20,000	10,000
250-000.000-675.065	DONATIONS - REDI-RIDE	1,829	200	1,000	200
250-000.000-675.076	DONATIONS-HOLIDAY BASKETS	1,861			
250-000.000-699.000	OPERATING TRANSFER IN			62,000	
250-000.000-956.070	EMERGENCY FUND	17,361	7,500	20,000	10,000
250-000.000-956.073	HOLIDAY BASKETS	631		150	
250-000.000-956.075	REDI-RIDE	1,800	1,000	1,000	200
NET OF REVENUES/APPROPRIATIONS - 000.000 -		5,091	(750)	62,000	50

ESTIMATED REVENUES - FUND 250		24,883	7,750	83,150	10,250
APPROPRIATIONS - FUND 250		19,792	8,500	21,150	10,200
NET OF REVENUES/APPROPRIATIONS - FUND 250		5,091	(750)	62,000	50
BEGINNING FUND BALANCE		18,796	23,887	23,888	85,888
ENDING FUND BALANCE		23,887	23,137	85,888	85,938

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 275 - REVOLVING ENERGY FUND					
Dept 000.000					
275-000.000-665.000	INTEREST	949	200	250	
275-000.000-685.000	ENERGY SAVINGS PAYMENTS		50		
NET OF REVENUES/APPROPRIATIONS - 000.000 -		949	250	250	
ESTIMATED REVENUES - FUND 275		949	250	250	
APPROPRIATIONS - FUND 275					
NET OF REVENUES/APPROPRIATIONS - FUND 275		949	250	250	
BEGINNING FUND BALANCE		55,157	56,106	56,106	56,356
ENDING FUND BALANCE		56,106	56,356	56,356	56,356

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 277 - LAW ENFORCEMENT GRANTS					
Dept 000.000					
277-000.000-506.000	GRANT REVENUE - LOCAL	839			
277-000.000-665.000	INTEREST	1,329	500	400	200
NET OF REVENUES/APPROPRIATIONS - 000.000 -		2,168	500	400	200
ESTIMATED REVENUES - FUND 277		2,168	500	400	200
APPROPRIATIONS - FUND 277					
NET OF REVENUES/APPROPRIATIONS - FUND 277		2,168	500	400	200
BEGINNING FUND BALANCE		73,877	76,045	76,045	76,445
ENDING FUND BALANCE		76,045	76,545	76,445	76,645

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 310 - ROADS DEBT RETIREMENT FUND					
Dept 000.000					
310-000.000-405.090	ROAD DEBT MILLAGE COLLECTION		3,514,000	3,517,000	3,618,000
310-000.000-412.000	DELINQUENT PROPERTY TAXES			1,000	1,000
310-000.000-665.000	INTEREST	1,953	30,000	16,000	15,000
310-000.000-696.000	OTHR FINANCING SRCE-BOND PROCEEDS	880,482			
310-000.000-993.000	PRINCIPAL EXPENSE		3,305,000	3,050,000	3,165,000
310-000.000-995.000	DEBT SERVICE-INTEREST		235,175	481,000	402,500
NET OF REVENUES/APPROPRIATIONS - 000.000 -		882,435	3,825	3,000	66,500
ESTIMATED REVENUES - FUND 310		882,435	3,544,000	3,534,000	3,634,000
APPROPRIATIONS - FUND 310			3,540,175	3,531,000	3,567,500
NET OF REVENUES/APPROPRIATIONS - FUND 310		882,435	3,825	3,000	66,500
BEGINNING FUND BALANCE			882,435	882,435	885,435
ENDING FUND BALANCE		882,435	886,260	885,435	951,935

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 370 - FIRE STATION DEBT SERVICE					
Dept 000.000					
370-000.000-405.070	FIRE STATION MILLAGE COLLECTION	350,582	361,500	363,000	372,000
370-000.000-412.000	DELINQUENT PROPERTY TAXES	151	100	105	100
370-000.000-665.000	INTEREST	5,327	2,000	2,000	1,000
370-000.000-993.000	PRINCIPAL EXPENSE	220,000	225,000	225,000	230,000
370-000.000-995.000	DEBT SERVICE-INTEREST	51,468	48,405	48,405	44,590
NET OF REVENUES/APPROPRIATIONS - 000.000 -		84,592	90,195	91,700	98,510
ESTIMATED REVENUES - FUND 370		356,060	363,600	365,105	373,100
APPROPRIATIONS - FUND 370		271,468	273,405	273,405	274,590
NET OF REVENUES/APPROPRIATIONS - FUND 370		84,592	90,195	91,700	98,510
BEGINNING FUND BALANCE		206,187	290,779	290,780	382,480
ENDING FUND BALANCE		290,779	380,974	382,480	480,990

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 454 - FIRE STATION CONSTRUCTION FUND					
Dept 000.000					
454-000.000-821.000	PROFESSIONAL SERVICES		16		
NET OF REVENUES/APPROPRIATIONS - 000.000 -			(16)		
ESTIMATED REVENUES - FUND 454					
APPROPRIATIONS - FUND 454					
NET OF REVENUES/APPROPRIATIONS - FUND 454			16		
BEGINNING FUND BALANCE			16		
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 590 - SEWER FUND					
Dept 000.000					
590-000.000-625.000	PUBLIC WORKS SERVICES	20,000	20,000	20,000	20,000
590-000.000-630.110	BILLING CHARGES-SEWER	139,453	130,000	135,000	138,000
590-000.000-631.000	SEWER CHARGES	5,432,168	5,800,000	5,800,000	7,040,000
590-000.000-631.010	LIFT STATION FEES	6,938	6,900	6,900	6,850
590-000.000-632.000	WATER AND SEWER PENALTIES	36,399	35,000	12,000	20,000
590-000.000-634.010	SEWER BENEFITS	11,148	10,000	10,000	10,000
590-000.000-635.000	SEWER INSPECTIONS	3,200	5,000	5,000	5,000
590-000.000-636.000	SEWER LICENSES	200	150	150	
590-000.000-640.000	CONNECTION FEES	194,119	150,000	150,000	100,000
590-000.000-641.000	ENGINEERING FEES	7,292	2,000	8,500	5,000
590-000.000-641.010	Inspection Charges	42,345	15,000	45,000	30,000
590-000.000-665.000	INTEREST	9,552	5,000	8,000	5,000
590-000.000-671.000	MISCELLANEOUS	2,402	500	1,200	4,000
590-000.000-693.000	GAIN ON SALE OF FIXED ASSETS	(450)			
590-000.000-717.600	PENSION EXPENSE - GASB 68	(72,896)			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		5,977,662	6,179,550	6,201,750	7,383,850
Dept 440.441 - WATER/SEWER ADMINISTRATION					
590-440.441-701.000	SALARIES	73,275	79,000	77,650	78,800
590-440.441-709.000	ICMA CONTRIBUTION	250	250	250	250
590-440.441-710.000	LONGEVITY	640	800	800	800
590-440.441-714.000	FICA	5,831	6,150	6,150	6,300
590-440.441-715.000	HEALTH INSURANCE	13,564	13,900	13,900	14,300
590-440.441-716.000	LIFE/DISABILITY INSURANCE	347	460	460	470
590-440.441-717.000	PENSION	9,375	8,300	9,800	11,000
590-440.441-717.500	VantageCare	1,325	1,525	1,525	1,600
590-440.441-718.000	WORKERS COMPENSATION	533	575	450	540
590-440.441-723.000	AUTO ALLOWANCE	4,264	4,200	4,800	4,800
590-440.441-728.000	OPERATING SUPPLIES	4			
590-440.441-807.000	AUDIT	6,500	7,000	7,000	8,000
590-440.441-819.000	TRAINING		750		
590-440.441-820.000	CONTRACTUAL SERVICES	8,107	5,000	10,000	15,000
590-440.441-825.000	PROFESSIONAL CONFERENCES/DUES	714	1,000	1,000	1,000
590-440.441-955.000	MISCELLANEOUS	12,888	10,000	15,000	15,000
590-440.441-957.000	ADMINISTRATIVE	525,000	525,000	525,000	525,000
590-440.441-968.000	DEPRECIATION	331,821			
NET OF REVENUES/APPROPRIATIONS - 440.441 - WATER/SEWER ADMINI:		(994,438)	(663,910)	(673,785)	(682,860)
Dept 440.447 - ENGINEERING					
590-440.447-701.000	SALARIES	180,833	180,000	175,000	185,000
590-440.447-702.000	SICK LEAVE INCENTIVE PAY		720		
590-440.447-706.000	OVERTIME	910	1,250	1,250	1,250
590-440.447-709.000	ICMA CONTRIBUTION	325	325	325	450
590-440.447-710.000	LONGEVITY	1,554	1,760	1,600	1,600
590-440.447-714.000	FICA	14,126	13,600	13,600	14,500
590-440.447-715.000	HEALTH INSURANCE	20,919	27,250	27,250	31,000
590-440.447-715.010	FLEXIBLE BENEFIT	4,350	3,600	3,600	3,600
590-440.447-716.000	LIFE/DISABILITY INSURANCE	598	710	700	700
590-440.447-717.000	PENSION	16,431	16,500	16,500	16,500
590-440.447-717.500	VantageCare	3,033	3,250	3,250	3,500
590-440.447-718.000	WORKERS COMPENSATION	877	1,310	900	1,340
590-440.447-727.000	LICENSES		2,000	2,000	2,000
590-440.447-728.000	OPERATING SUPPLIES	54	500	500	500
590-440.447-819.000	TRAINING	561	1,000	1,000	1,000
590-440.447-821.000	PROFESSIONAL SERVICES	(8,248)	35,000	30,000	35,000
590-440.447-825.000	PROFESSIONAL CONFERENCES/DUES	32	500	500	500
590-440.447-950.000	Vehicle Charges	13,565	14,750	14,750	15,335
NET OF REVENUES/APPROPRIATIONS - 440.447 - ENGINEERING		(249,920)	(304,025)	(292,725)	(313,775)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 440.527 - SEWAGE TREATMENT					
590-440.527-820.000	CONTRACTUAL SERVICES	1,555,960	3,500,000	3,500,000	3,200,000
NET OF REVENUES/APPROPRIATIONS - 440.527 - SEWAGE TREATMENT		(1,555,960)	(3,500,000)	(3,500,000)	(3,200,000)
Dept 440.538 - SEWER MAINTENANCE					
590-440.538-701.000	SALARIES	194,575	227,650	197,100	205,750
590-440.538-701.080	SALARIES - TEMPORARY	6,336	5,500		5,000
590-440.538-706.000	OVERTIME	10,698	10,000	10,000	10,000
590-440.538-709.000	ICMA CONTRIBUTION	1,250	1,250	1,065	1,065
590-440.538-710.000	LONGEVITY	160	1,280	1,280	1,600
590-440.538-714.000	FICA	17,272	19,650	17,500	17,550
590-440.538-715.000	HEALTH INSURANCE	54,581	73,400	68,000	88,000
590-440.538-715.010	FLEXIBLE BENEFIT	1,875			
590-440.538-716.000	LIFE/DISABILITY INSURANCE	996	1,350	1,160	1,185
590-440.538-717.000	PENSION	25,821	28,700	30,000	35,650
590-440.538-717.500	VantageCare	3,702	4,350	4,350	4,000
590-440.538-718.000	WORKERS COMPENSATION	2,842	4,820	2,700	4,000
590-440.538-727.000	LICENSES	8,052	35,000	35,000	35,000
590-440.538-728.000	OPERATING SUPPLIES	8,630	10,000	2,500	8,000
590-440.538-760.000	UNIFORMS		1,500	1,500	1,500
590-440.538-761.000	CLOTHING ALLOWANCE	4,053	3,815	3,815	3,000
590-440.538-806.000	CLAIM REIMBURSEMENT	400	2,000	2,000	2,000
590-440.538-819.000	TRAINING	3,220	6,000	16,000	16,000
590-440.538-820.000	CONTRACTUAL SERVICES	61,745	68,000	68,000	68,000
590-440.538-820.020	SEWER CLEANING-SANITARY	174	1,000	1,000	1,000
590-440.538-820.030	SEWER CLEANING-STORM		1,000	1,000	1,000
590-440.538-825.000	PROFESSIONAL CONFERENCES/DUES	261	1,200	1,200	1,200
590-440.538-827.000	RADIO MAINTENANCE	1,443	7,400	7,400	7,400
590-440.538-920.000	UTILITIES-ELECTRIC/GAS/WATER	80,067	85,000	85,000	95,000
590-440.538-921.000	UTILITIES-TELEPHONE & DATA SERVICES	392	1,200	1,200	1,200
590-440.538-931.000	LIFT STATION REPAIRS	40,959	130,000	130,000	120,000
590-440.538-932.000	SEWER LINE REPAIRS	5,899	50,000	40,000	50,000
590-440.538-936.000	EQUIPMENT MAINTENANCE	1,646	7,000	7,000	7,000
590-440.538-950.000	Vehicle Charges	102,165	101,300	101,300	118,695
590-440.538-968.000	DEPRECIATION	675,694			
590-440.538-979.000	MACHINERY AND EQUIPMENT	4,245	26,000	26,000	26,000
NET OF REVENUES/APPROPRIATIONS - 440.538 - SEWER MAINTENANCE		(1,319,153)	(915,365)	(863,070)	(935,795)
Dept 900.901 - CAPITAL OUTLAY					
590-900.901-974.000	CONSTRUCTION/IMPROVEMENTS		500,000	500,000	555,000
NET OF REVENUES/APPROPRIATIONS - 900.901 - CAPITAL OUTLAY			(500,000)	(500,000)	(555,000)
Dept 905.906 - DEBT SERVICE					
590-905.906-992.070	Wastewater Optimization			185,000	850,000
590-905.906-995.000	DEBT SERVICE-INTEREST	317,471	253,500	185,000	400,000
NET OF REVENUES/APPROPRIATIONS - 905.906 - DEBT SERVICE		(317,471)	(253,500)	(370,000)	(1,250,000)
ESTIMATED REVENUES - FUND 590		5,904,766	6,179,550	6,201,750	7,383,850
APPROPRIATIONS - FUND 590		4,364,046	6,136,800	6,199,580	6,937,430
NET OF REVENUES/APPROPRIATIONS - FUND 590		1,540,720	42,750	2,170	446,420
BEGINNING FUND BALANCE		23,810,001	25,350,721	25,350,721	25,352,891
ENDING FUND BALANCE		25,350,721	25,393,471	25,352,891	25,799,311

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 591 - WATER FUND					
Dept 000.000					
591-000.000-600.000	Capital Contributions	154,081			
591-000.000-625.000	PUBLIC WORKS SERVICES	20,000		20,000	20,000
591-000.000-630.000	WATER SALES	5,676,985	5,850,000	5,850,000	5,952,000
591-000.000-630.100	BILLING CHARGES	139,382	138,000	138,000	138,000
591-000.000-632.000	WATER AND SEWER PENALTIES	33,713	30,000	10,000	30,000
591-000.000-633.000	CUSTOMER INSTALLATION	91,022	70,000	70,000	70,000
591-000.000-634.000	WATER BENEFITS	4,769	20,000	20,000	20,000
591-000.000-635.100	Water Inspection	2,780	5,000	5,000	5,000
591-000.000-640.000	CONNECTION FEES	134,449	120,000	120,000	120,000
591-000.000-641.000	ENGINEERING FEES	7,252	3,000	10,000	10,000
591-000.000-641.010	Inspection Charges	40,644	20,000	35,000	30,000
591-000.000-665.000	INTEREST	46,173	25,000	15,000	5,000
591-000.000-667.100	RENTAL INCOME-ANTENNAS	27,181	27,000	28,100	28,100
591-000.000-671.000	MISCELLANEOUS	19,228	10,000	5,000	5,000
591-000.000-671.001	MISC-POOL FILL	167	200	200	200
591-000.000-671.002	Misc-Construction meters	14,003	15,000	12,000	12,000
591-000.000-692.000	GAIN FROM JOINT VENTURE	347,708			
591-000.000-717.600	PENSION EXPENSE - GASB 68	(110,550)			
NET OF REVENUES/APPROPRIATIONS - 000.000 -		6,870,087	6,333,200	6,338,300	6,445,300
Dept 440.441 - WATER/SEWER ADMINISTRATION					
591-440.441-701.000	SALARIES	74,786	78,500	78,000	79,000
591-440.441-709.000	ICMA CONTRIBUTION	250	250	250	250
591-440.441-710.000	LONGEVITY	640	800	800	800
591-440.441-714.000	FICA	5,953	6,150	6,150	6,300
591-440.441-715.000	HEALTH INSURANCE	10,952	13,900	12,500	14,000
591-440.441-716.000	LIFE/DISABILITY INSURANCE	347	460	420	470
591-440.441-717.000	PENSION	8,735	8,300	10,300	11,100
591-440.441-717.500	VantageCare	1,357	1,525	1,700	1,560
591-440.441-718.000	WORKERS COMPENSATION	975	575	770	800
591-440.441-723.000	AUTO ALLOWANCE	4,264	4,200	4,800	4,800
591-440.441-728.000	OPERATING SUPPLIES	65	100	100	100
591-440.441-807.000	AUDIT	6,500	7,000	7,000	8,000
591-440.441-819.000	TRAINING	172	200		
591-440.441-820.000	CONTRACTUAL SERVICES	8,107	5,000	8,000	8,000
591-440.441-825.000	PROFESSIONAL CONFERENCES/DUES	27,087	37,000	37,000	37,000
591-440.441-955.000	MISCELLANEOUS	13,421	20,000	20,000	25,000
591-440.441-957.000	ADMINISTRATIVE	525,000	525,000	525,000	525,000
591-440.441-968.000	DEPRECIATION	737,994			
NET OF REVENUES/APPROPRIATIONS - 440.441 - WATER/SEWER ADMINI!		(1,426,605)	(708,960)	(712,790)	(722,180)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 440.447 - ENGINEERING					
591-440.447-701.000	SALARIES	167,109	175,000	174,000	189,000
591-440.447-702.000	SICK LEAVE INCENTIVE PAY	1,644	750	1,500	1,385
591-440.447-706.000	OVERTIME	671	1,250	1,250	1,250
591-440.447-709.000	ICMA CONTRIBUTION	325	325	1,000	1,000
591-440.447-710.000	LONGEVITY	1,554	1,760	1,760	1,600
591-440.447-714.000	FICA	13,202	13,575	13,575	14,500
591-440.447-715.000	HEALTH INSURANCE	20,919	27,300	27,300	30,700
591-440.447-715.010	FLEXIBLE BENEFIT	4,350	3,600	3,600	3,600
591-440.447-716.000	LIFE/DISABILITY INSURANCE	556	710	640	700
591-440.447-717.000	PENSION	16,471	17,600	16,800	17,000
591-440.447-717.500	VantageCare	3,033	3,250	3,250	3,500
591-440.447-718.000	WORKERS COMPENSATION	848	1,310	900	1,350
591-440.447-727.000	LICENSES		1,800	1,800	2,000
591-440.447-728.000	OPERATING SUPPLIES	297	1,000	1,000	1,000
591-440.447-819.000	TRAINING	530	500	500	500
591-440.447-821.000	PROFESSIONAL SERVICES	30	500		
591-440.447-825.000	PROFESSIONAL CONFERENCES/DUES	603	600	600	600
591-440.447-950.000	Vehicle Charges	13,565	14,750	14,750	15,335
NET OF REVENUES/APPROPRIATIONS - 440.447 - ENGINEERING		(245,707)	(265,580)	(264,225)	(285,020)
Dept 440.528 - WATER SUPPLY					
591-440.528-812.000	INSURANCE		2,400		
591-440.528-820.000	CONTRACTUAL SERVICES	3,186,269	3,250,000	3,281,500	3,400,000
NET OF REVENUES/APPROPRIATIONS - 440.528 - WATER SUPPLY		(3,186,269)	(3,252,400)	(3,281,500)	(3,400,000)
Dept 440.537 - WATER MAINTENANCE					
591-440.537-701.000	SALARIES	381,470	373,200	404,350	460,200
591-440.537-701.080	SALARIES - TEMPORARY	5,420	5,000		5,000
591-440.537-706.000	OVERTIME	29,382	24,000	24,000	24,000
591-440.537-709.000	ICMA CONTRIBUTION	2,000	2,000	2,100	2,315
591-440.537-710.000	LONGEVITY	5,722	4,800	4,800	5,680
591-440.537-714.000	FICA	32,749	32,650	32,650	38,750
591-440.537-715.000	HEALTH INSURANCE	108,849	118,900	110,000	140,500
591-440.537-715.010	FLEXIBLE BENEFIT	750	4,500		
591-440.537-716.000	LIFE/DISABILITY INSURANCE	1,659	2,200	2,200	2,650
591-440.537-717.000	PENSION	50,249	49,500	62,000	88,000
591-440.537-717.500	VantageCare	7,069	7,320	7,320	8,800
591-440.537-718.000	WORKERS COMPENSATION	8,300	15,650	15,650	17,960
591-440.537-727.000	LICENSES	12,846	50,000	50,000	50,000
591-440.537-728.000	OPERATING SUPPLIES	78,833	95,000	95,000	95,000
591-440.537-760.000	UNIFORMS		2,400	2,400	
591-440.537-761.000	CLOTHING ALLOWANCE	6,428	6,000	6,000	6,750
591-440.537-806.000	CLAIM REIMBURSEMENT	23,346		100	100
591-440.537-819.000	TRAINING	5,528	4,800	4,800	5,000
591-440.537-820.000	CONTRACTUAL SERVICES	149,321	125,000	125,000	100,000
591-440.537-825.000	PROFESSIONAL CONFERENCES/DUES	735	2,500	2,500	2,500
591-440.537-827.000	RADIO MAINTENANCE	4,300	4,000	4,000	4,000
591-440.537-920.000	UTILITIES-ELECTRIC/GAS/WATER	14,637	7,000	7,000	7,000
591-440.537-921.000	UTILITIES-TELEPHONE & DATA SERVICES	392	1,000	1,000	1,000
591-440.537-936.000	EQUIPMENT MAINTENANCE	1,366	2,000	2,000	2,000
591-440.537-950.000	Vehicle Charges	179,065	178,900	178,900	162,620
591-440.537-972.000	CUSTOMER INSTALLATION - WATER	48,876	300,000	300,000	300,000
591-440.537-979.000	MACHINERY AND EQUIPMENT	9,161	27,000	27,000	25,000
NET OF REVENUES/APPROPRIATIONS - 440.537 - WATER MAINTENANCE		(1,168,453)	(1,445,320)	(1,470,770)	(1,554,825)

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Dept 900.901 - CAPITAL OUTLAY					
591-900.901-974.000	CONSTRUCTION/IMPROVEMENTS	(5,930)	515,000	515,000	470,000
NET OF REVENUES/APPROPRIATIONS - 900.901 - CAPITAL OUTLAY		5,930	(515,000)	(515,000)	(470,000)
Dept 905.906 - DEBT SERVICE					
591-905.906-992.110	WATER PLANT RENOVATION		150,000		
NET OF REVENUES/APPROPRIATIONS - 905.906 - DEBT SERVICE			(150,000)		
ESTIMATED REVENUES - FUND 591		6,759,537	6,333,200	6,338,300	6,445,300
APPROPRIATIONS - FUND 591		5,910,554	6,337,260	6,244,285	6,432,025
NET OF REVENUES/APPROPRIATIONS - FUND 591		848,983	(4,060)	94,015	13,275
BEGINNING FUND BALANCE		28,691,594	29,540,577	29,540,578	29,634,593
ENDING FUND BALANCE		29,540,577	29,536,517	29,634,593	29,647,868

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 661 - MOTOR POOL					
Dept 000.000					
661-000.000-665.000	INTEREST	18,042	5,000	5,600	5,000
661-000.000-667.000	RENTALS	1,153,190	1,250,320	1,250,320	1,151,320
661-000.000-667.500	RENTALS - PUBLIC SAFETY VEHICLES	210,000	250,000	250,000	250,000
661-000.000-673.000	VEHICLE SALES		5,000	4,500	5,000
661-000.000-693.000	GAIN/LOSS ON SALE OF FIXED ASSETS	22,699			
661-000.000-701.000	SALARIES	135,525	130,800	132,500	135,500
661-000.000-702.000	SICK LEAVE INCENTIVE PAY	402	1,150		
661-000.000-706.000	OVERTIME	2,942	3,000	2,500	3,000
661-000.000-709.000	ICMA CONTRIBUTION	563	570	565	565
661-000.000-710.000	LONGEVITY	815	640	640	880
661-000.000-714.000	FICA	10,999	10,770	10,770	11,050
661-000.000-715.000	HEALTH INSURANCE	18,507	20,850	20,850	21,500
661-000.000-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
661-000.000-716.000	LIFE/DISABILITY INSURANCE	602	780	700	800
661-000.000-717.000	PENSION	16,089	16,400	18,500	23,100
661-000.000-717.500	VantageCare	2,411	2,600	2,600	2,650
661-000.000-717.600	PENSION EXPENSE - GASB 68	(1,374,663)			
661-000.000-718.000	WORKERS COMPENSATION	2,318	4,250	2,500	4,120
661-000.000-727.000	LICENSES	2,612	21,400	21,400	21,400
661-000.000-728.101	Vehicle Repair parts	81,620	85,000	75,000	85,000
661-000.000-728.102	Vehicle Accessories	7,506	10,250	9,000	10,000
661-000.000-728.103	Veh Supplies-outside services	79,462	85,000	75,000	85,000
661-000.000-728.104	Tires/Tire Services	20,194	25,000	25,000	25,000
661-000.000-728.105	Batteries/Electrical	1,908	4,500	4,000	4,000
661-000.000-728.106	Tools	701	2,000	2,000	2,000
661-000.000-728.107	Fasteners	1,680	1,500	850	1,200
661-000.000-728.108	Solvents	1,448	1,400	1,200	1,200
661-000.000-728.110	OPERATING SUPPLIES-CUSTODIAL		250	100	100
661-000.000-760.000	UNIFORMS	2,108	2,400	2,400	2,400
661-000.000-761.000	CLOTHING ALLOWANCE	1,607	1,500	1,500	1,500
661-000.000-812.000	INSURANCE	75,000	75,000	75,905	76,000
661-000.000-819.000	TRAINING		2,000	2,000	5,000
661-000.000-820.000	CONTRACTUAL SERVICES	9,174	25,000	25,000	25,000
661-000.000-825.000	PROFESSIONAL CONFERENCES/DUES		750		
661-000.000-826.000	COMPUTER SERVICES/SUPPLIES	1,318	5,000	3,000	3,000
661-000.000-827.000	RADIO MAINTENANCE	33		100	100
661-000.000-865.000	GASOLINE	145,904	150,000	150,000	150,000
661-000.000-936.000	EQUIPMENT MAINTENANCE	8,516	8,500	8,500	8,500
661-000.000-968.000	DEPRECIATION	403,312			
661-000.000-979.000	MACHINERY AND EQUIPMENT	5,053	15,000	10,000	10,000
661-000.000-981.000	VEHICLES		422,500	422,500	1,709,000
NET OF REVENUES/APPROPRIATIONS - 000.000 -		1,733,765	370,060	399,340	(1,021,745)
ESTIMATED REVENUES - FUND 661		1,403,931	1,510,320	1,510,420	1,411,320
APPROPRIATIONS - FUND 661		(329,834)	1,140,260	1,111,080	2,433,065
NET OF REVENUES/APPROPRIATIONS - FUND 661		1,733,765	370,060	399,340	(1,021,745)
BEGINNING FUND BALANCE		1,269,187	3,002,952	3,002,954	3,402,294
ENDING FUND BALANCE		3,002,952	3,373,012	3,402,294	2,380,549

GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ADOPTED BUDGET	2020 PROJECTED ACTIVITY	2021 RECOMMENDED BUDGET
Fund 900 - DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.000					
900-000.000-402.000	CURRENT PROPERTY TAXES	32,334	30,200	6,500	6,500
900-000.000-576.000	OTHER INTRGOVTL REVENUE	12,764	12,000		
900-000.000-665.000	INTEREST	6			
900-000.000-728.000	OPERATING SUPPLIES	2,905	3,000	3,000	3,000
900-000.000-820.000	CONTRACTUAL SERVICES	740	1,000		
900-000.000-995.000	DEBT SERVICE-INTEREST	4,298	4,485	3,735	3,735
NET OF REVENUES/APPROPRIATIONS - 000.000 -		37,161	33,715	(235)	(235)
ESTIMATED REVENUES - FUND 900		45,104	42,200	6,500	6,500
APPROPRIATIONS - FUND 900		7,943	8,485	6,735	6,735
NET OF REVENUES/APPROPRIATIONS - FUND 900		37,161	33,715	(235)	(235)
BEGINNING FUND BALANCE		(127,800)	(90,639)	(90,640)	(90,875)
ENDING FUND BALANCE		(90,639)	(56,924)	(90,875)	(91,110)



7. C

To: Board Members
From: Brett Dreyfus, Township Clerk
Date: September 22, 2020
Re: Approval to Temporarily Relocate Precincts 6 & 10

Precinct 6 & 10 need to be temporarily relocated for the November 3, 2020 General Election. Precinct 6 is the Town Hall Room, and that space will be used to process AV ballots for precinct processing on Election Day. It will be temporarily relocated to the Haslett High School, which is the polling location for Precinct 3.

Precinct 10 has had some logistical issues and additional space and privacy concerns need to be addressed. It will be temporarily relocated to Murphy Elementary School, the polling location for Precinct 4.

MOVE TO APPROVE THE TEMPORARY RELOCATION OF PRECINCT 6 FROM THE TOWN HALL ROOM TO HASLETT HIGH SCHOOL, AND THE TEMPORARY RELOCATION OF PRECINCT 10 FROM THE GAYLORD SERVICE CENTER TO MURPHY ELEMENTARY SCHOOL.

